



# TOWN OF JEROME

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

## AGENDA

### REGULAR MEETING OF THE JEROME TOWN COUNCIL JEROME CIVIC CENTER - 600 CLARK STREET - COUNCIL CHAMBERS TUESDAY, JUNE 11, 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](http://www.jerome.az.gov).

<b>ITEM #1:</b>	<b>CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE</b> Mayor/Chairperson to call meeting to order. Town Clerk to call and record the roll. Mayor or Mayor's designee to lead the Pledge of Allegiance.	
<b>ITEM #2:</b>	<b>FINANCIAL REPORTS</b> Budget to Actual reports, vendor ledger and balance sheet for May 2019	Discussion/Possible Action
<b>ITEM #3:</b>	<b>STAFF AND COUNCIL REPORTS</b> Written staff reports by the Town Manager/Clerk, Deputy Town Clerk, Utilities Clerk, Accounting Clerk, Public Works Department, Building Inspector, Library, Municipal Court, Police Chief, and Fire Chief, and verbal reports from Council members.	Discussion/Possible Action
<b>ITEM #4:</b>	<b>PLANNING AND ZONING AND DESIGN REVIEW MINUTES/ RECOMMENDATIONS/ZONING ADMINISTRATOR'S REPORT</b> Minutes are provided for the information of Council and do not require action.	Discussion/Possible Direction
<b>ITEM #5:</b>	<b>APPROVAL OF MINUTES</b> May 9, 2019 special joint meeting (open and closed sessions); May 13, 2019 regular meeting <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
<b>ITEM #6:</b>	<b>PETITIONS FROM THE PUBLIC</b> <i>Pursuant to A.R.S. § 38-431.01(H), public comment is permitted on matters not listed on the agenda but the subject matter must be within the jurisdiction of the Council. All comments are subject to reasonable time, place and manner restrictions. All petitioners must fill out a request form with their name and subject matter. When recognized by the chair, please step to the podium, state your name and please observe the three (3) minute time limit. No petitioners will be recognized without a request. The Council's response to public comments is limited to asking staff to review a matter commented upon, asking that a matter be put on a future agenda, or responding to criticism.</i>	Discussion/Possible Direction
<b>ITEM #7</b>	<b>ORDINANCES AND RESOLUTIONS</b>	
	<b>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</b> Council may conduct the second reading of, and may adopt, Ordinance No. 450, establishing regulations and requirements for mobile food vendors.	Sponsored by Councilmember Mandy Worth Discussion: Possible Action
	<b>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</b> Council may conduct the second reading of, and may adopt, Ordinance No. 451, amending the Zoning Ordinance to reference previously approved solar guidelines.	Sponsored by Mayor Alex Barber Discussion: Possible Action
<b>ITEM #8:</b>	<b>UNFINISHED BUSINESS</b>	
	<b>ITEM #8A: PARKING ON CENTER STREET</b> Council may discuss the establishment of designated parking areas on Center Street for its residents.	Sponsored by Mayor Alex Barber Discussion: Possible Action

	<b>ITEM #8B: PROPOSAL FOR KIOSK PROCUREMENT AND MANAGEMENT</b> 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.	Sponsored by Mayor Alex Barber Discussion: Possible Action
<b>ITEM #9:</b>	<b>NEW BUSINESS</b>  <b>ITEM #9A: UPCOMING FUNDING OPPORTUNITIES</b> 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.	Sponsored by Mayor Alex Barber Discussion: Possible Action
	<b>ITEM #9B: DESIGNATION OF CHIEF FISCAL OFFICER</b> 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.	Sponsored by Mayor Alex Barber Discussion: Possible Action
	<b>ITEM #9C: INTERGOVERNMENTAL AGREEMENT FOR EMERGENCY DISPATCH SERVICES</b> 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.	Sponsored by Mayor Alex Barber Discussion: Possible Action
	<b>ITEM #9D: APPROVAL OF STANDARD FORMS FOR VIDEO SERVICE LICENSE APPLICATION/ AFFIDAVIT AND AGREEMENT</b> 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.	Sponsored by Mayor Alex Barber Discussion: Possible Action
	<b>ITEM #9E: APS SUBSTATION</b> Council may discuss the proposed location (on 89A just above the # 1 gas station) of a proposed APS substation.	Sponsored by Mayor Alex Barber Discussion: Possible Action
	<b>ITEM #9F: LOADING ZONE NEAR POST OFFICE</b> Council may discuss the possibility of creating a loading zone across the street from the Jerome Post Office.	Sponsored by Mayor Alex Barber Discussion: Possible Action
<b>ITEM #10:</b>	<b>TO AND FROM THE COUNCIL</b> Council may direct staff as to items of pending importance that they would like placed on a future meeting agenda.	Discussion: Possible Direction
<b>ITEM #11:</b>	<b>ADJOURNMENT</b>	

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

#### CERTIFICATION OF POSTING OF NOTICE

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

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

Joni Savage, Deputy Town Clerk

6/3/19  
1:00:12 PM

**Town of Jerome**  
**Balance Sheet**  
**As of 5/31/2019**  
**Fund: (1) General**

**Assets**

**Current Assets**

LGIP	\$1,635.92	
Petty Cash - General Gov	275.00	
Auto Lieu Taxes	5,430.42	
City Sales Taxes	177,519.85	
Franchise Fees	3,915.37	
GF Accounts Receivable	150.00	
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	15,434.75	
OAZ Checking	279,170.42	
OAZ General Savings	393,605.36	
OAZ CTL Business Savings	5.00	
Total Current Assets		\$1,010,349.02

**Other Assets**

Due From Other Funds	\$1,635,246.62	
Total Other Assets		1,635,246.62

**Total Assets**

**\$2,645,595.64**

**Liabilities and Net Assets**

**Current Liabilities**

Accounts Payable	\$(13,756.12)	
Federal WH & FICA	(9.81)	
Arizona Withholding	(35.05)	
AFLAC	(411.10)	
Health Insurance	1,065.96	
457G Retirement	0.03	
PSPRS	(0.11)	
Customer Deposits	6,760.72	
FD Per Call Payable	11,508.75	
Ganishments Payable	1,735.51	
Wages Payable	16,497.04	
Due To Other Funds	1,817,247.64	
Court Liabilities	6,507.78	
Total Current Liabilities		\$1,847,111.24
Total Liabilities		\$1,847,111.24

**Net Assets**

Unrestricted Funds	734,473.85	
Prior Period Adj - GF	56.13	
Current Year Net Assets	63,954.42	
Total Net Assets		798,484.40

6/3/19  
1:00:12 PM

**Town of Jerome**  
**Balance Sheet**  
**As of 5/31/2019**  
**Fund: (1) General**

**Total Liabilities and Net Assets**

**\$2,645,595.64**



6/3/19  
12:59:57 PM

**Town of Jerome**  
**Balance Sheet**  
**As of 5/31/2019**  
**Fund: (2) Utilities**

**Assets**

**Current Assets**

Allowance for Doubtful Accts	\$(15,000.00)	
Utilities A/R	54,638.57	
Bond Account	8,214.62	
Replacement & Extension Acct	65,256.24	
Series 2001 Bond Reserve Acct	30,046.81	
Total Current Assets		\$143,156.24

**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	\$593,084.70	
Total Other Assets		593,084.70

**Total Assets**

**\$2,924,329.04**

**Liabilities and Net Assets**

**Current Liabilities**

Sales Tax Payable	\$932.37	
Customer Deposits	23,258.29	
Compensated Absences	1,653.16	
Bonds Payable	159,682.50	
Other Liabilities	6,354.76	
Due To Other Funds	545,788.47	
Accrued Payroll	1,951.06	
Accrued Interest Payable	3,592.85	
Total Current Liabilities		\$743,213.46
Total Liabilities		\$743,213.46

**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	(5,918.40)	
Total Net Assets		2,181,115.58
Total Liabilities and Net Assets		\$2,924,329.04

6/3/19  
12:59:47 PM

**Town of Jerome**  
**Balance Sheet**  
**As of 5/31/2019**  
**Fund: (3) Road**

**Assets**

**Current Assets**

HURF Accounts Receivable	\$6,631.11	
OAZ HURF Savings	135,835.10	
Total Current Assets		\$142,466.21

**Other Assets**

Due From Other Funds	\$90,878.50	
Total Other Assets		90,878.50

**Total Assets**

**\$233,344.71**

**Liabilities and Net Assets**

**Current Liabilities**

Due To Other Funds	\$237,699.41	
Accrued Payroll	526.64	
Total Current Liabilities		\$238,226.05

**Total Liabilities**

**\$238,226.05**

**Net Assets**

Unrestricted Fund Balance	(4,881.34)	
Current Year Net Assets		
Total Net Assets		(4,881.34)
Total Liabilities and Net Assets		\$233,344.71

6/3/19  
12:59:39 PM

**Town of Jerome**  
**Balance Sheet**  
**As of 5/31/2019**

Fund: (4) Firefighters Pension & Relief

**Assets**

**Current Assets**

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

**Other Assets**

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

**Total Assets**

**\$172,397.74**

**Liabilities and Net Assets**

**Current Liabilities**

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

**Total Liabilities**

**\$6,434.59**

**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		<b>\$172,397.74</b>

6/3/19  
12:59:31 PM

**Town of Jerome**  
**Balance Sheet**  
**As of 5/31/2019**

Fund: (5) Operating Grants

**Assets**

**Current Assets**

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

**Other Assets**

Due From Other Funds	\$285,926.55	
Total Other Assets		285,926.55

**Total Assets**

**\$304,928.94**

**Liabilities and Net Assets**

**Current Liabilities**

Due To Other Funds	\$233,915.33	
Deferred Revenue - Opr Grants	56,964.75	
Total Current Liabilities		\$290,880.08

**Total Liabilities**

**\$290,880.08**

**Net Assets**

Unrestricted Fund Balance	11,960.45	
Current Year Net Assets	2,088.41	
Total Net Assets		14,048.86
Total Liabilities and Net Assets		\$304,928.94

6/3/19  
12:59:24 PM

**Town of Jerome**  
**Balance Sheet**  
**As of 5/31/2019**

Fund: (6) Capital Grants

**Assets**

**Other Assets**

Due From Other Funds	\$552,703.84	
Total Other Assets		\$552,703.84
<b>Total Assets</b>		<b>\$552,703.84</b>

**Liabilities and Net Assets**

**Current Liabilities**

Deferred Revenue - Cap Grants	\$37,456.83	
Due To Other Funds	470,614.75	
Total Current Liabilities		\$508,071.58
<b>Total Liabilities</b>		<b>\$508,071.58</b>

**Net Assets**

Restricted Fund Balance	\$31,920.73	
Unrestricted Fund Balance	(35,183.20)	
Current Year Net Assets	47,894.73	
<b>Total Net Assets</b>		<b>44,632.26</b>
<b>Total Liabilities and Net Assets</b>		<b>\$552,703.84</b>

6/3/19  
12:59:16 PM

**Town of Jerome**  
**Balance Sheet**  
**As of 5/31/2019**

Fund: (7) GF Contingencies

**Assets**

**Current Assets**

Wildland Fees Receivable	\$22,363.66	
Total Current Assets		\$22,363.66

**Other Assets**

Due From Other Funds	\$219,596.04	
Total Other Assets		219,596.04

<b>Total Assets</b>		<b>\$241,959.70</b>
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**Liabilities and Net Assets**

**Current Liabilities**

Due To Other Funds	\$130,244.11	
Total Current Liabilities		\$130,244.11

<b>Total Liabilities</b>		<b>\$130,244.11</b>
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**Net Assets**

Unrestricted Fund Balance	\$80,209.40	
Current Year Net Assets	31,506.19	

<b>Total Net Assets</b>		<b>111,715.59</b>
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<b>Total Liabilities and Net Assets</b>		<b>\$241,959.70</b>
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6/3/19  
12:57:16 PM

**Town of Jerome**  
**Balance Sheet**  
**As of 5/31/2019**  
**Fund: (9) Capital**

**Assets**

**Current Assets**

OAZ Capital Improvements	\$40,579.49	
Total Current Assets		\$40,579.49

**Other Assets**

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

<b>Total Assets</b>		<b>\$87,703.93</b>
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**Liabilities and Net Assets**

**Current Liabilities**

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

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

Unrestricted Fund Balance	\$67,628.33	
Current Year Net Assets	5,075.60	

<b>Total Net Assets</b>		<b>72,703.93</b>
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<b>Total Liabilities and Net Assets</b>		<b>\$87,703.93</b>
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Town of Jerome

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

Ledger as of : 5/1/2019 to 5/31/2019

Invoice Number Description	Inv. Date	Post. Date	Due. Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
<b>VENDOR: 1002 - XEROX FINANCIAL SERVICES</b>											
050719B	05/07/19	05/07/19	06/06/19	1.11.6191 - Copier & Equip Lease Expe	\$321.03	\$0.00	\$321.03	05/07/19	9951	ASCUC†	\$0.00
020-0098114-001, 1599350 GG				INVOICE 050719B TOTALS:	\$321.03	\$0.00	\$321.03				\$0.00
				XEROX FINANCIAL SERVICES TOTALS:	\$321.03	\$0.00	\$321.03				\$0.00
<b>VENDOR: 1008 - MCI COMM SERVICE</b>											
052219A	05/22/19	05/22/19	06/11/19	1.14.6265 - Telephone	\$33.91	\$0.00	\$33.91	05/22/19	9987	ASCUC†	\$0.00
6N294147 928 649 3034 FD				INVOICE 052219A TOTALS:	\$33.91	\$0.00	\$33.91				\$0.00
				MCI COMM SERVICE TOTALS:	\$33.91	\$0.00	\$33.91				\$0.00
<b>VENDOR: 1028 - YAVAPAI CO. EDUCATION TECH</b>											
051519H	05/15/19	05/15/19	06/14/19	1.15.6266 - E-Rate Exp	\$40.07	\$0.00	\$40.07	05/16/19	9970	ASCUC†	\$0.00
18-339 LB				INVOICE 051519H TOTALS:	\$40.07	\$0.00	\$40.07				\$0.00
051519N	05/15/19	05/15/19	06/14/19	1.14.6192 - Software Service & Suppor	\$143.20	\$0.00	\$143.20	05/16/19	9970	ASCUC†	\$0.00
18-340 FD				1.11.6192 - Software Support Exp - GG	\$133.20	\$0.00	\$133.20	05/16/19	9970	ASCUC†	\$0.00
18-340 GG				INVOICE 051519N TOTALS:	\$276.40	\$0.00	\$276.40				\$0.00
051519O	05/15/19	05/15/19	06/14/19	2.51.6192 - Software Support Exp - Sev	\$23.87	\$0.00	\$23.87	05/16/19	9970	ASCUC†	\$0.00
18-340 sewer				2.50.6192 - Software Support Exp - Wa	\$23.87	\$0.00	\$23.87	05/16/19	9970	ASCUC†	\$0.00
18-340 water				1.18.6192 - Software Service & Suppor	\$23.86	\$0.00	\$23.86	05/16/19	9970	ASCUC†	\$0.00
18-340 prop				1.17.6192 - Software Service & Suppor	\$23.86	\$0.00	\$23.86	05/16/19	9970	ASCUC†	\$0.00
18-340 parks				2.52.6192 - Software Support Exp - Tra	\$23.87	\$0.00	\$23.87	05/16/19	9970	ASCUC†	\$0.00
18-340 trash				3.30.6192 - Software Service & Suppor	\$23.87	\$0.00	\$23.87	05/16/19	9970	ASCUC†	\$0.00
18-340 HURF				INVOICE 051519O TOTALS:	\$143.20	\$0.00	\$143.20				\$0.00
				YAVAPAI CO. EDUCATION TECH TOTALS:	\$459.67	\$0.00	\$459.67				\$0.00
<b>VENDOR: 1034 - R &amp; R CONSTRUCTION AND ELECT.</b>											
052919B	05/29/19	05/29/19	06/28/19	5.40.6103 - Operating Grants Exp	\$25,900.00	\$0.00	\$25,900.00	05/29/19	9997	ASCUC†	\$0.00
1081 Mathews housing rehab				INVOICE 052919B TOTALS:	\$25,900.00	\$0.00	\$25,900.00				\$0.00
				R & R CONSTRUCTION AND ELECT. TOTALS:	\$25,900.00	\$0.00	\$25,900.00				\$0.00
<b>VENDOR: 1036 - AZ DEPT OF FORESTRY &amp; FIRE MGT</b>											
052919G	05/29/19	05/29/19	06/28/19	1.14.6250 - Small Tools and Equipment	\$198.77	\$0.00	\$198.77	05/29/19	9998	ASCUC†	\$0.00
1016 FD				INVOICE 052919G TOTALS:	\$198.77	\$0.00	\$198.77				\$0.00

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

Ledger as of : 5/1/2019 to 5/31/2019

Invoice Number Description	Inv.Date	Post.Date Account	Due.Date	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
AZ DEPT OF FORESTRY & FIRE MGT TOTALS:										
				\$198.77	\$0.00	\$198.77				\$0.00
VENDOR: 1037 - FIRECRAFT SAFETY PRODUCTS										
051519M 19-1688 FD	05/15/19	05/15/19	06/14/19	\$247.14	\$0.00	\$247.14	05/16/19	9971	ASCUC+	\$0.00
				\$247.14	\$0.00	\$247.14				\$0.00
INVOICE 051519M TOTALS:										
				\$247.14	\$0.00	\$247.14				\$0.00
FIRECRAFT SAFETY PRODUCTS TOTALS:										
				\$247.14	\$0.00	\$247.14				\$0.00
VENDOR: 1038 - AZ JUSTICE OF THE PEACE ASSOC										
051519J conference registration CT	05/15/19	05/15/19	06/14/19	\$200.00	\$0.00	\$200.00	05/16/19	9972	ASCUC+	\$0.00
				\$200.00	\$0.00	\$200.00				\$0.00
INVOICE 051519J TOTALS:										
				\$200.00	\$0.00	\$200.00				\$0.00
AZ JUSTICE OF THE PEACE ASSOC TOTALS:										
				\$200.00	\$0.00	\$200.00				\$0.00
VENDOR: 109 - AFLAC										
051619R Acct # DN513, Inv. 648920	05/16/19	05/16/19	05/16/19	\$214.51	\$0.00	\$214.51	05/16/19	9973	ASCUC+	\$0.00
				\$214.51	\$0.00	\$214.51				\$0.00
INVOICE 051619R 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										
050919J 549180 FD	05/09/19	05/09/19	05/09/19	\$115.20	\$0.00	\$115.20	05/09/19	9965	ASCUC+	\$0.00
				\$115.20	\$0.00	\$115.20				\$0.00
INVOICE 050919J TOTALS:										
				\$115.20	\$0.00	\$115.20				\$0.00
ALL-MED EQUIPMENT & SERVICES TOTALS:										
				\$115.20	\$0.00	\$115.20				\$0.00
VENDOR: 118 - VOCE TELECOM										
052219G 208461, 191350070 PD	05/22/19	05/22/19	05/22/19	\$12.33	\$0.00	\$12.33	05/22/19	9988	ASCUC+	\$0.00
				\$12.33	\$0.00	\$12.33				\$0.00
INVOICE 052219G TOTALS:										
				\$12.33	\$0.00	\$12.33				\$0.00
VOCE TELECOM TOTALS:										
				\$12.33	\$0.00	\$12.33				\$0.00
VENDOR: 119 - APS										
050219C 943806 roof	05/02/19	05/02/19	05/17/19	\$14.25	\$0.00	\$14.25	05/02/19	9939	ASCUC+	\$0.00
				\$14.25	\$0.00	\$14.25				\$0.00
INVOICE 050219C TOTALS:										
				\$14.25	\$0.00	\$14.25				\$0.00
VENDOR: 119 - APS										
052219B 149044 street lights	05/22/19	05/22/19	06/06/19	\$952.86	\$0.00	\$952.86	05/22/19	9989	ASCUC+	\$0.00
				\$952.86	\$0.00	\$952.86				\$0.00

\*V - Denotes Voided Check Entries

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

Ledger as of : 5/1/2019 to 5/31/2019

Invoice Number Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
INVOICE 052219B TOTALS:					\$952.86	\$0.00	\$952.86				\$0.00
A.P.S.-29	05/29/19	05/29/19	06/13/19								
0421621 Fire station				1.18.6285 - Utilities	\$457.10	\$0.00	\$457.10	05/29/19	9999	ASCUC†	\$0.00
2353720 FD gulch				1.18.6285 - Utilities	\$76.78	\$0.00	\$76.78	05/29/19	9999	ASCUC†	\$0.00
2383901 Upper park				1.17.6285 - Utilities	\$44.54	\$0.00	\$44.54	05/29/19	9999	ASCUC†	\$0.00
5613490 Upper park 2				1.17.6285 - Utilities	\$66.50	\$0.00	\$66.50	05/29/19	9999	ASCUC†	\$0.00
8468241 Middle park				1.17.6285 - Utilities	\$37.39	\$0.00	\$37.39	05/29/19	9999	ASCUC†	\$0.00
0024200 Lower park				1.17.6285 - Utilities	\$37.20	\$0.00	\$37.20	05/29/19	9999	ASCUC†	\$0.00
3216010 Hotel Jerome				1.18.6285 - Utilities	\$38.78	\$0.00	\$38.78	05/29/19	9999	ASCUC†	\$0.00
2839800 Ghost Pepper				1.18.6285 - Utilities	\$71.37	\$0.00	\$71.37	05/29/19	9999	ASCUC†	\$0.00
1976520 Co-op				1.18.6285 - Utilities	\$147.77	\$0.00	\$147.77	05/29/19	9999	ASCUC†	\$0.00
7575770 Civic Center				1.18.6285 - Utilities	\$723.11	\$0.00	\$723.11	05/29/19	9999	ASCUC†	\$0.00
6506951 PD				1.18.6285 - Utilities	\$121.19	\$0.00	\$121.19	05/29/19	9999	ASCUC†	\$0.00
4246290 WWTP				2.51.6285 - Utilities	\$270.17	\$0.00	\$270.17	05/29/19	9999	ASCUC†	\$0.00
1490440 Street lights				3.30.6255 - Street Lights	\$0.00	\$0.00	\$0.00				\$0.00
9438060 Roof				1.18.6285 - Utilities	\$0.00	\$0.00	\$0.00				\$0.00
6109570 Perkinsville Road				1.18.6285 - Utilities	\$88.11	\$0.00	\$88.11	05/29/19	9999	ASCUC†	\$0.00
8061950 Sunshine Hill water tank				2.50.6285 - Utilities Exp - Water	\$35.83	\$0.00	\$35.83	05/29/19	9999	ASCUC†	\$0.00
INVOICE A.P.S.-29 TOTALS:					\$2,215.84	\$0.00	\$2,215.84				\$0.00
APS TOTALS:					\$3,182.95	\$0.00	\$3,182.95				\$0.00
VENDOR: 120 - ARROW EXPRESS											
052219C	05/22/19	05/22/19	06/21/19								
Sewer sample shipping - 112137				2.51.6240 - Service Tests/System Testi	\$45.00	\$0.00	\$45.00	05/22/19	9990	ASCUC†	\$0.00
INVOICE 052219C TOTALS:					\$45.00	\$0.00	\$45.00				\$0.00
ARROW EXPRESS TOTALS:					\$45.00	\$0.00	\$45.00				\$0.00
VENDOR: 122 - AT&T											
052219F	05/22/19	05/22/19	06/21/19								
287251435682x05152019 PD				1.13.6265 - Telephone	\$46.19	\$0.00	\$46.19	05/22/19	9991	ASCUC†	\$0.00
INVOICE 052219F TOTALS:					\$46.19	\$0.00	\$46.19				\$0.00
AT&T TOTALS:					\$46.19	\$0.00	\$46.19				\$0.00
VENDOR: 157 - BOUND TREE MEDICAL, LLC											
050719E	05/07/19	05/07/19	06/06/19								
103795, 83190507 FD				1.14.6181 - Medical Supplies Exp	\$45.36	\$0.00	\$45.36	05/07/19	9952	ASCUC†	\$0.00
INVOICE 050719E TOTALS:					\$45.36	\$0.00	\$45.36				\$0.00
BOUND TREE MEDICAL, LLC TOTALS:					\$45.36	\$0.00	\$45.36				\$0.00
VENDOR: 164 - ARIZONA SUPERIOR COURT											
051519J	05/15/19	05/15/19	05/15/19								

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

Ledger as of : 5/1/2019 to 5/31/2019

Invoice Number Description	Inv. Date	Post. Date	Due. Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
6-31819 CT				1.12.6110 - Contract Services	\$80.14	\$0.00	\$80.14	05/16/19	9974	ASCUC†	\$0.00
				INVOICE 051519J TOTALS:	\$80.14	\$0.00	\$80.14				\$0.00
				ARIZONA SUPERIOR COURT TOTALS:	\$80.14	\$0.00	\$80.14				\$0.00
<b>VENDOR: 165 - WEX BANK</b>											\$0.00
051619MAV	05/16/19	05/16/19	06/15/19	1.11.6245 - Shuttle Expenses	\$75.62	\$0.00	\$75.62	05/16/19	9969	ASCUC†	\$0.00
#0492-00-763287-0, Fuel, Shuttle				1.14.6145 - Fuel	\$41.39	\$0.00	\$41.39	05/16/19	9969	ASCUC†	\$0.00
Fuel, Fire				1.13.6145 - Fuel	\$133.00	\$0.00	\$133.00	05/16/19	9969	ASCUC†	\$0.00
Fuel, PD				INVOICE 051619MAV TOTALS:	\$250.01	\$0.00	\$250.01				\$0.00
				WEX BANK TOTALS:	\$250.01	\$0.00	\$250.01				\$0.00
<b>VENDOR: 167 - OFFICE DEPOT</b>											\$0.00
050719A	05/07/19	05/07/19	07/06/19	1.11.6190 - Office Supplies	\$81.98	\$0.00	\$81.98	05/07/19	9953	ASCUC†	\$0.00
63266436, 306648594001 GG				INVOICE 050719A TOTALS:	\$81.98	\$0.00	\$81.98				\$0.00
050919K	05/09/19	05/09/19	07/08/19	1.11.6190 - Office Supplies	\$82.19	\$0.00	\$82.19	05/09/19	9966	ASCUC†	\$0.00
63266436, 310054333001 GG				INVOICE 050919K TOTALS:	\$82.19	\$0.00	\$82.19				\$0.00
051519B	05/15/19	05/15/19	07/14/19	1.11.6190 - Office Supplies	\$91.75	\$0.00	\$91.75	05/16/19	9975	ASCUC†	\$0.00
63266436, 310568970001 GG				1.11.6190 - Office Supplies	\$5.42	\$0.00	\$5.42	05/16/19	9975	ASCUC†	\$0.00
63266436, 310569078001 GG				1.11.6190 - Office Supplies	\$54.29	\$0.00	\$54.29	05/16/19	9975	ASCUC†	\$0.00
63266436, 313003444001 GG				INVOICE 051519B TOTALS:	\$151.46	\$0.00	\$151.46				\$0.00
				OFFICE DEPOT TOTALS:	\$315.63	\$0.00	\$315.63				\$0.00
<b>VENDOR: 168 - CENTURY LINK</b>											\$0.00
CENTURYLINK-37	05/23/19	05/23/19	06/07/19	1.13.6265 - Telephone	\$30.94	\$0.00	\$30.94	05/23/19	9996	ASCUC†	\$0.00
928 634 2245 PD				1.14.6265 - Telephone	(\$40.66)	\$0.00	(\$40.66)	05/23/19	9996	ASCUC†	\$0.00
928 634 6647 FD				2.51.6265 - Telephone Exp - Sewer	(\$5.90)	\$0.00	(\$5.90)	05/23/19	9996	ASCUC†	\$0.00
928 634 6714 sewer				2.50.6265 - Telephone Exp - Water	(\$5.90)	\$0.00	(\$5.90)	05/23/19	9996	ASCUC†	\$0.00
928 634 6714 water				2.51.6265 - Telephone Exp - Sewer	(\$5.90)	\$0.00	(\$5.90)	05/23/19	9996	ASCUC†	\$0.00
928 634 6714 trash				1.17.6265 - Telephone	(\$5.90)	\$0.00	(\$5.90)	05/23/19	9996	ASCUC†	\$0.00
928 634 6714 parks				3.30.6265 - Telephone	(\$5.90)	\$0.00	(\$5.90)	05/23/19	9996	ASCUC†	\$0.00
928 634 6714 HURF				1.11.6265 - Telephone	\$152.15	\$0.00	\$152.15	05/23/19	9996	ASCUC†	\$0.00
928 634 7943 GG				1.13.6265 - Telephone	\$170.90	\$0.00	\$170.90	05/23/19	9996	ASCUC†	\$0.00
928 634 8992 PD				1.12.6265 - Telephone	\$77.56	\$0.00	\$77.56	05/23/19	9996	ASCUC†	\$0.00
928 639 0574 LB				1.14.6265 - Telephone	\$37.41	\$0.00	\$37.41	05/23/19	9996	ASCUC†	\$0.00
928 649 2776 PD				1.14.6265 - Telephone	\$119.63	\$0.00	\$119.63	05/23/19	9996	ASCUC†	\$0.00
928 649 3034 FD				1.14.6265 - Telephone	\$65.14	\$0.00	\$65.14	05/23/19	9996	ASCUC†	\$0.00
928 649 3250 CT											\$0.00

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

Ledger as of : 5/1/2019 to 5/31/2019

Invoice Number Description	Inv. Date	Post. Date	Due. Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
INVOICE CENTURYLINK-37 TOTALS:											
					\$583.57	\$0.00	\$583.57				\$0.00
CENTURY LINK TOTALS:											
					\$583.57	\$0.00	\$583.57				\$0.00
VENDOR: 189 - PURCHASE POWER											
052219H	05/22/19	05/22/19	06/16/19								\$0.00
29014990, 0012438738 GG			1.11.6200 - Postage		\$1,000.00	\$0.00	\$1,000.00	05/22/19	9992	ASCUC†	\$0.00
INVOICE 052219H 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: 190 - HAJOCA CORPORATION											
051519K	05/15/19	05/15/19	05/25/19								\$0.00
Acct 151128, S155659637.001 parks			1.17.6230 - Rep and Maint - Infrastruct		\$35.98	\$0.00	\$35.98	05/16/19	9976	ASCUC†	\$0.00
INVOICE 051519K TOTALS:											
					\$35.98	\$0.00	\$35.98				\$0.00
HAJOCA CORPORATION TOTALS:											
					\$35.98	\$0.00	\$35.98				\$0.00
VENDOR: 203 - SMART DOCUMENT SOLUTIONS											
051619F	05/16/19	05/16/19	05/16/19								\$0.00
C10253, 7988 GG			1.11.6191 - Copier & Equip Lease Expe		\$524.13	\$0.00	\$524.13	05/16/19	9977	ASCUC†	\$0.00
INVOICE 051619F TOTALS:											
					\$524.13	\$0.00	\$524.13				\$0.00
SMART DOCUMENT SOLUTIONS TOTALS:											
					\$524.13	\$0.00	\$524.13				\$0.00
VENDOR: 204 - SEDONA RECYCLES, INC											
050219G	05/02/19	05/02/19	05/02/19								\$0.00
Recycling Services, 519 RE			2.52.6111 - Recycling Contract Exp		\$120.00	\$0.00	\$120.00	05/02/19	9940	ASCUC†	\$0.00
INVOICE 050219G TOTALS:											
					\$120.00	\$0.00	\$120.00				\$0.00
SEDONA RECYCLES, INC TOTALS:											
					\$120.00	\$0.00	\$120.00				\$0.00
VENDOR: 207 - HOME DEPOT CREDIT SERVICES											
050219H	05/02/19	05/02/19	05/22/19								\$0.00
3429 FD			1.14.6250 - Small Tools and Equipment		\$297.56	\$0.00	\$297.56	05/02/19	9941	ASCUC†	\$0.00
3429 prop			1.18.6195 - Operating Supplies - Prope		\$140.68	\$0.00	\$140.68	05/02/19	9941	ASCUC†	\$0.00
3429 prop			1.18.6250 - Small Tools and Equipment		\$1,137.55	\$0.00	\$1,137.55	05/02/19	9941	ASCUC†	\$0.00
3429 HURF			3.30.6230 - Rep and Maint - Infrastruct		\$65.75	\$0.00	\$65.75	05/02/19	9941	ASCUC†	\$0.00
INVOICE 050219H TOTALS:											
					\$1,641.54	\$0.00	\$1,641.54				\$0.00
HOME DEPOT CREDIT SERVICES TOTALS:											
					\$1,641.54	\$0.00	\$1,641.54				\$0.00
VENDOR: 218 - VERIZON WIRELESS											
VERIZON-34	05/07/19	05/07/19	06/01/19								\$0.00
928 300 5987 PZ Barry			1.16.6265 - Telephone		\$37.18	\$0.00	\$37.18	05/07/19	9954	ASCUC†	\$0.00

\*V - Denotes Voided Check Entries

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

Ledger as of : 5/1/2019 to 5/31/2019

Invoice Number	Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
928 300 8701	FD Rusty				1.14.6265 - Telephone	\$65.00	\$0.00	\$65.00	05/07/19	9954	ASCUC†	\$0.00
928 301 1878	water				2.50.6265 - Telephone Exp - Water	\$11.75	\$0.00	\$11.75	05/07/19	9954	ASCUC†	\$0.00
928 301 1878	sewer				2.51.6265 - Telephone Exp - Sewer	\$11.75	\$0.00	\$11.75	05/07/19	9954	ASCUC†	\$0.00
928 301 1878	trash				2.52.6265 - Telephone Exp - Trash	\$11.75	\$0.00	\$11.75	05/07/19	9954	ASCUC†	\$0.00
928 301 2381	water				2.50.6265 - Telephone Exp - Water	\$11.75	\$0.00	\$11.75	05/07/19	9954	ASCUC†	\$0.00
928 301 2381	sewer				2.51.6265 - Telephone Exp - Sewer	\$11.75	\$0.00	\$11.75	05/07/19	9954	ASCUC†	\$0.00
928 301 2381	trash				2.52.6265 - Telephone Exp - Trash	\$11.75	\$0.00	\$11.75	05/07/19	9954	ASCUC†	\$0.00
928 821 0133	shuttle driver - Leo				1.11.6285 - Tourism 1% Bed Tax	\$34.76	\$0.00	\$34.76	05/07/19	9954	ASCUC†	\$0.00
928 821 8243	water Xanadu				2.50.6265 - Telephone Exp - Water	\$7.84	\$0.00	\$7.84	05/07/19	9954	ASCUC†	\$0.00
928 821 8243	sewer Xanadu				2.51.6265 - Telephone Exp - Sewer	\$7.84	\$0.00	\$7.84	05/07/19	9954	ASCUC†	\$0.00
928 821 8243	trash Xanadu				2.52.6265 - Telephone Exp - Trash	\$7.84	\$0.00	\$7.84	05/07/19	9954	ASCUC†	\$0.00
928 821 8335	water Lyle				2.50.6265 - Telephone Exp - Water	\$11.39	\$0.00	\$11.39	05/07/19	9954	ASCUC†	\$0.00
928 821 8335	sewer Lyle				2.51.6265 - Telephone Exp - Sewer	\$11.39	\$0.00	\$11.39	05/07/19	9954	ASCUC†	\$0.00
928 821 8335	trash Lyle				2.52.6265 - Telephone Exp - Trash	\$11.40	\$0.00	\$11.40	05/07/19	9954	ASCUC†	\$0.00
access charges	water				2.50.6265 - Telephone Exp - Water	\$10.73	\$0.00	\$10.73	05/07/19	9954	ASCUC†	\$0.00
access charges	sewer				2.51.6265 - Telephone Exp - Sewer	\$10.73	\$0.00	\$10.73	05/07/19	9954	ASCUC†	\$0.00
access charges	trash				2.52.6265 - Telephone Exp - Sewer	\$10.73	\$0.00	\$10.73	05/07/19	9954	ASCUC†	\$0.00
access charges	GG				1.11.6265 - Telephone	\$10.74	\$0.00	\$10.74	05/07/19	9954	ASCUC†	\$0.00
access charges	FD				1.14.6265 - Telephone	\$10.74	\$0.00	\$10.74	05/07/19	9954	ASCUC†	\$0.00
access charges	PZ				1.16.6265 - Telephone	\$10.74	\$0.00	\$10.74	05/07/19	9954	ASCUC†	\$0.00
INVOICE VERIZON-34 TOTALS:						\$329.55	\$0.00	\$329.55				\$0.00
VERIZON WIRELESS TOTALS:						\$329.55	\$0.00	\$329.55				\$0.00
VENDOR: 224 - LEGEND												
052919J		05/29/19	05/29/19	06/28/19								
Acct 00-0001475, Inv.1906861	sewer				2.51.6240 - Service Tests/System Testi	\$75.00	\$0.00	\$75.00	05/29/19	10000	ASCUC†	\$0.00
Acct 00-0001475, Inv.1907288	sewer				2.51.6240 - Service Tests/System Testi	\$277.00	\$0.00	\$277.00	05/29/19	10000	ASCUC†	\$0.00
Acct 00-0001475, Inv.1907288	water				2.50.6240 - Service Tests/System Testi	\$15.00	\$0.00	\$15.00	05/29/19	10000	ASCUC†	\$0.00
INVOICE 052919J TOTALS:						\$367.00	\$0.00	\$367.00				\$0.00
LEGEND TOTALS:						\$367.00	\$0.00	\$367.00				\$0.00
VENDOR: 237 - UNISOURCE ENERGY SERVICES												
UNISOURCE-35		05/16/19	05/16/19	06/05/19								
693726 PD					1.18.6285 - Utilities	\$22.46	\$0.00	\$22.46	05/16/19	9978	ASCUC†	\$0.00
055982 FD					1.18.6285 - Utilities	\$44.13	\$0.00	\$44.13	05/16/19	9978	ASCUC†	\$0.00
750593 Civic Center					1.18.6285 - Utilities	\$108.01	\$0.00	\$108.01	05/16/19	9978	ASCUC†	\$0.00
435334 Town yard					1.18.6285 - Utilities	\$52.95	\$0.00	\$52.95	05/16/19	9978	ASCUC†	\$0.00
235334 Co-op					1.18.6285 - Utilities	\$28.09	\$0.00	\$28.09	05/16/19	9978	ASCUC†	\$0.00
INVOICE UNISOURCE-35 TOTALS:						\$255.64	\$0.00	\$255.64				\$0.00
UNISOURCE ENERGY SERVICES TOTALS:						\$255.64	\$0.00	\$255.64				\$0.00
VENDOR: 238 - VERDE VALLEY HARDWARE												
050719H		05/07/19	05/07/19	05/22/19								\$0.00

