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TOWN OF JEROME

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MINUTES

REGULAR MEETING OF THE JEROME TOWN COUNCIL JEROME CIVIC CENTER - 600 CLARK STREET - COUNCIL CHAMBERS TUESDAY, JULY 11, 2017, AT 7:00 P.M.

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| <p>ITEM #1:</p> | <p>CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE</p> <p>Mayor/Chairperson to call meeting to order.</p> <p><i>Mayor Vander Horst called the meeting to order at 7:00 p.m.</i></p> <p>Town Clerk to call and record the roll.</p> <p><i>Town Manager/Clerk Candace Gallagher called roll. Present were Mayor Vander Horst, Vice Mayor Kinsella, Councilmember Barber, Councilmember Bachrach and Councilmember Currier.</i></p> <p><i>Other staff present were: Kyle Dabney, Zoning Administrator; Allen Muma, Chief of Police; and Joni Savage, Deputy Clerk.</i></p> <p>Mayor or Mayor's designee to lead the Pledge of Allegiance.</p> <p><i>Mayor Vander Horst led the pledge.</i></p> |
| <p>ITEM #2: 7:01</p> | <p>STAFF AND COUNCIL REPORTS</p> <p>Written staff reports by the Town Manager/Clerk, Deputy Town Clerk, Utilities Representative, Public Works Department, Building Inspector, Library, Municipal Court, Police Chief, and Fire Chief, and verbal reports from Council members regarding their activities.</p> <p><i>At the Mayor's request, Ms. Gallagher reviewed her staff report. She noted that we will not be getting the special projects funding for CDBG Housing Rehab as we had hoped. The round was extremely competitive. Another round will be forthcoming soon, she said, and we can apply again at that time.</i></p> <p><i>She spoke about her work in the finance office. She has processed the pension refunds for the officers that were due money. She has retained Brandi Suda for temporary assistance in the accounting department, and there is still a lot to do.</i></p> <p><i>Councilmember Currier asked if there was a target date to provide financial reports. "That target is always moving," Ms. Gallagher replied, adding that she would like to provide reports soon, but it will depend on Ms. Suda's availability.</i></p> <p><i>Her report included a mention of the stairway railings installed at the Hotel Jerome. The Mayor noted that they looked very nice, and complimented Councilmember Bachrach for his work on that project.</i></p> <p><i>Ms. Gallagher also reported that she and Mayor Vander Horst met with Verizon Wireless about their plans to install small cell sites here in Jerome. A brief discussion ensued. Councilmember Barber asked if State law requires that we allow this. "Yes," Ms. Gallagher replied. "We can't prohibit it. And we can only charge them a certain amount."</i></p> <p><i>Mayor Vander Horst clarified that what they plan to install would be placed on a pole, and is less than six cubic feet, with a range of only a few hundred feet. In the public right-of-way, he said, we don't have a choice, they can do it. The Mayor added that his biggest concern is that, so far, we have only heard from Verizon. There are three more providers that may want to do the same thing, and each could end up putting their own pole in the public right-of-way. Verizon is only proposing two, he said (near the Spirit Room and toward the Flatiron) but it could easily turn into eight with other carriers.</i></p> <p><i>He added that it could be put inside a flagpole, where it would be hidden. "There will be more discussion later on this," he said, "but, unfortunately, I don't know what we can do to stop it."</i></p> <p><i>"Will it just show up someday?" Councilmember Currier asked.</i></p> <p><i>Mayor Vander Horst replied that Verizon has said that they will work with us in terms of design and location.</i></p> <p><i>Ms. Gallagher continued the review of her report, noting that:</i></p> |

- She has reviewed the requirements related to our sewer bond, and is making sure that payments are being made and account balances maintained accordingly.
- She has signed a lease with Carrie Mae Rose for the studio space on the first floor, and is planning to sign a lease with Passion Cellars for 301 Main Street.
- She has developed a list of duties for the Accounting/HR clerk and plans to advertise that soon.
- She congratulated Officer Kerry Lee and Deputy Clerk Joni Savage, who have been here for three years as of July 1st, and Public Works crew member Xanadu Trevino, who has been here for two years as of July 1st. Mayor Vander Horst thanked them for their service.
- She noted that sales tax revenues are coming in, so far, \$72,000 above budget. There has been a drop in revenues from accommodations, and she reviewed the prior year receipts by payer. She noted that, last year, there was one account that had not been paying and they were brought up to date in one month, which created a spike in last year's revenue. She also noted that we have not been receiving revenue from VRBO ("Vacation Rentals By Owner"). She contacted the League about that, and was informed that they are not required, under SB 1350, to collect and submit taxes on behalf of their clients. AirBnb is doing that, but it is not mandatory. VRBO clients will have to collect, file and pay their own taxes.

Councilmember Currier suggested that, if the drop in accommodation taxes continues, he may be willing to reconsider the "bed tax."

Mayor Vander Horst asked if the Council had any questions on any of the reports.

Councilmember Currier referred to the Public Works report and asked, "What does 'potholing' a gas line mean?"

Vice Mayor Kinsella explained that that means making individual little holes to find where the gas line. That occurred on First Avenue, he said, and the CMP is already in place.

Mayor Vander Horst said that he would like to acknowledge the Jerome Police Department as one of only two departments in the state of Arizona that received a Public Health in Law Enforcement Award as a result of their training regarding opioid usage.

Chief Muma said, "We were one of the initial first two departments that were recognized." "I have to give credit to Councilmember Currier," he added. "He thought it was important, and started that a few years ago. The State finally agreed with him as well."

"In looking at the Valley as a whole," Councilmember Currier asked, "what is the use in this area?"

"It is significant," Chief Muma replied.

Mayor Vander Horst asked if there were any reports from Council.

Councilmember Bachrach said that the staircase railing recently installed in the Hotel Jerome is "gorgeous." There are four flights of steel staircase railings, he said. It was done by