\*V - Denotes Voided Check Entries

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

Ledger as of : 5/1/2019 to 5/31/2019

Invoice Number Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
2860 prop 2860 prop 2860 prop 2860 HURF 2860 FD				1.18.6215 - R&M Building - Properties 1.18.6230 - Rep and Maint - Infrastruct 1.18.6185 - Miscellaneous 3.30.6260 - Street Supplies 1.18.6215 - R&M Building - Properties INVOICE 050719H TOTALS:	\$255.58 \$57.76 \$87.49 \$76.84 \$48.69 \$526.36	\$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00	\$255.58 \$57.76 \$87.49 \$76.84 \$48.69 \$526.36	05/07/19 05/07/19 05/07/19 05/07/19 05/07/19 05/07/19	9956 9956 9956 9956 9956 9956	ASCUC† ASCUC† ASCUC† ASCUC† ASCUC† ASCUC†	\$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00
VERDE VALLEY HARDWARE TOTALS:											
					\$526.36	\$0.00	\$526.36				\$0.00
VENDOR: 252 - NAPA AUTO PARTS											
050219E	05/02/19	05/02/19	05/22/19								\$0.00
31380 sewer 31380 water 31380 prop 31380 parks 31380 trash 31380 HURF				2.51.6220 - Rep and Maint - Vehicles 2.50.6220 - Rep and Maint - Vehicles 1.18.6220 - Rep and Maint - Vehicles 1.17.6220 - Rep and Maint - Vehicles 2.52.6220 - Rep and Maint - Vehicles 3.30.6220 - Rep and Maint - Vehicles INVOICE 050219E TOTALS:	\$290.01 \$290.01 \$289.83 \$289.83 \$290.01 \$290.01 \$1,739.70	\$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00	\$290.01 \$290.01 \$289.83 \$289.83 \$290.01 \$290.01 \$1,739.70	05/02/19 05/02/19 05/02/19 05/02/19 05/02/19 05/02/19 05/02/19	9942 9942 9942 9942 9942 9942 9942	ASCUC† ASCUC† ASCUC† ASCUC† ASCUC† ASCUC† ASCUC†	\$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00
050219F	05/02/19	05/02/19	05/22/19								\$0.00
31380 FD 31380 trash				1.14.6220 - Rep and Maint - Vehicles 2.52.6220 - Rep and Maint - Vehicles INVOICE 050219F TOTALS:	\$66.66 \$112.03 \$178.69	\$0.00 \$0.00 \$0.00	\$66.66 \$112.03 \$178.69	05/02/19 05/02/19 05/02/19	9942 9942 9942	ASCUC† ASCUC† ASCUC†	\$0.00 \$0.00 \$0.00
NAPA AUTO PARTS TOTALS:											
					\$1,918.39	\$0.00	\$1,918.39				\$0.00
VENDOR: 255 - CITY OF COTTONWOOD											
050919I	05/09/19	05/09/19	05/09/19								\$0.00
Dispatch fees - Apr & May 2019 FD				1.14.6120 - Dispatch Fees INVOICE 050919I TOTALS:	\$968.16 \$968.16	\$0.00 \$0.00	\$968.16 \$968.16	05/09/19 05/09/19	9967 9967	ASCUC† ASCUC†	\$0.00 \$0.00
CITY OF COTTONWOOD TOTALS:											
					\$968.16	\$0.00	\$968.16				\$0.00
VENDOR: 265 - CONTRACT WASTEWATER OPERATIONS											
050719C	05/07/19	05/07/19	06/01/19								\$0.00
water, April 2019 WWTP, April 2019				2.50.6110 - Contract Services 2.51.6110 - Contract Services INVOICE 050719C TOTALS:	\$900.00 \$3,200.00 \$4,100.00	\$0.00 \$0.00 \$0.00	\$900.00 \$3,200.00 \$4,100.00	05/07/19 05/07/19 05/07/19	9957 9957 9957	ASCUC† ASCUC† ASCUC†	\$0.00 \$0.00 \$0.00
051619A	05/16/19	05/16/19	06/10/19								\$0.00
1014290 sewer labor 1014290 sewer parts				2.51.6230 - Rep and Maint - Infrastruct 2.51.6230 - Rep and Maint - Infrastruct INVOICE 051619A TOTALS:	\$550.00 \$1,827.20 \$2,377.20	\$0.00 \$0.00 \$0.00	\$550.00 \$1,827.20 \$2,377.20	05/16/19 05/16/19 05/16/19	9979 9979 9979	ASCUC† ASCUC† ASCUC†	\$0.00 \$0.00 \$0.00
CONTRACT WASTEWATER OPERATIONS TOTALS:											
					\$6,477.20	\$0.00	\$6,477.20				\$0.00



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

Ledger as of : 5/1/2019 to 5/31/2019

Invoice Number Description	Inv. Date	Post. Date	Due. Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
<b>VENDOR: 270 - KATHLEEN JARVIS</b>											
052219D	05/22/19	05/22/19	05/29/19	1.15.6195 - Operating Supplies - Librar	\$162.72	\$0.00	\$162.72	05/22/19	9993	ASCUC†	\$0.00
reimbursement LB				1.15.6225 - Rep and Maint - Equipment	\$229.79	\$0.00	\$229.79	05/22/19	9993	ASCUC†	\$0.00
reimbursement LB				<b>INVOICE 052219D TOTALS:</b>	<b>\$392.51</b>	<b>\$0.00</b>	<b>\$392.51</b>				<b>\$0.00</b>
				<b>KATHLEEN JARVIS TOTALS:</b>	<b>\$392.51</b>	<b>\$0.00</b>	<b>\$392.51</b>				<b>\$0.00</b>
<b>VENDOR: 300 - REESE'S TIRE &amp; AUTOTIRE PROS</b>											
051619D	05/16/19	05/16/19	06/15/19	2.51.6225 - Rep and Maint - Equipment	\$57.56	\$0.00	\$57.56	05/16/19	9980	ASCUC†	\$0.00
42965 sewer parts				2.50.6225 - Rep and Maint - Equipment	\$57.56	\$0.00	\$57.56	05/16/19	9980	ASCUC†	\$0.00
42965 water parts				1.18.6225 - Rep and Maint - Equipment	\$57.53	\$0.00	\$57.53	05/16/19	9980	ASCUC†	\$0.00
42965 prop parts				1.17.6225 - Rep and Maint - Equipment	\$57.53	\$0.00	\$57.53	05/16/19	9980	ASCUC†	\$0.00
42965 parks parts				2.52.6225 - Rep and Maint - Equipment	\$57.56	\$0.00	\$57.56	05/16/19	9980	ASCUC†	\$0.00
42965 trash parts				3.30.6225 - Rep and Maint - Equipment	\$57.58	\$0.00	\$57.58	05/16/19	9980	ASCUC†	\$0.00
42965 HURF parts				<b>INVOICE 051619D TOTALS:</b>	<b>\$345.32</b>	<b>\$0.00</b>	<b>\$345.32</b>				<b>\$0.00</b>
051619S	05/16/19	05/16/19	06/15/19	2.51.6225 - Rep and Maint - Equipment	\$6.17	\$0.00	\$6.17	05/16/19	9980	ASCUC†	\$0.00
42965 sewer labor				2.50.6225 - Rep and Maint - Equipment	\$6.17	\$0.00	\$6.17	05/16/19	9980	ASCUC†	\$0.00
42965 water labor				1.18.6225 - Rep and Maint - Equipment	\$6.16	\$0.00	\$6.16	05/16/19	9980	ASCUC†	\$0.00
42965 prop labor				1.17.6225 - Rep and Maint - Equipment	\$6.16	\$0.00	\$6.16	05/16/19	9980	ASCUC†	\$0.00
42965 parks labor				2.52.6225 - Rep and Maint - Equipment	\$6.17	\$0.00	\$6.17	05/16/19	9980	ASCUC†	\$0.00
42965 trash labor				3.30.6225 - Rep and Maint - Equipment	\$6.17	\$0.00	\$6.17	05/16/19	9980	ASCUC†	\$0.00
42965 HURF labor				<b>INVOICE 051619S TOTALS:</b>	<b>\$37.00</b>	<b>\$0.00</b>	<b>\$37.00</b>				<b>\$0.00</b>
				<b>REESE'S TIRE &amp; AUTOTIRE PROS TOTALS:</b>	<b>\$382.32</b>	<b>\$0.00</b>	<b>\$382.32</b>				<b>\$0.00</b>
<b>VENDOR: 427 - MUNICIPAL EMERGENCY SERVICES</b>											
052919A	05/29/19	05/29/19	06/28/19	6.70.6185 - Misc Exp - Cap Grants	\$189.15	\$0.00	\$189.15	05/29/19	10001	ASCUC†	\$0.00
IN1335715 truck grant				<b>INVOICE 052919A TOTALS:</b>	<b>\$189.15</b>	<b>\$0.00</b>	<b>\$189.15</b>				<b>\$0.00</b>
				<b>MUNICIPAL EMERGENCY SERVICES TOTALS:</b>	<b>\$189.15</b>	<b>\$0.00</b>	<b>\$189.15</b>				<b>\$0.00</b>
<b>VENDOR: 571 - NORTHERN CHEMICAL COMPANY</b>											
052919C	05/29/19	05/29/19	06/28/19	3.30.6210 - Public Restroom Supplies	\$776.61	\$0.00	\$776.61	05/29/19	10002	ASCUC†	\$0.00
2135, 677764-00				<b>INVOICE 052919C TOTALS:</b>	<b>\$776.61</b>	<b>\$0.00</b>	<b>\$776.61</b>				<b>\$0.00</b>
				<b>NORTHERN CHEMICAL COMPANY TOTALS:</b>	<b>\$776.61</b>	<b>\$0.00</b>	<b>\$776.61</b>				<b>\$0.00</b>
<b>VENDOR: 585 - SENSUS USA, INC.</b>											
051619Q	05/16/19	05/16/19	06/15/19	2.50.6192 - Software Support Exp - Wa	\$857.98	\$0.00	\$857.98	05/16/19	9981	ASCUC†	\$0.00
ZA19006830 water											

\*V - Denotes Voided Check Entries

## Town of Jerome

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

Ledger as of : 5/1/2019 to 5/31/2019

Invoice Number Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
ZA19006830 sewer				2.51.6192 - Software Support Exp - Sev	\$857.97	\$0.00	\$857.97	05/16/19	9981	ASCUC†	\$0.00
				INVOICE 051619Q TOTALS:	\$1,715.95	\$0.00	\$1,715.95				\$0.00
				SENSUS USA, INC. TOTALS:	\$1,715.95	\$0.00	\$1,715.95				\$0.00
VENDOR: 595 - FDC RESCUE PRODUCTS											
050219L 8096 FD	05/02/19	05/02/19	06/01/19	1.14.6225 - Rep and Maint - Equipment	\$610.82	\$0.00	\$610.82	05/02/19	9943	ASCUC†	\$0.00
				INVOICE 050219L TOTALS:	\$610.82	\$0.00	\$610.82				\$0.00
				FDC RESCUE PRODUCTS TOTALS:	\$610.82	\$0.00	\$610.82				\$0.00
VENDOR: 663 - TOWN OF JEROME											
050819MA1 Monthly P&I Sewer Bond Transfer	05/08/19	05/08/19	05/08/19	1.10.2999 - Suspense Account	\$1,600.00	\$0.00	\$1,600.00	05/08/19	9962	ASCUC†	\$0.00
				INVOICE 050819MA1 TOTALS:	\$1,600.00	\$0.00	\$1,600.00				\$0.00
050819MA2 Monthly R&E Sewer Bond Transfer	05/08/19	05/08/19	05/08/19	1.10.2999 - Suspense Account	\$455.00	\$0.00	\$455.00	05/08/19	9961	ASCUC†	\$0.00
				INVOICE 050819MA2 TOTALS:	\$455.00	\$0.00	\$455.00				\$0.00
				TOWN OF JEROME TOTALS:	\$2,055.00	\$0.00	\$2,055.00				\$0.00
VENDOR: 725 - DIESEL DIRECT WEST											
050219I 46690 water	05/02/19	05/02/19	05/17/19	2.50.6145 - Fuel	\$36.73	\$0.00	\$36.73	05/02/19	9944	ASCUC†	\$0.00
46690 sewer				2.51.6145 - Fuel	\$36.74	\$0.00	\$36.74	05/02/19	9944	ASCUC†	\$0.00
46690 trash				2.52.6145 - Fuel	\$321.38	\$0.00	\$321.38	05/02/19	9944	ASCUC†	\$0.00
				INVOICE 050219I TOTALS:	\$394.85	\$0.00	\$394.85				\$0.00
050719F 18583, 83119715 water	05/07/19	05/07/19	05/07/19	2.50.6145 - Fuel	\$101.23	\$0.00	\$101.23	05/07/19	9958	ASCUC†	(\$101.23)
				2.50.6145 - Fuel	\$101.23	\$0.00	\$101.23	05/07/19	9958	ASCUC†	\$0.00
18583, 83119715 sewer				2.50.6145 - Fuel	\$101.23	\$0.00	\$101.23	05/07/19	9958	ASCUC†	\$101.23
				2.51.6145 - Fuel	\$101.23	\$0.00	\$101.23	05/07/19	9958	ASCUC†	(\$101.23)
				2.51.6145 - Fuel	\$101.23	\$0.00	\$101.23	05/07/19	9958	ASCUC†	\$0.00
18583, 83119715 trash				2.52.6145 - Fuel	\$552.84	\$0.00	\$552.84	05/07/19	9958	ASCUC†	\$101.23
				2.52.6145 - Fuel	\$552.84	\$0.00	\$552.84	05/07/19	9958	ASCUC†	(\$552.84)
				2.52.6145 - Fuel	\$552.84	\$0.00	\$552.84	05/07/19	9958	ASCUC†	\$0.00
				INVOICE 050719F TOTALS:	\$755.30	\$0.00	\$755.30				\$552.84
CR-0000002 18583, 83119715 water	05/07/19	05/07/19	05/22/19	2.50.6145 - Fuel	\$101.23	\$0.00	\$101.23	05/07/19	9958	ASCUC†	\$0.00
18583, 83119715 sewer				2.51.6145 - Fuel	\$101.23	\$0.00	\$101.23	05/07/19	9958	ASCUC†	\$0.00
18583, 83119715 trash				2.52.6145 - Fuel	\$552.84	\$0.00	\$552.84	05/07/19	9958	ASCUC†	\$0.00

\*V - Denotes Voided Check Entries

## Town of Jerome

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

Ledger as of : 5/1/2019 to 5/31/2019

Invoice Number Description	Inv. Date	Post. Date	Due. Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
INVOICE CR-00000002 TOTALS:					(\$755.30)	\$0.00	(\$755.30)				\$0.00
050919H	05/09/19	05/09/19	05/24/19								
18583, 83119715 water			2.50.6145 - Fuel		\$40.29	\$0.00	\$40.29	05/09/19	9968	ASCUC†	\$0.00
18583, 83119715 sewer			2.51.6145 - Fuel		\$40.29	\$0.00	\$40.29	05/09/19	9968	ASCUC†	\$0.00
18583, 83119715 trash			2.52.6145 - Fuel		\$274.25	\$0.00	\$274.25	05/09/19	9968	ASCUC†	\$0.00
18583, 83119715 FD			1.14.6145 - Fuel		\$322.97	\$0.00	\$322.97	05/09/19	9968	ASCUC†	\$0.00
INVOICE 050919H TOTALS:					\$677.80	\$0.00	\$677.80				\$0.00
051619P	05/16/19	05/16/19	05/31/19								
18583, 83132451 water			2.50.6145 - Fuel		\$115.80	\$0.00	\$115.80	05/16/19	9982	ASCUC†	\$0.00
18583, 83132451 sewer			2.51.6145 - Fuel		\$115.80	\$0.00	\$115.80	05/16/19	9982	ASCUC†	\$0.00
18583, 83132451 trash			2.52.6145 - Fuel		\$292.51	\$0.00	\$292.51	05/16/19	9982	ASCUC†	\$0.00
INVOICE 051619P TOTALS:					\$524.11	\$0.00	\$524.11				\$0.00
DIESEL DIRECT WEST TOTALS:					\$1,596.76	\$0.00	\$1,596.76				\$0.00
VENDOR: 735 - FOUR-D LLC											
050219J	05/02/19	05/02/19	06/01/19								
716 GG			1.11.6193 - Computer Hardware & Serv		\$150.00	\$0.00	\$150.00	05/02/19	9945	ASCUC†	\$0.00
INVOICE 050219J TOTALS:					\$150.00	\$0.00	\$150.00				\$0.00
FOUR-D LLC TOTALS:					\$150.00	\$0.00	\$150.00				\$0.00
VENDOR: 747 - TOWN OF JEROME PR											
050819MA3	05/08/19	05/08/19	05/08/19								
Monthly Payroll Transfer			1.10.2999 - Suspense Account		\$90,000.00	\$0.00	\$90,000.00	05/08/19	9963	ASCUC†	\$0.00
INVOICE 050819MA3 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 MACKIN, LTD											
052219E	05/22/19	05/22/19	06/21/19								
24758 GG			1.11.6170 - Legal Exp - Gen Gov		\$1,521.00	\$0.00	\$1,521.00	05/22/19	9994	ASCUC†	\$0.00
24758 PZ			1.16.6170 - Legal Exp - P&Z		\$955.50	\$0.00	\$955.50	05/22/19	9994	ASCUC†	\$0.00
INVOICE 052219E TOTALS:					\$2,476.50	\$0.00	\$2,476.50				\$0.00
SIMS MACKIN, LTD TOTALS:					\$2,476.50	\$0.00	\$2,476.50				\$0.00
VENDOR: 793 - TOWN OF JEROME - UTILITIES											
TOJUTILITIES-34	05/02/19	05/02/19	06/01/19								
7002-01 Civic Center			1.18.6285 - Utilities		\$216.90	\$0.00	\$216.90	05/02/19	9946	ASCUC†	\$0.00
7015-01 Fire station			1.18.6285 - Utilities		\$137.56	\$0.00	\$137.56	05/02/19	9946	ASCUC†	\$0.00
7031-01 Library			1.18.6285 - Utilities		\$137.56	\$0.00	\$137.56	05/02/19	9946	ASCUC†	\$0.00
7054-01 Police station			1.18.6285 - Utilities		\$177.32	\$0.00	\$177.32	05/02/19	9946	ASCUC†	\$0.00
7060-01 Town yard			1.18.6285 - Utilities		\$137.56	\$0.00	\$137.56	05/02/19	9946	ASCUC†	\$0.00

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Ledger as of : 5/1/2019 to 5/31/2019

Invoice Number Description	Inv Date	Post Date	Due Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
INVOICE TO UTILITIES-34 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											
050819BB	05/09/19	05/09/19	06/08/19	2.51.6220 - Rep and Maint - Vehicles	\$12.77	\$0.00	\$12.77	05/09/19	9964	ASCUC†	\$0.00
				D & K and Amazon, Sewer	\$12.77	\$0.00	\$12.77	05/09/19	9964	ASCUC†	\$0.00
				2.50.6220 - Rep and Maint - Vehicles	\$12.76	\$0.00	\$12.76	05/09/19	9964	ASCUC†	\$0.00
				D & K and Amazon, Water	\$12.76	\$0.00	\$12.76	05/09/19	9964	ASCUC†	\$0.00
				1.18.6220 - Rep and Maint - Vehicles	\$12.76	\$0.00	\$12.76	05/09/19	9964	ASCUC†	\$0.00
				D & K and Amazon, Prop	\$12.77	\$0.00	\$12.77	05/09/19	9964	ASCUC†	\$0.00
				D & K and Amazon, Parks	\$12.78	\$0.00	\$12.78	05/09/19	9964	ASCUC†	\$0.00
				D & K and Amazon, Trash	\$76.61	\$0.00	\$76.61	05/09/19	9964	ASCUC†	\$0.00
				D & K and Amazon, HURF							
INVOICE 050819BB TOTALS:					\$76.61	\$0.00	\$76.61				\$0.00
050819BC											
	05/09/19	05/09/19	06/08/19	2415: Region 1 Mtg, GG	\$203.01	\$0.00	\$203.01	05/09/19	9964	ASCUC†	\$0.00
				AZ League Training, GG	\$120.00	\$0.00	\$120.00	05/09/19	9964	ASCUC†	\$0.00
				Survey Monkey & Adobe Sub, GG	\$234.60	\$0.00	\$234.60	05/09/19	9964	ASCUC†	\$0.00
				Office Supplies, GG	\$44.95	\$0.00	\$44.95	05/09/19	9964	ASCUC†	\$0.00
				Hosting, GG	\$61.29	\$0.00	\$61.29	05/09/19	9964	ASCUC†	\$0.00
				Fuel, PD	\$569.35	\$0.00	\$569.35	05/09/19	9964	ASCUC†	\$0.00
				Art Room Supplies, LIB	\$50.98	\$0.00	\$50.98	05/09/19	9964	ASCUC†	\$0.00
				Print and Non-print materials, LIB	\$310.35	\$0.00	\$310.35	05/09/19	9964	ASCUC†	\$0.00
				Office Supplies, Prop	\$21.96	\$0.00	\$21.96	05/09/19	9964	ASCUC†	\$0.00
				Gas for small tools, Prop	\$50.53	\$0.00	\$50.53	05/09/19	9964	ASCUC†	\$0.00
INVOICE 050819BC TOTALS:					\$1,667.02	\$0.00	\$1,667.02				\$0.00
VENDOR: 795 - BANKCARD CENTER WF											
BANKCARD CENTER TOJ TOTALS:					\$1,743.63	\$0.00	\$1,743.63				\$0.00
052119WF											
	05/23/19	05/23/19	06/22/19	xxxx-1961, Dues and Subscriptions	\$499.36	\$0.00	\$499.36	05/23/19	9995	ASCUC†	\$0.00
				Medical Supplies, FD	\$363.80	\$0.00	\$363.80	05/23/19	9995	ASCUC†	\$0.00
				Shelf for E-111, FD	\$153.84	\$0.00	\$153.84	05/23/19	9995	ASCUC†	\$0.00
INVOICE 052119WF TOTALS:					\$1,017.00	\$0.00	\$1,017.00				\$0.00
VENDOR: 806 - PRESCOTT LAW GROUP, PLC											
BANKCARD CENTER WF TOTALS:					\$1,017.00	\$0.00	\$1,017.00				\$0.00
051619G											
	05/16/19	05/16/19	06/15/19	2011-00019, 2637 PD	\$1,485.00	\$0.00	\$1,485.00	05/16/19	9983	ASCUC†	\$0.00
INVOICE 051619G TOTALS:					\$1,485.00	\$0.00	\$1,485.00				\$0.00
VENDOR: 816 - STEVE KNOWLTON											
PRESCOTT LAW GROUP, PLC TOTALS:					\$1,485.00	\$0.00	\$1,485.00				\$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
050219D double pay on utility acct.	05/02/19	05/02/19	05/02/19	2.00.1015 - Utilities A/R	\$77.74	\$0.00	\$77.74	05/02/19	9947	ASCUC†	\$0.00
INVOICE 050219D TOTALS:					\$77.74	\$0.00	\$77.74				\$0.00
STEVE KNOWLTON TOTALS:					\$77.74	\$0.00	\$77.74				\$0.00
VENDOR: 836 - D&K SERVICE CYCLE & ATV, LLC											
CR-0000001	05/02/19	05/02/19	05/17/19	2.51.6220 - Rep and Maint - Vehicles	(\$6.94)	\$0.00	(\$6.94)	05/02/19		ASCUC†	\$0.00
87414 sewer				2.50.6220 - Rep and Maint - Vehicles	(\$6.94)	\$0.00	(\$6.94)	05/02/19		ASCUC†	\$0.00
87414 water				1.18.6220 - Rep and Maint - Vehicles	(\$6.94)	\$0.00	(\$6.94)	05/02/19		ASCUC†	\$0.00
87414 prop				1.17.6220 - Rep and Maint - Vehicles	(\$6.94)	\$0.00	(\$6.94)	05/02/19		ASCUC†	\$0.00
87414 parks				2.52.6220 - Rep and Maint - Vehicles	(\$6.94)	\$0.00	(\$6.94)	05/02/19		ASCUC†	\$0.00
87414 trash				3.30.6220 - Rep and Maint - Vehicles	(\$6.96)	\$0.00	(\$6.96)	05/02/19		ASCUC†	\$0.00
87414 HURF				INVOICE CR-0000001 TOTALS:	(\$41.66)	\$0.00	(\$41.66)				\$0.00
D&K SERVICE CYCLE & ATV, LLC TOTALS:					(\$41.66)	\$0.00	(\$41.66)				\$0.00
VENDOR: 852 - INFINITY FIRE COMMUNICATIONS											
052919F 19145 FD	05/29/19	05/29/19	06/28/19	1.14.6225 - Rep and Maint - Equipment	\$210.00	\$0.00	\$210.00	05/29/19	10003	ASCUC†	\$0.00
INVOICE 052919F TOTALS:					\$210.00	\$0.00	\$210.00				\$0.00
INFINITY FIRE COMMUNICATIONS TOTALS:					\$210.00	\$0.00	\$210.00				\$0.00
VENDOR: 866 - DEERE CREDIT, INC.											
JDCFL2-4	05/02/19	05/02/19	06/01/19	1.18.8040 - Lease Payments	\$21.68	\$0.00	\$21.68	05/02/19	9948	ASCUC†	\$0.00
510001614248 prop				1.17.8040 - Lease Payments	\$21.68	\$0.00	\$21.68	05/02/19	9948	ASCUC†	\$0.00
510001614248 parks				2.50.8040 - Lease Payments	\$75.88	\$0.00	\$75.88	05/02/19	9948	ASCUC†	\$0.00
510001614248 water				2.51.8040 - Lease Payments	\$75.88	\$0.00	\$75.88	05/02/19	9948	ASCUC†	\$0.00
510001614248 sewer				3.30.8040 - Lease Payments	\$21.69	\$0.00	\$21.69	05/02/19	9948	ASCUC†	\$0.00
510001614248 HURF				INVOICE JDCFL2-4 TOTALS:	\$216.81	\$0.00	\$216.81				\$0.00
JDCFL2-5											
510001614248, JD 210L prop	05/29/19	05/29/19	06/28/19	1.18.8040 - Lease Payments	\$21.68	\$0.00	\$21.68	05/29/19	10004	ASCUC†	\$0.00
510001614248, JD210L parks				1.17.8040 - Lease Payments	\$21.68	\$0.00	\$21.68	05/29/19	10004	ASCUC†	\$0.00
510001614248, JD210L water				2.50.8040 - Lease Payments	\$75.88	\$0.00	\$75.88	05/29/19	10004	ASCUC†	\$0.00
510001614248, JD210L sewer				2.51.8040 - Lease Payments	\$75.88	\$0.00	\$75.88	05/29/19	10004	ASCUC†	\$0.00
510001614248, JD210L HURF				3.30.8040 - Lease Payments	\$21.69	\$0.00	\$21.69	05/29/19	10004	ASCUC†	\$0.00
INVOICE JDCFL2-5 TOTALS:					\$216.81	\$0.00	\$216.81				\$0.00
DEERE CREDIT, INC. TOTALS:					\$433.62	\$0.00	\$433.62				\$0.00
VENDOR: 871 - NORTHERN AZ FIRE SERVICES											
051619L	05/16/19	05/16/19	06/15/19								\$0.00

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

Ledger as of : 5/1/2019 to 5/31/2019

Invoice Number Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
1244, 1238 FD labor				1.14.6220 - Rep and Maint - Vehicles	\$770.00	\$0.00	\$770.00	05/16/19	9984	ASCUC†	\$0.00
1244, 1238 FD parts				1.14.6220 - Rep and Maint - Vehicles	\$113.11	\$0.00	\$113.11	05/16/19	9984	ASCUC†	\$0.00
				INVOICE 051619L TOTALS:	\$883.11	\$0.00	\$883.11				\$0.00
				NORTHERN AZ FIRE SERVICES TOTALS:	\$883.11	\$0.00	\$883.11				\$0.00
VENDOR: 891 - ALPHA OMEGA POWER SYSTEMS											
050219K	05/02/19	05/02/19	06/01/19	1.18.6215 - R&M Building - Properties	\$889.27	\$0.00	\$889.27	05/02/19	9949	ASCUC†	\$0.00
4009 prop				INVOICE 050219K TOTALS:	\$889.27	\$0.00	\$889.27				\$0.00
				ALPHA OMEGA POWER SYSTEMS TOTALS:	\$889.27	\$0.00	\$889.27				\$0.00
VENDOR: 910 - WOLFE COMMUNICATIONS											
052919H	05/29/19	05/29/19	05/29/19	1.14.6225 - Rep and Maint - Equipment	\$92.76	\$0.00	\$92.76	05/29/19	10005	ASCUC†	\$0.00
9695 FD				INVOICE 052919H TOTALS:	\$92.76	\$0.00	\$92.76				\$0.00
				WOLFE COMMUNICATIONS TOTALS:	\$92.76	\$0.00	\$92.76				\$0.00
VENDOR: 914 - LIFE & PROPERTY SAFETY, LLC											
050219M	05/02/19	05/02/19	06/01/19	1.18.6215 - R&M Building - Properties	\$96.00	\$0.00	\$96.00	05/02/19	9950	ASCUC†	\$0.00
3021 prop				INVOICE 050219M TOTALS:	\$96.00	\$0.00	\$96.00				\$0.00
				LIFE & PROPERTY SAFETY, LLC TOTALS:	\$96.00	\$0.00	\$96.00				\$0.00
VENDOR: 931 - HUBBARD MERRELL ENGINEERING											
051619E	05/16/19	05/16/19	05/16/19	5.40.6103 - Operating Grants Exp	\$1,677.50	\$0.00	\$1,677.50	05/16/19	9985	ASCUC†	\$0.00
2390				INVOICE 051619E TOTALS:	\$1,677.50	\$0.00	\$1,677.50				\$0.00
				HUBBARD MERRELL ENGINEERING TOTALS:	\$1,677.50	\$0.00	\$1,677.50				\$0.00
VENDOR: 946 - DUDE SOLUTIONS											
052919E	05/29/19	05/29/19	06/28/19	2.51.6192 - Software Support Exp - Sev	\$219.74	\$0.00	\$219.74	05/29/19	10006	ASCUC†	\$0.00
INV-50946 sewer				2.50.6192 - Software Support Exp - Wa	\$219.74	\$0.00	\$219.74	05/29/19	10006	ASCUC†	\$0.00
INV-50946 water				1.18.6192 - Software Service & Suppor	\$219.61	\$0.00	\$219.61	05/29/19	10006	ASCUC†	\$0.00
INV-50946 prop				1.17.6192 - Software Service & Suppor	\$219.61	\$0.00	\$219.61	05/29/19	10006	ASCUC†	\$0.00
INV-50946 parks				2.52.6192 - Software Support Exp - Tra	\$219.74	\$0.00	\$219.74	05/29/19	10006	ASCUC†	\$0.00
INV-50946 trash				3.30.6192 - Software Service & Suppor	\$219.76	\$0.00	\$219.76	05/29/19	10006	ASCUC†	\$0.00
INV-50946 HURF				INVOICE 052919E TOTALS:	\$1,318.20	\$0.00	\$1,318.20				\$0.00
				DUDE SOLUTIONS TOTALS:	\$1,318.20	\$0.00	\$1,318.20				\$0.00

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

Ledger as of : 5/1/2019 to 5/31/2019

Invoice Number Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
VENDOR: 952 - KAIROS HEALTH ARIZONA, INC.											
0529191 Health Insurance - 0519-42	05/29/19	05/29/19	06/28/19	1.10.2406 - Health Insurance	\$13,500.00	\$0.00	\$13,500.00	05/29/19	10007	ASCUC†	\$0.00
INVOICE 0529191 TOTALS:					\$13,500.00	\$0.00	\$13,500.00				\$0.00
KAIROS HEALTH ARIZONA, INC. TOTALS:					\$13,500.00	\$0.00	\$13,500.00				\$0.00
VENDOR: 968 - PATRIOT DISPOSAL, INC.											
050719D 0040, 2452 trash	05/07/19	05/07/19	06/06/19	2.52.6165 - Landfill Tipping Fees	\$2,272.80	\$0.00	\$2,272.80	05/07/19	9959	ASCUC†	\$0.00
INVOICE 050719D TOTALS:					\$2,272.80	\$0.00	\$2,272.80				\$0.00
PATRIOT DISPOSAL, INC. TOTALS:					\$2,272.80	\$0.00	\$2,272.80				\$0.00
VENDOR: 995 - MELANIE ATKIN											
051619C mileage reimbursement GG	05/16/19	05/16/19	06/15/19	1.11.6275 - Travel	\$59.16	\$0.00	\$59.16	05/16/19	9986	ASCUC†	\$0.00
INVOICE 051619C TOTALS:					\$59.16	\$0.00	\$59.16				\$0.00
MELANIE ATKIN TOTALS:					\$59.16	\$0.00	\$59.16				\$0.00
VENDOR: ONETIM - JENNY DEVOSS											
052919D reimbursement GG	05/29/19	05/29/19	06/28/19	1.11.6245 - Shuttle Expenses	\$62.50	\$0.00	\$62.50	05/29/19	10008	ASCUC†	\$0.00
INVOICE 052919D TOTALS:					\$62.50	\$0.00	\$62.50				\$0.00
JENNY DEVOSS TOTALS:					\$62.50	\$0.00	\$62.50				\$0.00
VENDOR: ONETIM - NAU FOUNDATION											
050719G credit on closed acct. #2010-02	05/07/19	05/07/19	06/06/19	2.00.2600 - Customer Deposits	\$32.48	\$0.00	\$32.48	05/07/19	9960	ASCUC†	\$0.00
INVOICE 050719G TOTALS:					\$32.48	\$0.00	\$32.48				\$0.00
NAU FOUNDATION TOTALS:					\$32.48	\$0.00	\$32.48				\$0.00
LEDGER TOTALS:					\$173,376.99	\$0.00	\$173,376.99				\$0.00



Town of Jerome  
Budget to Actual Summary  
19-May

Fund	Department	Current Period			YTD		
		Revenue	Budget	Variance	Revenue	Budget	Variance
General	10 GF Revenue	\$ 166,847.56	\$ 198,084.15	\$ (31,236.59)	\$ 1,634,054.72	\$ 1,674,150.85	\$ (40,096.13)
	Total	\$ 166,847.56	\$ 198,084.15	\$ (31,236.59)	\$ 1,634,054.72	\$ 1,674,150.85	\$ (40,096.13)
		Expense	Budget	Variance	Expense	Budget	Variance
	11 Admin	\$ 46,922.67	\$ 64,150.81	\$ 17,228.14	\$ 522,760.01	\$ 647,892.93	\$ 125,132.92
	12 Court	\$ 7,970.98	\$ 7,901.49	\$ (69.49)	\$ 69,235.72	\$ 72,802.77	\$ 3,567.05
	13 Police	\$ 38,209.74	\$ 42,631.00	\$ 4,421.26	\$ 424,162.63	\$ 444,912.46	\$ 20,749.83
	14 Fire	\$ 26,628.43	\$ 29,005.63	\$ 2,377.20	\$ 261,602.93	\$ 321,315.96	\$ 59,713.03
	15 Library	\$ 9,303.27	\$ 10,584.96	\$ 1,281.69	\$ 81,208.37	\$ 89,116.06	\$ 7,907.69
	16 P&Z	\$ 8,977.73	\$ 10,309.83	\$ 1,332.10	\$ 75,041.14	\$ 84,025.34	\$ 8,984.20
	17 Parks	\$ 1,578.36	\$ 2,106.17	\$ 527.81	\$ 12,174.66	\$ 18,445.71	\$ 6,271.05
	18 Properties	\$ 10,977.39	\$ 35,677.39	\$ 24,700.00	\$ 137,504.60	\$ 271,596.73	\$ 134,092.13
	Total	\$ 150,568.57	\$ 202,367.28	\$ 51,798.71	\$ 1,583,690.06	\$ 1,950,107.96	\$ 366,417.90
	Net Income (Loss)	\$ 16,278.99	\$ (4,283.13)	\$ 20,562.12	\$ 50,364.66	\$ (275,957.11)	\$ 326,321.77
		Revenue	Budget	Variance	Revenue	Budget	Variance
	50 Water	\$ 15,860.54	\$ 17,108.32	\$ (1,247.78)	\$ 175,891.77	\$ 188,191.68	\$ (12,299.91)
	51 Sewer	\$ 15,557.77	\$ 17,241.66	\$ (1,683.89)	\$ 172,157.03	\$ 189,658.34	\$ (17,501.31)
	52 Trash	\$ 15,686.18	\$ 16,266.66	\$ (580.48)	\$ 174,353.10	\$ 178,933.34	\$ (4,580.24)
	Total	\$ 47,104.49	\$ 50,616.64	\$ (3,512.15)	\$ 522,401.90	\$ 556,783.36	\$ (34,381.46)
		Expense	Budget	Variance	Expense	Budget	Variance
	50 Water	\$ 14,834.65	\$ 24,650.83	\$ 9,816.18	\$ 159,844.12	\$ 229,060.63	\$ 69,216.51
	51 Sewer	\$ 16,539.81	\$ 17,568.65	\$ 1,028.84	\$ 188,166.14	\$ 222,988.47	\$ 34,822.33
	52 Trash	\$ 15,005.38	\$ 17,826.04	\$ 2,820.66	\$ 155,556.42	\$ 186,459.08	\$ 30,902.66
	Total	\$ 46,379.84	\$ 60,045.52	\$ 13,665.68	\$ 503,566.68	\$ 638,508.18	\$ 134,941.50
Utilities	Net Income (Loss)	\$ 724.65	\$ (9,428.88)	\$ 10,153.53	\$ 18,835.22	\$ (81,724.82)	\$ 100,560.04
Road	30 HURF	\$ 8,576.18	\$ 15,493.95	\$ (6,917.77)	\$ 86,977.25	\$ 150,406.05	\$ (63,428.80)
		Expense	Budget	Variance	Expense	Budget	Variance
		\$ 8,576.18	\$ 17,502.19	\$ 8,926.01	\$ 86,977.25	\$ 147,889.49	\$ 60,912.24
Road	Net Income (Loss)	\$ -	\$ (2,008.24)	\$ 2,008.24	\$ -	\$ 2,516.56	\$ (2,516.56)
		MAY			YTD		
Total Revenue		\$ 222,528.23			\$ 2,243,433.87		
Less Total Expense		\$ 205,524.59			\$ 2,174,233.99		
Net Income (Loss)		\$ 17,003.64			\$ 69,199.88		

**Town of Jerome**  
Income Statement  
(Original Budget to Actual Comparison)  
For the period of 5/1/2019 Through 5/31/2019

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

	Current Period			%	Year To Date			%
	Actual	Budget	Variance		Actual	Budget	Variance	
Revenues								
Property Taxes	\$2,561.49	\$11,325.41	\$(8,763.92)	(77.4)%	\$33,650.31	\$36,174.59	\$(2,524.28)	(7.0)%
City Sales Taxes	105,093.80	113,200.00	(8,106.20)	(7.2)	946,683.30	940,900.00	5,783.30	0.6
State Sales Taxes	4,445.27	3,780.25	665.02	17.6	41,632.10	41,582.75	49.35	0.1
Urban Revenue Share	15,137.58	15,137.00	0.58	0.0	166,512.18	166,507.00	5.18	0.0
Yavapai County for Library	7,518.71	10,308.00	(2,789.29)	(27.1)	17,078.47	19,858.00	(2,779.53)	(14.0)
Vehicle License Tax	2,872.33	2,604.00	268.33	10.3	29,333.40	28,644.00	689.40	2.4
Fines and Forfeitures	4,468.51	5,000.00	(531.49)	(10.6)	61,198.56	55,000.00	6,198.56	11.3
Building Permits	224.75	658.33	(433.58)	(65.9)	4,449.75	4,941.67	(491.92)	(10.0)
Planning & Zoning Fees	709.75	208.33	501.42	240.7	4,034.75	2,291.67	1,743.08	76.1
Parking Revenue	0.00	10,000.00	(10,000.00)	(100.0)	0.00	40,000.00	(40,000.00)	(100.0)
Business Licenses	730.00	900.00	(170.00)	(18.9)	7,130.00	8,200.00	(1,070.00)	(13.0)
Commercial Filming Fees	0.00	171.87	(171.87)	(100.0)	450.00	1,328.13	(878.13)	(66.1)
Fire Dept Services Rev	1,428.80	875.00	553.80	63.3	5,781.68	6,625.00	(843.32)	(12.7)
Franchise Fees	0.00	0.00	0.00	0.0	17,350.66	18,000.00	(649.34)	(3.6)
Police Officer Safety Equip Rev	130.59	175.00	(44.41)	(25.4)	1,934.79	1,925.00	9.79	0.5
Police Services	675.00	965.10	(290.10)	(30.1)	4,406.00	6,534.90	(2,128.90)	(32.6)
Rents	6,543.51	6,543.50	0.01	0.0	72,733.61	71,978.50	755.11	1.0
Utility Reimbursements	305.16	375.00	(69.84)	(18.6)	4,833.05	4,125.00	708.05	17.2
Park User Revenue	25.00	0.00	25.00	0.0	25.00	0.00	25.00	0.0
Wildland Fire Fees	0.00	0.00	0.00	0.0	50,000.00	50,000.00	0.00	0.0
Contributions	0.00	57.28	(57.28)	(100.0)	116.18	442.72	(326.54)	(73.8)
Library Contributions	125.00	380.94	(255.94)	(67.2)	3,351.99	3,619.06	(267.07)	(7.4)
Interest	174.13	20.83	153.30	736.0	1,375.76	229.17	1,146.59	500.3
Sale of Assets	0.00	1,002.61	(1,002.61)	(100.0)	3,971.63	8,997.39	(5,025.76)	(55.9)
Miscellaneous Revenues	124.75	727.63	(602.88)	(82.9)	6,933.82	6,272.37	661.45	10.5
Ins Dividends, Claims, Reimbursmts	0.00	114.57	(114.57)	(100.0)	0.00	885.43	(885.43)	(100.0)
Administrative Charges	13,553.43	13,553.50	(0.07)	0.0	149,087.73	149,088.50	(0.77)	0.0
Net Revenues	\$166,847.56	\$198,084.15	\$(31,236.59)	(15.8)%	\$1,634,054.72	\$1,674,150.85	\$(40,096.13)	(2.4)%
Net Income (Loss)	\$166,847.56	\$198,084.15	\$(31,236.59)	(15.8)%	\$1,634,054.72	\$1,674,150.85	\$(40,096.13)	(2.4)%

**Town of Jerome**  
**Income Statement**  
**(Original Budget to Actual Comparison)**  
**For the period of 5/1/2019 Through 5/31/2019**

Fund: (1) General Department: (11) Administration						
	Current Period			Year To Date		
	Actual	Budget	Variance	%	Actual	Budget
<u>Program Expenses</u>						
Accounting and Auditing	\$0.00	\$0.00	\$0.00	0.0 %	\$15,275.00	\$17,500.00
Advertising, Printing, & Publishing	0.00	266.66	266.66	100.0	3,358.14	2,933.34
Contract Services	508.19	400.00	(108.19)	(27.0)	4,673.70	4,400.00
Conventions and Seminars	203.01	114.57	(88.44)	(77.2)	1,363.83	885.43
Training & Education	120.00	125.00	5.00	4.0	2,225.30	1,375.00
Dues, Subs & Memberships	234.60	117.91	(116.69)	(99.0)	6,755.32	6,382.09
TPT Collection Fee Exp	0.00	0.00	0.00	0.0	1,091.48	1,107.00
Election expenses	0.00	624.00	624.00	100.0	663.25	3,176.00
Fuel	0.00	0.00	0.00	0.0	44.31	0.00
Insurance	0.00	0.00	0.00	0.0	14,665.44	18,000.00
Insurance Deductible Exp	0.00	114.57	114.57	100.0	0.00	885.43
Legal Exp - Gen Gov	1,521.00	1,464.58	(56.42)	(3.9)	9,184.50	13,035.42
Miscellaneous	0.00	0.00	0.00	0.0	3,214.91	3,705.00
Bank Fees - Gen Admin	122.39	141.66	19.27	13.6	1,357.80	1,558.34
Bank Fees / Merch Svcs	298.06	550.00	251.94	45.8	5,834.58	6,050.00
Office Supplies	360.58	550.00	189.42	34.4	5,158.80	5,450.00
Copier & Equip Lease Expense	845.16	625.00	(220.16)	(35.2)	6,266.00	6,875.00
Software Support Exp - GG	194.49	500.00	305.51	61.1	4,249.44	5,500.00
Computer Hardware & Service	150.00	416.66	266.66	64.0	8,538.96	7,583.34
Operating Supplies - Gen Gov	0.00	66.83	66.83	100.0	715.16	933.17
Postage	1,000.00	333.33	(666.67)	(200.0)	5,238.86	3,666.67
Rep and Maint - Vehicles	0.00	57.28	57.28	100.0	0.00	442.72
Rep and Maint - Equipment	0.00	0.00	0.00	0.0	179.00	0.00
Shuttle Expenses	138.12	83.33	(54.79)	(65.8)	1,524.61	916.67
Small Tools and Equipment	0.00	160.40	160.40	100.0	650.00	1,239.60
Telephone	162.89	416.66	253.77	60.9	3,627.36	4,583.34
Internet Access	0.00	0.00	0.00	0.0	480.00	0.00
Travel	59.16	41.66	(17.50)	(42.0)	1,021.68	458.34
Tourism 1% Bed Tax	34.76	28.71	(6.05)	(21.1)	8,872.34	9,621.29
Community Health	0.00	71.42	71.42	100.0	0.00	428.58
Preservation of Historic Buildings	0.00	7,857.14	7,857.14	100.0	4,788.11	47,142.86
Transfers Out	6,512.63	13,824.99	7,312.36	52.9	124,197.83	187,775.01
Total Program Expenses	\$12,465.04	\$28,952.36	\$16,487.32	56.9 %	\$245,215.71	\$363,609.64
<u>General &amp; Administrative Expenses</u>						
Salaries and Wages	\$25,864.88	\$26,452.95	\$588.07	2.2 %	\$207,360.43	\$211,623.69
						\$4,263.26
						2.0 %

**Town of Jerome**  
Income Statement  
(Original Budget to Actual Comparison)  
For the period of 5/1/2019 Through 5/31/2019

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
FICA Match	1,903.85	2,023.60	119.75	5.9	15,265.60	16,188.92	923.32	5.7
Retirement Match	1,843.11	1,847.40	4.29	0.2	14,692.38	14,779.38	87.00	0.6
Health/Life Insurance	4,788.69	4,874.50	85.81	1.8	38,309.52	38,996.30	686.78	1.8
Workers Compensation	0.00	0.00	0.00	0.0	892.00	1,745.00	853.00	48.9
Unemployment Insurance	57.10	0.00	(57.10)	0.0	1,024.37	950.00	(74.37)	(7.8)
<b>Total General &amp; Administrative Expenses</b>	<b>\$34,457.63</b>	<b>\$35,198.45</b>	<b>\$740.82</b>	<b>2.1 %</b>	<b>\$277,544.30</b>	<b>\$284,283.29</b>	<b>\$6,738.99</b>	<b>2.4 %</b>
<b>Total Expenses</b>	<b>\$46,922.67</b>	<b>\$64,150.81</b>	<b>\$17,228.14</b>	<b>26.9 %</b>	<b>\$522,760.01</b>	<b>\$647,892.93</b>	<b>\$125,132.92</b>	<b>19.3 %</b>
<b>Net Income (Loss)</b>	<b>\$(46,922.67)</b>	<b>\$(64,150.81)</b>	<b>\$17,228.14</b>	<b>26.9 %</b>	<b>\$(522,760.01)</b>	<b>\$(647,892.93)</b>	<b>\$125,132.92</b>	<b>19.3 %</b>

**Town of Jerome**  
Income Statement  
(Original Budget to Actual Comparison)  
For the period of 5/1/2019 Through 5/31/2019

Fund: (1) General Department: (12) Court						
	Current Period			Year To Date		
	Actual	Budget	Variance	%	Actual	Budget
<u>Program Expenses</u>						
Accounting and Auditing	\$0.00	\$0.00	\$0.00	0.0 %	\$0.00	\$1,800.00
Contract Services	80.14	0.00	(80.14)	0.0	4,641.81	4,350.00
Conventions and Seminars	200.00	40.09	(159.91)	(398.9)	291.14	309.91
Training & Education	0.00	29.16	29.16	100.0	0.00	320.84
Dues and Subscriptions	0.00	27.45	27.45	100.0	161.69	222.55
Miscellaneous	0.00	25.00	25.00	100.0	0.00	275.00
Office Supplies	0.00	0.00	0.00	0.0	76.62	0.00
Copier & Equip Lease Exp	0.00	0.00	0.00	0.0	2,250.00	2,250.00
Computer Hardware & Service	0.00	0.00	0.00	0.0	217.18	0.00
Telephone	77.56	83.33	5.77	6.9	504.78	916.67
Travel	0.00	66.66	66.66	100.0	139.20	733.34
<b>Total Program Expenses</b>	<b>\$357.70</b>	<b>\$271.69</b>	<b>\$(86.01)</b>	<b>(31.7)%</b>	<b>\$8,282.42</b>	<b>\$11,178.31</b>
<b>General &amp; Administrative Expenses</b>						
Salaries and Wages	\$6,849.31	\$6,864.70	\$15.39	0.2 %	\$54,378.33	\$54,917.54
FICA and Medicare	523.97	525.10	1.13	0.2	4,159.97	4,200.92
Retirement	240.00	240.00	0.00	0.0	1,905.00	1,920.00
Worker's Compensation	0.00	0.00	0.00	0.0	212.00	288.00
Unemployment	0.00	0.00	0.00	0.0	298.00	298.00
<b>Total General &amp; Administrative Expenses</b>	<b>\$7,613.28</b>	<b>\$7,629.80</b>	<b>\$16.52</b>	<b>0.2 %</b>	<b>\$60,953.30</b>	<b>\$61,624.46</b>
<b>Total Expenses</b>	<b>\$7,970.96</b>	<b>\$7,901.49</b>	<b>\$(69.49)</b>	<b>(0.9)%</b>	<b>\$69,235.72</b>	<b>\$72,802.77</b>
<b>Net Income (Loss)</b>	<b>\$(7,970.96)</b>	<b>\$(7,901.49)</b>	<b>\$(69.49)</b>	<b>(0.9)%</b>	<b>\$(69,235.72)</b>	<b>\$(72,802.77)</b>

**Town of Jerome**  
Income Statement  
(Original Budget to Actual Comparison)  
For the period of 5/1/2019 Through 5/31/2019

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**Town of Jerome**  
**Income Statement**  
(Original Budget to Actual Comparison)  
For the period of 5/1/2019 Through 5/31/2019

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

	Current Period		Year To Date		
	Actual	Budget	Variance	%	
<b>Program Expenses</b>					
Contract Services	\$0.00	\$57.28	\$57.28	100.0 %	\$442.72
Training & Education	0.00	0.00	0.00	0.0	6,000.00
Dispatch Fees	968.16	462.50	(505.66)	(109.3)	5,087.50
Dues and Subscriptions	499.36	83.33	(416.03)	(499.3)	916.67
Fuel	364.36	458.33	93.97	20.5	5,041.67
Legal Exp - Fire	0.00	0.00	0.00	0.0	500.00
Medical Expenses	0.00	41.66	41.66	100.0	458.34
Medical Supplies Exp	524.36	333.33	(191.03)	(57.3)	3,666.67
Miscellaneous	0.00	171.87	171.87	100.0	1,328.13
Software Service & Support	143.20	0.00	(143.20)	0.0	0.00
Operating Supplies - Fire Dept	0.00	0.00	0.00	0.0	1,000.00
Rep and Maint - Vehicles	949.77	219.60	(730.17)	(332.5)	14,780.40
Rep and Maint - Equipment	913.58	416.66	(496.92)	(119.3)	4,583.34
Small Tools and Equipment	897.31	1,318.18	420.87	31.9	13,681.82
Telephone	291.17	416.66	125.49	30.1	4,583.34
Training Center Assessment	0.00	0.00	0.00	0.0	2,600.00
<b>Total Program Expenses</b>	<b>\$5,551.27</b>	<b>\$3,979.40</b>	<b>\$(1,571.87)</b>	<b>(39.5)%</b>	<b>\$59,202.28</b>
<b>General &amp; Administrative Expenses</b>					
Salaries and Wages	\$12,498.70	\$13,085.71	\$587.01	4.5 %	\$105,623.64
Wildland Personnel	0.00	2,200.00	2,200.00	100.0	31,883.15
Volunteer-Employee Volunteer Personnel	2,079.00	2,375.00	296.00	12.5	19,209.50
Firewise Personnel	4,229.50	636.12	(3,593.38)	(564.9)	13,093.00
FICA and Medicare	1,274.96	1,532.40	257.44	16.8	12,455.61
Retirement	993.60	1,523.60	530.00	34.8	19,196.38
Health Insurance	3,247.20	3,573.40	326.20	9.1	20,204.80
Worker's Compensation	0.00	0.00	0.00	0.0	11,211.00
Unemployment	87.01	100.00	12.99	13.0	1,406.72
Payroll Adjustment-Fire	(3,332.81)	0.00	3,332.81	0.0	(31,883.15)
<b>Total General &amp; Administrative Expenses</b>	<b>\$21,077.16</b>	<b>\$25,026.23</b>	<b>\$3,949.07</b>	<b>15.8 %</b>	<b>\$202,400.65</b>
<b>Total Expenses</b>	<b>\$26,628.43</b>	<b>\$29,005.63</b>	<b>\$2,377.20</b>	<b>8.2 %</b>	<b>\$261,602.93</b>
<b>Net Income (Loss)</b>	<b>\$(26,628.43)</b>	<b>\$(29,005.63)</b>	<b>\$2,377.20</b>	<b>8.2 %</b>	<b>\$(261,602.93)</b>



**Town of Jerome**  
Income Statement  
(Original Budget to Actual Comparison)  
For the period of 5/1/2019 Through 5/31/2019

Fund: (1) General Department: (15) Library						
	Current Period			Year To Date		
	Actual	Budget	Variance	%	Actual	Budget
<u>Program Expenses</u>						
Contract Services	\$0.00	\$120.83	\$120.83	100.0 %	\$200.00	\$1,329.17
Dues and Subscriptions	0.00	240.62	240.62	100.0	0.00	1,859.38
Miscellaneous	0.00	57.28	57.28	100.0	208.00	442.72
Office Supplies	0.00	25.00	25.00	100.0	311.98	275.00
Operating Supplies - Library	213.70	263.02	49.32	18.8	4,084.88	3,686.98
Print and Non-Print Materials	310.35	324.16	13.81	4.3	3,601.38	3,565.84
Rep and Maint - Equipment	229.79	25.00	(204.79)	(819.2)	229.79	275.00
Small Tools and Equipment	0.00	268.87	268.87	100.0	608.51	2,231.13
Telephone	0.00	83.33	83.33	100.0	(138.08)	916.67
E-Rate Exp	40.07	0.00	(40.07)	0.0	240.42	0.00
Travel	0.00	0.00	0.00	0.0	0.00	500.00
<b>Total Program Expenses</b>	<b>\$793.91</b>	<b>\$1,408.11</b>	<b>\$614.20</b>	<b>43.6 %</b>	<b>\$9,346.88</b>	<b>\$15,081.89</b>
<u>General &amp; Administrative Expenses</u>						
Salaries and Wages	\$6,522.45	\$7,142.00	\$619.55	8.7 %	\$55,196.96	\$57,135.70
FICA and Medicare	485.69	546.35	60.66	11.1	4,116.96	4,370.77
Retirement	384.00	384.00	0.00	0.0	3,110.46	3,072.00
Health Insurance	1,082.40	1,074.50	(7.90)	(0.7)	8,659.20	8,595.70
Worker's Compensation	0.00	0.00	0.00	0.0	231.00	330.00
Unemployment	34.82	30.00	(4.82)	(16.1)	546.91	530.00
<b>Total General &amp; Administrative Expenses</b>	<b>\$8,509.36</b>	<b>\$9,176.85</b>	<b>\$667.49</b>	<b>7.3 %</b>	<b>\$71,861.49</b>	<b>\$74,034.17</b>
<b>Total Expenses</b>	<b>\$9,303.27</b>	<b>\$10,584.96</b>	<b>\$1,281.69</b>	<b>12.1 %</b>	<b>\$81,208.37</b>	<b>\$89,116.06</b>
<b>Net Income (Loss)</b>	<b>\$ (9,303.27)</b>	<b>\$ (10,584.96)</b>	<b>\$1,281.69</b>	<b>12.1 %</b>	<b>\$ (81,208.37)</b>	<b>\$ (89,116.06)</b>

**Town of Jerome**  
Income Statement  
(Original Budget to Actual Comparison)  
For the period of 5/1/2019 Through 5/31/2019

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

<u>Program Expenses</u>	Current Period		Year To Date		
	Actual	Budget	Variance	%	
Advertising, Printing, & Publishing	\$0.00	\$14.30	\$14.30	100.0 %	
Contract Services	0.00	171.87	171.87	100.0	\$185.70 \$1,328.13
Training & Education	0.00	114.57	114.57	100.0	885.43 619.66
Dues and Subscriptions	0.00	11.45	11.45	100.0	88.55 100.0
Legal Exp - P&Z	955.50	906.43	(49.07)	(5.4)	11,446.50 147.05
Map Upgrades and Materials	0.00	11.45	11.45	100.0	88.55 100.0
Miscellaneous	0.00	22.90	22.90	100.0	177.10 151.25
Software Maintenance & Support	0.00	45.82	45.82	100.0	354.18 100.0
Operating Supplies - P&Z	0.00	52.07	52.07	100.0	447.93 78.2
Small Tools and Equipment	0.00	57.28	57.28	100.0	442.72 365.84
Telephone	47.92	54.16	6.24	11.5	595.84 116.77
Travel	0.00	57.28	57.28	100.0	442.72 275.67
<b>Total Program Expenses</b>	<b>\$1,003.42</b>	<b>\$1,519.58</b>	<b>\$516.16</b>	<b>34.0 %</b>	<b>\$16,630.40</b> <b>\$3,409.49</b>
<u>General &amp; Administrative Expenses</u>					
Salaries and Wages	\$5,797.18	\$6,682.51	\$885.33	13.2 %	\$50,888.75 \$5,203.16
FICA and Medicare	375.81	489.35	113.54	23.2	3,914.77 725.64
Retirement	386.46	434.39	47.93	11.0	3,185.42 396.72
Health Insurance	1,395.33	1,164.00	(231.33)	(19.9)	8,536.00 (757.63)
Worker's Compensation	0.00	0.00	0.00	0.0	330.00 (79.00)
Unemployment	19.53	20.00	0.47	2.4	540.00 85.82
<b>Total General &amp; Administrative Expenses</b>	<b>\$7,974.31</b>	<b>\$8,790.25</b>	<b>\$815.94</b>	<b>9.3 %</b>	<b>\$67,394.94</b> <b>\$5,574.71</b>
<b>Total Expenses</b>	<b>\$8,977.73</b>	<b>\$10,309.83</b>	<b>\$1,332.10</b>	<b>12.9 %</b>	<b>\$84,025.34</b> <b>\$8,984.20</b>
<b>Net Income (Loss)</b>	<b>\$(8,977.73)</b>	<b>\$(10,309.83)</b>	<b>\$1,332.10</b>	<b>12.9 %</b>	<b>\$(84,025.34)</b> <b>\$8,984.20</b>
					<b>10.7 %</b>

**Town of Jerome**  
Income Statement  
(Original Budget to Actual Comparison)  
For the period of 5/1/2019 Through 5/31/2019

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

	Current Period		Year To Date		
	Actual	Budget	Variance	%	
<u>Program Expenses</u>					
Advertising, Printing, & Publishing	\$0.00	\$0.00	\$0.00	0.0 %	0.0 %
Fuel	0.00	4.16	46.41	100.0	(1.2)
Miscellaneous	0.00	23.43	93.81	100.0	58.6
Software Service & Support	243.47	0.00	(243.47)	0.0	0.0
Computer Hardware and Service	0.00	0.00	243.47	0.0	0.0
Operating Supplies - Parks	0.00	20.83	353.75	0.0	0.0
R&M Building - Parks	0.00	11.45	794.51	100.0	(246.7)
Rep and Maint - Vehicles	295.65	253.33	0.00	100.0	100.0
Rep and Maint - Equipment	63.69	57.28	953.78	(16.7)	57.5
Rep and Maint - Infrastructure	35.98	456.66	94.27	(11.2)	78.7
Small Tools and Equipment	0.00	52.07	54.11	92.1	98.5
Telephone	(5.90)	16.66	163.13	100.0	63.6
Uniform Exp Parks	0.00	44.16	119.51	135.4	34.8
Utilities	185.63	179.16	218.10	100.0	38.7
Lease Payments	43.36	83.33	2,124.27	(3.6)	(7.8)
<b>Total Program Expenses</b>	<b>\$861.88</b>	<b>\$1,202.52</b>	<b>\$5,830.64</b>	<b>28.3 %</b>	<b>41.5</b>
<b>General &amp; Administrative Expenses</b>			<b>\$4,866.84</b>		<b>45.5 %</b>
Salaries and Wages	\$522.85	\$658.15	\$4,506.79	20.6 %	14.4 %
FICA and Medicare	39.69	50.30	341.89	21.1	15.0
Retirement	41.23	52.15	320.33	20.9	23.2
Health Insurance	112.56	142.05	909.86	20.8	19.9
Worker's Compensation	0.00	0.00	245.00	0.0	51.6
Unemployment	0.15	1.00	20.15	85.0	4.0
<b>Total General &amp; Administrative Expenses</b>	<b>\$716.48</b>	<b>\$903.65</b>	<b>\$6,344.02</b>	<b>20.7 %</b>	<b>18.1 %</b>
<b>Total Expenses</b>	<b>\$1,578.36</b>	<b>\$2,106.17</b>	<b>\$12,174.66</b>	<b>25.1 %</b>	<b>34.0 %</b>
<b>Net Income (Loss)</b>	<b>\$(1,578.36)</b>	<b>\$(2,106.17)</b>	<b>\$(12,174.66)</b>	<b>25.1 %</b>	<b>34.0 %</b>

Fund: (1) General Department: (18) Property						
	Current Period			Year To Date		
	Actual	Budget	Variance	%	Actual	Budget
<u>Program Expenses</u>						
Advertising, Printing, & Publishing	\$0.00	\$0.00	\$0.00	0.0 %	\$75.72	\$0.00
Contract Services	0.00	1,458.32	1,458.32	100.0	4,231.48	12,541.68
Engineering Fees	0.00	572.90	572.90	100.0	0.00	4,427.10
Equipment Rentals - Properties	0.00	17.18	17.18	100.0	0.00	132.82
Fuel	0.00	4.16	4.16	100.0	93.02	45.84
Legal Exp - Properties	0.00	57.28	57.28	100.0	0.00	442.72
Miscellaneous	87.49	0.00	(87.49)	0.0	1,712.66	1,000.00
Software Service & Support	243.47	0.00	(243.47)	0.0	243.47	0.00
Computer Hardware and Service	0.00	0.00	0.00	0.0	573.44	0.00
Operating Supplies - Properties	162.64	125.00	(37.64)	(30.1)	1,603.46	1,375.00
R&M Building - Properties	1,289.54	1,616.66	327.12	20.2	20,267.87	24,383.34
Rep and Maint - Vehicles	295.65	248.12	(47.53)	(19.2)	953.78	2,251.88
Rep and Maint - Equipment	63.69	57.28	(6.41)	(11.2)	94.27	442.72
Rep and Maint - Infrastructure	57.76	19,430.25	19,372.49	99.7	3,633.88	99,169.75
Purchase of Parking Kiosks	0.00	2,500.00	2,500.00	100.0	0.00	12,500.00
Small Tools and Equipment	1,188.08	41.66	(1,146.42)	(2751.8)	1,316.99	458.34
Uniform Exp Properties	0.00	33.33	33.33	100.0	218.10	366.67
Utilities	2,801.00	3,833.33	1,032.33	26.9	41,239.10	42,166.67
Lease Payments	43.36	83.33	39.97	48.0	536.12	916.67
Transfers Out	0.00	0.00	0.00	0.0	21,000.00	21,000.00
<b>Total Program Expenses</b>	<b>\$6,232.68</b>	<b>\$30,078.80</b>	<b>\$23,846.12</b>	<b>79.3 %</b>	<b>\$97,793.36</b>	<b>\$223,621.20</b>
<u>General &amp; Administrative Expenses</u>						
Salaries and Wages	\$3,518.44	\$4,075.15	\$556.71	13.7 %	\$28,425.43	\$32,601.23
FICA and Medicare	267.27	311.75	44.48	14.3	2,156.69	2,494.15
Retirement	255.32	323.10	67.78	21.0	1,983.57	2,584.62
Health Insurance	697.08	879.35	182.27	20.7	5,634.66	7,034.77
Worker's Compensation	0.00	0.00	0.00	0.0	1,385.00	3,135.00
Unemployment	6.60	9.24	2.64	28.6	125.89	125.76
<b>Total General &amp; Administrative Expenses</b>	<b>\$4,744.71</b>	<b>\$5,598.59</b>	<b>\$853.88</b>	<b>15.3 %</b>	<b>\$39,711.24</b>	<b>\$47,975.53</b>
<b>Total Expenses</b>	<b>\$10,977.39</b>	<b>\$35,677.39</b>	<b>\$24,700.00</b>	<b>69.2 %</b>	<b>\$137,504.60</b>	<b>\$271,596.73</b>
<b>Net Income (Loss)</b>	<b>\$(10,977.39)</b>	<b>\$(35,677.39)</b>	<b>\$24,700.00</b>	<b>69.2 %</b>	<b>\$(137,504.60)</b>	<b>\$(271,596.73)</b>

**Town of Jerome**  
Income Statement  
(Original Budget to Actual Comparison)  
For the period of 5/1/2019 Through 5/31/2019

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

	Current Period		Year To Date		
	Actual	Budget	Variance	%	
<b>Revenues</b>					
Water Usage Fees	\$14,693.87	\$15,916.66	\$(1,222.79)	(7.7)%	\$163,167.88
Miscellaneous	225.00	250.00	(25.00)	(10.0)	2,365.52
Transfers In	941.67	941.66	0.01	0.0	10,358.37
<b>Net Revenues</b>	<b>\$15,860.54</b>	<b>\$17,108.32</b>	<b>\$(1,247.78)</b>	<b>(7.3)%</b>	<b>\$175,891.77</b>
					<b>\$188,191.68</b>
					<b>\$(12,299.91)</b>
					<b>(6.5)%</b>
<b>Program Expenses</b>					
Advertising, Printing, & Publishing	\$0.00	\$0.00	\$0.00	0.0 %	\$(35.43)
Contract Services	900.00	445.95	(454.05)	(101.8)	1,016.02
Training & Education	0.00	85.93	85.93	100.0	664.07
Dues and Subscriptions	0.00	22.90	22.90	100.0	177.10
Permit Fee Exp - Water	0.00	0.00	0.00	0.0	20.92
Engineering Fees	0.00	221.66	221.66	100.0	1,778.34
Equipment Rentals	0.00	34.37	34.37	100.0	265.63
Fuel	192.82	200.00	7.18	3.6	2,200.00
Insurance	0.00	0.00	0.00	0.0	1,836.01
Legal Exp - Water	0.00	85.61	85.61	100.0	3,414.39
Miscellaneous	0.00	23.58	23.58	100.0	259.42
Software Support Exp - Water	1,101.59	135.42	(966.17)	(713.5)	2,364.58
Computer Service and Hardware	0.00	0.00	0.00	0.0	353.97
Operating Supplies - Water	0.00	250.00	250.00	100.0	1,850.04
R&M Building - Water	0.00	34.37	34.37	100.0	265.63
Rep and Maint - Vehicles	295.84	208.33	(87.51)	(42.0)	1,222.38
Rep and Maint - Equipment	63.73	572.90	509.17	88.9	94.33
Rep and Maint - Infrastructure	0.00	7,476.91	7,476.91	100.0	7,026.24
Service Tests/System Testing	15.00	0.00	(15.00)	0.0	964.40
Small Tools and Equipment	0.00	246.87	246.87	100.0	315.83
Telephone Exp - Water	47.56	83.33	35.77	42.9	654.32
DWR Fee Exp	0.00	103.12	103.12	100.0	892.50
Uniform Exp Water	0.00	33.33	33.33	100.0	218.25
Utilities Exp - Water	35.83	41.66	5.83	14.0	412.76
Administrative Charge	4,204.21	4,204.25	0.04	0.0	46,246.31
Lease Payments	151.76	166.67	14.91	8.9	4,376.37
<b>Total Program Expenses</b>	<b>\$7,008.34</b>	<b>\$14,677.16</b>	<b>\$7,668.82</b>	<b>52.3 %</b>	<b>\$89,264.48</b>
					<b>\$144,531.84</b>
					<b>\$55,267.36</b>
					<b>38.2 %</b>
<b>General &amp; Administrative Expenses</b>					
Salaries and Wages	\$5,711.13	\$7,188.45	\$1,477.32	20.6 %	\$49,812.16
					\$57,507.69
					\$7,695.53
					13.4 %

**Town of Jerome**  
Income Statement  
(Original Budget to Actual Comparison)  
For the period of 5/1/2019 Through 5/31/2019

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
FICA and Medicare	433.58	549.90	116.32	21.2	3,774.58	4,399.38	624.80	14.2
Retirement	450.34	569.90	119.56	21.0	3,498.90	4,559.08	1,060.18	23.3
Health Insurance	1,229.61	1,665.42	435.81	26.2	9,939.35	12,294.64	2,355.29	19.2
Worker's Compensation	0.00	0.00	0.00	0.0	3,316.00	5,531.00	2,215.00	40.0
Unemployment	1.65	0.00	(1.65)	0.0	238.65	237.00	(1.65)	(0.7)
<b>Total General &amp; Administrative Expenses</b>	<b>\$7,826.31</b>	<b>\$9,973.67</b>	<b>\$2,147.36</b>	<b>21.5 %</b>	<b>\$70,579.64</b>	<b>\$84,528.79</b>	<b>\$13,949.15</b>	<b>16.5 %</b>
<b>Total Expenses</b>	<b>\$14,834.65</b>	<b>\$24,650.83</b>	<b>\$9,816.18</b>	<b>39.8 %</b>	<b>\$159,844.12</b>	<b>\$229,060.63</b>	<b>\$69,216.51</b>	<b>30.2 %</b>
<b>Net Income (Loss)</b>	<b>\$1,025.89</b>	<b>\$(7,542.51)</b>	<b>\$8,568.40</b>	<b>113.6 %</b>	<b>\$16,047.65</b>	<b>\$(40,868.95)</b>	<b>\$56,916.60</b>	<b>139.3 %</b>

Fund: (2) Utilities Department: (51) Sewer					
	Current Period		Year To Date		
	Actual	Budget	Variance	%	
<b>Revenues</b>					
Sewer Usage Fees	\$15,074.44	\$16,750.00	\$(1,675.56)	(10.0)%	(9.5)%
Interest and Investment Earnings	0.00	8.33	(8.33)	(100.0)	(59.6)
Transfers In	483.33	483.33	0.00	0.0	0.0
Net Revenues	\$15,557.77	\$17,241.66	\$(1,683.89)	(9.8)%	(9.2)%
<b>Program Expenses</b>					
Advertising, Printing, & Publishing	\$0.00	\$0.00	\$0.00	0.0 %	0.0 %
Contract Services	3,200.00	3,200.00	0.00	0.0	9.1
Training & Education	0.00	17.18	17.18	100.0	100.0
Permit Fee Exp - Sewer	0.00	143.22	143.22	100.0	77.3
Engineering Fees	0.00	57.28	57.28	100.0	100.0
Equipment Rentals	0.00	28.64	28.64	100.0	100.0
Fuel	192.83	175.00	(17.83)	(10.2)	24.6
Insurance	0.00	0.00	0.00	0.0	21.7
Legal Exp - Sewer	0.00	28.64	28.64	100.0	100.0
Miscellaneous	0.00	23.83	23.83	100.0	49.6
Software Support Exp - Sewer	1,101.58	130.21	(971.37)	(746.0)	(9.1)
Computer Hardware and Service	0.00	0.00	0.00	0.0	0.0
Operating Supplies - Sewer	0.00	0.00	0.00	0.0	(22.7)
R&M Building - Sewer	0.00	34.37	34.37	100.0	100.0
Rep and Maint - Vehicles	295.84	200.00	(95.84)	(47.9)	56.6
Rep and Maint - Equipment	63.73	266.43	202.70	76.1	13.5
Rep and Maint - Infrastructure	2,377.20	2,820.83	443.63	15.7	83.4
Service Tests/System Testing	397.00	283.81	(113.19)	(39.9)	(6.7)
Small Tools and Equipment	0.00	156.25	156.25	100.0	67.5
Telephone Exp - Sewer	41.66	75.00	33.34	44.5	22.6
Uniform Exp Sewer	0.00	44.03	44.03	100.0	38.7
Utilities	270.17	166.66	(103.51)	(62.1)	(55.8)
Administrative Charge	4,204.21	4,204.25	0.04	0.0	0.0
Sewer Principal Expense	0.00	0.00	0.00	0.0	(2.2)
Sewer Interest Expense	0.00	0.00	0.00	0.0	4.2
Lease Payments	151.76	166.67	14.91	8.9	25.0
Total Program Expenses	\$12,295.98	\$12,222.30	\$(73.68)	(0.6)%	15.1 %
<b>General &amp; Administrative Expenses</b>					
Salaries and Wages	\$3,096.88	\$3,898.05	\$801.17	20.6 %	14.4 %

**Town of Jerome**  
**Income Statement**  
(Original Budget to Actual Comparison)  
For the period of 5/1/2019 Through 5/31/2019

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

	Current Period			Year To Date				
	Actual	Budget	Variance	%	Actual	Budget	Variance	%
FICA and Medicare	235.10	298.15	63.05	21.1	2,029.64	2,385.23	355.59	14.9
Retirement	244.20	309.00	64.80	21.0	1,897.29	2,472.00	574.71	23.2
Health Insurance	666.75	841.15	174.40	20.7	5,389.63	6,729.23	1,339.60	19.9
Worker's Compensation	0.00	0.00	0.00	0.0	1,661.00	2,999.00	1,338.00	44.6
Unemployment	0.90	0.00	(0.90)	0.0	129.90	129.00	(0.90)	(0.7)
Total General & Administrative Expenses	\$4,243.83	\$5,346.35	\$1,102.52	20.6 %	\$37,801.62	\$45,898.77	\$8,097.15	17.6 %
Total Expenses	\$16,539.81	\$17,568.65	\$1,028.84	5.9 %	\$188,166.14	\$222,988.47	\$34,822.33	15.6 %
Net Income (Loss)	\$982.04)	\$(326.99)	\$(655.05)	(200.3)%	(\$16,009.11)	\$(33,330.13)	\$17,321.02	52.0 %



**Town of Jerome**  
Income Statement  
(Original Budget to Actual Comparison)  
For the period of 5/1/2019 Through 5/31/2019

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<b><u>Revenues</u></b>								
Sanitation Usage Fees	\$15,502.85	\$16,000.00	\$(497.15)	(3.1)%	\$171,597.47	\$176,000.00	\$(4,402.53)	(2.5)%
Miscellaneous	0.00	83.33	(83.33)	(100.0)	739.00	916.67	(177.67)	(19.4)
Transfers In	183.33	183.33	0.00	0.0	2,016.63	2,016.67	(0.04)	0.0
<b>Net Revenues</b>	<b>\$15,686.18</b>	<b>\$16,266.66</b>	<b>\$(580.48)</b>	<b>(3.6)%</b>	<b>\$174,353.10</b>	<b>\$178,933.34</b>	<b>\$(4,580.24)</b>	<b>(2.6)%</b>
<b><u>Program Expenses</u></b>								
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	442.72	442.72	100.0
Recycling Contract Exp	120.00	183.33	63.33	34.5	1,440.00	2,016.67	576.67	28.6
Training & Education	0.00	34.37	34.37	100.0	0.00	265.63	265.63	100.0
Equipment Rentals	0.00	114.57	114.57	100.0	968.37	885.43	(82.94)	(9.4)
Fuel	888.14	716.66	(171.48)	(23.9)	6,816.46	7,883.34	1,066.88	13.5
Insurance	0.00	0.00	0.00	0.0	7,718.65	10,250.00	2,531.35	24.7
Landfill Tipping Fees	2,272.80	1,974.55	(298.25)	(15.1)	17,520.00	21,525.45	4,005.45	18.6
Miscellaneous	0.00	43.12	43.12	100.0	93.86	416.88	323.02	77.5
Software Support Exp - Trash	243.61	66.66	(176.95)	(265.5)	1,728.04	1,933.34	205.30	10.6
Computer Hardware and Service	0.00	0.00	0.00	0.0	353.97	0.00	(353.97)	0.0
Operating Supplies - Trash	0.00	20.83	20.83	100.0	65.54	229.17	163.63	71.4
R&M Building - Trash	0.00	17.18	17.18	100.0	0.00	132.82	132.82	100.0
Rep and Maint - Vehicles	407.87	1,232.50	824.63	66.9	4,360.14	10,767.50	6,407.36	59.5
Rep and Maint - Equipment	63.73	401.03	337.30	84.1	94.33	3,098.97	3,004.64	97.0
R&M Trash - Infrastructure	0.00	0.00	0.00	0.0	18.15	0.00	(18.15)	0.0
Small Tools and Equipment	0.00	135.41	135.41	100.0	66.03	1,164.59	1,098.56	94.3
Telephone Exp - Trash	53.47	75.00	21.53	28.7	670.07	825.00	154.93	18.8
Uniform Exp Trash	0.00	43.95	43.95	100.0	218.25	356.05	137.80	38.7
Administrative Charge	4,204.21	4,204.25	0.04	0.0	46,246.31	46,246.75	0.44	0.0
Transfers Out	0.00	0.00	0.00	0.0	5,000.00	5,000.00	0.00	0.0
<b>Total Program Expenses</b>	<b>\$8,253.83</b>	<b>\$9,320.69</b>	<b>\$1,066.86</b>	<b>11.4 %</b>	<b>\$93,413.60</b>	<b>\$113,440.31</b>	<b>\$20,026.71</b>	<b>17.7 %</b>
<b><u>General &amp; Administrative Expenses</u></b>								
Salaries and Wages	\$4,926.85	\$6,201.35	\$1,274.50	20.6 %	\$42,467.93	\$49,610.77	\$7,142.84	14.4 %
FICA and Medicare	374.03	474.35	100.32	21.1	3,221.66	3,794.77	573.11	15.1
Retirement	388.50	491.55	103.05	21.0	3,018.42	3,932.31	913.89	23.2
Health Insurance	1,060.74	1,338.10	277.36	20.7	8,574.38	10,704.92	2,130.54	19.9
Worker's Compensation	0.00	0.00	0.00	0.0	4,654.00	4,771.00	117.00	2.5
Unemployment	1.43	0.00	(1.43)	0.0	206.43	205.00	(1.43)	(0.7)

**Town of Jerome**  
Income Statement  
(Original Budget to Actual Comparison)  
For the period of 5/1/2019 Through 5/31/2019

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<b>Total General &amp; Administrative Expenses</b>	<b>\$6,751.55</b>	<b>\$8,505.35</b>	<b>\$1,753.80</b>	<b>20.6 %</b>	<b>\$62,142.82</b>	<b>\$73,018.77</b>	<b>\$10,875.95</b>	<b>14.9 %</b>
<b>Total Expenses</b>	<b>\$15,005.38</b>	<b>\$17,826.04</b>	<b>\$2,820.66</b>	<b>15.8 %</b>	<b>\$155,556.42</b>	<b>\$186,459.08</b>	<b>\$30,902.66</b>	<b>16.6 %</b>
<b>Net Income (Loss)</b>	<b>\$680.80</b>	<b>\$(1,559.38)</b>	<b>\$2,240.18</b>	<b>143.7 %</b>	<b>\$18,796.68</b>	<b>\$(7,525.74)</b>	<b>\$26,322.42</b>	<b>349.8 %</b>

**Town of Jerome**  
**Income Statement**  
**(Original Budget to Actual Comparison)**  
**For the period of 5/1/2019 Through 5/31/2019**

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**Town of Jerome**  
**Income Statement**  
**(Original Budget to Actual Comparison)**  
**For the period of 5/1/2019 Through 5/31/2019**

**Fund: (3) Road**

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<b>Total Expenses</b>	<u>\$8,576.18</u>	<u>\$17,502.19</u>	<u>\$8,926.01</u>	<u>51.0 %</u>	<u>\$86,977.25</u>	<u>\$147,889.49</u>	<u>\$60,912.24</u>	<u>41.2 %</u>
<b>Net Income (Loss)</b>	<u>\$0.00</u>	<u>\$(2,008.24)</u>	<u>\$2,008.24</u>	<u>100.0 %</u>	<u>\$0.00</u>	<u>\$2,516.56</u>	<u>\$(2,516.56)</u>	<u>(100.0)%</u>

For the meeting of June 11, 2019

## **MONTHLY STAFF REPORT TO THE MAYOR AND COUNCIL**

*Candace B. Gallagher, Town Manager/Clerk*

Unfortunately, I missed several days of work during the past month due to illness. My activities have included:

- Continued work on the 2019-20 budget and attended first two budget meetings.
- Continued work with NACOG regarding our CDBG Housing Rehabilitation grant.
- Continued work with ADEQ regarding Brownfields funding for the Hotel Jerome.
- Completed and submitted progress reports for USDA Rural Development grant (Hotel Jerome window replacement).
- Requested assistance from Town Engineer and Henry MacVittie regarding preparation of RFQ for engineering services for our wastewater treatment plant.
- Reviewed and approved several business license applications.
- Continued maintenance of Town of Jerome website and 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.

**\*\*\* We need to catch up on CONGRATULATIONS! \*\*\***

### **CONGRATULATIONS TO**

*Librarian Kathleen Jarvis, who completed 10 years of full-time service as of April 26, 2019*

*Public Works Crew Chief Lyle Keith, who completed two years of full-time service as of May 1, 2019*

*Deputy Clerk Joni Savage who completed six years of service as of May 6, 2013*

*Fire Chief Rusty Blair who completed 12 years of full-time service as of May 11, 2019*

*"Window Girl" Rosa Cays who completed two years of full-time service as of May 22, 2019*

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

*Candace*

## WATER FLOWS REPORT

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

Reading Date	WALNUT GPM	VERDE GPM
2018 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
2019 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
4-Mar	77	215
11-Mar	95	125
18-Mar	101	226
22-Mar	115	220
26-Mar	123	203
1-Apr	88.8	174
9-Apr	82.5	128
16-Apr	82.5	113
22-Apr	77.2	212
29-Apr	71.4	217
6-May	77.2	205
21-May	71.3	193
28-May	66.4	192
3-Jun	66.4	185

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	61,341	(5,559)	65,144	(3,803)
March	84,900	72,552	(12,348)	82,620	(10,068)
April	113,200	114,414	1,214	110,253	4,161
May	109,100			106,209	
June	92,200			89,714	
<b>Total YTD</b>	<b>1,050,000</b>	<b>825,652</b>	<b>(23,048)</b>	<b>1,022,197</b>	<b>(622)</b>

# TOWN OF JEROME, AZ

Comparison of Restaurant/Bar, Accomodation 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	+/-	+/-
July	26,851	29,424	(2,573)	11,874	10,707	1,167	377
August	38,048	30,418	7,630	9,666	11,798	(2,132)	(1,947)
September	29,273	26,606	2,667	9,229	9,669	(440)	2
October	34,900	32,098	2,802	11,638	12,170	(532)	1,820
November	40,216	40,133	83	15,297	16,706	(1,409)	1,917
December	26,815	24,596	2,219	11,218	8,592	2,626	4,220
January	31,708	32,808	(1,100)	9,268	11,539	(2,271)	350
February	21,469	24,421	(2,952)	8,266	8,785	(519)	(419)
March	27,938	32,029	(4,091)	10,104	11,855	(1,751)	(4,876)
April	46,247	44,426	1,821	17,631	15,965	1,666	3,902
May		40,828			15,947		38,828
June		37,083			12,163		33,810
<b>Total YTD</b>	<b>323,465</b>	<b>394,870</b>	<b>6,506</b>	<b>114,191</b>	<b>145,896</b>	<b>(3,595)</b>	<b>5,346</b>

## Added 1% Bed Tax

		TOTAL TO DATE
July	1,827	1,827
August	1,487	3,314
September	1,420	4,734
October	1,790	6,524
November	2,353	8,877
December	1,726	10,603
January	1,426	12,029
February	1,268	13,297
March	1,554	14,851
April	2,708	17,559
May		
June		





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

### **MAY 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.

#### **WATER**

We have been having Issues with the Giroux St. regulator. We have pulled it apart a few times. We have exchanged a few parts. The opening needle valve needle, stem and rebuilt the CRD. We are still having issues with it, and it is off for the moment. I have ordered a new seat, and we will see if replacing it helps fix the issue. Other than that, regulators have been good since the rebuilds last month.

## Detail

Date Printed: 06/04/2019



Page 1 of 2



0000000077

Work Order #: 0000000077

Title: Water 05/19

Origin: Non-PM

Cost Center:

Priority: High

Problem: HISTORY

Originated: 05/21/2019

Expected:

Work Category: Improvement

Work requested:

Water 05/19

Action Taken:

Comments:

Source Type: Location

WO Status: Assigned

Originator: Admin Admin

Project:

Work Type: Preventive Maintenance

Cause: HISTORY

Assigned: 05/21/2019 10:13:00 AM

Completed:

Total Labor Cost:	1451.50	Total Labor Hours:	72.00
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:	1451.50	Total Hrs:	72.00
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		jlvan derhorst@hotmail.com	0.00	

### Source

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

### Labor

Employee	Start Date	End Date	Hour(s)	OT	OT Cost Factor	Description
MARTY BOLAND		05/06/2019 03:19:00 PM	1.00			Check possible live line on Holly for Unisource. (dead)
LYLE KEITH		05/06/2019 03:19:00 PM	2.50			Check possible live line on Holly for Unisource. (dead). Read the flows
LYLE KEITH		05/08/2019 03:31:00 PM	6.50			Hike to tanks to fix broken flume pipe
Gary Allen		05/08/2019 12:00:00 AM	8.00			Hike to tanks to fix broken flume pipe
LYLE KEITH		05/09/2019 03:36:00 PM	3.00			Regulator checks
LYLE KEITH		05/13/2019 07:18:00 PM	1.00			Read the flows
LYLE KEITH		05/14/2019 07:19:00 PM	2.00			Check pressures at Lozano's, Chlorinate tanks on Sunshine hill
Troy Marsh		05/16/2019 07:22:00 PM	4.00			Read meters route 2
LYLE KEITH		05/17/2019 07:24:00 PM	1.50			Regulator checks, close tanks on Sunshine hill

## Detail

Date Printed: 06/04/2019



Page 2 of 2



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LYLE KEITH	05/21/2019 07:26:00 PM	1.00	Read the Flows
LYLE KEITH	05/22/2019 07:27:00 PM	0.50	Shut water off at Gibson market
LYLE KEITH	05/23/2019 07:29:00 PM	4.50	Regulator checks, Blue stake Upper bell, Take apart 4" regulator on Giroux
SEAN BAUER	05/23/2019 07:29:00 PM	4.00	Regulator checks, Blue stake Upper bell, Take apart 4" regulator on Giroux
Troy Marsh	05/23/2019 07:29:00 PM	2.50	Read meters route 3
LYLE KEITH	05/24/2019 07:33:00 PM	1.00	Reseat Giroux
SEAN BAUER	05/24/2019 07:33:00 PM	1.00	Reseat Giroux
Troy Marsh	05/24/2019 07:33:00 PM	1.00	Hand out shut off notices for Magnolia
LYLE KEITH	05/28/2019 08:09:00 PM	6.00	Relocate meter on Magnolia, Read flows
Gary Allen	05/28/2019 08:09:00 PM	5.00	Relocate meter on Magnolia
MARTY BOLAND	05/29/2019 08:11:00 PM	1.00	Work on Giroux Regulator and check clubhouse water
LYLE KEITH	05/29/2019 08:11:00 PM	1.00	Work on Giroux Regulator and check clubhouse water
SEAN BAUER	05/29/2019 08:11:00 PM	1.00	Work on Giroux Regulator and check clubhouse water
Troy Marsh	05/29/2019 08:11:00 PM	1.00	Work on Giroux Regulator and check clubhouse water
Gary Allen	05/29/2019 08:11:00 PM	1.00	Work on Giroux Regulator and check clubhouse water
LYLE KEITH	05/30/2019 08:13:00 PM	5.50	Regulator checks, work on Giroux regulator
Troy Marsh	05/30/2019 08:13:00 PM	4.00	Meters route 4
LYLE KEITH	05/31/2019 08:16:00 PM	2.50	Rebuild Giroux street regulator
SEAN BAUER	05/31/2019 08:16:00 PM	1.00	Help with Giroux

### Parts

None

### Equipment Usage

None

### Tasks/Steps

None

### Documents

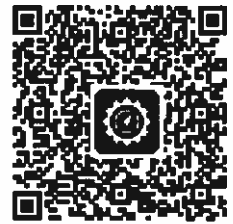
None

### Safety Programs

None

## Detail

Date Printed: 06/04/2019



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0000000078

Work Order #: 0000000078

Title: Sewer 05/19

Origin: Non-PM

Cost Center:

Priority: High

Problem: HISTORY

Originated: 05/21/2019

Expected:

Work Category: Improvement

Work requested:

Sewer 05/19

Action Taken:

Comments:

Source Type: Location

WO Status: Assigned

Originator: Admin Admin

Project:

Work Type: Preventive Maintenance

Cause: HISTORY

Assigned: 05/21/2019 10:34:00 AM

Completed:

Total Labor Cost:	3562.00	Total Labor Hours:	169.00
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:	3562.00	Total Hrs:	169.00
Est \$:	0.00	Est Hrs:	0.00

### Custom Fields

None

### Assigned To

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

### Source

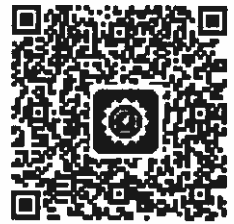
Name	Location #	Path	Site	Description
SEWER A	[N/A]	PUBLIC WORKS > P.W. WAREHOUSE > SEWER A	TOWN OF JEROME	SEWER PARTS & TOOLS

### Labor

Employee	Start Date	End Date	Hour(s)	OT	OT Cost Factor	Description
LYLE KEITH		05/03/2019 02:40:00 PM	1.50			Snake sewer line on Holly
Gary Allen		05/03/2019 02:40:00 PM	2.00			Sewer checks
Troy Marsh		05/06/2019 02:43:00 PM	1.00			Snake sewer on Holly
Gary Allen		05/06/2019 02:43:00 PM	1.00			Snake sewer on Holly
MARTY BOLAND		05/08/2019 02:48:00 PM	1.00			Sewer on East ave.
Troy Marsh		05/08/2019 02:48:00 PM	1.50			Sewer on Holly and East ave
Gary Allen		05/08/2019 02:48:00 PM	1.00			Sewer on Holly and East ave
LYLE KEITH		05/09/2019 03:08:00 PM	0.50			Sewer check on Holly
Gary Allen		05/09/2019 03:08:00 PM	0.50			Sewer check on Holly
Troy Marsh		05/10/2019 03:11:00 PM	3.00			Sewer, Holly, Gulch School, and sewer checks
Gary Allen		05/10/2019 03:11:00 PM	3.00			Sewer, Holly, Gulch School, and sewer checks
Troy Marsh		05/17/2019 06:16:00 PM	1.50			Snake Holly, Check sewers
Gary Allen		05/17/2019 06:16:00 PM	2.00			Snake Holly, Check sewers

## Detail

Date Printed: 06/04/2019



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MARTY BOLAND	05/18/2019 06:20:00 PM	3.50	Sewer on Clark St.
Troy Marsh	05/18/2019 06:20:00 PM	3.50	Sewer on Clark St.
MARTY BOLAND	05/19/2019 06:59:00 PM	5.50	Sewer on Clark St. (Sunday)
Troy Marsh	05/19/2019 06:59:00 PM	3.50	Sewer on Clark St. (Sunday)
MARTY BOLAND	05/20/2019 07:01:00 PM	6.00	Sewer on Clark Street
LYLE KEITH	05/20/2019 07:01:00 PM	3.00	Sewer on Clark Street
Troy Marsh	05/20/2019 07:01:00 PM	4.00	Sewer on Clark Street
Gary Allen	05/20/2019 07:01:00 PM	3.00	Sewer on Clark Street
MARTY BOLAND	06/04/2019 07:03:00 PM	6.00	Sewer on Clark
LYLE KEITH	06/04/2019 07:03:00 PM	7.00	Sewer on Clark
Troy Marsh	06/04/2019 07:03:00 PM	5.00	Sewer on Clark
Gary Allen	06/04/2019 07:03:00 PM	6.50	Sewer on Clark
MARTY BOLAND	05/22/2019 07:05:00 PM	6.00	Sewer on Clark/4th
LYLE KEITH	05/22/2019 07:05:00 PM	6.00	Sewer on Clark/4th
SEAN BAUER	05/22/2019 07:05:00 PM	6.00	Sewer on Clark/4th
Troy Marsh	05/22/2019 07:05:00 PM	7.50	Sewer on Clark/4th
Gary Allen	05/22/2019 07:05:00 PM	6.00	Sewer on Clark/4th
MARTY BOLAND	05/23/2019 07:08:00 PM	8.00	Sewer on Clark/4th
LYLE KEITH	05/23/2019 07:08:00 PM	4.50	Sewer on Clark/4th
SEAN BAUER	05/23/2019 07:08:00 PM	4.50	Sewer on Clark/4th
Troy Marsh	05/23/2019 07:08:00 PM	5.50	Sewer on Clark/4th
Gary Allen	05/23/2019 07:08:00 PM	6.00	Sewer on Clark/4th
MARTY BOLAND	05/24/2019 07:11:00 PM	2.00	Sewer on Clark/4th
LYLE KEITH	05/24/2019 07:11:00 PM	5.00	Sewer on Clark/4th
SEAN BAUER	05/24/2019 07:11:00 PM	5.00	Sewer on Clark/4th
Troy Marsh	05/24/2019 07:11:00 PM	1.00	Sewer on Clark/4th, Snake sewer on 3rd st.
Gary Allen	05/24/2019 07:13:00 PM	5.50	Sewer on Clark/4th, Snake sewer on 3rd st.
LYLE KEITH	05/29/2019 08:05:00 PM	6.50	Weed eat at the sewer plant
SEAN BAUER	05/29/2019 08:05:00 PM	5.00	Weed eat at the sewer plant
SEAN BAUER	05/31/2019 08:07:00 PM	3.00	Sewer Checks

### Parts

None

### Equipment Usage

None

### Tasks/Steps

None

### Documents

None

### Safety Programs

None



## Detail

Date Printed: 06/04/2019



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0000000079

Work Order #: 0000000079

Title: Public works 05/19

Origin: Non-PM

Cost Center:

Priority: High

Problem: HISTORY

Originated: 05/21/2019

Expected:

Work Category: Improvement

Source Type: Location

WO Status: Assigned

Originator: Admin Admin

Project:

Work Type: Preventive Maintenance

Cause: HISTORY

Assigned: 05/21/2019 10:38:00 AM

Completed:

Work requested:

Public works 05/19

Action Taken:

Comments:

Total Labor Cost:	5965.40	Total Labor Hours:	274.40
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:	5965.40	Total Hrs:	274.40
Est \$:	0.00	Est Hrs:	0.00

### Custom Fields

None

### Assigned To

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

### Source

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

### Labor

Employee	Start Date	End Date	Hour(s)	OT	OT Cost Factor	Description
LYLE KEITH		05/04/2019 01:31:00 PM	6.50			Worked on Flatbed (3hrs), CO-OP (2hrs) old town yard (1hr)
Troy Marsh		05/01/2019 01:31:00 PM	6.00			Parks (3hrs) Old town yard grading (3hrs)
Gary Allen		05/01/2019 01:31:00 PM	6.00			Worked on flatbed (4hrs), Old town yard (1hr), CO-OP (1hr)
MARTY BOLAND		05/01/2019 01:37:00 PM	4.00			Grading old town yard.
MARTY BOLAND		05/02/2019 01:51:00 PM	5.00			Clean gutter on Hampshire, Grade old town yard.
LYLE KEITH		05/02/2019 01:51:00 PM	5.00			Clean gutter on Hampshire, Cooler at CO-OP, shopyard
Troy Marsh		05/02/2019 01:51:00 PM	4.50			Shop/yard, Jack hammer at old town yard

# Detail

Date Printed: 06/04/2019



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Gary Allen	05/02/2019 01:51:00 PM	4.50	Clean gutter on Hampshire, Cooler at CO-OP, grade old town yard
MARTY BOLAND	05/03/2019 01:58:00 PM	6.50	Old town yard, fencing and grading
LYLE KEITH	05/03/2019 01:58:00 PM	1.50	Haul millings
Troy Marsh	05/03/2019 01:58:00 PM	6.50	Home depot, old town yard. shop/yard
Gary Allen	05/03/2019 01:58:00 PM	1.50	Old town yard
MARTY BOLAND	05/06/2019 02:03:00 PM	2.00	Railing at old town yard
Troy Marsh	05/06/2019 02:03:00 PM	2.00	Old town yard, CO-OP
Gary Allen	05/06/2019 02:03:00 PM	2.00	Old town yard, CO-OP
LYLE KEITH	05/07/2019 02:09:00 PM	8.00	Work on Gannon, backhoe. Mark potholes, clear storm drains
Troy Marsh	05/07/2019 02:09:00 PM	8.00	Weed eat throughout town, Shop yard
Gary Allen	05/07/2019 02:09:00 PM	5.50	Work on gannon and back hoe
MARTY BOLAND	05/07/2019 02:14:00 PM	4.00	Old town yard welding
MARTY BOLAND	05/08/2019 02:26:00 PM	3.00	Old town yard welding
Troy Marsh	05/08/2019 02:26:00 PM	5.50	Old town yard, new tires for gannon, shop/yard
MARTY BOLAND	05/09/2019 02:31:00 PM	4.00	Grading and welding at old town yard
LYLE KEITH	05/09/2019 02:31:00 PM	4.50	Shop, Old town yard
Troy Marsh	05/09/2019 02:31:00 PM	2.50	Shop/yard, run to Ace
Gary Allen	05/09/2019 02:31:00 PM	4.50	Old town yard
MARTY BOLAND	05/10/2019 02:35:00 PM	6.50	Grading, welding at old town yard
LYLE KEITH	05/10/2019 02:35:00 PM	6.50	Grading, welding at old town yard
MARTY BOLAND	05/13/2019 04:52:00 PM	4.00	Grading at old town yard, Hand railing
LYLE KEITH	05/13/2019 04:52:00 PM	4.50	Run to Home Depot, Old town yard
Troy Marsh	05/13/2019 04:52:00 PM	3.50	Unload patch and concrete, old town yard
Gary Allen	05/13/2019 04:52:00 PM	3.00	Work at old town yard
MARTY BOLAND	05/14/2019 04:57:00 PM	5.00	Asphalt patch on County (3hrs), work at old town yard
LYLE KEITH	05/14/2019 04:57:00 PM	5.00	Asphalt patch on County (3hrs), work at old town yard
Troy Marsh	05/14/2019 04:57:00 PM	5.00	Asphalt patch on County (3hrs), work at old town yard
Gary Allen	05/14/2019 04:57:00 PM	5.50	Asphalt patch on County (2.5hrs), work at old town yard
MARTY BOLAND	05/15/2019 05:01:00 PM	6.00	Asphalt patch on County (4hrs), Old town yard
LYLE KEITH	05/15/2019 05:01:00 PM	6.00	Asphalt patch on County (3hrs), Old town yard
Troy Marsh	05/15/2019 05:01:00 PM	6.50	Asphalt patch on County (4hrs), Old town yard
Gary Allen	05/15/2019 05:01:00 PM	7.00	Asphalt patch on County (4hrs), Old town yard
MARTY BOLAND	05/16/2019 05:05:00 PM	4.00	Walk Parking lot for striping, Old town yard
LYLE KEITH	05/16/2019 05:05:00 PM	8.00	Walk Parking lot for striping and chalk lines at 300 level parking, Old town yard
Troy Marsh	05/16/2019 05:05:00 PM	4.00	Yard/shop, Old town Yard

# Detail

Date Printed: 06/04/2019



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MARTY BOLAND	05/17/2019 05:20:00 PM	2.00	Stripe 300 level parking lot for home tour
LYLE KEITH	05/17/2019 05:20:00 PM	4.50	Stripe 300 level parking lot for home tour, and weed eating parking lot
Troy Marsh	05/17/2019 05:20:00 PM	2.50	Shop/yard
Gary Allen	05/17/2019 05:20:00 PM	2.00	Clean out truck, and work on car 112, check for rocks
Troy Marsh	05/21/2019 05:41:00 PM	3.50	Parks, Properties
MARTY BOLAND	05/28/2019 07:45:00 PM	3.00	Old town yard
LYLE KEITH	05/28/2019 07:45:00 PM	2.00	Old town yard
Troy Marsh	05/28/2019 07:45:00 PM	4.00	Took soap to CO-OP, old town yard and new town yard
Gary Allen	05/28/2019 07:45:00 PM	3.00	Old town yard
MARTY BOLAND	05/29/2019 07:50:00 PM	3.00	Old Town Yard
Troy Marsh	05/29/2019 07:50:00 PM	6.50	Run to Cottonwood, Parks old town yard, and new town yard
Gary Allen	05/29/2019 07:50:00 PM	1.50	Shop/ yard
MARTY BOLAND	05/30/2019 07:54:00 PM	5.00	Railing at old town yard
LYLE KEITH	05/30/2019 07:54:00 PM	2.50	Old town yard
Troy Marsh	05/30/2019 07:54:00 PM	4.00	Old town yard
Gary Allen	05/30/2019 07:54:00 PM	4.50	Old town yard
MARTY BOLAND	05/31/2019 07:58:00 PM	3.00	Work at old town yard
LYLE KEITH	05/31/2019 07:58:00 PM	3.50	Work at old town yard
Troy Marsh	05/31/2019 07:58:00 PM	8.00	Work at old town yard
Gary Allen	05/31/2019 07:58:00 PM	3.40	Work at old town yard

## Parts

None

## Equipment Usage

None

## Tasks/Steps

None

## Documents

None

## Safety Programs

None





## TOWN OF JEROME, ARIZONA

POST OFFICE BOX 335, JEROME, ARIZONA 86331

Barry Wolstencroft , Building Official

Office: (928) 634-7943 Fax: (928) 634-0715 [b.wolstencroft@jerome.az.gov](mailto:b.wolstencroft@jerome.az.gov)

Founded 1876

Incorporated 1899

### MAY 2019

- Issued permit for re-building of exterior staircase at 538 School Street.
- Inspections at 119 E. Jerome Ave. for new ADA bathroom and deck reinforcement.
- Inspection at 209 fourth street to discuss sewer pipe location.
- Inspection at 700 Holly Ave. for electrical work inside exempt detached structure.
- Business license inspections.
- Finalled permit for deck and stair re-build at 595 Main St.
- Met with NACOG rep. to discuss future project in the gulch.

# TOWN OF JEROME

---

## *Monthly Council Staff Report from the Deputy Clerk: June 4, 2019*

**This report covers the month of May 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 residents, co-workers and councilmembers with various questions and research requests throughout the month.
- ❖ Processed credit card invoices and several other on demand invoices, payments and checks.

Thank you,

Joni Savage

Deputy Clerk

### **Yavapai County News**

Attended Directors Meeting on May 20<sup>th</sup>, discussed increase in Jerome Contribution for 2021, amount to be determined. The Yavapai County Events calendar will be funded by The Fall of 2019 further information will be available at that time.

Received the second half of Jerome Contribution from the County in the amount of \$7518.51.

Met with the Library District Office Manager discussed the 2020 Budget for Computer repair and supplies.

### **The Jerome Library Statistics.**

The Library currently owns 14,215 items, this includes books, children and adult as well as DVD, VHS and CD.

During the month of April we had 669 OPAC searches

The online public access catalog, also known as **OPAC**, is an online database of all the resources and materials held by a particular library. It is a card catalog, of sorts, that is accessed via computer or other electronic device.

The Jerome Library currently has 298 Users

A user is someone who holds a Jerome issued library card and has used that card within the past two years, this list is updated every 6 months.

### **Jerome Community Art Workshop**

The remodel of the Art Room is completed and ready for our summer program which will be primarily for children ages 6-14, grandchildren of Jerome residents are welcome to attend.

Attended planning meeting with Art Room volunteer staff for summer activities.

### **Library**

Attended reception for the New Jerome Book, "Haunted Jerome" by authors Pat Jacobson and Midge Steuber, The book will be available on August 26, 2019, an author's reading will be scheduled in the Fall.

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

**TOWN REVENUE**

TRAFFIC & CRIMINAL FINES	\$	5,357.00
DEFENS DRIVING DIVERSION FEE	\$	-
ATTORNEY FEES REIMBURSEMENT	\$	491.66
DEFAULT FEE	\$	325.52
OFFICER SAFETY EQUIPMENT - PD	\$	182.62
DEFERRED PROSECUTION FEE	\$	86.00
LICENSE PLATE VIOLATION		
OVER PAYMENT FORFEITED		
WARRANT FEE		
<b>TOTAL TOWN REVENUE</b>	<b>\$</b>	<b>6,442.80</b>

**COURT REVENUE**

COURT ENHANCEMENT FEE	\$	81.96	\$	52,196.35
COURT SECURITY FEE	\$	745.00	\$	2,445.00

YTD

**REMITTED DIRECT**

CLEAN ELECTION FUND (16-949D;16-954C)	\$	547.00
CRIMINAL JUSTICE ENHANCE FUND	\$	2,377.29
DNA STATE 3%	\$	16.37
FARE SPECIAL COLLECTION	\$	168.72
FARE DELINQUENCY FEE	\$	109.48
FARE ENHANCED SPEC COLLECT FEE	\$	6.44
FARE ENHANCED DELINQUENCY FEE	\$	98.00
FILL THE GAP 7%	\$	344.06
TITLE 22 FEES/ RECORDS		
JUDICIAL COLLECTION ENHANCE FUND	\$	78.00
DRUG & GANG ENFORCEMENT	\$	199.46
PEACE OFFICER TRAINING EQUIP FUND	\$	148.00
MED SERV ENHANCE 11% (36-2219.01;23-116.0)	\$	711.11
2011 ADDTNL ASSMT-STATE TRSR	\$	365.30
PRISON CONSTRUCTION	\$	1,319.02
PROBATION SURCHARGE	\$	917.59
ADPS FORENSIC FUND	\$	346.79
PUBLIC SAFETY EQUIPMENT FUND	\$	1,142.50
VICTIM COMPENSATION/ASSIST FUND	\$	125.06
VICTIMS RIGHTS ENFOR ASSMT FUND	\$	91.32
VICTIM'S RIGHT FUND	\$	207.94
<b>TOTAL STATE REVENUE</b>	<b>\$</b>	<b>9,319.45</b>

**REMITTED DIRECT**

JAIL (INCARCERATION FEES)	\$	198.34
2011 ADDTNL ASSMT - CNTY TRSR	\$	45.63
<b>TOTAL COUNTY REVENUE</b>	<b>\$</b>	<b>243.97</b>

**LOCAL JCEF/ TIME PAYMENT ALLOCATION RECEIVED**

	\$	42.00		
Total Funds Available			\$	12,692.38

YTD

**UNAPPLIED PAYMENTS**

**\$ 17,153.18**

**TOTAL RECEIPTED FOR THE MONTH**

Received During the Month	\$	278.00
Bonds Forfeited to Pay Fines	\$	590.00
Open Bonds	\$	278.00

**BONDS**

I, Joan Dwyer, Magistrate for the Town of Jerome, do hereby certify that the foregoing is a true & accurate account of the funds collected for the month of  
MAY, 2019

Joan Dwyer, Magistrate

# 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	\$ 6,342.03	\$ 172.90	\$ 6,169.13
April	\$ 4,599.10	\$ 130.59	\$ 4,468.51
May	\$ 6,442.80	\$ 182.62	\$ 6,260.18

TOTAL \$ 69,539.80 \$ 2,081.06 \$ 67,458.74

## NOTE:

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

## Other Court Monies (as of 6-4-2019)

JCEF	\$ 12,692.38
Fill the Gap	\$ 6,167.01
Court Security Fund	\$ 2,445.00
Court Enhancement Funds 2	\$ 52,196.35
Court Enhancement Funds 1	\$ 31,392.97
2008-2011	\$ 958.77
Fare Money	
	funds transferred to Court on 10-19-2017
TOTAL	\$ 105,852.48

## CHARGES

Civil Traffic Criminal Criminal Traffic DUI

## SECURITY FEE

*CEF					
\$ 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	
\$ 388.87	22	3	0	0	
\$ 134.37	49	15	2	2	
\$ 81.96	53	4	2	1	

\$ 10,766.21 \$ 2,445.00 542 28 34

\*Court Enhancement Fund



# Jerome Volunteer Fire Department

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

E-mail: [blair@jeromefire.us](mailto:blair@jeromefire.us)

## Fire Chief's Report

Month: May Year: 2019

Calls by Type	Number	Resident	Non-Resident
EMS Calls	13	8	5
Residential Fire	0	0	0
Commercial Fire	0	0	0
Wildland	0	0	0
Still Assignment	7	4	3
Special Duty	26	17	9
Snake Removal	1	1	0
Tech Rope Rescue	1	0	1
MVA/Rescue	6	0	6
HazMat	0	0	0
Dispatch	0	0	0
<b>Totals:</b>	<b>54</b>	<b>30</b>	<b>24</b>
<b>Total Calls Chief on Scene</b>	<b>44</b>		
<b>Total JFD Meetings Chief Attended</b>	<b>7</b>		

Department Meetings and Drills	Number
Officer's Meeting	0
Work Session	1
Rope Drill	1
Drills	5

JVFD Hours Worked (No Salaried Hours Included in these totals)	Total Hours: <b>411.3</b>
--	---------------------------

Fire Chief Meetings	Date
Verde Valley Fire Chief's Association Meeting	05/01/2019
Town Council Meeting	05/07/2019
Communications Meeting	05/23/2019

## Education, Yavapai College Spring Semester:

- Attending Yavapai College Fire Academy this Spring Semester is Keith Lazaro. He graduated this May. Sean Bauer also attended his Driver/Operator course for preparation for our new Engine. Nick Bartell took his Hazardous Materials course. Additionally, Kevin Will graduated Fire Academy in Baghdad Arizona.

### **Additional Training:**

- On May 25<sup>th</sup> Allen Muma held a Technical Rope Rescue training at Station 11.
- May 23<sup>rd</sup> a VFIS Course was set up to train all Fire Department personnel in emergency vehicle driving.

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

- Jasper Lanning will be resigning his Duty Officer position. We wish him good luck on his future employment in Montana.
- Our May 2019 call volume is down by 21 call over last Mays 75 calls, totaling 54 calls this month. Our year to date call volume is 251 compared with 267 calls YTD 2018. Of course, we are only 5 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 are in service on E-111. An additional pack, and 3 masks still need to be delivered. Once all masks are issued, the new packs will be placed into service on AT-111, and E-112.
- In regard to the new HME-Ahrens Engine; 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. JFD set up a drivers' training course and has put all qualified Driver/Operators through it. Refinements to the new HME include retrofitting some of the existing steps, removing the auto chains for higher clearance, and redoing the equipment boxes. Adapters were ordered as well as low profile slow close valves for LDH intakes. Infinity Communications rewired the intercom system, as well as relocating power sources for the stream lights. A flammable gas detector was included, as well as further extrication equipment i.e. glass saw, and chocks for stabilization.
- Station 11's facilities have been used by the Probation Supervisors Meeting, and the Chamber of Commerce.
- Jerome Fire assisted with cleaning up the town in preparation for Home Tours on May 18<sup>th</sup> and 19<sup>th</sup>.
- There were 12 business licenses issued this month.
- There was 1 building inspection while the building inspector was on vacation.
- The NAEMS Grant was awarded to Jerome Fire, reimbursing the Department \$4,000.00 for continuing education and vitally needed EMS supplies.
- Duty Officer Haney has been attending Pulse Point meetings and Training and Safety meetings.
- Captain Lanning is continually attending PAWUIC meetings to help meet our fuel mitigation targets.

### Prevention

- We have had a total of 34 visits to the burn pile in May with loads of trimmings, slash and brush for a total of 50 combined Jerome citizen hours. Adding to those totals are 241 hours of Firewise crew for a Grand Total of 291 hours combined. 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.

### May Fire and EMS Report:

Incident	Date	Time	Day of week	Select Type	Additional Info	Hrs	# per	T Hrs
41	5/1/19	10:20:00 AM	Wed.	MVA/Rescue Non-Resident	Road grader roll over 300 feet.	4.0	12	48.0
19-158	5/2/19	9:00:00 PM	Thurs.	Still Assignment Resident	Put out hot spots at burn pile.	0.5	1	0.5
19-159	5/3/19	7:15:00 AM	Fri.	Special Duty Resident	Inspection nail off on deck.	0.3	1	0.3
19-160	5/3/19	11:00:00 AM	Fri.	Special Duty Non-Resident	Assisted JPD with oversized.	0.3	3	0.8
19-161	5/3/19	2:00:00 PM	Fri.	Special Duty Non-Resident	Assisted citizen with disabled vehicle.	0.3	1	0.3
19-162	5/4/19	7:00:00 AM	Sat.	Special Duty Resident	Firewise Day.	7.0	9	63.0
19-163	5/4/19	9:00:00 AM	Sat.	Still Assignment Resident	Flower Box on Fire.	0.5	2	1.0
19-164	5/4/19	11:00:00 AM	Sat.	EMS Non-Resident	30 YOF eye injury. Basic first aid.	0.3	3	0.8
19-165	5/4/19	11:30:00 AM	Sat.	Special Duty Non-Resident	Assisted citizen with disabled vehicle.	1.0	3	3.0
19-166	5/4/19	2:30:00 PM	Sat.	Special Duty Resident	Assisted citizen with disabled vehicle.	0.5	2	1.0
19-167	5/4/19	5:00:00 PM	Sat.	Snake Removal & Relocation	2-foot king snake.	0.5	1	0.5
42	5/7/19	9:28:00 AM	Tues.	MVA/Rescue Non-Resident	Vehicle off road due to icy conditions.	0.3	6	1.5
19-168	5/8/19	8:00:00 AM	Wed.	Special Duty Resident	Chain saw refresher class	5.0	7	35.0
43	5/9/19	4:14:00 PM	Thurs.	EMS Non-Resident	Possible leg injury canceled enroute	0.3	5	1.3
Incident	Date	Time	Day of week	Select Type	Additional Info	Hrs	# per	T Hrs



Incident	Date	Time	Day of week	Select Type	Additional Info	Hrs	# per	T Hrs
19-169	5/10/19	7:00:00 AM	Fri.	Special Duty Resident	Cleared storm drains.	5.0	5	25.0
19-170	5/10/19	7:00:00 AM	Fri.	Special Duty Resident	Cleared storm drains.	5.0	4	20.0
19-171	5/11/19	2:00:00 PM	Sat.	Special Duty Non-Resident	Assisted JPD with stuck RV.	0.5	3	1.5
44	5/12/19	6:19:00 PM	Sun.	MVA/Rescue Non-Resident	Single vehicle rollover 25' down hillside.	1.5	9	13.5
19-172	5/12/19	8:30:00 PM	Sun.	MVA/Rescue Non-Resident	Assist tow truck with lighting.	2.0	2	4.0
19-173	5/13/19	11:00:00 AM	Mon.	Special Duty Non-Resident	Assisted JPD with oversized vehicle.	0.5	2	1.0
45	5/13/19	2:52:00 PM	Mon.	EMS Resident	17 YOM with right wrist laceration	0.5	7	3.5
14-174	5/14/19	7:00:00 AM	Tues.	Special Duty Resident	Cleaned storm drains.	1.5	3	4.5
46	5/14/19	9:57:00 AM	Tues.	Still Assignment Non-Resident	Vehicle fire.	0.3	6	1.5
19-175	5/14/19	10:15:00 AM	Tues.	Special Duty Resident	Assisted JPW with road repairs	1.0	1	1.0
19-176	5/14/19	11:00:00 AM	Tues.	Special Duty Non-Resident	Assisted JPD with vehicle blocking.	0.3	1	0.3
19-177	5/14/19	1:30:00 PM	Tues.	Special Duty Non-Resident	Assisted JPD with oversized vehicle.	0.3	2	0.5
19-178	5/14/19	3:30:00 PM	Tues.	EMS Resident	42 YOF welfare check	0.5	2	1.0
19-179	5/14/19	7:00:00 PM	Tues.	Special Duty Resident	Assisted citizen with stuck vehicle.	1.0	2	2.0
19-180	5/15/19	8:00:00 AM	Wed.	Special Duty Resident	Assisted JPW with roadway repair.	4.0	3	12.0
47	5/15/19	11:35:00 AM	Thurs.	Still Assignment Non-Resident	Line down, CenturyLink	1.0	2	2.0
48	5/17/19	8:28:00 AM	Fri.	MVA/Rescue Non-Resident	27 YOM MC with injuries.	1.3	11	13.8
49	5/17/19	11:57:00 AM	Fri.	MVA/Rescue Non-Resident	Vehicle rollover 2 patients	2.0	12	24.0
19-181	5/18/19	8:00:00 AM	Sat.	Special Duty Resident	Station staffing for event	7.0	8	56.0
19-182	5/18/19	2:30:00 PM	Sat.	Special Duty Resident	Assisted JPD with dog at large.	1.0	3	3.0
19-183	5/19/19	9:00:00 AM	Sun.	Special Duty Resident	Station staffing for home tour.	7.0	4	28.0
19-184	5/19/19	2:00:00 PM	Sun.	Special Duty Resident	Removed road hazards.	1.0	1	1.0
19-185	5/20/19	8:00:00 AM	Mon.	Special Duty Resident	Station staffing.	4.0	3	12.0
50	5/20/19	10:26:00 AM	Mon.	EMS Resident	58 YOM unknown medical.	0.5	4	2.0
Incident	Date	Time	Day of week	Select Type	Additional Info	Hrs	# per	T Hrs

Incident	Date	Time	Day of week	Select Type	Additional Info	Hrs	# per	T Hrs
19-186	5/20/19	1:00:00 PM	Mon.	Still Assignment Non-Resident	Review sprinkler system.	0.8	2	1.5
51	5/21/19	10:03:00 PM	Tue.	EMS Resident	58 YOM unknown medical.	0.5	4	2.0
19-187	5/22/19	8:00:00 AM	Wed.	Special Duty Resident	Station Staffing.	6.0	2	12.0
19-188	5/23/19	8:30:00 AM	Thurs.	Still Assignment Resident	Burnt at burn pile.	5.5	2	11.0
19-189	5/24/19	7:35:00 AM	Fri.	EMS Resident	43 YOM Welfare Check	0.3	1	0.3
19-190	5/25/19	1:00:00 PM	Sat.	Special Duty Non-Resident	Vehicle Lock-Out.	0.5	2	1.0
52	5/25/19	4:16:00 PM	Sat.	EMS Non-Resident	9 YOM laceration; basic first aid.	0.3	4	1.0
53	5/25/19	5:08:00 PM	Sun.	Tech Rescue Non-Resident	19 YOF unknown medical.	4.0	8	32.0
54	5/26/19	11:53:00 PM	Sun.	EMS Non-Resident	Possible shooting.	0.5	4	2.0
19-191	5/27/19	12:30:00 AM	Mon.	EMS Non-Resident	44 YOF Cut finger.	0.5	3	1.5
19-192	5/27/19	10:00:00 AM	Mon.	EMS Resident	R-111 back in service after rescue.	1.5	6	9.0
19-193	5/28/19	10:30:00 AM	Tues.	Still Assignment Resident	Smoke detector check.	0.5	1	0.5
19-194	5/28/19	2:30:00 PM	Tues.	EMS Resident	61 YOM left palm puncture.	0.5	2	1.0
19-195	5/29/19	8:30:00 AM	Wed.	Special Duty Non-Resident	Assisted JPD with traffic control.	0.5	1	0.5
55	5/30/19	8:55:00 AM	Thurs.	EMS Resident	23 YOM Unknown medical.	0.6	6	3.6
19-196	5/30/19	11:30:00 AM	Thurs.	Special Duty Resident	Smoke detector check.	1.0	1	1.0
Incident	Date	Time	Day of week	Select Type	Additional Info	Hrs	# per	T Hrs

## May 2019 Burn Pile Log

Date	Address	Adult Prob.	Firewise	# Loads	# crew	# Hrs.	Total Hrs
1-May	Main & 89A		1		2	6	12.0
2-May	Hampshire and Calle Seda		1		3	6	18.0
3-May	Calle Seda		1	3	4	6	24.0
4-May	1000 Perkinsville Burn Permit #16				2	4	8.0
7-May	117 Allen			2	2	4	8.0
7-May	Co Op		TOJ	1	1	1	1.0
8-May	545 Main			1	1	1	1.0
Date	Address	Adult Prob.	Firewise	# Loads	# crew	# Hrs.	Total Hrs

<i>Date</i>	<i>Address</i>	<i>Adult Prob.</i>	<i>Firewise</i>	<i># Loads</i>	<i># crew</i>	<i># Hrs.</i>	<i>Total Hrs</i>
8-May	105 3rd Street			1	1	1	1.0
8-May	117 Allen Street			1	1	1	1.0
9-May	412 Clark			1	1	1	1.0
9-May	Firewise		1	5	4	6	24.0
10-May	Firewise		1	5	4	6	24.0
10-May	22 Calle Sade Burn Permit #17						0.0
13-May	27 Rich Street			2	1	2	2.0
13-May	545 Main			2	1	2	2.0
13-May	J.R. Pfeiffer			2	1	1	1.0
13-May	721 Hill			1	1	1	1.0
14-May	Douglas Road		1		3	6	18.0
15-May	Douglas Road		1	5	3	6	18.0
16-May	County Road & UVX		1	5	4	6	24.0
17-May	200 Lower Bell Road			1	1	2	2.0
17-May	County Road		1	5	5	6	30.0
21-May	Douglas Road		1		1	6	6.0
21-May	100 Dundee						0.0
22-May	842 Gulch			1	2	2	4.0
22-May	110 Douglas			1	1	2	2.0
22-May	150 North			1	2	2	4.0
22-May	600 Mine Road			1	2	2	4.0
22-May	699 Holly			1	2	2	4.0
23-May	Deception		1	5	3	6	18.0
23-May	Burnt at Burn Pile 100 U V X		1		3	6	18.0
24-May	874 Hampshire		1	5	1	6	6.0
28-May	100 Hill Street			1	1	1	1.0
28-May	110 Dundee			1	1	1	1.0
29-May	345 Dundee			1	1	1	1.0
30-May	Mine Road			1	1	1	1.0
	<b>Totals</b>	<b>0</b>	<b>13</b>	<b>62</b>	<b>67</b>	<b>113</b>	<b>291.0</b>
<b>50.0</b>	<b>Jerome Citizen Hours</b>	<b>Adult Prob.</b>	<b>Firewise</b>	<b># Loads</b>	<b># crew</b>	<b># Hrs.</b>	<b>Total Hrs</b>

Rusty Blair Chief JVFD



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

June 2019 staff report for May activity respectfully submitted by Rosa Cays

**Utilities**

Current debt (45 days past due):

Eighteen shut-off notices went out with May utility statements. Eleven yellow tags were sent out. Water was shut off at two residents for several days and eventually turned back on once payments were made. Payments were also made on the other 16 accounts.

Balance owed on these accounts from April billing: \$5994.00

Balance owed at end of March: \$1084.42

A copy of the May AR Aging report is attached.

**Business Licenses\***

New: 4

Renewed: 16

In process: 13

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

\*Sat in on ADOR's first "Town Talk" webinar on May 30, an outreach and education workshop offered to municipalities. I have since been in contact with a representative from the License Compliance department, who has offered to help determine if businesses licensed in Jerome are up to date and in compliance with regard to TPT filing and payments, which is not information readily available on the ADOR website. This is part of their outreach and support for smaller towns with minimal staffing.

**Rentals**

All rental accounts were paid for May.

Charge Item Summary By User Type

ChargeItem	Future	Current	Age2	Age3	Age4	Age5	Balance
UserType: Commercial							
Credit	\$0.00	(\$151.49)	(\$962.92)	(\$1,120.36)	\$0.00	(\$586.87)	(\$2,821.64)
Water	\$0.00	\$4,324.76	\$94.58	\$0.00	\$0.00	\$270.39	\$4,689.73
Sewer	\$0.00	\$5,651.83	\$136.53	\$0.00	\$0.00	\$522.58	\$6,310.94
Trash	\$0.00	\$7,534.73	\$191.90	\$0.00	\$0.00	\$848.07	\$8,574.70
Tax	\$0.00	\$423.55	\$9.31	\$0.00	\$0.00	\$39.24	\$472.10
Misc	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Late Fee	\$0.00	\$10.00	\$20.00	\$10.00	\$10.00	\$1,990.00	\$2,040.00
LMP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
UserType: Commercial (8)							
Subtotal --->	\$0.00	\$17,793.38	(\$510.60)	(\$1,110.36)	\$10.00	\$3,083.41	\$19,265.83
UserType: Residential							
Credit	\$0.00	(\$751.03)	(\$150.84)	(\$166.37)	(\$155.09)	(\$1,492.42)	(\$2,715.75)
Water	\$0.00	\$8,805.54	\$1,499.94	\$181.31	\$58.56	\$1,628.23	\$12,173.58
Sewer	\$0.00	\$8,104.74	\$1,292.56	\$347.16	\$42.60	\$2,875.52	\$12,662.58
Trash	\$0.00	\$6,462.29	\$1,130.47	\$301.43	\$43.38	\$1,507.13	\$9,444.70
Tax	\$0.00	\$840.97	\$136.21	\$10.83	\$5.77	\$248.32	\$1,242.10
Misc	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$63.55	\$63.55
Late Fee	\$0.00	\$140.00	\$90.00	\$60.00	\$30.00	\$5,379.45	\$5,699.45
LMP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
UserType: Residential (8)							
Subtotal --->	\$0.00	\$23,602.51	\$3,998.34	\$734.36	\$25.22	\$10,209.78	\$38,570.21
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	\$0.00	(\$109.25)	\$0.00	\$0.00	\$0.00	(\$109.25)
Misc	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Late Fee	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Rent	\$0.00	\$5,245.64	\$0.00	\$0.00	\$0.00	\$347.36	\$5,593.00
Gas	\$0.00	\$28.09	\$0.00	\$0.00	\$0.00	\$0.00	\$28.09
Electric	\$0.00	\$147.77	\$0.00	\$0.00	\$0.00	\$0.00	\$147.77
Utilities	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
LMP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
UserType: Commercial (8)							
Subtotal --->	\$0.00	\$5,421.50	(\$109.25)	\$0.00	\$0.00	\$347.36	\$5,659.61
UserType: Default							
Credit	\$0.00	\$0.00	(\$175.00)	(\$25.00)	\$0.00	(\$330.00)	(\$530.00)
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	(\$175.00)	(\$25.00)	\$0.00	(\$330.00)	(\$530.00)
Grand Total (35)	\$0.00	\$47,407.39	\$3,203.49	(\$401.00)	\$35.22	\$13,310.55	\$63,555.65

## Charge Item Summary

ChargeItem	Future	Current	Age2	Age3	Age4	Age5	Balance
Credit	\$0.00	(\$902.52)	(\$1,398.01)	(\$1,311.73)	(\$155.09)	(\$2,409.29)	(\$6,176.64)
Water	\$0.00	\$13,299.99	\$1,594.52	\$181.31	\$58.56	\$1,898.62	\$17,033.00
Sewer	\$0.00	\$13,974.27	\$1,429.09	\$347.16	\$42.60	\$3,398.10	\$19,191.22
Trash	\$0.00	\$14,182.94	\$1,322.37	\$301.43	\$43.38	\$2,355.20	\$18,205.32
Tax	\$0.00	\$1,281.21	\$145.52	\$10.83	\$5.77	\$287.56	\$1,730.89
Misc	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$63.55	\$63.55
Late Fee	\$0.00	\$150.00	\$110.00	\$70.00	\$40.00	\$7,369.45	\$7,739.45
Rent	\$0.00	\$5,245.64	\$0.00	\$0.00	\$0.00	\$347.36	\$5,593.00
Gas	\$0.00	\$28.09	\$0.00	\$0.00	\$0.00	\$0.00	\$28.09
Electric	\$0.00	\$147.77	\$0.00	\$0.00	\$0.00	\$0.00	\$147.77
Utilities	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
LMP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Grand Total (12)	\$0.00	\$47,407.39	\$3,203.49	(\$401.00)	\$35.22	\$13,310.55	\$63,555.65

Customer Count = 381



Founded 1876  
Incorporated 1899

# 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, April 3, 2019 TIME: 7:00 pm

PLACE: JEROME CIVIC CENTER

600 Clark St., JEROME, ARIZONA 86331

## MINUTES

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

Chair Schall called the meeting to order at 7:05 p.m.

Roll call was taken by Charlotte Page. Commission members present were Chair Lance Schall, Scott Hudson and Henry Vincent. Joe Testone arrived later in the meeting.

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

**7:05 (00:45) ITEM 2: PETITIONS FROM THE PUBLIC** -- There were no petitions from the public.

**7:05 (00:55) ITEM 3: APPROVAL OF EXECUTIVE SESSION MINUTES MARCH 6, 2019:**

Note: Because this executive session was conducted without the Town Attorney present, these minutes are a public record, available for public review and will be filed accordingly.

#### **Motion to Approve the Executive Session Minutes of March 6, 2019**

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

**7:06 (02:17) ITEM 4: APPROVAL OF MINUTES:** Minutes of Special Meetings of February 25, 2019 and December 5, 2018, the Special Joint Meeting of Town Council/DRB/BOA and P&Z of January 16, 2019 and the Regular Meeting minutes of March 6, 2019

#### **Motion to Approve the Special Meeting Minutes of December 5, 2018 and February 25, 2019, the Special Joint Meeting Minutes of Town Council/DRB/BOA and P & Z of January 16, 2019 and the Regular Meeting Minutes of March 6, 2019**

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

**7:08 (03:12) ITEM 5: CONDITIONAL USE PERMIT REVIEW, 128 FIRST ST., RESIDENTIAL USE IN C-1 ZONE.**

APPLICANT: Lee Christensen

ADDRESS: 128 First St., (128 School St.)

OWNER OF RECORD: Don & Paula Nord

ZONE: C-1

APN: 401-10-006

Review of Conditional Use Permit for Residential Use in C-1 Zone. Site is historical home that has been vacant for some time.





# TOWN OF JEROME

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*Ms. Page explained that the footprint of the building gets smaller.*

*Chair Schall said residential use in a commercial zone typically has less of an impact. He sees no issues.*

## **Motion to Approve the Conditional Use Permit for 128 First Street**

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

## **7:10 (5:27) ITEM 6: DRAFT TEXT AMENDMENT, REFERENCE TO SOLAR GUIDELINES – ORDINANCE VERSION FOR PRESENTATION TO COUNCIL**

Review of Ordinance drafted for Solar Reference, with copies of public hearing draft as approved February 6, 2019.

*Ms. Page said this was here to review it as an ordinance.*

*Chair Schall said let the record show that Joe Testone has arrived and has voted on Item 6.*

## **Motion to Advance to Council**

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

## **7:14 (9:27) ITEM 7: DRAFT TEXT AMENDMENT, ARTICLE III PROCEDURES, ADDITION OF REFERENCE TO A.R.S. 9-462.04 PUBLIC HEARING NOTICES.**

Review of Ordinance drafted to be presented to Council for consideration.

## **Motion to Forward to the Council for Their Consideration**

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

## **7:17 (12:30) ITEM 8: DRAFT TEXT AMENDMENT, R-2 & ZONING ORDINANCE**

Commission to review proposed text amendment to Article II Definitions and Article V Use Regulations, about R-2 and other zones and possible creation of additional zone.

*The commission discussed the changes.*

*Ms. Page explained the next step is a public hearing.*

*Chair Schall gave direction to staff to move this on to public hearing and put into an ordinance format.*



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# TOWN OF JEROME

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## 7:22 (18:35) ITEM 9: REVIEW - SECTION 301(D)(3), REQUIRING $\frac{3}{4}$ VOTE TO OVERRIDE P&Z DECISIONS.

Commission to review request from Council to draft change to 'majority vote' for override of P&Z decisions.

*Chair Schall said this is to correct an anomaly in our own procedure. He went on to say the Town Attorney agrees this is unusual and recommend it be stricken.*

*Commissioner Vincent asked why change it, if it's been like that since the adoption of the ordinance.*

*Ms. Page said she didn't know other than changes are made to the ordinance from time to time. She said there are different reasons.*

*Chair Schall directed them to read the memo from Candace Gallagher, he believes her explanations give a good reason to change.*

*Ms. Page explained that Council has requested that this Commission consider a majority vote instead of a super majority.*

*Commissioner Vincent asked does this diminish the effectiveness of this body.*

*Chair Schall said he doesn't mind surrendering the power and he is compelled by the Town Attorneys recommendation.*

### Motion to Approve Change and Prepare a Draft Text Amendment

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

## 7:34 (29:25) ITEM 10: REVIEW - SECTION 106(B), CONSIDER ELIMINATING P&Z LIAISON TO DESIGN REVIEW BOARD.

Commission to review request from Council to draft change to eliminate Planning & Zoning liaison to Design Review Board.

*Ms. Page explained the input from Council is one member sitting on two boards has two votes.*

*Chair Schall agreed and asked for discussion.*

*Commissioner Hudson asked if the ordinance says specifically there has to be a liaison.*

*It was confirmed it did. Specifically, a member of Planning and Zoning sits on Design Review.*

*Commissioner Vincent asked how the Chair of the Design Review Board felt, isn't that the Board that would be affected. He asked Ms. Page if she had received any feedback from him.*

*Ms. Page responded she didn't know if he was even aware of it.*

*Chair Schall would like to receive input from Design Review.*

*Commissioner Vincent asked Ms. Page how she feels about having that role.*

*Ms. Page said, "When I see you working in the role of Lance or even Mike Parry, when we have a large project in front of the boards, I believe the continuity between the two is very helpful."*

*Chair Schall gave direction to staff to check with Design Review first and put it on the May agenda.*



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## **7:39 (34:02) ITEM 11: ZONING ADMINISTRATOR UPDATE ON CONDITIONAL USE PERMITS FOR RESIDENTIAL USE IN COMMERCIAL ZONES.**

*Ms. Page explained in 1977 legal nonconforming situations were grandfathered. Building occupancy was not documented well. However, there was a piece in the non-conforming section of the zoning ordinance (not discussed in the meeting, however had been removed from the ordinance in 1997) and she read, "A nonconforming building, in the purpose of this section, the fact that the dwelling is not occupied shall not be considered a discontinuance of that use." So, for residential use in the commercial zone any building that had been historically occupied as residential was allowed. She had prepared a spread sheet and went over it with the Commission showing the buildings that have a conditional use permit. She would like this commission to decide whether a conditional use permit would be needed.*

*Chair Schall doesn't believe there is a need to go back and ask all of these homeowners to get CUP's. He would be inclined to document each one of them as okay for residential use.*

*Commissioner Vincent asked Ms. Page if there was something they could do to help her with this.*

*Commissioner Testone does not see the need for this, he doesn't see why it couldn't be a permitted use as long as it wasn't contrary to the infrastructure or conditions of the building. We should consider that because we don't have enough affordable housing in Town.*

*Chair Schall stated residential is a less intensive use and at the same time he would hate to see store fronts turn into residential use. He sees no problem with apartments above stores.*

*Commissioner Testone, after listening to Chair Schall's compelling synopsis, changed his position.*

*Chair Schall doesn't want to make these homes in the Commercial district get CUP's. Direction to staff to clean this up and document it administratively. We can have this Commission vote on it, but we'll just grant CUP's.*

*Ms. Page said this board can only recommend to Council.*

*Chair Schall said some kind of solution along those lines, it would be a fair and appropriate approach.*

## **8:01(56:35) ITEM 12: ZONING ADMINISTRATOR UPDATE ON DRAFT TEXT AMENDMENT FOR CERTIFICATE OF NO EFFECT.**

*Ms. Page said Design Review requested she come up with a "Small Projects" application.*

*Chair Schall asked her if she had a list of projects that a short form could be used.*

*The commission asked Ms. Page to come up with a list of projects.*

*Chair Schall gave direction to staff to come back with a list of small projects.*

## **8:07 (1:02:05) ITEM 13: FUTURE AGENDA ITEMS**

*Ms. Page said we have a lot line adjustment coming. Next month she will bring a report on sheds allowed with no P & Z approval, there are ten structures built with DRB approval, but not P & Z approval.*

*Chair Schall explained how the debacle possibly occurred.*



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## ITEM 14: ADJOURN

### **The Meeting Adjourned at 8:10 p.m.**

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

*Approval on next page.*



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## REGULAR MEETING OF THE TOWN OF JEROME PLANNING AND ZONING COMMISSION

DATE: Wednesday, April 3, 2019 TIME: 7:00 pm

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

Respectfully submitted by Joni Savage on May 1, 2019

Approved: \_\_\_\_\_

Planning & Zoning Commission Chair

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

5/1/2019

Attest: \_\_\_\_\_

Planning & Zoning Commission Vice Chair

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

5/1/2019



# TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331

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REGULAR MEETING OF THE TOWN OF JEROME

DESIGN REVIEW BOARD

DATE: Monday, April 8, 2019 TIME: 7:00 pm

PLACE: JEROME CIVIC CENTER

600 Clark St., JEROME, ARIZONA 86331

## MINUTES

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

Chair Brice Wood called the meeting to order at 7:02 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 (00:38) ITEM 2: APPROVAL OF MINUTES:** Minutes of March 11, 2019 and Special Joint Meeting of January 16, 2019

#### **Motion to Approve the Special Joint Meeting Minutes of January 16, 2019**

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

#### **Motion to Approve the Regular Design Review Meeting Minutes of March 11, 2019**

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

**7:04 (3:19) ITEM 3: PETITIONS FROM THE PUBLIC** - There were no petitions from the public.

**7:04 (3:26) ITEM 4: REPORT OF RECENT P&Z ACTIVITIES HENRY VINCENT, P&Z LIAISON**

Board member Vincent spoke about the Conditional Use Permit for First Street and three homes in the commercial district that lie dormant that would need a Conditional Use Permit. He spoke about draft text amendments for Solar Guidelines. Public Hearing Notices and draft text amendments relative to definition and use regulations. We are in the process of creating a redefined R2 zone for duplexes and triplexes. They are working on an R3 zone which would embrace fourplexes and apartments. Currently the ordinance says if P & Z sends something to Council, they can approve on simple majority but if they overturn a recommendation from P & Z then the ordinance says a super majority or 4 out of 5 votes is required to do so. The Council seems to want to move to a simple majority. P & Z voted unanimously that would be okay. His concern is it is eroding the legitimacy of the Planning and Zoning Commission. His opinion is why change. Council asked them about the liaison to DRB, Councilmember Moore believes it is inappropriate for one citizen to have two votes. She suggested the liaison be eliminated. He would ask everyone on this board to comment on this. He had asked the Design Review Board Chair to send a letter or email to the Zoning Administrator. He also questions whether or not the Zoning Administrator would be as candid to express the concerns of the board when their position is to remain impartial. He also believes if it's worked for all these years, why change it?

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*Chair Wood apologized for not sending the email, he simply forgot. He would like to make this an agenda item so that all the Board members could speak about it.*

*Board Member Vincent continued and spoke about a matrix with the Conditional Use Permits. He also spoke about the Certificate of No Effect.*

*Chair Wood would like the CUP matrix at the next meeting along with a discussion about the liaison position.*

## **7:17 (16:20) ITEM 5: PRELIMINARY REVIEW 128 FIRST ST. FOR RENOVATIONS**

APPLICANT: Lee Christensen for Nord

ADDRESS: PO Box 942, Williams, AZ 86046

ZONE: C-1

OWNER OF RECORD: Don & Paula Nord

APN: 401-10-006

Renovations are planned to revitalize the residence. The rear addition built in 1975 is not historic.

*Chair Wood remarked, "Many towns that have our system, this board is called the 'Historic Preservation Board,' and in a historic town he likes the idea of being involved in preservation of the historic element."*

*7:19 (18:20) Don Nord, the applicant, spoke about his qualifications and the challenges of the house.*

*Chair Wood complimented the plan and all the Board members agreed.*

*7:22 (21:00) Lee Christensen, the architect, spoke in great detail regarding the plans for the home.*

*7:27 (26:40) Mr. Nord spoke again about his qualifications.*

### **Motion to Approve the Preliminary Plans as Presented**

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

*Ms. Page asked what they would need for a final approval.*

*Chair Wood responded it was close and is that what she is looking for.*

*Ms. Page said she would not suggest that but would like to know what the applicant would need for that.*

*Chair Wood said he would like an example of windows and doors.*

*7:29 (28:50) Mr. Christensen provided them with pictures.*

*Chair Wood said we could consider this a final approval pending any revisions.*

*7:30 (29:30) Mr. Christensen spoke again pointing out the two windows that will be removed. He discussed possibly enclosing the bottom portion facing 89A.*

### **Motion Amended to Final Approval Pending Any Major Changes**

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

*Chair Wood continued speaking about the bottom portion of the house.*

*Board member Christensen pointed out the addition in question is not historical.*

## **7:34 (33:35) ITEM 6: SMALL PROJECT APPLICATION FOR DRB**

Zoning Administrator presents simplified application for review. Administrative changes for forms do not require any changes to the Zoning Ordinance, but the process should be supported by input of Design Review Board members and recommended changes will be incorporated.

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*Chair Wood said this is a compromise between the "Certificate of No Effect" and the way we've always done this.*

*The Board discussed the draft application form and its drawbacks.*

*Board member McDonald reminded them at the last meeting we had asked for a form just addressing paint.*

*Ms. Page said she was looking for direction, however it was not noted on the agenda.*

*Vice Chair Smith suggested the paint application could be much simpler and he would prefer to see it on its own form.*

*It was decided to move paint to a form of its own.*

*Chair Wood asked staff to put this information in the newsletter so that the public will know that the process of painting your home is becoming a more simplified process.*

## **7:47 (45:47) ITEM 7: PAINT COLORS SUBMISSION, 38 RICH ST.; EXAMPLE OF SMALL PROJECT APPLICATION**

APPLICANT: Hunter Bachrach, Charlotte Page

ADDRESS: PO Box 4401, Cottonwood, AZ 86326

OWNER OF RECORD: as above

ZONE: C-1

APN: 401-06-135A

*The item was discussed and decided to bring back on a future agenda. No action was taken.*

## **7:47 (46:35) ITEM 8: SECTION 509 – SIGNS - REVIEW**

P&Z seeks DRB input to review Zoning Ordinance, Article V, Section 509 SIGNS.

*Chair Wood believes the changes made are just about right.*

*The Board discussed all the changes to Article V, Section 509 Signs. They suggested the menu board and A-frame signs should have a size restriction.*

*Vice Chair Smith referred to Section G. Item 8. and said that menu boards were not temporary signs and shouldn't be in this section. That portion was to be removed.*

## **8:13 (1:11:28) ITEM 9: FUTURE AGENDA ITEMS**

*Chair Wood said we will revisit signs.*

*Board member Christensen mentioned the liaison position.*

*Ms. Page mentioned CUP.*

*Board member Vincent said the new paint form.*

## **ITEM 10: ADJOURN**

### **Adjourned at 8:13**

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

*Approval on next page.*



# TOWN OF JEROME

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

DATE: Monday, April 8, 2019 TIME: 7:00 pm

PLACE: JEROME CIVIC CENTER

600 Clark St., JEROME, ARIZONA 86331

## MINUTES

*Respectfully submitted by Joni Savage on May 13, 2019.*

Approved: Brian Wood Date: 5-13-19  
Design Review Board Chair

Attest: [Signature] Date: 5-13-19  
Design Review Board Vice Chair



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# TOWN OF JEROME, ARIZONA

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## DRAFT MINUTES

### SPECIAL JOINT MEETING OF THE JEROME TOWN COUNCIL AND THE JEROME PLANNING & ZONING COMMISSION

JEROME CIVIC CENTER - 600 CLARK STREET - COUNCIL CHAMBERS  
THURSDAY, MAY 9, 2019 AT 5:00 P.M.

ITEM #1:	<p><b>CALL TO ORDER/ROLL CALL</b></p> <p>Mayor to call meeting to order. <b>5:06 PM</b></p> <p>Town Clerk and Zoning Administrator will call the roll.</p> <p><i>COUNCIL: Present were Mayor Barber, Vice Mayor Harvey, Councilmember Moore, Councilmember Worth and (telephonically) Councilmember Dillenberg.</i></p> <p><i>PLANNING AND ZONING COMMISSION: Present were Chair Lance Schall and members Scott Hudson, Henry Vincent and Jessamyn Ludwig. Vice Chair Joe Testone was not present at roll call but participated telephonically later in the meeting.</i></p>
----------	--

ITEM #2: 5:06 PM	<p><b>EXECUTIVE SESSION</b></p> <p>Council and the Planning and Zoning Commission will convene in executive session pursuant to A.R.S. § 38-431.03 (A)(3) and (A)(4) to receive legal advice from the Town Attorney regarding the possible development of the former Cuban Queen property. No action will be taken upon reconvening into open session.</p> <p><b>MOTION TO GO INTO EXECUTIVE SESSION</b></p> <table> <tr> <th></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> <p><i>Council convened in executive session in the Manager's office at 5:06 p.m. At 6:05 p.m. they returned to Council chambers and continued the executive session along with members of the Planning &amp; Zoning Commission.</i></p>		MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN	BARBER	X		X				DILLENBERG			X				HARVEY		X	X				MOORE			X				WORTH			X				<p>Sponsored by Mayor Alex Barber</p> <p>Discussion/Possible Direction</p>
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ITEM #3: 6:51 PM	<p><b>ADJOURNMENT</b></p> <p><i>Council and the Commission returned to open session at 6:51 p.m. and the meeting was immediately adjourned.</i></p> <p><b>MOTION TO ADJOURN</b></p> <table> <tr> <th></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>		MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN	BARBER	X		X				DILLENBERG			X				HARVEY		X	X				MOORE			X				WORTH			X			
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# 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, MAY 14, 2019, AT 7:00 P.M.

ITEM #1:	<p><b>CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE</b></p> <p>Mayor/Chairperson to call meeting to order.</p> <p>Mayor Alex Barber called the meeting to order at 7:00 p.m.</p> <p>Town Clerk to call and record the roll.</p> <p>Town Manager/Clerk Candace Gallagher called the roll. Present were Mayor Barber, Vice Mayor Sage Harvey, and Councilmembers Mandy Worth, Jane Moore and Dr. Jack Dillenberg.</p> <p>Other staff present Charlotte Page, Zoning Administrator; Melanie Atkin, Accounting; and Joni Savage, Deputy Clerk. Fire Chief Rusty Blair arrived later in the meeting, as did Henry MacVittie of Contract Wastewater.</p> <p>Mayor or Mayor's designee to lead the Pledge of Allegiance.</p> <p>Dr. Dillenberg led the pledge.</p>																																																																																				
ITEM #2: 7:01 (1:00)	<p><b>FINANCIAL REPORTS</b></p> <p>Budget to Actual reports, vendor ledger and balance sheet for April 2019</p> <p><b>Motion to Approve the Financial Reports</b></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 #3: 7:02 (1:30)	<p><b>STAFF AND COUNCIL REPORTS</b></p> <p>Written staff reports by the Town Manager/Clerk, Deputy Town Clerk, Utilities Clerk, Accounting Clerk, Public Works Department, Building Inspector, Library, Municipal Court, Police Chief, and Fire Chief, and verbal reports from Council members.</p> <p>Ms. Gallagher reviewed her staff report and members of the Council made comments.</p> <p><b>Motion to Approve Staff Reports</b></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>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></table>	COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN	BARBER	X		X				DILLENBERG		X	X				HARVEY			X				MOORE			X				WORTH			X																																													
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ITEM #4: 7:11 (11:00)	<p><b>PLANNING AND ZONING AND DESIGN REVIEW MINUTES/ RECOMMENDATIONS/ZONING ADMINISTRATOR'S REPORT</b></p> <p>Minutes are provided for the information of Council and do not require action.</p> <p>Ms. Page gave updates from her report.</p>																																																																																				
ITEM #5: 7:13 (13:18)	<p><b>APPROVAL OF MINUTES</b></p> <p>April 9, 2019 regular meeting open &amp; closed sessions; April 18, 2019 special meeting open &amp; closed sessions; April 25, 2019 special meeting</p> <p><b>Motion to Split Minutes, April 9 and April 18 Meetings as One and the Minutes of April 25, 2019 as a Separate Question</b></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>X</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></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>X</td><td></td><td>X</td><td></td><td></td><td></td></tr></table> <p>Ms. Gallagher noted a small change on the April 9th minutes, page 4, Item 5, regarding comments by Councilmember Moore.</p> <p><b>Motion to Approve the Regular Meeting Minutes of April 9, 2019</b></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				MOORE			X				WORTH	X		X				COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN	BARBER	X		X				DILLENBERG			X				HARVEY		X	X				MOORE			X				WORTH			X			
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HARVEY		X	X																																																																																		
MOORE			X																																																																																		
WORTH			X																																																																																		

**Motion to Approve the Closed Session Minutes of April 9, 2019**

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

**Motion to Amend Her Motion to Split the Question: Vote on the Regular Session of April 9, the Closed Session of April 9, the Regular Session of April 18, the closed session of April 18 and the Special Meeting of April 25 as Individual Items**

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

**Motion to Approve the Special Meeting Open Minutes of April 18, 2019**

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

**Motion to Approve the Closed Session Minutes of April 18, 2019**

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

**Motion to Approve the Special Meeting Minutes of April 25, 2019**

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

ITEM #6:  
7:21 (18:28)

**PETITIONS FROM THE PUBLIC**

There were no petitions from the public.

ITEM # 7  
7:22 (18:35)

**PRESENTATIONS****ITEM #7A: VERDE DISCONNECT**

Denise Gould of Verde DISConnect will address Council and the public regarding the proposed Verde Connect project. Verde DISConnect is a grassroots group that is opposing the project.

7:22 (18:45) Ms. Gould introduced Todd Scantlebury, who would be giving the presentation.

7:22 (19:00) Mr. Scantlebury spoke. He introduced other members of the group present and not present, and offered a PowerPoint presentation (attached to these minutes). He stated that Jerome is listed in the grant in Appendix E as a city that supports Verde Connect.

Councilmember Moore asked how we went on the record as supporting this. She would like to go on record as not supporting it.

**Motion That Jerome is Opposed to the Verde Connect project**

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

Mayor Barber rearranged the schedule and moved to Item #10B, Item #10C and then Item #9A. They are recorded in these minutes, however, in the order originally agendized.

ITEM #8

ORDINANCES AND RESOLUTIONS

8:29 (1:29:56)

**ITEM #8A: SECOND READING AND POSSIBLE ADOPTION: ORDINANCE NO. 449, AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AMENDING SECTION 12-1-10, "OTHER RESTRICTED PARKING AREAS," OF THE JEROME TOWN CODE REGARDING DESIGNATION OF NO PARKING ZONES**

Council may conduct the second reading of, and may adopt, Ordinance 449, amending the Town Code to include the Fire Chief as an official that may provide recommendations to the Town Council regarding the designation of No Parking zones.

Mayor Barber read the ordinance in title only.

**Motion to Adopt Ordinance No. 449**

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

8:31 (1:30:52)

**ITEM #8B: FIRST READING: 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 first reading of Ordinance No. 450, establishing regulations and requirements for mobile food vendors.

Mayor Barber read the ordinance in title only.

Council discussed some of the regulations and requirements, and the ordinance was amended to include a reference in the ordinance that Council may adopt by Resolution a daily trash fee for mobile food vendors.

**Motion to Recess at 8:41 p.m.**

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

The meeting resumed at 8:49 p.m.

8:49 (00:08)

Part II

**ITEM #8C: FIRST READING: 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 first reading of Ordinance No. 451, amending the Zoning Ordinance to reference previously approved solar guidelines.

Mayor Barber read the ordinance in title only and Council discussed it briefly.

8:54 (05:38)

**ITEM #8D: FIRST READING: ORDINANCE NO. 452, AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AMENDING SECTION 301, "AMENDMENTS OR ZONE CHANGES," OF ARTICLE III, "PROCEDURES," OF THE JEROME ZONING ORDINANCE REGARDING COMPLIANCE WITH STATE STATUTES**

Council may conduct the first reading of Ordinance No. 452, amending the Zoning Ordinance to reference compliance with State statutes in regard to public hearings.

Mayor Barber read the ordinance in title only.

Ms. Gallagher explained that, while this ordinance was well intentioned (and was actually initiated by the Zoning Administrator), it has the effect of criminalizing an error that the Zoning Administrator might make in dealing with public hearings. As we are required to follow Arizona statutes, adding this to our Zoning Ordinance is redundant. She and the Town Attorney have recommended that Council NOT adopt this ordinance. Council agreed.

**Motion to Not Take Further Action on Ordinance 452**

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



ITEM #9: 8:02

(1:01:30)

## UNFINISHED BUSINESS

**ITEM #9A: PARKING KIOSKS**

Council will continue their discussion of parking kiosks/paid parking. Bradley Magee of BMJ Consulting will be present to provide information to Council.

Mayor Barber read two letters into the record (included at the end of these minutes).

8:07 (1:07:47) Bradley Magee of BMJ Consulting spoke about his company and what he could do for the Town.

Mayor Barber referred to handouts she had provided.

8:14 (1:14:10) Mr. Magee spoke again about technology.

Councilmember Worth expressed hesitation to commit to going forward with this until further information is available.

Ms. Gallagher asked several questions of Mr. Magee.

8:18(1:18:00) Mr. Magee explained that he can put the equipment in at no cost to the Town, and his company would take a portion of the revenue over time. They handle maintenance, collection and monthly deposits. Their actual fees depend on the rate structure and can be anywhere between 20% and 50%. The percentage would decrease once the initial kiosk cost is covered.

8:21 (1:21:00) Chief Rusty Blair commented about the kiosks and the concern over aesthetics. "Have you seen our dumpsters?"

8:22 (1:22:14) Mr. Magee spoke again.

**Motion to request a proposal from Mr. Magee for consultation services, to include several different options for visual style of the kiosks, with an emphasis on things that either can be painted or decorated in a Jerome way by Jerome artists, or are a little more historic, as well as the number and location of the kiosks (no vote taken).**

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

8:26 (1:26:30) Mr Magee spoke again and said he'd have to know the options first. He will work with Ms. Gallagher on that.

It was decided that the machines would accept credit cards only, not cash, and that this could be on the May 30<sup>th</sup> Budget Meeting agenda.

**Motion restated to move forward with the parking kiosks, and to request a presentation at the May 30 meeting regarding the number, location and style of the kiosks, and the pricing, so that this can be considered and implemented as quickly as possible.**

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

ITEM #10:

8:56 (07:28)

## NEW BUSINESS

**ITEM #10A: CONDITIONAL USE PERMIT FOR RESIDENTIAL USE IN C-1 ZONE**

Council will review and may approve a Conditional Use Permit for residential use at 128 School Street, in the C-1 zone. The application was submitted by Don and Paula Nord and has been recommended by the Planning and Zoning Commission for approval by Council.

**Motion to Approve the Conditional Use Permit for Residential Use in the C-1 Zone**

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

7:41 (40:08)

**ITEM #10B: ENGINEERING STUDY FOR SEWER PLANT**

Council will review a proposal received from Biohabitats for a preliminary engineering study at the wastewater treatment facility and may approve an agreement with the firm or direct staff to issue a Request for Qualifications in order to hear from other firms.

7:42 (41:40) Henry MacVittie suggested that we get multiple perspectives and quotes, and consider other options. He spoke about the possibility of using the equipment we already have.

Councilmember Moore agreed with Mr. MacVittie and contributed valuable information to the discussion.

**Motion to Issue a Request for Qualifications from other firms**

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

47 (47:20)

**ITEM #10C: USE OF TOWN YARD PARKING AREA**

Council will further discuss the use of the old Town Yard parking area, who may use it, how long a vehicle may be parked there, and whether spaces there may be leased for long-term storage of trailers, etc.

Mayor Barber suggested starting with the homeowners on Clark Street and for overflow parking of Town Hall. She reiterated that this should be for residential parking only. It was estimated that there will be 20 or 22 parking spaces there.

7:48 (48:35) Police Chief Allen Muma spoke about the parking situation. He cautioned the Council not to allow this to become a storage lot.

7:50 (49:30) Police Aide Janice Pontious gave an update of parking locations.

7:50 (50:20) Chief Muma recommended that whoever parks there should have a permit. It needs to be regulated.

Mayor Barber stated for the record that Roberta Wescott is the contact at the High School, where cars can be parked for a fee of \$50 per month. RV's are extra, but there is a place to store extra vehicles.

7:53(53:03) Ms. Pontious spoke again and read from the Town Code Section 12.2-9, and spoke of the permitting process that would be followed for this lot. She noted that, if someone already has two permits, they would not be eligible for additional permits. If someone wants to park in the new town lot, they would need to give up their permits on other streets.

Councilmember Worth commented that she would like the reference to parking motor homes and trailers removed from the Code.

7:54(54:40) Chief Muma emphasized that, when the Code refers to trailers it does say "may" and not "shall." He said that, if Council directs him not to issue permits for trailers or RV's, then he will not do that, and the Ordinance can be adjusted later.

It was confirmed that a sign should be put up at the new parking lot that says, "Permit Parking Only."

Mayor Barber made a motion to designate the use of the Town Yard parking for residential permit parking only and it was seconded by Vice Mayor Harvey.

Councilmember Worth asked to amend the motion and have it say residential vehicle permit parking only.

**Motion to Designate the Town Yard Parking for Residential Vehicle Permit Only Parking**

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

8:57 (8:54)

**ITEM #10D: INTERGOVERNMENTAL AGREEMENT FOR INTERPRETER SERVICES**

Council will review and may approve an intergovernmental agreement with the Superior Court of Arizona for interpreter services for the Jerome Municipal Court.

Ms. Gallagher noted a minor change in the IGA that was recommended by the Town Attorney and agreed to by the Superior Court. She explained that we are required to provide interpreter services, and this is the least expensive option.

**Motion to Approve an Intergovernmental Agreement**

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

8:59 (10:47)

**ITEM #10E: PENSION FUNDING POLICY**

Council will review and may approve a Pension Funding Policy for the Town of Jerome. Recent legislation (HB2097) requires every governing body to pass a Pension Funding Policy no later than July 1, 2019. The policy presented for review at this meeting was drafted using a template provided by the League of Arizona Cities and Towns.

**Motion to Approve the Pension Funding Policy**

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

9:01 (12:03)

**ITEM #10F: REVIEW OF TOWN FEES**

Council will review a comprehensive list of Town fees and may determine that certain changes are needed.

Direction to staff that Ms. Gallagher streamline the information provided and provide a list of items to remove, amend or change.

**Motion to Table**

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

9:17 (28:24)

**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 would like repainting done marking loading zones. She would also like to have a discussion about having an RV park at the town-owned cemetery in Clarkdale. Councilmember Moore mentioned the need to discuss this first with Clarkdale.

Ms. Moore said that she wonders about possibly changing the lane structure at the stop sign next to the Spirit Room to accommodate left and right turning lanes, which could alleviate some of the traffic congestion in town.

She also requested that the RFQ for sewer plant engineering be provided to additional firms beyond those mentioned by Mr. MacVittie. Ms. Gallagher said that the RFQ would be publicly advertised.

Vice Mayor Harvey mentioned the need to repaint the No Parking zone in front of the Police Department. She also mentioned the need to repair potholes. Staff noted that Mr. Boland is working toward these.

Councilmember Worth again requested getting an educational update from our local institutions and encouraged people to report parking permit violations when they see them.

Councilmember Dillenberg suggested developing a community garden.

ITEM #12:

**ADJOURNMENT**

**Adjourned at 9:29**

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

APPROVE:

ATTEST:

---

 Christina "Alex" Barber, Mayor

---

 Candace B. Gallagher, CMC, Town Manager/Clerk

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



# verdeDISconnect

Considerations for the Verde Valley

**OUR MISSION:** Protect and keep Middle Verde intact, including its associated riparian, rural and agricultural lands

## ***We Oppose a North-South Highway with a Middle Verde Road Connection***

*There are better and wiser investment (lower or smarter tax burden) Verde Valley traffic solutions.*

*Middle Verde and Camp Verde's General Plan for farms and low density housing must be encouraged, not discouraged, to buffer the River corridor and to preserve quality of life in the Verde Valley.*

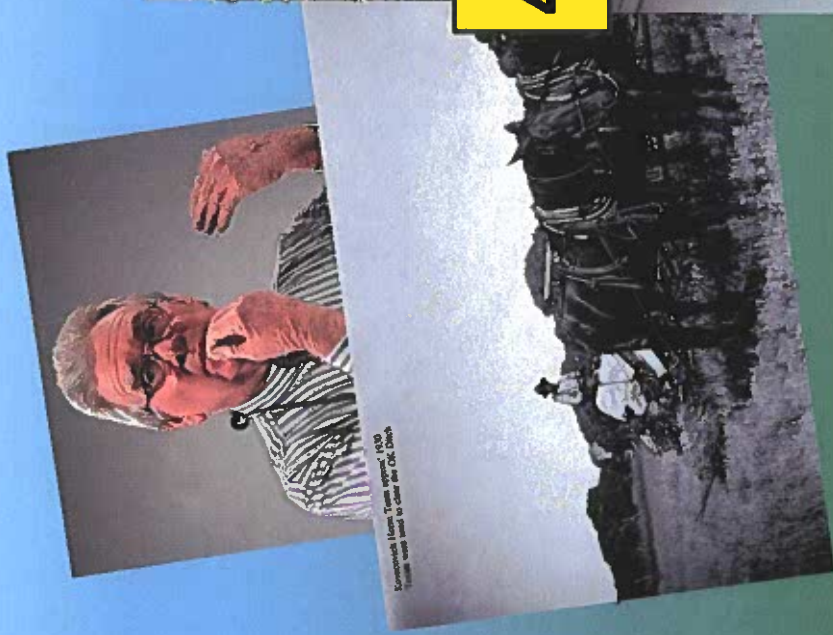
*Middle Verde River riparian corridor cultural antiquities and endangered plants and animals should be protected, not degraded or destroyed.*



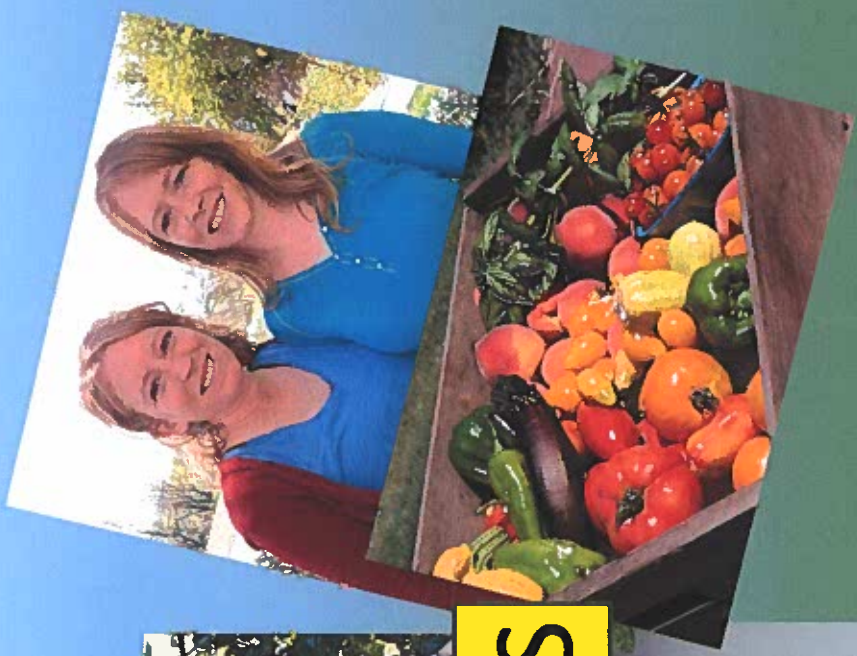
VERDE **DIS** CONNECT

VERDE**DIS**CONNECT.COM

# 400 PETITIONS



Congressman Henry 'Sonny' Wicker, R-MS, speaking at a podium. The statue is located in the Capitol building in Jackson, MS.



For the past 15 years, the Verde Valley Farmers' Market has been Camp Verde's go-to place for fresh produce. Verde Valley

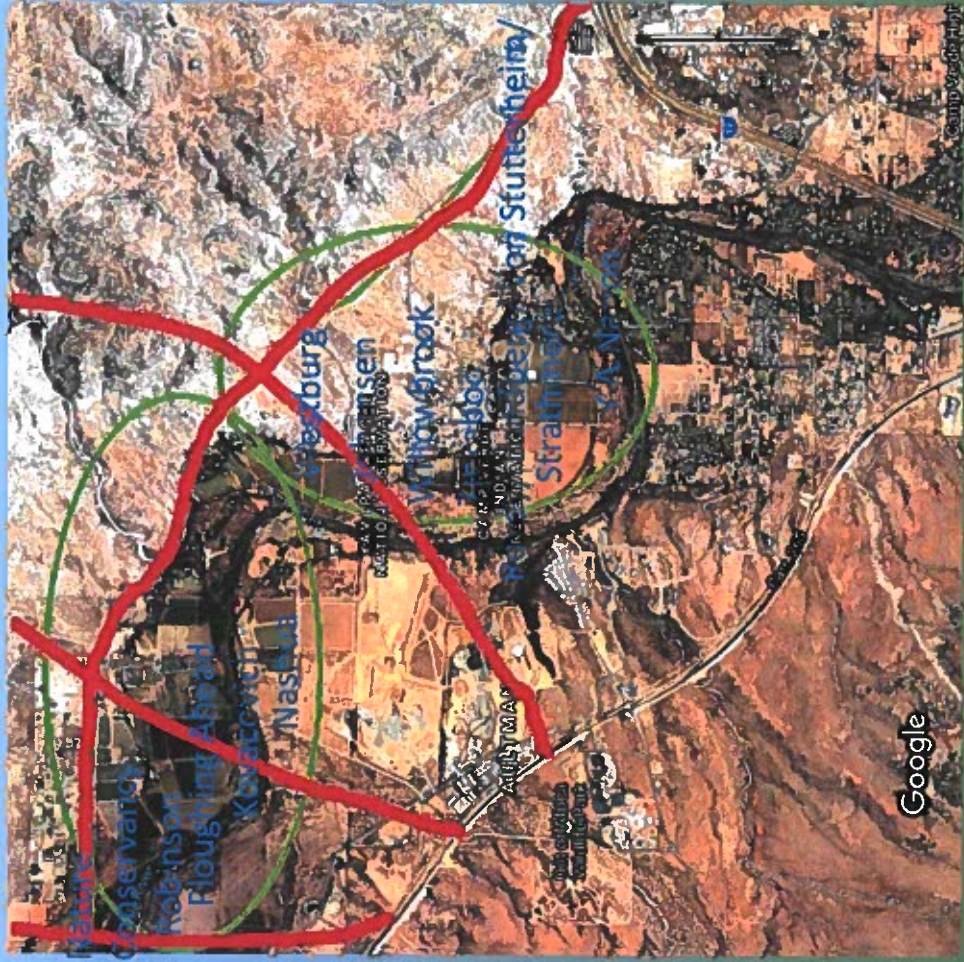
# Middle Verde









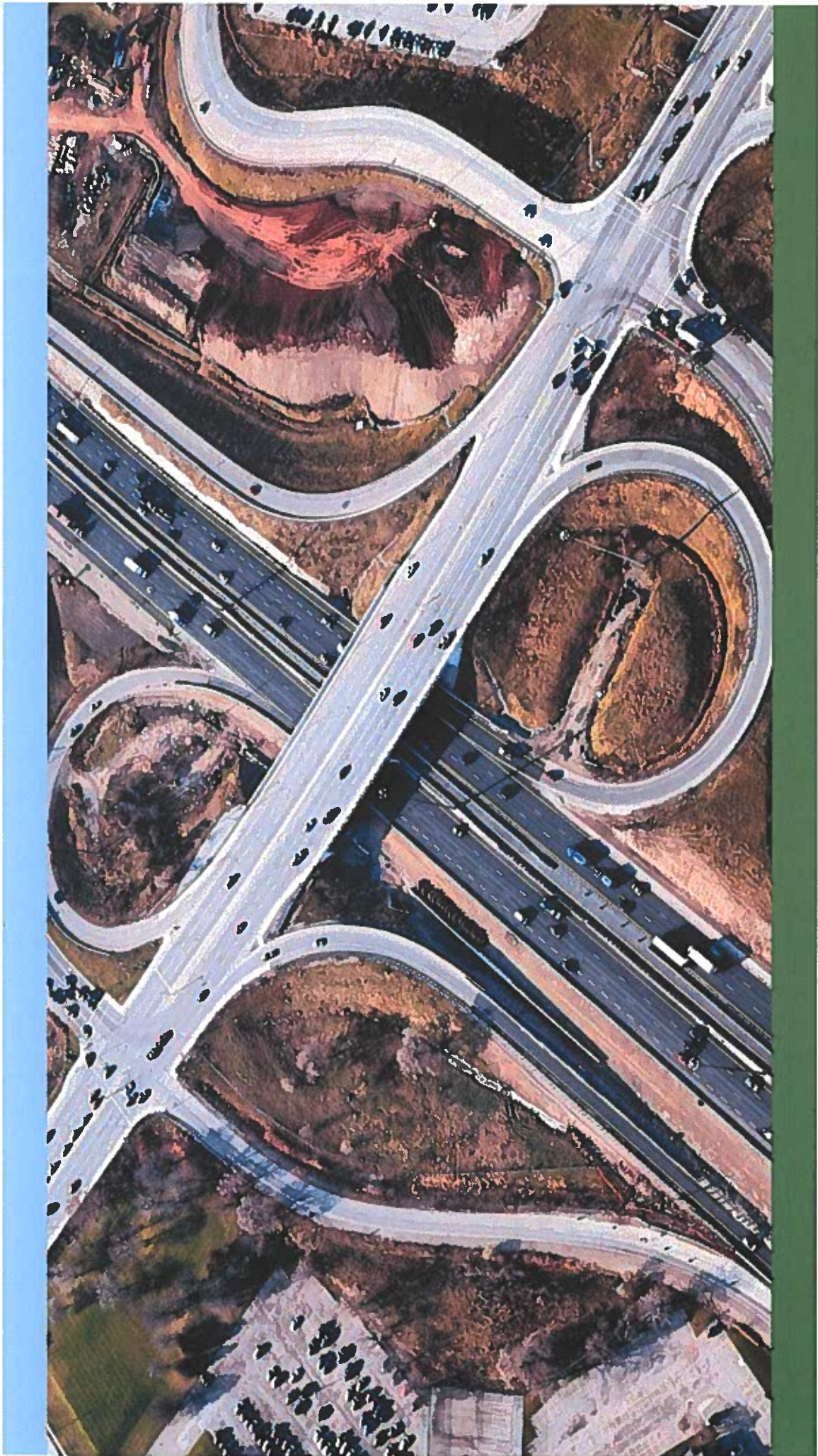


Google

Population comes with and follows roads

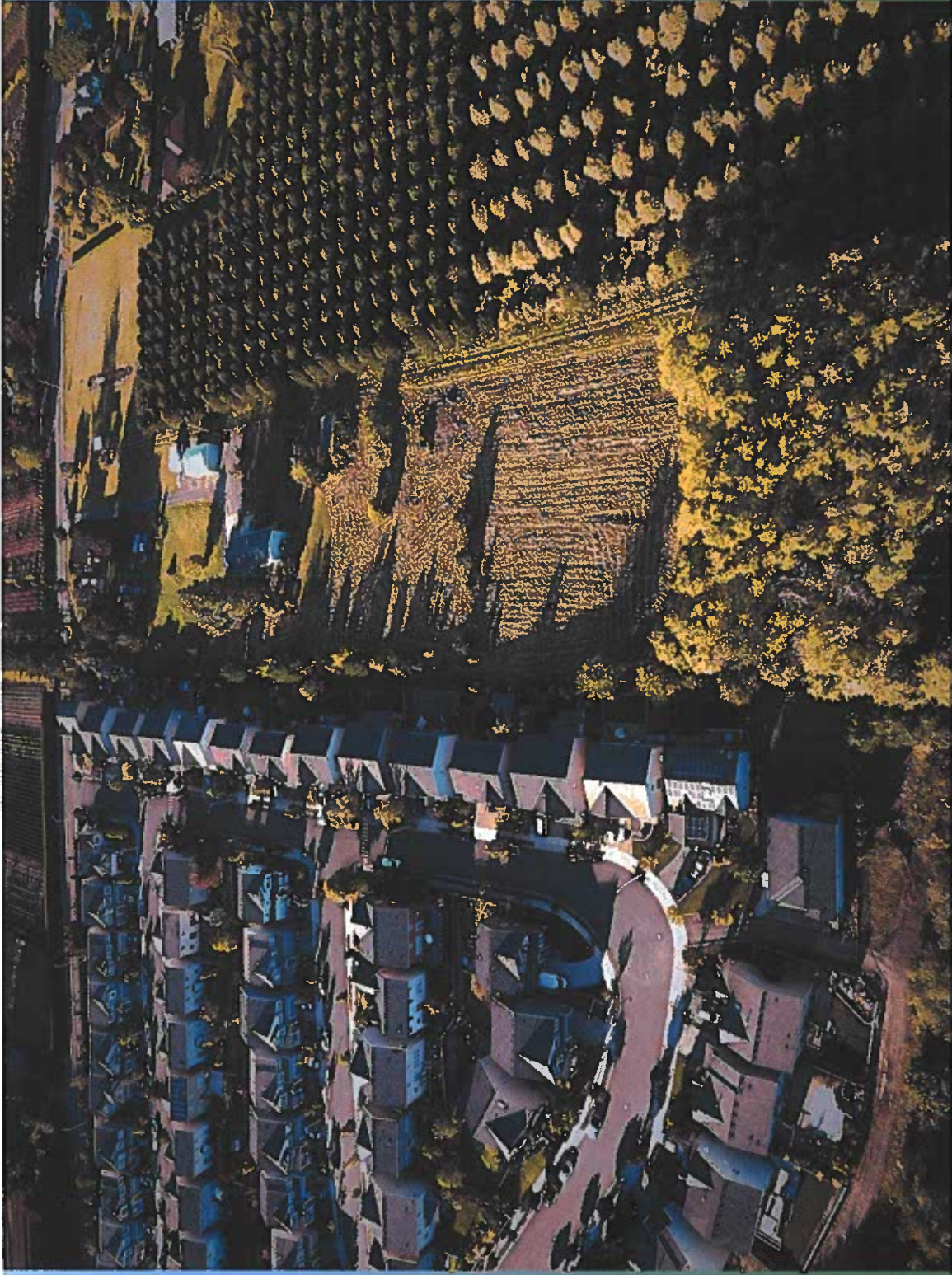








Be













This is an old and repeating story. We are not alone.

Pageland Lane residents see renewal of old fight against Bi-County Parkway in Pr.

Jeremi Borden (Washington Post) "argued with... transportation, Tr-C... 2013



Page Snyder, a longtime resident of Pageland Lane, where a proposed four-lane highway would cut through Borden - The Washington Post)

Legendary activist Annie Snyder, before she died, fought for decades against the preservation of Snyder's life advocating for the preservation of Snyder's life in Manassas near her home. She would ever get the funds for such a controversial County Parkway - which would skirt the battle of County to Route 50 in Loudoun County.

Texas' run... speed

## First annexation, then urbanization

KYLE ODEGARD Albany Democrat Herald Mar 6, 2016

TRY 1 MONTH FOR 99c



Albany City Councilor Floyd Collins talks about new development in North Albany. In the background, a pizza restaurant and office building are under construction just off Hickory Street.

photos by David Patton, Mid-Valley Sunday

## Its and urban future are on a high course

JUNE AND JILL COWAN, THE DALLAS MORNING NEWS FEB. 23, 2017 12 AM

### MOST POPULAR

- 1 OSU women's basketball wait almost over
- 2 PHS crowns soccer as this year's home
- 3 Letter: Corvallis homelessness
- 4 Corvallis attorney million from cl
- 5 Public Safety L



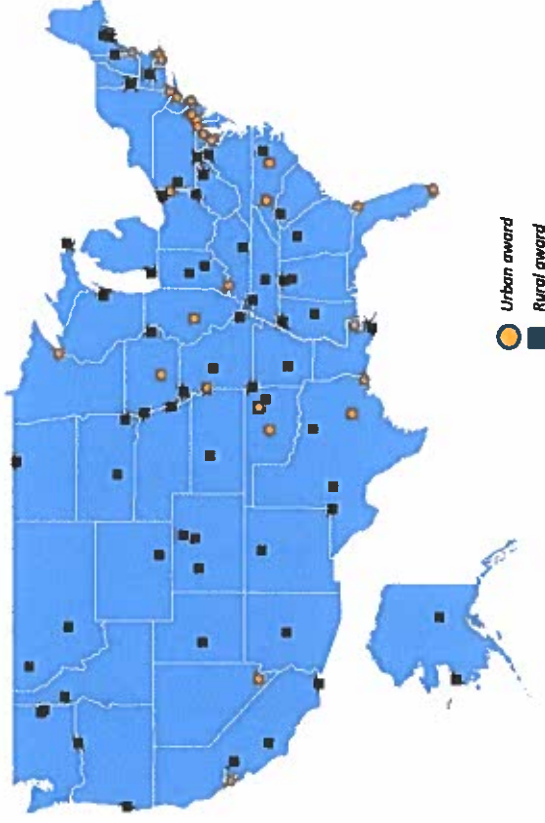
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BUY NOW

# BUILD Grants

Better Utilizing Investments to Leverage Development  
Transportation Discretionary Grants Program

## 2018 AWARDS



# BUILD Grants

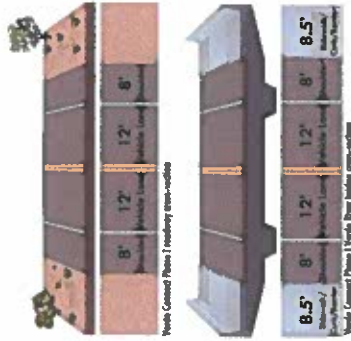
Enabling Investments to Advance Development: Transportation Discretionary Grants Program

Rural

**PROJECT NAME:** Verde Connect - State Route 260 to Middle Verde Road  
**APPLICANT/SPONSOR:** Yavapai County  
**BUILD GRANT AWARD:** \$25,000,000  
**TOTAL PROJECT COST:** \$29,300,000  
**PROJECT LOCATION:** Yavapai County, Arizona

## PROJECT DESCRIPTION:

The project will construct an approximately 1.7-mile, two-lane roadway and 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 State Route 260 corridor. The roadway will provide wide paved shoulders to accommodate bicycle traffic. In addition to construction, BUILD funds will be used for right-of-way acquisition, utilities, and intersection improvements.



## PROJECT HIGHLIGHTS AND BENEFITS:

The project will provide roadway improvements that reduce emergency service response times and will also serve as a vital link during wildfire season for the transport of emergency equipment and as an evacuation route. Verde Connect will provide a direct connection from an economically disadvantaged area to employment opportunities, as well as increase the possibility for environmentally responsible tourism along the Verde River. The project will also connect the divided community of the Yavapai-Apache Nation, a federally recognized sovereign Native American nation, that is bisected by the Verde River. The project will provide a connection across the river, improving access to jobs, shopping, medical and other essential services, and education. Further, the design phase of the project will investigate the feasibility of concurrently incorporating fiber optic and utility infrastructure along the corridor, which would provide broadband access to the community.



U.S. Department  
of Transportation



[www.transportation.gov/buildgrants](http://www.transportation.gov/buildgrants)



## Rural

**BUILD GRANT AWARD:** \$25,000,000

**TOTAL PROJECT COST:** \$29,300,000

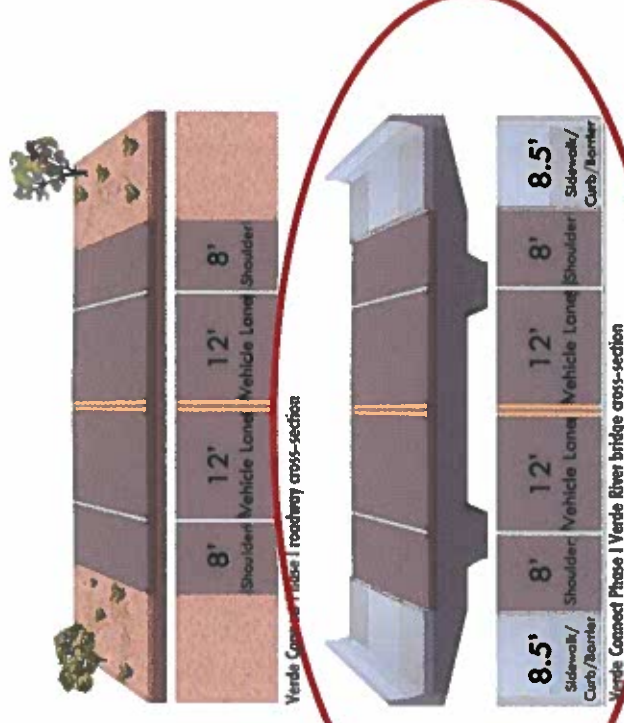
**PROJECT LOCATION:** Yavapai County, Arizona

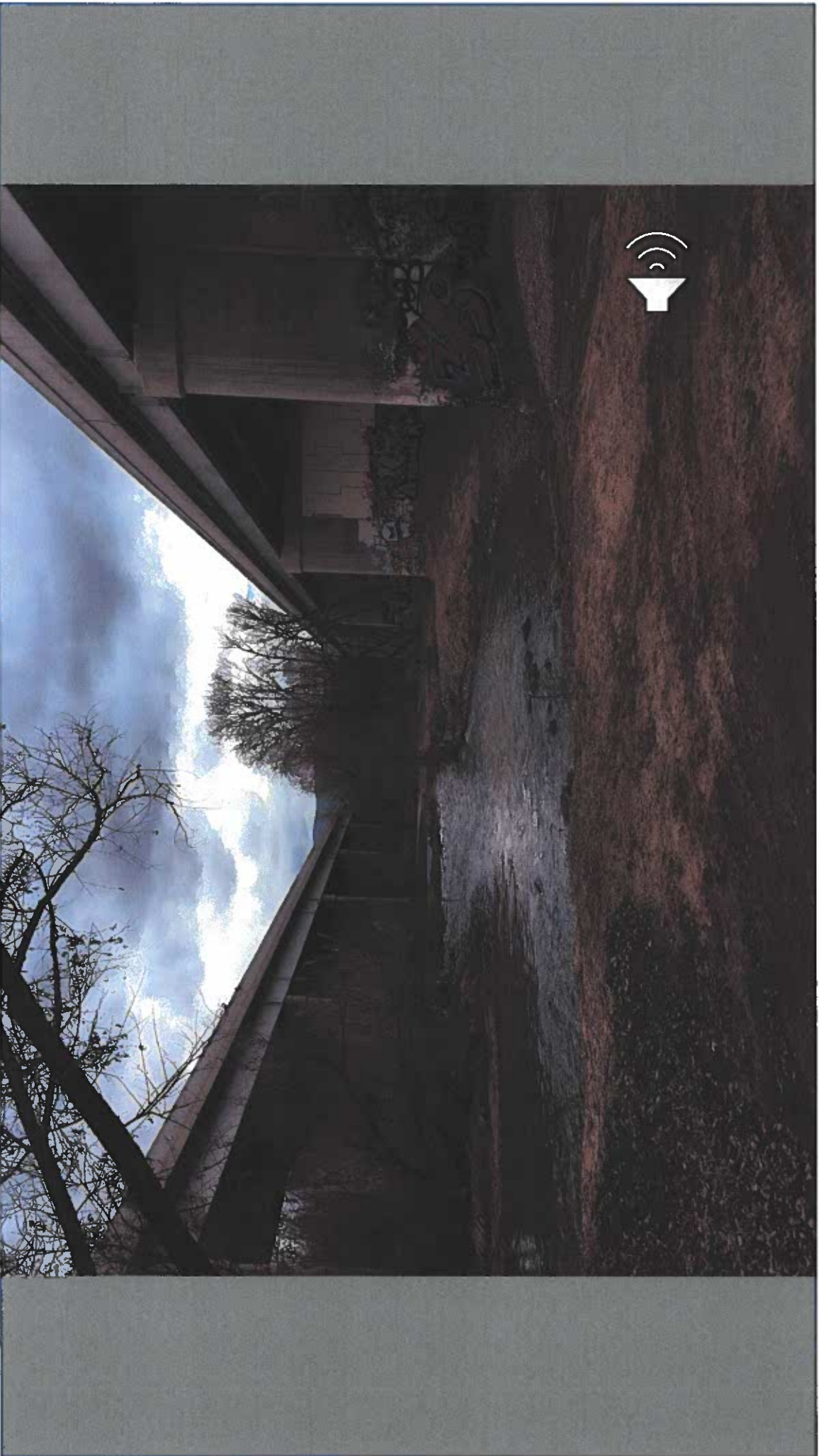
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# Plants and ar

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0066-4162/98/1120-0207\$08.00

A photograph of a bird, possibly a flycatcher, perched on a branch. The bird has brown and white plumage. The background is green foliage. The photo is tilted and placed on a blue background.



14



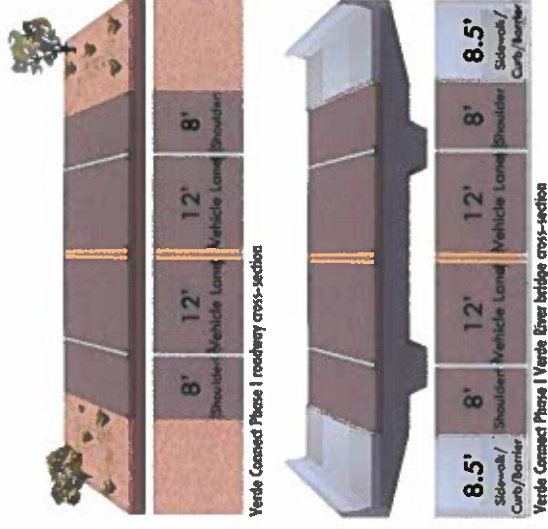
## PROJECT LOCATION: Yavapai County, Arizona

### PROJECT DESCRIPTION:

The project will construct an approximately 1.7-mile, two-lane roadway and 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 State Route 260 corridor. The roadway will provide wide paved shoulders to accommodate bicycle traffic. In addition to construction, BUILD funds will be used for right-of-way acquisition, utilities, and intersection improvements.

### PROJECT HIGHLIGHTS AND BENEFITS:

The project will provide roadway improvements that reduce emergency service response times and will also serve as a vital link during wildfire season for the transport of emergency equipment and as an evacuation route. Verde Connect will provide a direct connection from an economically disadvantaged area to employment opportunities, as well as increase the possibility for environmentally responsible tourism along the Verde River. The project will also connect the divided community of the Yavapai-Apache Nation, a federally recognized sovereign Native American nation, that is bisected by the Verde River. The project will provide a connection across the river, improving access to jobs, shopping, medical and other essential services, and education. Further, the design phase of the project will investigate the feasibility of concurrently incorporating fiber optic and utility infrastructure along the corridor, which would provide broadband access to the community.



# The REAL Cost

Bridge and Connector	\$29.3M
Middle Verde Rd Extension	\$ 7.7M
<u>Middle Verde to Cornville Rd.</u>	<u>&gt;\$40 M</u>
	\$ 77 M +++++?

Consider Our Communities and our Traffic

(And the problems we will *NOT* solve if  
the County spends all of its road money  
on Verde Connect)



## ARIZONA





## ARIZONA



## ARIZONA





[illegible]



# Verde Valley

ARIZONA



### ATTRACTIONS

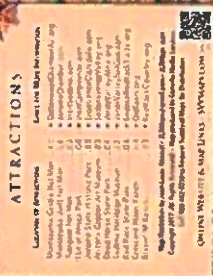
Look for these symbols on the map:

- Historic Sites
- Museums
- Parks
- Trails
- Campgrounds
- Lodging
- Dining
- Shopping
- Entertainment
- Health & Wellness
- Education
- Religious
- Government
- Business
- Industry
- Agriculture
- Forestry
- Fisheries
- Wildlife
- Conservation
- Recreation
- Transportation
- Utilities
- Services
- Other

For more information, visit [www.verdevalley.com](http://www.verdevalley.com) or call 800-VERDE-VALLEY.



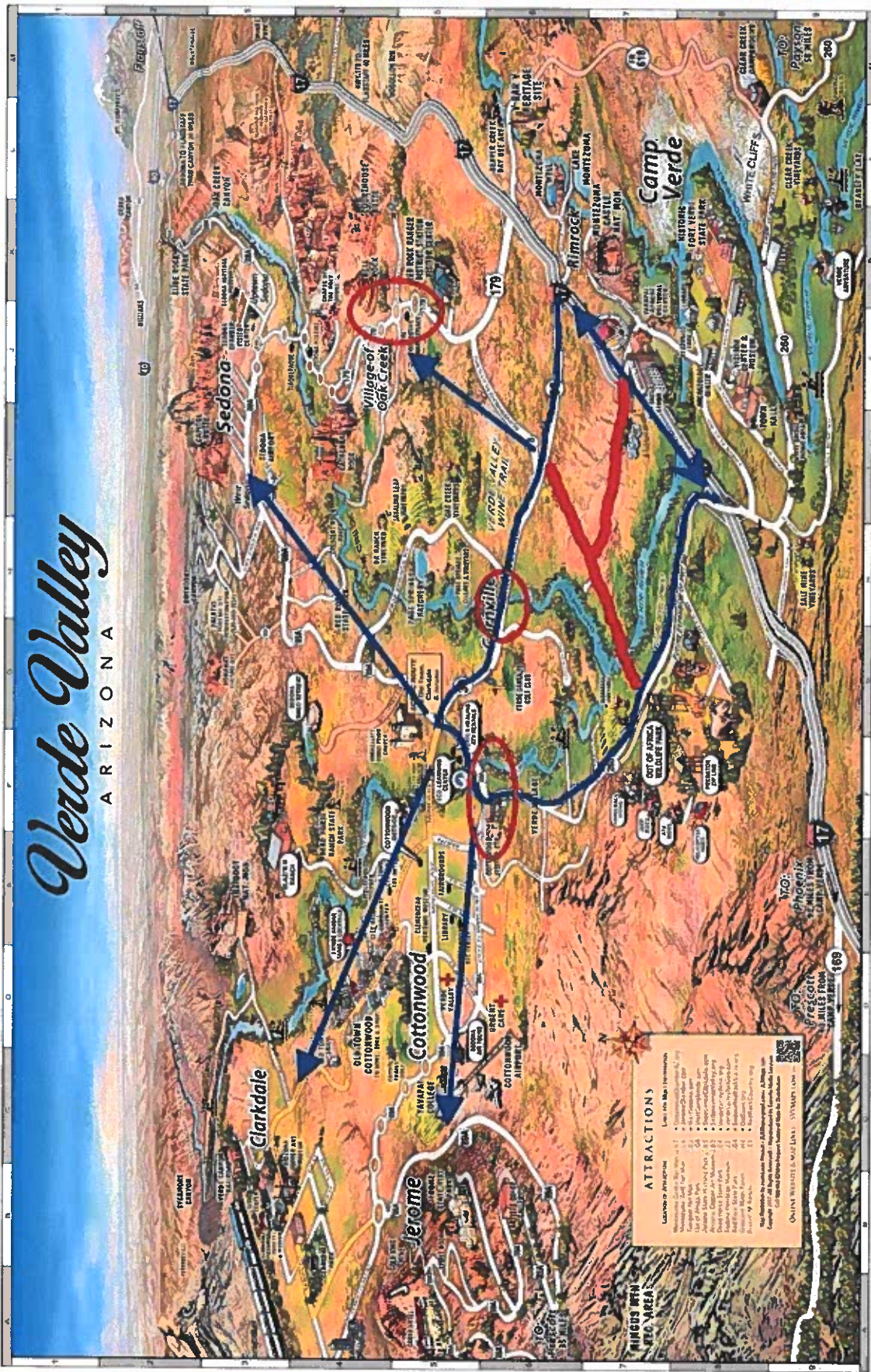
## ARIZONA





# Verde Valley

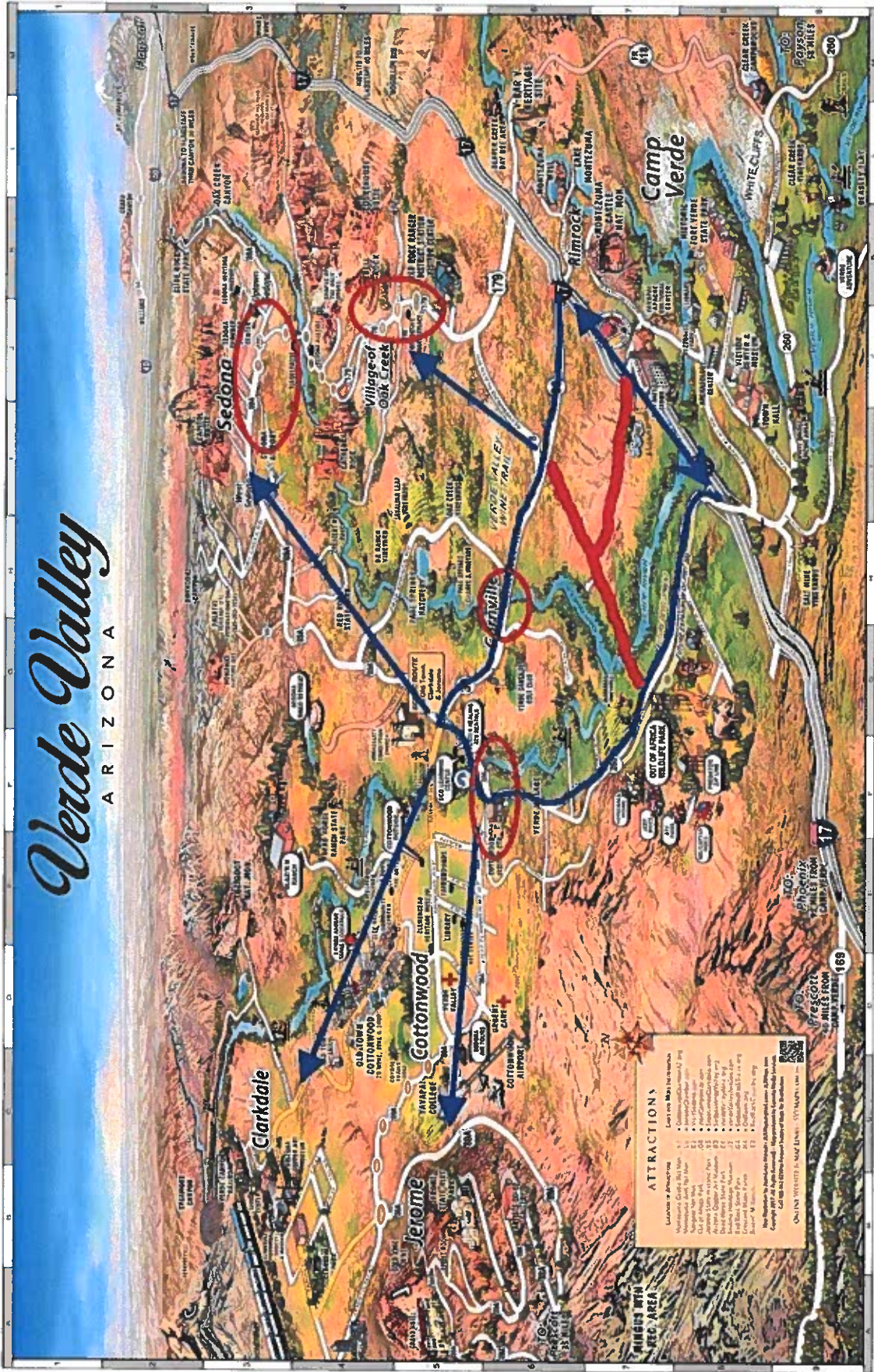
ARIZONA





# Verde Valley

ARIZONA



**ATTRACTIONS**

Location in Arizona

- 1. Verde Valley Chamber of Commerce
- 2. Verde Valley Chamber of Commerce
- 3. Verde Valley Chamber of Commerce
- 4. Verde Valley Chamber of Commerce
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- 100. Verde Valley Chamber of Commerce

Not Responsible for Accuracy of Map. © 2000 Verde Valley Chamber of Commerce. All Rights Reserved.

Call for more information: 928/233-1111

ONLINE: VERDEVALLEY.COM







# Verde Valley

ARIZONA



**ATTRACTIONS**

Look for these symbols on the map:

- Canyon
- Historic Site
- Lake
- Mountain
- Park
- River
- Trail
- Viewpoint
- Wildlife Area
- Winery
- Historic Site
- Lake
- Mountain
- Park
- River
- Trail
- Viewpoint
- Wildlife Area
- Winery

For more information, visit [www.verdevalley.com](http://www.verdevalley.com)



**VERDE DIS CONNECT**

[VERDEDISCONNECT.COM](http://VERDEDISCONNECT.COM)

**OUR MISSION:** Protect and keep Middle Verde intact, including its associated riparian, rural and agricultural lands

## ***We Oppose a North-South Highway with a Middle Verde Road Connection***

*There are better and wiser investment (lower or smarter tax burden) Verde Valley traffic solutions.*

*Middle Verde and Camp Verde's General Plan for farms and low density housing must be encouraged, not discouraged, to buffer the River corridor and to preserve quality of life in the Verde Valley.*

*Middle Verde River riparian corridor cultural antiquities and endangered plants and animals should be protected, not degraded or destroyed.*



**VERDE DIS CONNECT**

**VERDEDISCONNECT.COM**

*Thank you!*

Back 'o the Deck

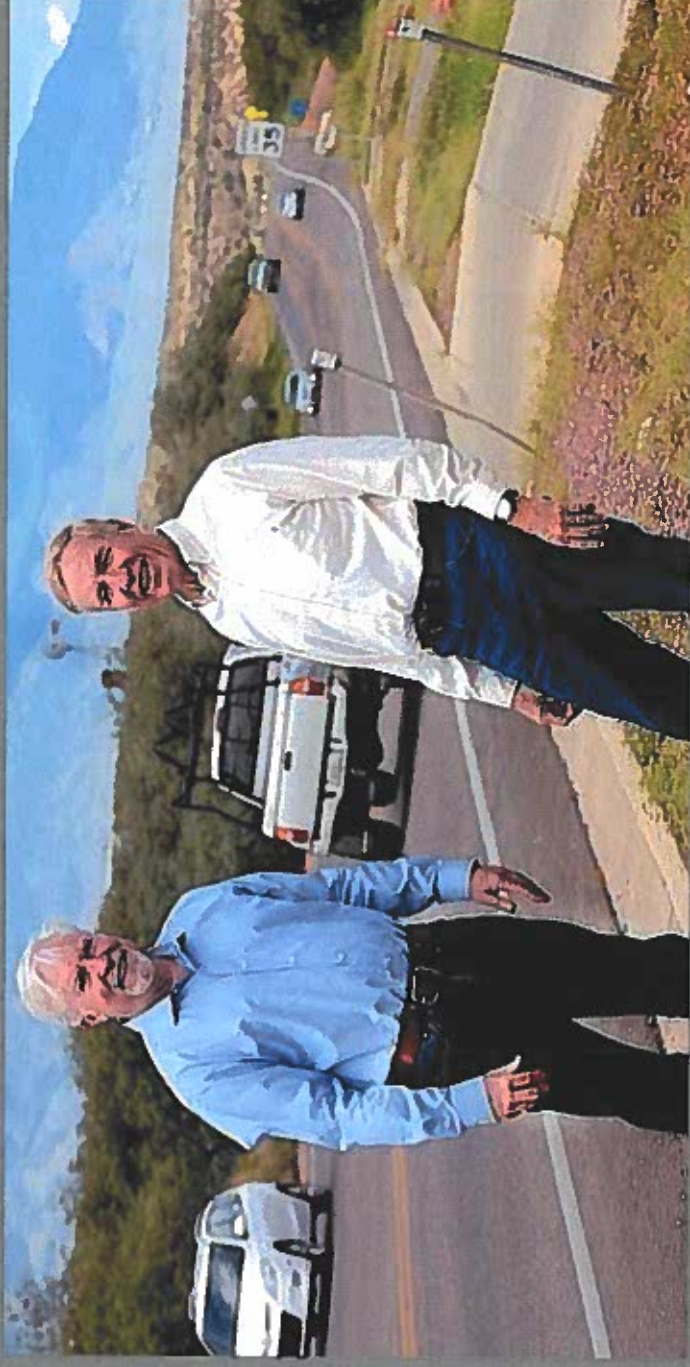
# County Commissioners Randy Garrison and Thomas Thurman

## Randy Garrison

- (928) 639-8110
- [web.bos.district3@yavapai.us](http://web.bos.district3@yavapai.us)

## Thomas Thurman

- (928) 771-3393
- [web.bos.district2@yavapai.us](http://web.bos.district2@yavapai.us)





## Verde Valley Master Transportation Plan

### Long-Term Improvements

Long-term phase projects are high cost projects that require additional time to obtain funding or are not needed until build-out conditions. Table 3 and Figure 7 presents a comprehensive list of the transportation recommendations for this phase, as well as the project number, location, and description for each project. Each project is assigned a unique project number; project numbering does not represent the priority of the project but rather it is an identification number to track project progress. Unless otherwise noted, funding has not been secured for additional studies, design, purchase of right-of-way, or construction. As each project progresses into the concept and design phase, close coordination with the Prescott and Coconino Forests should occur to assess if there are available solutions on a non-federal land. All federally funded projects are also subject to the National Environmental Policy Act (NEPA) process, which identifies projects potential environmental impacts and ensures that subsequent mitigation measures are addressed and implemented appropriately through construction.

**Table 3: Recommended Long-Term Improvement Projects**

ID	Project Location and Description	Project Benefits
<b>Arizona Department of Transportation</b>		
L-1	<b>1-17 Southbound Climbing Lane: MP 286 – MP 281</b> Construct 12 FT truck climbing lane for slow-moving heavy vehicles ADOT 1-17 Corridor Profile Study recommended climbing lane Installation at MP 294 – MP 290 (Northbound), MP 299 – MP 305 (Northbound), and MP 292 – 294 (Southbound)	Improves corridor safety and traffic flow
	<b>1-17 Southbound Climbing Lane: MP 293 – MP 292</b> Construct 12 FT truck climbing lane for slow-moving heavy vehicles ADOT 1-17 Corridor Profile Study recommended climbing lane Installation at MP 294 – MP 290 (Northbound), MP 299 – MP 305 (Northbound), and MP 292 – 294 (Southbound)	Improves corridor safety and traffic flow
L-3	<b>1-17 Northbound Climbing Lane: MP 294 – MP 297</b> Construct 12 FT truck climbing lane for slow-moving heavy vehicles ADOT 1-17 Corridor Profile Study recommended climbing lane Installation at MP 294 – MP 290 (Northbound), MP 299 – MP 305 (Northbound), and MP 292 – 294 (Southbound)	Improves corridor safety and traffic flow
L-4	<b>1-17/Carmella Rd</b> Bridge and interchange	Increases interchange safety and operation
L-5	<b>State Route 89A/Pease Springs Rd</b> Re-align and reconstruct intersection	Improves intersection safety and operation
<b>Yavapai County</b>		
L-6	<b>Forest Service Road 1194: Middle Verde Road to Carmella Road</b> Construct new two lane rural roadway This project is not needed if Carmella Road is widened to four lanes (04-16)	Provides alternative route between SR 260 and Carmella Road; alternative/emergency route to Yavapai-Apache Nation; increases access for all modes



3/12/19

Dear Jerome Town Council and public attendees:

The Mayor and Town Council have a lot of work ahead of them. They were elected by a majority of the citizens of Jerome to DO that job.

Each and every one of them campaigned on the promise to do what ever they have to do to repair, replace and update the town's infrastructure. Think about that for a moment please. Our infrastructure is so important to the citizenry that 100% of the people elected were those who promised to do something about it.

The Town's annual budget is, admittedly, a lot of money. That said, it costs a lot of money to run our town. With all the revenue taken in, with tax revenue from restaurants, shops and residential rentals, including vacation rentals, it is just enough to keep our town running "in place", but not enough to make the repairs that everyone admits are needed and those that will come upon us without warning.

This council faces some very tough decisions, many won't be popular. The people who support these measures, will not likely be here tonight. It seems the ones who do show up to council meetings and voice their opinions on social media are, by a majority, there to present negative views.

If you have not attended Town of Jerome budget meetings, you are probably very unaware of just exactly where the town's money is spent. I urge you to attend the budget meetings before you pass negative judgment on the Town Council when they make a tough, and unpopular, decision.

I also urge you to remember, that the people behind the dais are your friends and neighbors, not your enemies. They care just as much as you about the future of Jerome. Perhaps they care more. They are volunteering their time, a LOT of it, for what amounts to a thankless job, often under duress, for which they will be scrutinized often and complimented infrequently.

Please. SUPPORT, don't criticize, the efforts and hard decisions of the people you elected. They are doing their very best under unfavorable circumstances. It's not a matter of IF our infrastructure fails, it's a matter of WHEN. We need to have dedicated funds in the bank, ready to use when it's needed. Without these funds in hand, we will be in deep trouble when the inevitable happens.

Kind regards, Hunter Bachrach

# ADDL INFO ITEM 10A (PARKING KIOSKS)

— workforce —

Why have paid Parking

I know it's hard to believe but Jerome's infrastructure is failing. Just because streets and sidewalks uptown look like they're in really good shape, the infrastructure underneath it is not. If you go into the residential area will see that the street, sidewalks and retaining walls are all failing as well as the infrastructure below. When we do get money, it seems to be spent in the commercial area. Currently our town crew is a Band-Aid crew and cannot keep up with these repairs. We cannot maintain our infrastructure in this fashion any longer. If our infrastructure sidewalks, streets and homes go away there will be no commercial area. The tourist will no longer come to Jerome to see its charm.

The evidence is apparent even across from the Mile High parking, down 1st Ave., Park Street and lower parking area by the middle park is deteriorating. Some people say let's get grants, grants are few and far apart and do not provide enough money to impact the whole of our problems, but they will help. We have 15 miles of water line outside of Jerome. Five water tanks to maintain and a sewer plant needs to be replaced. We need to address storm sewers, sewers, water lines, a sewer plant, miles of water line, curb and gutter, sidewalks, retaining walls and streets. Replacing pipe lines run from \$82 to \$150 linear foot. Curb and gutter runs about \$80 a linear foot, sidewalks and streets are even more expensive. The Police and Fire Departments budgets are also impacted by the 1.5 million tourists that come to Jerome each year.

Already our taxes are high for the residents who do not make money off of the tourists and for the merchants with sales tax. We need to find a way to address all these problems before we no longer have a town. We have three choices, either the residents pay for, the merchants paid for through sales tax, or the tourist pay for it, it is your choice. Jerome needs to find a sustainable income in order to address these problems now and into the future. Yes, we do have the cemetery area in Clarkdale that can be sold but this will only bring as a onetime influx of money into the town, that may address part of one of these projects. If any of you have a better idea, put it forward and implement. Talk does not make these problems go away.

From

Rusty Blair, Fire Chief

Marty, Pubic Works Director



Founded 1876  
Incorporated 1899

# TOWN OF JEROME

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

## 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**

WHEREAS, the Town of Jerome is authorized to enact and enforce regulations and zoning codes on mobile food units or mobile food vendors that are not otherwise prohibited by law; and

WHEREAS, the Town of Jerome is authorized to regulate mobile food vendors pursuant to applicable law, including Arizona Revised Statutes Sections 9-485, 9-485.01, 9-485.02, and 36-1761; and

WHEREAS, the Town of Jerome recognizes that mobile food vendors create opportunities for economic development and can provide affordable food at a variety of locations and events; and

WHEREAS, the Town of Jerome seeks to protect public health, safety and welfare through a reasonable regulatory program of mobile food vendors that includes safety standards and parking regulations; and

WHEREAS, with these regulations, the Town of Jerome ensures that mobile food vendors comply with applicable law, including building, health, and sanitation codes, as applicable; and

WHEREAS, the Town of Jerome seeks to minimize potential traffic safety threats by mobile food vendors who may impede the free flow of traffic, distract vehicle operators from observing traffic regulations, obstruct the view of pedestrians and vehicle operators, and encourage pedestrians who wish to inquire about services to cross the street in an unsafe and illegal manner;

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

Section 1. Chapter 8, "Business," of the Jerome Town Code is hereby amended by adding a new Article 8.6, "Mobile Food Vendors," to read as follows:

### ARTICLE 8.6 MOBILE FOOD VENDORS

Section 8.6.1 Purpose.

Section 8.6.2 Definitions

Section 8.6.3 Compliance with State Licensing Requirements

Section 8.6.4 Licensing Requirements

Date of first reading: 5/14/19

Dates of publication: \_\_\_\_\_

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

Date of posting: \_\_\_\_\_

Voting record at adoption:

	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
BARBER						
DILLENBERG						
HARVEY						
MOORE						
WORTH						

**Section 8.6.6      Operational Requirements**

**Section 8.6.7      Penalties**

**Section 8.6.1      Purpose.**

This article is adopted to protect the health, safety and welfare of the community of the Town of Jerome by enacting reasonable regulation for mobile food vendors, their employees, agents, lessees or independent contractors by requiring compliance with minimum standards for safety and security.

**Section 8.6.2      Definitions.**

The below words and phrases, wherever used in this article shall be construed as defined in this section unless, clearly from the context, a different meaning is intended. Words used in the present tense include the future tense, words in the plural number include the singular number, and words in the singular number include the plural number.

- A. "Legal parking space" means an area designated for vehicle parking in the Town of Jerome that may be paved or unpaved and may be delineated by road surface markings.
- B. "Mobile food unit" means a food establishment that is licensed by the State of Arizona, that is readily movable and that dispenses food or beverages for immediate service and consumption and other incidental retail items from any vehicle as defined in Arizona Revised Statutes Section 28-101.
- C. "Mobile food vendor" means any person who owns, controls, manages or leases a mobile food unit or contracts with a person to prepare foods and vend from, drive or operate a mobile food unit.
- D. "Person" means an individual, partnership, corporation, association or any other entity of whatever kind or nature.
- E. "Right-of-way" means an area of land that is owned or leased by the Town of Jerome and used for street or highway purposes.
- F. "Semi-permanent structure" means equipment, or any dining area, including, but not limited to, tables, chairs, booths, bar stools, benches, and standup counters.

**Section 8.6.3      Compliance with State Licensing Requirements.**

- A. It shall be unlawful for any person to operate a mobile food unit or act as a mobile food vendor without having first obtained a valid license from the State of Arizona Department of Health Services pursuant to A.R.S. § 36- 1761.
- B. It shall be a class one misdemeanor to violate this section.

**Section 8.6.4      Licensing Requirements.**

It shall be unlawful for a person to operate a mobile food unit at any location within the Town of Jerome without obtaining a business license from the Town of Jerome in accordance with Article 8-3 of the Jerome Town Code.

**Section 8.6.5      Operational Requirements.**

- A. It is unlawful for any person to operate a food truck that does not meet the requirements in this section.



- B. **Fire Safety and Inspection.** A mobile food vendor must ensure that all mobile food units comply with the version of the International Fire Code in effect at the time, State law, and the Town of Jerome Code relating to fire and explosion safety standards, also in effect at the time.
- C. A mobile food unit(s) shall be inspected by the Town of Jerome's Fire Department, or the mobile food vendor shall provide evidence that the mobile food unit passed a fire inspection by another city or town fire department in this state within the preceding twelve (12) months.
- D. **Refuse, Trash and Litter Maintenance.** A mobile food unit shall:
  - 1. Provide a minimum of one fifteen (15) gallon trash receptacle within fifteen (15) feet of each individual mobile food unit for customers and employees;
  - 2. Maintain an area around the mobile unit clear of litter, garbage, rubble and debris; and
  - 3. The mobile food vendor shall remove all trash generated by the mobile food vendor from Town limits. No trash generated by the mobile food vendor may be disposed of by the mobile food vendor in dumpsters or waste receptacles located in the Town.
    - a. The Town Council may establish, by Resolution, a daily fee to cover the cost of trash generated by the mobile food vendor and disposed of by its customers in public waste receptacles.
- E. **Noise Restrictions.** Noise levels from mobile food units shall not exceed the Town's noise ordinance standards pursuant to Section 10-1-13 of the Jerome Town Code.
- F. **Security.**
  - 1. The mobile food unit and the surrounding vending area shall be maintained in a safe and clean manner at all times.
  - 2. A mobile food unit shall have adequate lighting to ensure customer safety in the vending area. Lighting shall be directed downwards and away from rights-of-way and adjacent properties.
  - 3. The mobile food unit and its customers shall not obstruct the movement of pedestrians or other vehicles using the sidewalk, street, alley, or other public right-of-way.
- G. **Insurance.**
  - 1. If the mobile food unit operates at an event sponsored by the Town of Jerome or operates on public property, including rights-of-way or property owned by the Town of Jerome, the mobile food vendor shall obtain insurance naming the Town of Jerome as an additional insured in amounts as required by the Town of Jerome and in accordance with the requirements of A.R.S. Title 9, Chapter 4, Article 7.2.
  - 2. The insurance company issuing the policy shall be authorized to issue commercial liability policies in Arizona by the Arizona Department of Insurance.
  - 3. The policy shall designate by manufacturer's serial or identification number all mobile food units for which coverage is granted.
  - 4. The policy shall insure the person named in the policy and any other person using the mobile food vendor with the express or implied permission of the named insured against any liability arising out of the ownership, maintenance or use of the mobile food unit in Arizona.

H. Location. A mobile food vendor shall operate a mobile food unit only in the C-1 Zoning district in accordance with the Jerome Zoning Ordinance and to a limited extent in a residential area as set forth below, and subject to the following limitations and conditions:

1. Residential Area. A mobile food vendor shall not operate in an area zoned for residential use or within two hundred fifty (250) feet of an area zoned for residential use, except:

a. A mobile food vendor selling only ice cream may operate on public rights-of-way in areas zoned for residential use; or

a. Subject to applicable laws and the Jerome Town Code, a mobile food vendor may operate on private property in a residential area if the mobile food vendor obtains a separate agreement with the property owner to operate a mobile food unit for a maximum of six (6) hours within a twenty-four (24) hour period on the private property.

2. Town of Jerome-Owned Property. A mobile food vendor shall only operate in a legal parking space. If the mobile food vendor desires to operate on Town of Jerome property other than a legal parking space, the mobile food vendor shall obtain permission from the Jerome Town Council.

3. Private Property. A mobile food vendor shall obtain written permission to use any private property where a mobile food unit is operating and shall provide proof of such written permission on demand by the Town of Jerome.

a. Notwithstanding the permission of a person owning or having lawful control of private real property, a mobile food unit shall not remain in one location on private property for longer than ninety- six (96) consecutive hours, unless the Town of Jerome grants permission for a permitted event greater than four (4) days. "One location" within this subsection means a any location within a parcel of land and includes movements from different parked positions within the same parcel.

I. Parking. A mobile food unit shall comply with this subsection and applicable law as it pertains to parking.

1. A mobile food unit shall only operate in a legal parking space or on private property or Town property as authorized by this Article.

2. A mobile food unit, including any semi-permanent structure used or associated with the mobile food unit, may use no more than one (1) legal parking space, unless the mobile food vendor has a separate agreement with the Town of Jerome to use additional legal parking spaces.

3. No mobile food unit exceeding twenty-four (24) feet may park diagonally in a diagonal parking space or park in any manner that occupies more than one (1) diagonal parking space.

4. No mobile food unit shall operate with the serving window facing street traffic.

5. A mobile food unit shall abide by all parking regulations, including posted time limits. A mobile food unit shall not occupy a legal parking space for more than six (6) hours in a twenty-four (24) hour period. "Occupy" within this subsection means within one hundred (100) feet of the place in which the mobile food unit was initially parked.

6. A mobile food vendor shall not claim or attempt to establish any exclusive right to park at a particular street location, unless the parking space is part of a permitted event.

- A. Each day of any violation of any provision of this article shall continue shall constitute a separate offense.
- B. Civil Penalty: Except as otherwise provided herein, violations of any provision of this article shall be civil code offenses which may be adjudicated and enforced by the Town of Jerome civil hearing process set forth in Article 18-3 of the Jerome Town Code.

Section 2. Following its adoption, this Ordinance shall be published by the Town Clerk in accordance with the requirements of A.R.S. § 39-203 et seq.

Section 3. All ordinances or parts of ordinances that are in conflict with the provisions of this Ordinance are hereby repealed to the extent of their inconsistency herewith.

Section 4. Should any section or provision of this Ordinance be declared invalid by a court of competent jurisdiction, such decision shall not affect the validity of this Ordinance, any provision incorporated by reference and any other provision of the Town Code as a whole or any part thereof other than the part so declared invalid.

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

\_\_\_\_\_  
Christina "Alex" Barber, Mayor

ATTEST:

APPROVED AS TO FORM:

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

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



Founded 1876  
Incorporated 1899

# TOWN OF JEROME

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

## 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

WHEREAS, the Planning & Zoning Commission has recommended that the Jerome Zoning Ordinance be amended to include a reference to Solar Design Guidelines approved by the Town Council on June 9, 2015; and

WHEREAS, the Design Review Board concurs with this recommendation;

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

Section 1. Paragraph F, "Review Procedures and Criteria," of Section 304, "Design Review," of the Jerome Zoning Ordinance is hereby amended by the insertion of new item j, as follows:

j. SOLAR INSTALLATIONS – Refer to "Solar Energy System Design Guidelines" approved by the Town Council in June 2015, utilizing best practices for installing solar on historical buildings as recommended by the Department of the Interior. These Guidelines are available at Jerome Town Hall, the Jerome Library and on the Town of Jerome website.

Section 2. Following its adoption, this Ordinance shall be published by the Town Clerk in accordance with the requirements of A.R.S. § 39-203 *et seq.*

Section 3. All ordinances or parts of ordinances that are in conflict with the provisions of this Ordinance are hereby repealed to the extent of their inconsistency herewith.

Section 4. Should any section or provision of this Ordinance be declared invalid by a court of competent jurisdiction, such decision shall not affect the validity of this Ordinance, any provision incorporated by reference and any other provision of the Town Code as a whole or any part thereof other than the part so declared invalid.

Date of first reading: 5/14/19

Dates of publication: \_\_\_\_\_

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

Date of posting: \_\_\_\_\_

Voting record at adoption:

	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
BARBER						
DILLENBERG						
HARVEY						
MOORE						
WORTH						



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

ATTEST:

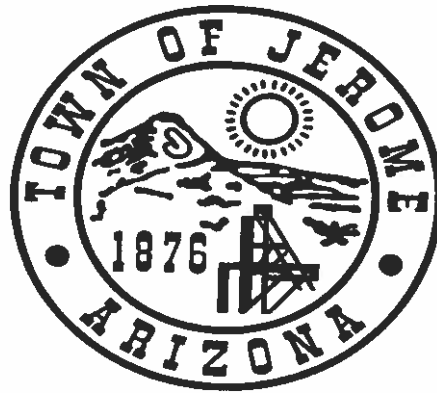
\_\_\_\_\_  
Christina "Alex" Barber, Mayor

APPROVED AS TO FORM:

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

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

# **Solar Energy System Design Guidelines**



**As approved by the Jerome Town Council**

**June 2015**

# Purpose of These Guidelines

The purpose of this guideline is to provide direction to Jerome's citizens, Boards and Commission members in the use of solar energy technology. This guideline is intended to:

*Encourage solar energy system installation designs which are compatible with Jerome's neighborhoods and which preserves the Town's historic and visual resources.*

## Introduction

A number of trends point toward continued growth of new photovoltaic (PV) installations. People are looking for opportunities to reduce their utility bills, and to minimize their carbon footprint. Historic preservationists maintain that preserving, reusing, and maintaining historic structures is a key to sustainable design strategy, while also recognizing the importance of accommodating renewable energy technologies. Providing guidance regarding solutions and best practices is an important step toward resolving or eliminating barriers to solar energy system installations.

Jerome faces special challenges due to its mountainside location, and the key challenge in Jerome, is locating solar systems in such a way that the system is efficient and productive, while still protecting our historic town site. The ideal solar installation is located in sunny, south-facing location, with optimum tilt angle, which will supply maximum electricity to the site. Not all sites will be suitable for solar technologies.

The project team should encourage outcomes which will meet solar criteria, while maintaining the integrity of our historic resources. Every effort must be made to minimize the negative visual impact of solar panels; always working to protect and maintain our historic Town.

### Types of Systems:

#### Photovoltaic (PV)

A photovoltaic system is a system which uses one or more solar panels to convert sunlight into electricity. It consists of multiple components, including the photovoltaic modules, mechanical and electrical connections and mountings and means of regulating and/or modifying the electrical output.

#### Solar Shingles

Also called photovoltaic shingles, are solar cells designed to look like conventional asphalt shingle. There are several varieties of solar shingles, including shingle-sized solid panels that take the place of a number of conventional shingles in a strip, semi-rigid designs containing several silicon solar cells which are sized more like conventional shingles, and newer systems using various thin film solar cell technologies which match conventional shingles both in size and flexibility.

### **Freestanding**

Freestanding PV panels or freestanding arrays allow the benefits of renewable solar power without disrupting the roofline or altering a structure. They are placed away from the residence and connected through underground wiring. When a roof may be blocked by trees or not receiving direct sunlight, the mobility of a freestanding panel allows the ability to move it into optimal sunlight areas which may change seasonally.

## **Design Considerations:**

All solar panel installations must be considered on a case by case basis recognizing that the best option will depend on the characteristics of the property. All solar panel installations should conform to the *Secretary of the Interior's Standards for Rehabilitation*. Applicable Standards are:

**“Standard Two:** The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property should be avoided.”

**“Standard Nine:** New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.”

**Note:** see <http://www.nps.gov/tps/standards/rehabilitation/guidelines/solar-technology.htm> for complete federal guidelines.

Publicly visible solar energy systems which do not use building integrated technologies require special attention to placement and design to ensure a pleasing appearance. For a mounted solar system design to be considered well integrated with a historic building, it should meet criteria in all of the following categories:

- Appropriate Size
- Least Visible High-Performance Location
- Panel Arrangement and Design



- System Infrastructure Screening
- Frame Color
- Glare
- Mounting

## System Size

Avoid unnecessarily large, publicly visible projects, by taking steps to improve the building's current energy efficiency. It is far less expensive to reduce heating, cooling and lighting demand, than it is to satisfy that demand with a high-tech solar energy system.

## Least Visible High-Performance Location

Choose the least visible location where performance decreases by no more than 15% using the following guidelines:

1. Locate the panel system on the west or east side of the site if it is less publicly visible than the south side, and there are appropriate shading factors. Locating panels on the east or west side of a site results in only a modest, acceptable decrease in system output as long as the panels are close to horizontal. Flat panels are not always feasible because they may collect water; a 5 percent angle may be sufficient instead. Panels installed at a 5 percent angle can perform approximately 85-90% as well as if they were installed at an optimal 30 degree angle, regardless of whether they are on the south, east or west side of a site.
2. Locate systems on the rear façade of a building, on accessory structures or in other less visible locations if shade patterns would not significantly compromise system performance.
3. Only mount panels on the roof. *Do not consider projecting panels from walls or other parts of structures, unless it is a commercial structure creating a well designed "awning" with the solar panels.*
4. Consider whether shadow-tolerant panels would make a less visible location feasible.

## Panel Arrangement and Design

Roof-mounted systems can be highly visible in a hillside town like Jerome. Panel systems mounted on sloped roofs should be incorporated or integrated into the structure design. This is a critical topic when considering a solar energy project and how it will fit within the community.

1. Consider the panels as part of the overall design composition. Match the shape and proportions of the array with the shape and proportions of the roof.
2. Installations on single-plane roofs are preferable because arrays can create a disjointed appearance on multi-plane roofs (e.g., roofs with dormers).
3. Consistently cover the roof face with the array if possible, leaving the prescribed safety pathways at eaves, ridge, hips and valleys. If full coverage is not possible, either:
  - a. Aim for a regularly shaped rectangle of panels; or
  - b. Use custom panel shapes to match the shape of the roof. Allow roof elements to remain which have enough size to appear intentional and hold their visual “weight” in the overall design composition.
4. Avoid interrupting arrays with rooftop projections such as vents or skylights. Solid rectangular array configurations are visually cohesive, versus a scattered array which is not as visually pleasing.
5. Avoid breaking up systems into multiple panel areas. Try to limit the array to one rectangular panel section on each side of the structure.
6. In some cases, placing an array along the lowest edge of the roof may make it less visible from a distance.
7. Coordinate roof and building color and pattern as much as feasible with the color and pattern of the collection array. Darker roofing colors can better compliment mounted solar energy systems.

## System Infrastructure Screening

Use appropriate facades, walls, fences or landscaping to screen the system’s supporting framework from view. Walls and other screening materials should be fully integrated with the overall site and building design. Wall colors should complement those of the site and building.

Some tree trimming to avoid panel shadowing is appropriate, but trimming should not be more extensive than necessary.

Avoid exposing equipment, conduits or pipes to public view. Place conduits in inconspicuous locations such as underneath the roof if possible. Locate equipment in a discreet location in the rear yard or in an accessory building rather than placing it within view of the public.

## Frame Color

If frames are not blocked from view, colored frames may be used to match or complement the roof or building colors. Use finished trim materials to reduce contrast and glare.

## Glare

Use panels with non-reflective coatings. Exposed frames and components should have a non-reflective surface. Reflection angles from collector surfaces should be oriented away from neighboring windows and, to the extent possible, away from public areas.

## Mounting

Photovoltaic panels are generally less visible when they are installed as close to the roof or ground as possible, with no more than 8 inches and no less than 1.5 inches between the roof and the panels. A possible exception may be panels that are located on the east or west side of a site in order to reduce visibility. These panels may need to be close to horizontal (5 percent) rather than parallel to the roof slope, in order to maximize system performance. Panels should never project above the roof ridge line.

The following sloped-roof mounting methods are NOT preferred mounting methods

- Flush or direct mounting, where the panel is installed directly on top of the roof.
- Standoff mounting greater than 8 inches. This adds to the mass, bulk and scale of the building and focuses attention on the solar panel.
- Frame or rack mounting. This is highly visible and greatly adds to the mass, bulk and scale of the building. It is the least preferred roof-mounting method.
- Any method that removes defining elements of a historic structure.

The Town of Jerome Design Review Board shall use the US Department of the Interior ***‘Secretary of the Interior’s Standards for Rehabilitation and Illustrated Guidelines on Sustainability for Rehabilitating Historic Buildings’*** as a basis for review of solar energy projects.

### Recommended:

1. Consider on-site solar technology, *only* after implementing all appropriate treatments to improve energy efficiency of the building, which often have greater life-cycle cost benefit than on-site renewable energy.
2. Determine whether the use of solar technology will be successful, and if it will benefit a historic building without compromising its character, the character of the site or surrounding historic district.
3. If possible, consider installing a solar device on a non-historic building or addition located on the site, where it will have the least impact on the historic building and its site.

4. Install a solar device on a historic building, only after all other locations on the site have been investigated and determined infeasible.
5. Install low-profile solar devices on the historic building so they are the least visible from any public right of way; such as a low profile flat roof, or where they may be hidden by a parapet.
6. Determine whether solar devices can be installed on a historic building in a manner which does not damage the historic roofing material, negatively impact the building's historic character, and that any such work is reversible.
7. Make every effort to install solar roof panels horizontally,
8. Maintain the historic, character-defining roof slope when installing solar panels.
9. Place solar roof panels where they are the least visible as an effort to maintain the historic character of the building.

### **Safety Considerations for Residential Solar Energy Installations**

When planning a roof mounted solar energy system, additional measures for fire safety should be considered. Roof access and clearance requirements are critical in order to: provide emergency access to and egress from the roof, provide areas for smoke ventilation opportunities and provide pathways to specific areas of the roof.

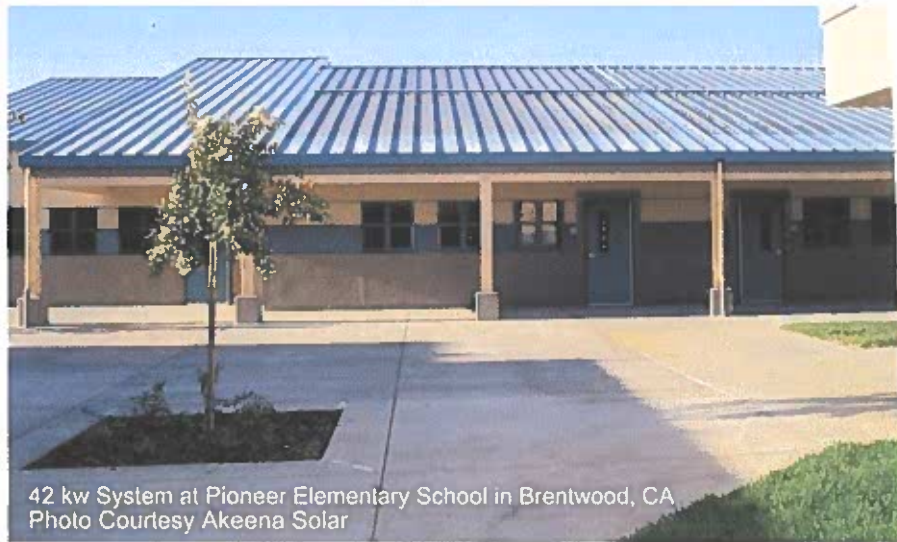
Panels placed on residential roofs should be located in such a way that a three-foot wide clear access pathway is created from eave to the ridge on every roof slope where panels are located. The access pathway should be located at a structurally strong location on the building (such as a bearing wall). For residential roofs with hips and valleys, panels should be located no closer than one and one-half feet to a hip or a valley, if panels are to be placed on both sides of a hip or valley. If the panels are to be located only on one side of a hip or valley which is of equal length, then the panels may be placed directly adjacent to the hip or valley.



## Solar Roof Examples



Solar shingles attached to the front exterior of the shingle. Photo courtesy City of Santa Barbara



42 kw System at Pioneer Elementary School in Brentwood, CA  
Photo Courtesy Akeena Solar



Solar shingles. Photo courtesy of Atlantis Energy Systems



Well planned array. Photo courtesy REM Technologies



Two examples of roof arrays designs which detract from the integration with the roof.

Photo's courtesy REC Solar



Founded 1876  
Incorporated 1899

# 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 *CG*  
**ITEM:** ITEM #9B: DESIGNATION OF CHIEF FISCAL OFFICER  
**MEETING DATE:** June 11, 2019

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A.R.S. 41-1279.07 E. provides that "Each political subdivision shall provide to the auditor general by July 31 each year the name of the chief fiscal officer designated by the governing board of the political subdivision to submit the current fiscal year's expenditure limitation report. The political subdivision shall notify the auditor general of any changes of individuals designated to file the required reports. The designated chief fiscal officer shall certify to the accuracy of the annual expenditure limitation report."

This report is prepared annually by our auditors as part of the audit process. I have always signed and submitted these in years past on the basis of our Town Code, which designates the Town Manager as "Finance Director," and the Town Clerk as "Treasurer," and I hold both titles. However, this year, the State is requiring electronic submission of the form, along with proof of specific designation by Council via Resolution or motion with respect to filing the report. The Code language will not suffice. Therefore, I am requesting that Council approve a motion to read as follows:

**"Moved that Candace Gallagher, Town Manager/Clerk, is the Chief Fiscal Officer designated to submit to the Auditor General's office the Town of Jerome's Expenditure Limitation Reports for FY2019 and FY2020."**

## Arizona Auditor General

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We updated the Notice of Chief Fiscal Officer (CFO) designation form and guidance.

[Forms](#)   [FAQs](#)

Arizona Revised Statutes [§41-1279.07\(E\)](#) requires each county, city, town, and community college district to annually provide to the Auditor General by July 31 the name of the CFO the governing board designated to submit the current year's annual expenditure limitation report (AELR). We have updated the electronic CFO designation form to require documentation of the governing board's official designation authorizing the individual to submit the ELR as the CFO, such as a board resolution or meeting minutes. Entities must submit an updated form and documentation for any changes in the individuals designated to file the AELR.


We appreciate that entities have already submitted the fiscal year 2019 Notice of CFO designation form. However, as the form has changed, we request that entities submit an updated form and attach the appropriate designation documentation for the CFO designated to submit the fiscal year 2019 AELR by June 30, 2019. Forms for the fiscal year 2020 AELR CFO designation are due by July 31, 2019.

If you have any questions, please contact Meghan Hieger, Accounting Services Senior, or Megan Smith, Accounting Services Manager, at [asd@azauditor.gov](mailto:asd@azauditor.gov) or (602) 553-0333.

Other resources our Office has issued are available on our website: <http://www.azauditor.gov/>.

Sincerely,  
Arizona Auditor General's Office



 We maintain several RSS feeds. If you would like to be automatically notified when new items are available on our website, please subscribe to the feeds that interest you by going to <http://www.azauditor.gov/rss-feeds>.



9C

## EMERGENCY DISPATCH SERVICES AGREEMENT

This Emergency Dispatch Services Agreement (this "Agreement") is made and entered into as of July 1<sup>st</sup>, 2019, by and between the City of Cottonwood, an Arizona municipal corporation ("Cottonwood"), and Town of Jerome ("Subscriber").

### RECITALS

WHEREAS, Cottonwood operates, manages, and maintains a public safety/emergency services dispatching facility, emergency communications systems, dispatching console, telephone and recording equipment, and qualified dispatching personnel necessary for the operation of an emergency dispatch center; and

WHEREAS, Subscriber has elected to have the City provide emergency dispatching services for all calls for service occurring within Subscriber's jurisdiction/service area during the term of this Agreement; and

WHEREAS, The City agrees to provide emergency dispatch services to Subscriber in accordance with the terms of this Agreement; and

WHEREAS, both parties are authorized to enter into intergovernmental agreements for joint or cooperative action pursuant to A.R.S. 11 -951 through § 11-954; and

WHEREAS, this Agreement is entered into for the benefit of the parties, and shall not be construed to be for the benefit of any third party, or to create a third party beneficiary status as to any other person, interest, or entity.

### AGREEMENT

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, the parties hereby agree as follows:

- I. Cottonwood shall use its best professional efforts to process and dispatch all calls received at Cottonwood's dispatch center for emergency services in Subscriber's jurisdiction/service area as set forth below:

A. Cottonwood shall use its best professional efforts to dispatch manpower and/or apparatus within one (1) minute of receiving any call for emergency medical, fire, and/or priority-one police service within Subscriber's service area/jurisdiction, in compliance with any applicable dispatch standards and protocols then in effect.

B. Cottonwood shall perform a daily test of its radio systems in a manner agreed upon between Cottonwood and Subscriber.

C. Cottonwood shall be responsible for the installation and maintenance of the systems and equipment located at its dispatch center and other properties owned/controlled by Cottonwood, provided, however, that Subscriber may (and/or may be required to), with the agreement of Cottonwood, provide for the installation on Cottonwood property, of any additional equipment that may be necessary to carry out the purposes of this Agreement specifically for that Subscriber, which equipment shall remain the property of Subscriber, and Subscriber shall be responsible for maintaining, repairing and/or replacing, as necessary. Cottonwood may, with the agreement of Subscriber, install necessary communications equipment on Subscriber property and Cottonwood shall be responsible for maintaining, repairing and/or replacing such equipment as necessary.

D. Cottonwood will provide a line level interface located at Cottonwood Dispatch Center for interconnection to Subscriber's equipment. This interface will provide the following industry standard formats, 4-Wire E&M, 4-Wire tone control, and 2-Wire tone control. Cottonwood will provide two radio console interfaces (one "working" channel, one "tactical" channel) per Subscriber. Cottonwood may approve and provide additional interfaces to a Subscriber for an additional negotiated charge. Each interface will be recorded by Cottonwood Dispatch Center. Any subscriber requested items that require additional capacity upgrades to existing Cottonwood equipment shall be charged to Subscriber but said upgrades shall become property of Cottonwood.

E. Cottonwood shall use its best professional efforts to maintain radio contact with, and monitor the operational status or, responding personnel and units (including those of Subscriber as well as any automatic or mutual aid responding units) through the duration of all responses.

F. Cottonwood will monitor and document all Subscriber units and related units on an incident for the creation of an Incident Report. This report will include information on the call, unit status and times, and any pertinent emergency medical dispatching information.

G. Cottonwood shall monitor and record all Subscriber radio transmissions generated on Subscriber's main dispatch channel and all telephonic transmissions on emergency lines represented in the dispatch center. All recordings shall be maintained for the minimum timeframe established by law, or for such longer period as may be agreed to by the parties.

H. Cottonwood shall provide copies of Subscriber's incident reports generated through Cottonwood's system.

I. Cottonwood shall provide basic GIS services limited to updating CAD with Subscriber provided GIS information necessary to facilitate dispatching Subscriber's units. Additional GIS services may be provided at additional charge as agreed upon by the parties.

J. Cottonwood shall provide copies or any and all available recordings of radio channels and phone lines as may be requested by Subscriber.

K. Cottonwood shall provide or assist Subscriber in creating custom reports within Cottonwood's capabilities and as agreed upon by the parties.

II. Subscriber shall establish a phone number separate from that of the Dispatch Center for administrative and non-emergency calls, to be answered at the Participating Agency's facility, and to publish and advertise the same.

III. Indemnification. Cottonwood and Subscriber shall each defend, indemnify and hold the other harmless from any and all actions, judgments, claims, demands, injuries, damages, costs, expenses and fees (including reasonable attorney's fees) of any nature or kind to the extent arising out of the negligent act or omission of the indemnifying party, its elected officials, directors, officers, employees, or agents in performing services under this Agreement. This duty shall be limited to the amounts set forth in Section IV below, or the indemnifying party's actual insurance coverage, whichever is greater. If a claim by third parties becomes subject to this indemnity provision, the parties shall expeditiously meet to discuss a common and mutual defense, including possible proportionate liability and payment of possible litigation expenses and damages. The obligations under this Section III shall survive termination of this Agreement

IV. Insurance. Cottonwood and Subscriber shall each provide and maintain liability insurance coverage of at least \$3,000,000 per occurrence and \$5,000,000 in the aggregate. Said insurance policy shall name

the other party as an additional insured. Each party shall deliver to the other a certificate of insurance in a form satisfactory to the other party. Such policies shall provide for thirty (30) days prior written notice prior to cancellation.

V. Fees. In exchange for the services provided for herein, Subscriber shall pay Cottonwood a fee as calculated by Cottonwood and outlined in Exhibit A hereto, commencing on, July 1<sup>st</sup>, 2019. Fees shall be calculated on an annual basis, with one- twelfth of the annual fee being due and payable monthly, on or before the 5th of each month. This fee shall increase annually, by an amount not to exceed five percent (5%) above the originally established fee, starting on year two (2) of the agreement, unless otherwise agreed to by the parties.

VI. Term. This Agreement shall become effective on July 1, 2019 (the commencement date") and shall continue in effect until June 30, 2021 (the "initial termination date"), with the option to renew for three (3) additional one (1) year terms subject to annual rate negotiations in years three (3) through five (5). No later than 90 days before the initial termination date, or any subsequent termination date, the parties shall meet to discuss the terms of any future extension of this Agreement.

VII. Either party may cancel this Agreement pursuant to the provisions of A.R.S. §38-511, which are hereby incorporated into this Agreement as if fully set forth herein. In addition, Subscriber may cancel its participation in this Agreement at any time by providing Cottonwood with at least 180 days prior written notice.

VIII. Subscriber is responsible for maintenance and system improvements to its own equipment. If Cottonwood utilizes improved technology, Subscriber will upgrade its equipment to the same level of technology as soon as reasonably practicable under the circumstances.

IX. The parties acknowledge that this Agreement is not intended for the benefit of any third party, and shall not be construed as a third party beneficiary contract.

X. Should any provision of this Agreement be found unlawful or unenforceable, it shall be stricken, and the balance of the Agreement shall remain in full force and effect; provided, however, that in the event the stricken portion makes it impractical or impossible for either party to perform their responsibilities under this Agreement, then it shall terminate, and the parties shall be responsible for payment of their share of operating costs through the date of termination.

XI. The Parties warrant that they comply with all state and federal laws, rules and regulations which mandate that all persons, regardless of race, color, creed, religion, sex, genetic information, age, national origin, disability, familial status or political affiliation shall be afforded equal access to employment opportunities, including but not limited to the Americans with Disabilities Act. The parties shall take affirmative action to ensure that it will not participate either directly or indirectly in any form of discrimination prohibited by or pursuant to Title VI of the Civil Rights Act of 1964; Section 504 of the Rehabilitation Act of 1973; Section 109 of the Housing and Community Development Act of 1974; the Age Discrimination Act of 1975; or the Genetic Information Nondiscrimination Act of 2008.

XII. Legal Arizona Workers Act Compliance: Both parties are required to comply with A.R.S. §41-4401, and hereby warrant that they will, at all times during the term of this Agreement, comply with all federal immigration laws applicable to the employment of their respective employees, the requirements of A.R.S. §41-4401, and with the verification requirements of A.R.S. §23-214(A) (together the "state and federal immigration laws"). The parties further agree to ensure that each subcontractor that performs any work under this Agreement likewise complies with the state and federal immigration laws.

A breach of a warranty regarding compliance with the state and federal immigration laws shall be deemed a material breach of the Agreement and the party who breaches may be subject to penalties up to and including termination of the Agreement. Each party retains the legal right to inspect the papers of any contractor or subcontract employee of the other working under the terms of the Agreement to ensure that the other party is complying with the warranties regarding compliance with the state and federal immigration laws.

XIII. This Agreement in no way restricts either party from participating in similar activities with other public or private agencies, organizations, and individuals.

XIV. This Agreement shall be interpreted in accordance with the plain meaning of its terms and not strictly for or against any of the parties hereto. This Agreement is the result of negotiations between, and has been reviewed by, each of the parties hereto and their respective counsel. Accordingly, this Agreement shall be deemed to be the product of all of the parties hereto, and no ambiguity shall be construed in favor of, or against any one of, the parties hereto.

XV. This Agreement shall be construed and interpreted under the laws of Arizona, and any litigation under this Agreement shall be commenced in Yavapai County.

XVI. The parties agree to make use of mediation and/or another form of alternative dispute resolution prior to commencing litigation, except in cases where a party reasonably determines that it would be futile to do so.

XVII. The parties agree to not participate in, during the term of the agreement, a boycott of Israel in accordance with A.R.S. §35-393.01. Each party understands any related contract documents will become public record in accordance with A.A.C. R2-7-C317.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date first set forth above.

CITY OF COTTONWOOD:

TOWN OF JEROME:

By: \_\_\_\_\_  
Tim Elinski, Mayor

By: \_\_\_\_\_  
Alex Barber, Mayor

ATTEST:

ATTEST:

\_\_\_\_\_  
Marianne Jiménez, City Clerk

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

APPROVED AS TO FORM:

\_\_\_\_\_  
Steven B. Horton, City Attorney


(Reviewed and approved by Town Attorney)  
\_\_\_\_\_  
William J. Sims, III, Town Attorney



**EXHIBIT "A"**  
**Service Payment and Fees Schedule**

FY 2020 USER FEES FOR COTTONWOOD PUBLIC SAFETY COMMUNICATION CENTER (CPSCC)

AGENCY	Total fees- FY 20 (July 1, 2019 -June 30, 2020)	Monthly fees-FY 18 (Total fees /12)
Copper Canyon Fire & Medical District	\$243,806.00	\$20,317.17
Jerome Fire Department	\$6,099.00	\$508.25
Sedona Fire District	\$302,150.00	\$25,179.17
Verde Valley Ambulance Company	\$142,215.00	\$11,851.25
Verde Valley Fire District	\$181,255.00	\$15,104.59

From: **Christina Werther** cwerther@azleague.org   
 Subject: **Reminder re Video Services License Forms**  
 Date: **May 23, 2019 at 2:35 PM**  
 To: **Attorneys & Asst Attorneys** AttorneysAsstAttorneys@azleague.org, **Managers** Managers@azleague.org, **Clerks & Deputy Clerks** ClerksDeputyClerks@azleague.org  
 Cc: **Intergovs** Intergovs@azleague.org, **Intergov2** Intergov2@azleague.org



Good afternoon,

We've received multiple inquiries about the upcoming deadlines in SB1140, which passed last year. 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 and agreement by **July 1, 2019**. These standard forms were sent to cities and towns at the end of April and are attached, along with the chaptered version of SB1140. It is important to take the necessary steps to ensure that these forms will be ready for use by your city or town by the July 1<sup>st</sup> deadline.

Please note that these forms closely track with the statutory requirements in SB1140 and have been reviewed and accepted by Cox (the proponent of SB1140) and the larger Telecommunications workgroup. These forms also take into account the recently passed HB2229 and HB2179. See links below for these bills.

HB2229 (Laws 2019, Ch. 76) <https://www.azleg.gov/legtext/54leg/1R/laws/0076.htm>

HB2179 (Laws 2019, Ch. 163) <https://www.azleg.gov/legtext/54leg/1R/laws/0163.htm>

Please let me know if you have any questions. Thank you.

*Christina Estes-Werther*  
*General Counsel*  
*League of Arizona Cities and Towns*  
*1820 W. Washington Street*  
*Phoenix, Arizona 85007*  
*(602) 258-5786*  
[cwerther@azleague.org](mailto:cwerther@azleague.org)



Video Services  
 Applica....DOCX

Video Service  
 Licens....DOCX

SB1140 (Laws  
 2018,...31).pdf

Model Uniform Video Service License Agreement

Date of Issuance: \_\_\_\_\_

This Uniform Video Service License Agreement ("License") is made on the date of issuance hereof by and between the City/Town of \_\_\_\_\_, an Arizona municipal corporation ("Licensor") and \_\_\_\_\_, a \_\_\_\_\_ ("Licensee").

WHEREAS, Licensee has filed a completed application and affidavit under Title 9, Chapter 13, Arizona Revised Statutes ("Licensing Statute"), for Licensor to issue a Uniform Video Service License to Licensee; and

WHEREAS, Licensee is authorized under the laws of the State of Arizona to provide Cable Service.

NOW THEREFORE, in consideration of the foregoing recitals, which are incorporated herein and the mutual covenants set forth herein, the Parties agree as follows:

1. Definitions. Capitalized terms that are not defined herein have the same meaning prescribed in the Licensing Statute, including A.R.S. Section 9-1401.

2. Licensee Information. The following appear on Exhibit A attached hereto and are incorporated herein by this reference:

2.1 The name of Licensee, its type of entity and its jurisdiction of formation.

2.2 The address and telephone number of Licensee's principal place of business.

2.3 The names, titles and addresses of Licensee's principal executive officers or general partners.

2.4 The names, titles, telephone and fax numbers and email addresses of any persons authorized to represent Licensee before Licensor.

3. Grant of License. Under the Licensing Statute, Licensor hereby issues to Licensee, and Licensee hereby accepts from Licensor, a nonexclusive Uniform Video Service License.

3.1 The Service Area in which this License authorizes Licensee to provide Video Service in the area described on Exhibit B attached hereto and incorporated herein by this reference.

3.2. Licensor grants Licensee authority in the delivery of Video Service to use and occupy, and to construct and operate a Video Service Network in, Highways in the Service Area in compliance with the Licensing Statue and this License .

3.3 Licensee may operate and maintain facilities installed in the Highways in the Service Area to provide services pursuant to and subject to all the following: A.R.S. Section 9-584 and A.R.S. Title 9, Chapter 5.

4. Licensee Compliance with Law. Licensee shall comply with and be subject to:

4.1 All valid and enforceable federal and state laws.

4.2 All generally applicable, nondiscriminatory Local Laws, including highway use, mapping, insurance, performance bonds, security fund, indemnification, letter of credit or similar requirements that apply to the use and occupation of any highway and that conform to the Licensing Statute.

4.3 All public, education and government programming requirements of the Licensing Statute.

4.4 All customer service rules of the Federal Communications Commission under 47 Code of Federal Regulations Section 76.309(c) applicable to Cable Operators.

4.5 All consumer privacy requirements of 47 United States Code Section 551 applicable to Cable Operators.

5. Commencement of Video Service; Revocation. If Licensee is an incumbent cable operator, Licensee shall begin to provide Video Services under this License on the date of issuance of this license. If Licensee is not an incumbent cable operator, Licensee shall provide video service to at least one subscriber within each service area authorized by this License not later than twenty-four months after the date of issuance of this License. Failure of a non-incumbent cable operator to provide video service to at least one subscriber within each service area as set forth above shall result in revocation of this License unless the Licensee establishes to the satisfaction of the City/Town that such failure was for reasons beyond the Licensee's control.

6. License Fee. Licensee is required to pay the License Fees required under the Licensing Statute and all other lawful fees, taxes and charges imposed by Licensor. The initial rate of the License Fee shall be [five (5)] percent.

7. Federal Filing Requirement. Licensee is required to file in a timely manner with the Federal Communications Commission all forms required by that agency before Licensee offers Video Service in the Service Area, including the forms required by 47 Code of Federal Regulations Section 76.1801.

8. Term. The term of this License is ten (10) years and shall begin on the date of issuance.



9. Compliance with Law. Licensors and Licensee agree that they are subject to and must comply with the Licensing Statute. This License is subject to A.R.S. Section 38-511.

**Licensors****Licensee**

[City/Town] of \_\_\_\_\_, an Arizona  
municipal corporation

By: \_\_\_\_\_  
Its: \_\_\_\_\_  
Date: \_\_\_\_\_

By : \_\_\_\_\_  
Its: \_\_\_\_\_  
Date: \_\_\_\_\_

**ATTEST:**

[City/Town] Clerk

APPROVED AS TO FORM:

[City/Town] Attorney

STATE OF \_\_\_\_\_ )  
 ) ss.  
County of \_\_\_\_\_ )

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_ by \_\_\_\_\_, the \_\_\_\_\_ of \_\_\_\_\_, a \_\_\_\_\_ on behalf of Licensee.

(Seal)

**Notary Public**

STATE OF ARIZONA    )  
                                  ) ss.  
County of \_\_\_\_\_ )

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day  
of \_\_\_\_\_, 20\_\_ by \_\_\_\_\_, Mayor of the [City/Town] of  
\_\_\_\_\_, an Arizona municipal corporation, on its behalf.

(Seal)

\_\_\_\_\_

## EXHIBIT A

### [Information about Licensee]

#### I. Licensee:

Date:		
Applicant's Name:		
Principal Place of Business		
Phone:	Address:	
City:	State:	Zip:
Type of Entity:	Jurisdiction of Formation:	Email:

#### II. Licensee's principal executive officers or general partners:

Name:	Title:
Address:	
Name:	Title:
Address:	
Name:	Title:
Address:	
Name:	Title:
Address:	

#### III. Person(s) authorized to represent Licensee before Local Government:

Name:	Title:	
Address:		
Phone:	Fax:	Email:
Name:	Title:	
Address:		
Phone:	Fax:	Email:
Name:	Title:	
Address:		
Phone:	Fax:	Email:

**EXHIBIT B**  
**[Service Area]**



# APPLICATION AND AFFIDAVIT FOR UNIFORM VIDEO SERVICE LICENSE

(Pursuant to Title 9, chapter 13, Arizona Revised Statutes)

**Local Government:** City/Town of \_\_\_\_\_

## I. Applicant:

Date:		
Applicant's Name:		
Principal Place of Business:		
Phone:	Address:	
City/Town:	State:	Zip:
Type of Entity:	Jurisdiction of Formation:	Email:

## II. Applicant's principal executive officers or general partners:

Name:	Title:
Address:	
Name:	Title:
Address:	
Name:	Title:
Address:	
Name:	Title:
Address:	

## III. Person(s) authorized to represent Applicant before Local Government:

Name:	Title:	
Address:		
Phone:	Fax:	Email:
Name:	Title:	
Address:		
Phone:	Fax:	Email:

## IV. Check one pursuant to Arizona Revised Statutes Section 9-1411(C)(4):

- ☐ Applicant is an Incumbent Cable Operator as provided in Arizona Revised Statutes, Section 9-1401(13).
- ☐ Applicant is not an Incumbent Cable Operator. The date on which the Applicant expects to provide Video Services in the Service Area identified below under Section 9-1411(C)(5) is:

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

## V. For All Applications:

- A. Applicant will timely file with the Federal Communications Commission all forms required by that agency before Applicant offers Video Service in the Service Area, including the forms required by 47 Code of Federal Regulations Section 76.1801.
- B. The term of the uniform video service license shall be (not to exceed ten years):
- Years
- C. Applicant agrees to pay all lawful fees and charges imposed by Local Government as provided in Arizona Revised Statutes, Section 9-1414(B)(4).
- D. Applicant agrees to notify Local Government in writing of changes to the above information within thirty days after the change occurs as provided in Arizona Revised Statutes, Section 9-1414(B)(2).
- E. Provide an exact description of the Service Area as set forth in Arizona Revised Statutes, Section 9-1411(C)(5), as identified by a geographic information system digital boundary meeting or exceeding national map accuracy standards.

Select one:

The Service Area consists of all the territory within the Boundaries of Local Government:

The Service Area consists of all the territory within the area described on attached Exhibit A.

### ***Applicant Verification***

I certify that the information contained in this application for a video service license in the [City/Town] of \_\_\_\_\_ is true and correct. I further affirm that I am authorized by \_\_\_\_\_ [NAME OF APPLICANT] to file this application on behalf of applicant and to bind the applicant with respect to the representations made in Section V, Paragraphs A through D of this application. A copy of the authorization is attached to this application.

Name and Title (printed):

Signature:

Date:

### ***Local Government Receipt***

The foregoing Application and Affidavit for Uniform Video Service License was received by Local Government this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_; at \_\_\_\_\_.

[Insert NAME of City//Town], an Arizona municipal corporation ("Local Government")

By \_\_\_\_\_

Print Name \_\_\_\_\_

Title \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

---

Phone

---

Fax

---

Email

---

Date



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## TOWN OF JEROME

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

May 21, 2019

**FILE COPY**

To the Clarkdale Planning Commission:

I am writing to you as Mayor of Jerome, but not on behalf of the Jerome Town Council, as this topic has not yet been discussed by our Council. Our Town Manager, Candace Gallagher, joins me in this letter.

We feel that the planned APS substation should not be situated in what is now a residential zone, just above the #1 on 89A. We are not opposed to the installation of a substation in a more appropriate area, but rather to its installation on this site.

We will leave it to residents and property owners in the immediate area to weigh in regarding potential health concerns and declines in property values that may result from a substation in what is currently a residentially-zoned area.

89A is Jerome's only corridor to the Verde Valley. Our concern in Jerome is related primarily to (a) the aesthetics of a large, 350' x 350' substation at the base of Cleopatra Hill, where visitors leaving the roundabouts on 89A first begin to feel they are moving toward Jerome; (b) traffic impacts, especially during construction, that could affect our residents and visitors; and (c), very importantly, the danger of a fire at that location which would block access in or out of Jerome, and in a worst case scenario, travel uphill and threaten our town.

We would urge the Commission to deny this request for rezoning and a CUP, and ask APS to locate the substation in a more appropriate location.

Thank you for your consideration.

Respectfully,

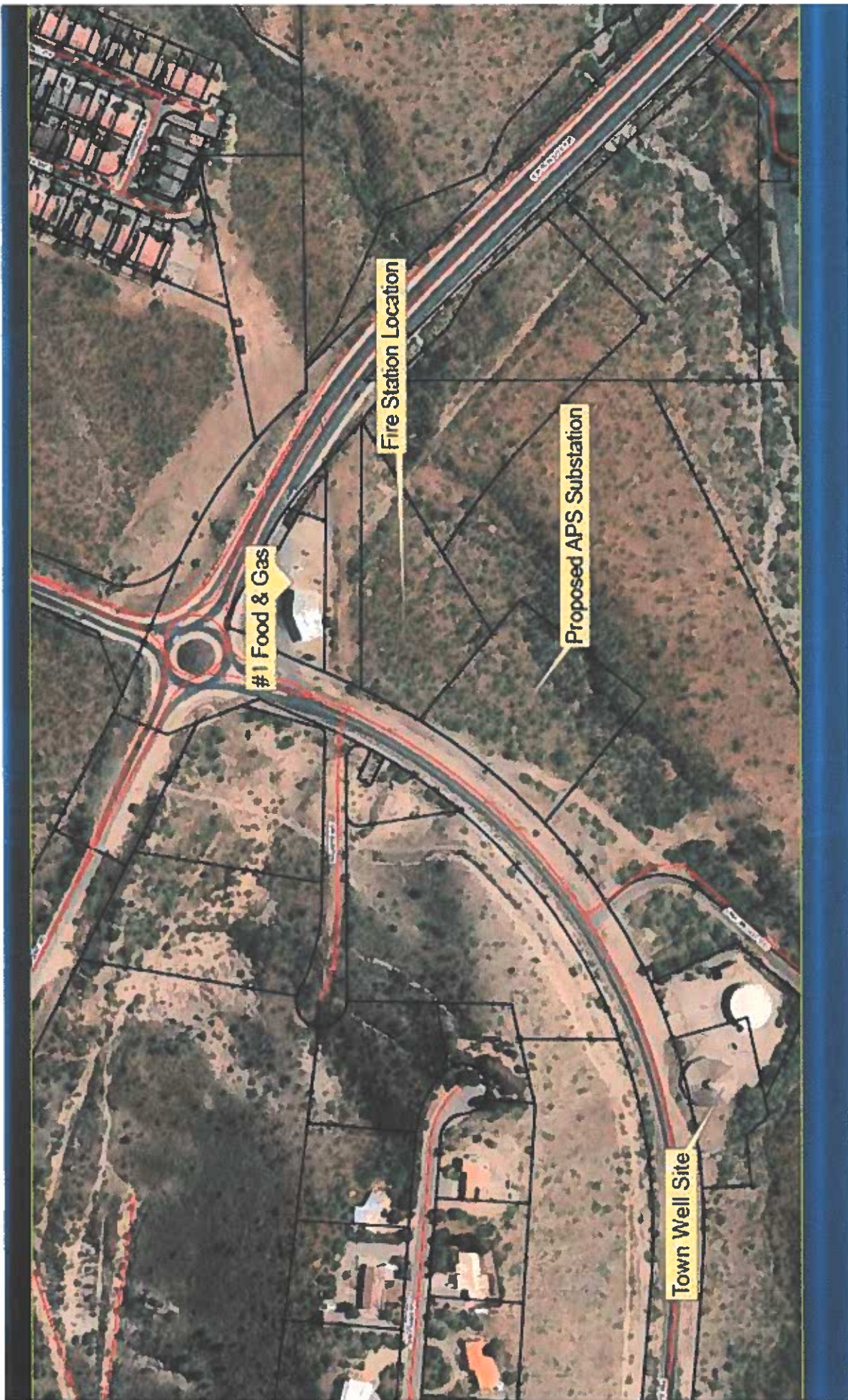
**FILE COPY**

Alex Barber, Mayor

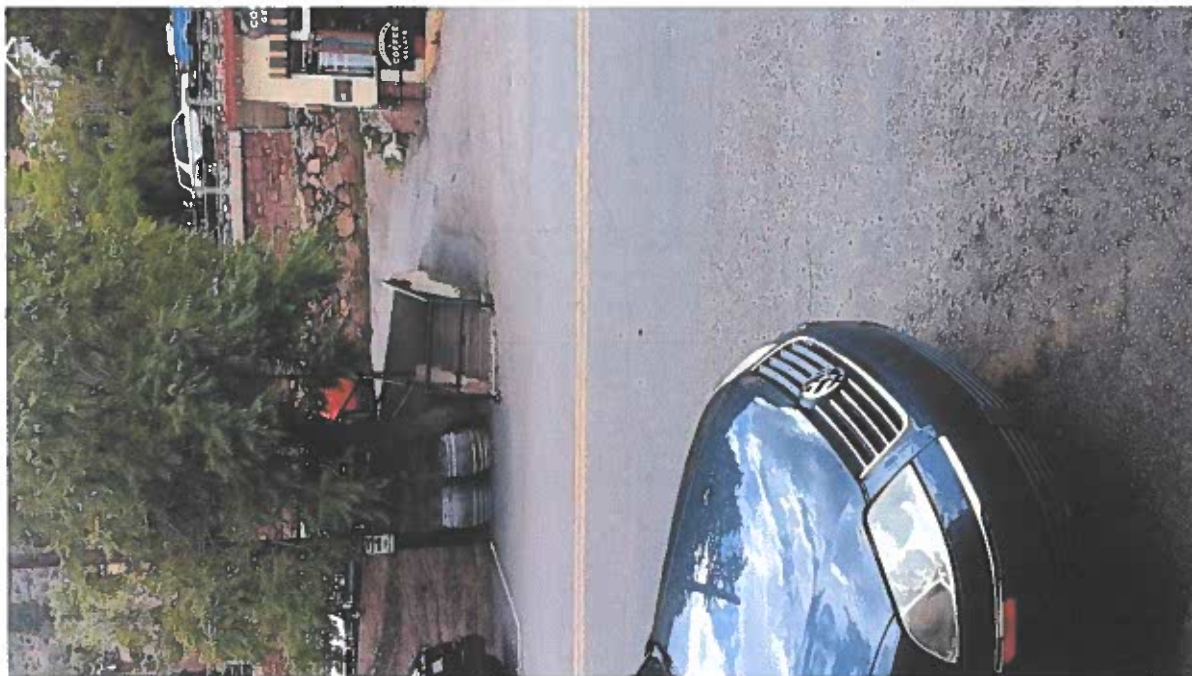
Candace Gallagher, Town Manager

cc: Jerome Town Council









Possible loading zone across from Post Office

# Town of Jerome

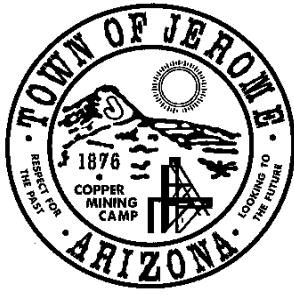
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## Zoning Administrator Council Staff Report: MAY 2019

From: Charlotte Page, Zoning Administrator

- **Planning and Zoning Commission: May 1, 2019** Regular Meetings of Planning and Zoning Commission was held.
  - Project Approvals
    - A Final Site Plan was approved for single family residence at 221 Dundee Ave
    - Accessory Building Report was submitted, and staff was directed to put documents in parcel files reflecting the administrative error
  - Text Amendments, reviewed and scheduled for public hearing in June
    - Residential use in R-2 and C-1 Zones
    - Overrule vote in Article III, change to majority from 3/4
- **Design Review Board: On May 13, 2019, the Design Review Board met:**
  - Approvals
    - Final approval 221 Dundee Ave.
    - Parking lot signs at Grand Hotel
    - Metal Roof on Juarez St.
    - Business Sign at UVX
  - Text Amendments – 509 Signs, final version advanced recommendations to P&Z
- **Zoning Update:**
  - ❖ News & Projects
    - Review of scanned parcel files – add folders and reorganize existing
  - ❖ Public Support
    - Pre submission meetings
      - Giroux lots
      - 540 School, file review
      - 209 Fourth St, retaining structure
      - Records request 324 Queen St., newspaper and property owner
  - ❖ Site Visits
    - Inspections/Follow up
      - Hampshire, several visits
      - 89A – several visits
      - 595 Main St.
      - 710 Clark St.
      - 662 Main St.
      - Gulch lane, Radio tower site



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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: Upcoming Funding Opportunities  
**MEETING DATE:** June 11, 2019

---

There are two funding opportunities coming up, and it would be good to begin thinking of projects for those.

The first is the **Freeport-McMoRan Copper and Gold Foundation Social Investment funding**. In the past, the Town has received funding through this program for third floor improvements at the Civic Center, Middle Park improvements, AEDs and EMT training, the sidewalk from the 300 level parking lot, the horseshoe pit/leaning wall project, repairs to the retaining wall and steps at Town Hall to restore the access from School Street, water planning, and parking lot improvements. Awards generally range between \$20,000 and \$30,000. The grant application deadline is **August 30**.

According to the Foundation, eligible projects should:

- Focus on initiatives/outcomes that will be sustainable beyond the life of Freeport-McMoRan
- Benefit the community as a whole and not a single organization or individual
- Have a clear purpose and operate transparently based on a demonstrated need for the proposed project
- Have an impact that can be evaluated and measured
- Address at least one of the following priorities:
  - Community & Economic Development (*including improvements in community infrastructure*)
  - Education & Training
  - Health & Wellness (*including increased access to healthcare and/or mental health services*)
  - Environment (*including increased availability/usability of public lands*)

All of the above must be documented and fully explained in the grant application.

It would be best to choose a project that is simple to describe, clearly meets the listed criteria, and can be accomplished in a timely manner.

I am bringing this to you now so that you may begin considering worthy projects for this funding. I'd suggest that we discuss it further at our regular July meeting.

The second is **Community Development Block Grant funding**. Jerome is eligible to receive our “guaranteed round” of federal CDBG funds in 2020, estimated to be around \$360,000. While, in the past, the Town has been unable to qualify for townwide projects, that has recently changed, so our options have broadened. CDBG-funded townwide projects in the past have included Town Hall improvements, construction of our fire station, construction of the two water tanks on Sunshine Hill, refurbishment of our Cleopatra Hill water tanks, and replacement of the water line on Clark Street. NACOG assists the Town with these grants.

We have quite a bit of time to consider the projects for this, but I wanted to put it on your radar screen to begin thinking about as we go forward. The formal process will begin in November with public hearings and public notices, and applications are finalized in April-May. If Council so wishes, I can request that someone from NACOG attend a future meeting to describe the program and its eligible activities.

*Note: The Trump Administration’s FY 2020 budget would eliminate key housing and community development programs, most notably the HOME Investment Partnerships (HOME) and Community Development Block Grant (CDBG) programs. However, according to Isabel Rollins of NACOG, “The President’s budget has eliminated the CDBG Program many times since I’ve been doing this, but then Congress has always put it back in, so, yes it could be eliminated any time, but we just have to keep plugging away as if it will be there. Next year’s budget probably won’t be finalized until next Spring.”*



# JEROME POLICE DEPARTMENT

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



June 2, 2019

TO: Honorable Mayor and Jerome Town Council

FROM: Allen Muma, Chief of Police

Attached please find the police activity reports for May 2019.

The May "Calls for Service" report contained no significant calls. There was a significant number of parking related calls, due to a heavy volume of tourists, typical for the month of May. We made it through Home Tour and Memorial Day without any major incidents.

I have decided to seek accreditation for the police department. This comes through application, review and auditing by the Arizona Association of Chiefs of Police. The program is called Arizona Law Enforcement Accreditation Program (ALEAP) and it was started in 2016. It basically "shows that the department follows "best practices" in law enforcement based on nationally accepted practices. The program allows an agency up to 24 months to go through the process, then reviews policies and conducts an "on-site" audit and review, the results of which determine whether or not the agency receives accreditation. Currently there are approximately 16 agencies in the state that are accredited, with Camp Verde, Clarkdale and Jerome beginning the process. The cost is minimal for an agency our size, just \$250.00 for the initial application and \$125.00 annually thereafter. I am certain we will make it through the process, the result being a professional police department that is easily defended and respected by the citizens. (I know we have that now, but this gives us the official "stamp of approval.")

Respectfully,

Allen L. Muma,  
Chief of Police



**JEROME POLICE DEPARTMENT****305 MAIN STREET**

JEROME, AZ 86331

(928) 634-8992

Date : 06/06/2019

Page : 1

Agency : JPD

**Calls For Service Totals By Call Type**

05/01/2019 to 05/30/2019

Call Type		Totals
240	Assault	1
459A	Burglar Alarm	1
471	Fraud / Bad Checks	1
476	Animal Control Problem	1
487	Theft	2
500	Welfare Check	1
585	Traffic Hazard	4
647A	Suspicious Person	1
647B	Suspicious Vehicle	1
692	DUI	1
903	Follow-Up	14
908F	Found Property	7
908L	Lost or Stolen Property	7
917	Abandoned Vehicle	2
961	Accident - No injuries	2
962	Accident - With Injuries	1
AA	Agency Assist	6
AAMB	Assist Ambulance	1
AC	Animal Cruelty	1
ACPD	Assist Clarkdale PD	6
ADPS	Assist DPS	3
AF	Assist Fire Department	2
AYCSO	Assist YCSO	1
CA	Citizen Assist	2
CAMP	Illegal Camping Complaint	1
CAN	Child Abuse / Neglect	1
CO	Call Out	1
CRT	Court Appearance	1
DIS	Disorderly Conduct	2
DRAL	Dogs Running at Large	2
DRSE	Douglas Rd Speed Enforcement	2
DSE	Dundee Speed Enforcement	1
ES	Escort Services	2
FF	Family Fight	1
HAR	Harrassment	1
HR	Hit & Run Accident	1
HSE	Hampshire Speed Enforcement	16
INFO	Information	3

Printed By/On: CHIEF / 06/06/2019 12:33:31

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 : 06/06/2019

Page : 2

Agency : JPD

**Calls For Service Totals By Call Type**

05/01/2019 to 05/30/2019

Call Type		Totals
ME	Medical Emergency	3
NOISE	Noise Complaint	1
NR	Narcotics Related Incident	1
OA	Officer Assist	1
OT	Oversize Truck	5
PARK	Parking Complaint	4
PARKV	Parking Violation	18
REC	Reckless Driver	1
SC	Security Check	26
SLC	Street Light Check	3
SPE	Special Event	1
SS	Suspicious Situation	1
T/S	Traffic Stop	55
TCD	Traffic Control Duties	1
TI	Threats & Intimidation	1
TO	Traffic Offense	5
TRN	Training	1
VM	Vehicle Maintenance	1
Grand Total for all calls		233



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# TOWN OF JEROME, ARIZONA

POST OFFICE BOX 335, JEROME, ARIZONA 86331

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

## MAY 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 three 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 May summary budget to actual report for General, Utility, and Road funds.
- ❖ Continued to work on the FY20 budget and sent a rough draft to Candace in early May.

### HR Duties:

- ❖ Gathered all eligible employee's benefits paperwork for open enrollment this month and entered the information into the KAIROS Benefit Starter network.
- ❖ A representative from AFLAC was here on May 21<sup>st</sup> for open enrollment.
- ❖ I attended a Human Resources Law seminar in Prescott on May 6<sup>th</sup>. Received updates on compliance issues and learned about new HR laws going into effect that may require attention.

**CHEIFETZ LAW P.L.L.C.**

Steven Walter Cheifetz

3442 North 53<sup>rd</sup> Street

Phoenix, Arizona 85018

Phone (602) 980-8181

Email [swcheifetz@gmail.com](mailto:swcheifetz@gmail.com)

Beth Escobar  
Planning Manager  
Town of Clarkdale  
890 Main Street  
Clarkdale, Az 86324

Re: Proposed Electric Substation at parcel # 406-27 -053B, 1591SR89A.

Dear Ms. Escobar:

I am writing to address the proposed APS electric substation to be installed on the south side of the Historic 89A highway. I own the property at 1080 Old Jerome Highway, which is one of the closest residences to the proposed substation. I am writing to express my significant concern over what appears to be Clarkdale's insistence on unlawfully approving this substation in clear violation of Title Nine of the Arizona Revised Statutes.

The town of Clarkdale has already addressed whether it is appropriate to construct an APS substation at the parcel referenced above. As you are aware the parcel is currently zoned R1 Single Family Residential, which specifically excludes "electrical substations". As you are also aware, the general plan for Clarkdale designates this property as neighborhood commercial, which also clearly prohibits the construction of an electrical substation. As such, the town of Clarkdale in its wisdom has already determined that an electrical substation at this location is prohibited by both current and proposed future zoning.

Despite these clear prohibitions, Arizona Public service on December 13, 2018 purchased this parcel with the expectation of constructing an electrical substation. Immediately upon receiving notice of the applications filing, the town of Clarkdale planning department took the position that such an extreme use prohibited by both current and future zoning was appropriate and that no zoning change or use permit was required. To the contrary, at the December 18, 2018 planning commission meeting, as evidenced by your own minutes, the planning department simply announced that an APS substation was coming, as if its approval was already a foregone conclusion. At the December 18 meeting, the Clarkdale planning department announced as follows

**APS Substation coming. A minor land division application was received and has been sent out for review. The proposal is to carve out a portion of a large parcel located on SR 89 a on the way to Jerome in order to develop an APS substation. The substation application will be required to receive design and site plan approval.**

Thereafter, for the next four months the town of Clarkdale continued to take the position that APS was not required to obtain a change in zoning or a use permit to construct an electrical substation at this location. It was only after receiving repeated objections from members of the public about this issue that the town finally acknowledged, as set forth in your memorandum of April 24, 2019, that the APS substation was not a permitted use in the R1 single family residential zoning district. You also acknowledged at the May 1<sup>st</sup> DRB meeting that you "had originally misinterpreted the Zoning Code, and that electrical substations are not allowed".

APS then sought to change the zoning and obtain a use permit, as is now required. The planning staff quickly took the position that a change in zoning to commercial and a conditional use permit was appropriate and that such a use would comply with the Clarkdale General Plan. We respectfully disagree. We believe that just as the Town staff misinterpreted the zoning requirements regarding whether a substation was allowed in a R1 Residential area, that the town staff is now misinterpreting whether the proposed use is compliant with the existing general plan for Clarkdale.

The neighborhood commercial designation for this parcel in the Clarkdale general plan specifically provides that a conditional use of an electrical substation is not allowed. To the contrary, the general plans clarifies that the purpose of the neighborhood commercial district is to "strive to provide service commercial uses while still providing a desirable living environment by preserving and protecting surrounding residential land uses in terms of light, air and existing visual amenities". As further stated in the neighborhood commercial district designation, the intent is to "provide opportunities for commercial centers that offer everyday goods and services located within close proximity to residential neighborhoods and that promote foot and bicycle traffic to those areas". We do not believe an electrical substation, which is one of the most unattractive uses known to town planners, was intended by the town when it indicated that such uses must preserve existing visual amenities, nor does such a use provide for a commercial center that offers everyday goods and services located within close proximity to the surrounding residential neighborhoods.

Recognizing that the towns planned zoning for this area, neighborhood commercial, precludes the approval of a substation, the town properly advised APS that they would need to rezone to commercial since the zoning of neighborhood commercial set forth in the general plan would not allow such a use. However, we dispute that it is appropriate to claim that rezoning this parcel to commercial is compliant with the general plan when



the plan specifies that the intended zoning for this area is neighborhood commercial, which allows a different set of uses than does a straight commercial designation.

In addition, it is important to note that this proposed construction would be within the boundaries of the "State Route 89A Jerome corridor growth area" designated in the Clarkdale General plan. The Clarkdale General plan provides that this growth area is now better suited for commercial and residential development as result of the expansion of sewer and water utilities to the water tank site adjacent to the proposed substation location. It is evident that the Clarkdale planners intended that while this location may be appropriate for some sort of commercial use, that the use they had in mind in this residential and commercial growth area, was the type of use set forth in the neighborhood commercial designation, which allows for commercial uses which service the adjacent neighborhoods but which do not detract from the visual amenities of the surrounding neighborhoods.

We do not believe it was the intent of the Clarkdale planners that this portion of the historic 89A highway, at a location in Clarkdale where more people likely travel through Clarkdale than any other location in town, was best suited for an electrical substation. We do not believe the town would have sought to preserve visual amenities and designate this area a growth area if their intent was to place industrial uses at this location. As such, we dispute that it is a proper exercise of the town's discretion to abandon the current residential zoning, ignore the planned neighborhood commercial zoning, and install an industrial use on the busiest thoroughfare in Clarkdale.

We also have concerns over the process by which these issues are being addressed. I have asked the town for copies of any drawings or depictions of what the constructed site will look like. No such documentation has been provided. As you know, this was an issue at the Design Review Hearing wherein you indicated you would request elevations and renderings for the board's consideration. Such elevations and renderings are equally of importance here, as the commission is supposed to judge whether the "characteristics of the proposed use are such that it will have minimal adverse impact on the livability, public health, safety, welfare, or convenience". How can the planning commission judge the use if they do not know what the use will look like?

We also are concerned about the speed in which this issue is being pushed through. It was less than a month ago that the town even discovered that a zoning change and use permit was even required. Notices were sent with an email address for responses that was not correct. The town acknowledged that it proceeded for four months under the erroneous assumption that placing an electrical substation in a residential neighborhood was appropriate. We are now concerned that the because of the haste in which this issue is being addressed that the town has misinterpreted the effect such a use would have on the town plan. It should be evident that this process would benefit by taking whatever time is necessary to ensure the Town is carefully and cautiously evaluating

these issues to ensure that the Town complies with Arizona Law. We urge the town to either deny the request for a zoning change and use permit outright, or at a minimum, delay and further evaluate these issues more carefully.

Thank you for your consideration.

Very Truly Yours,



---

Steven W. Cheifetz

**CHEIFETZ LAW P.L.L.C.**  
Steven Walter Cheifetz  
3442 North 53<sup>rd</sup> Street  
Phoenix, Arizona 85018  
Phone (602) 980-8181  
Email [swcheifetz@gmail.com](mailto:swcheifetz@gmail.com)

June 4<sup>th</sup>, 2019

Beth Escobar  
Planning Manager  
Town of Clarkdale  
890 Main Street  
Clarkdale, Az 86324

Re: Proposed Electric Substation at parcel # 406-27 -053B, 1591SR89A.

Dear Ms. Escobar:

I am writing to supplement my previous letter emailed to you on May 20, 2019. As you know, you have taken the position that the Neighborhood Commercial zoning designation in the General Plan is compatible with the proposed substation. As stated by you at the last meeting, as quoted by the Verde Independent Newspaper, "the general plan designation of neighborhood commercial does allow for low impact services, which we consider the substation to fit under".

I strongly object to this legal interpretation because I fail to understand how you can say a substation is compatible with Neighborhood Commercial zoning when the Neighborhood Commercial zoning designation clearly prohibits substations. The Neighborhood Commercial designation, as set forth in the Town zoning ordinance, is very clear on what uses are permitted and whether a use permit is needed. As you know, with or without a use permit, a substation is not allowed in the Neighborhood Commercial designation. It was for this reason that you advised APS that they would need to rezone to Commercial zoning rather than Neighborhood Commercial. You knew that if they had simply rezoned to Neighborhood Commercial, they would not be able to build a substation, because a substation is prohibited in the Neighborhood Commercial designation. As such, I find it highly questionable that you would suggest that the substation is compatible with the Neighborhood Commercial designation when the Neighborhood Commercial designation prohibits that specific use.

Section 13-020 entitled Procedure for Amendments of the Clarkdale Zoning Code provides that in order for a change in zoning to conform to the General Plan that it must "propose land uses, densities, or intensities within the range for the subject property in the General Plan or any amendment thereto." The applicable "range" of substations

allowed in the Neighborhood Commercial designation is zero, because they are prohibited. As such, it is impossible to approve a change in zoning for an electrical substation because it cannot be within the range of substations allowed in the Neighborhood Commercial designation because such a designation prohibits electrical substations.

I also have concerns over your suggestion that approving the substation would not be spot zoning, because it would be next to a fire station. You suggested that a fire station is a Commercial use and that placing the substation next to the fire station would be compatible, because they both would be commercial uses. However, it is not appropriate to suggest a fire station is a Commercial use when a fire station, as you know, is allowed in every zoning district in the town of Clarkdale. Fire stations are typically where they need to be and are often located in residential neighborhoods. The fact that the substation would be located next to a fire station has no bearing on whether such a zoning approval would be paramount to "spot zoning" because a fire station is allowed in every zoning district while a substation is only allowed in a Commercial district, and only with a use permit.

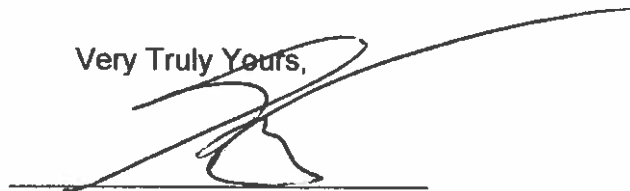
Spot zoning is defined by Wikipedia as follows:

**Spot zoning** is the application of zoning to a specific parcel or parcels of land within a larger zoned area when the rezoning is usually at odds with a city's master plan and current zoning restrictions.

The proposed substation is "spot zoning" as defined above. The proposed substation is at odds with the current Residential zoning, requiring a change in zoning. The proposed substation is also at odds with the city's Master Plan, as the Master Plan calls for Neighborhood Commercial zoning which precludes substations. Disregarding these issues and placing the substation in that location anyway, without regard to the current zoning and without regard to the proposed future zoning, is a classic example of spot zoning as defined above.

Finally, it is important to remind the commissioners that the number one issue for their consideration, as set forth in the Town's zoning ordinance, is whether the requested zoning amendment and the conditional use permit are compatible with the general plan for that location. Simply put, the town must follow the general plan. Since a substation at the proposed location is prohibited under the general plan, the town has no choice but to deny both the zoning amendment and the conditional use permit request.

Very Truly Yours,



Steven W. Cheifetz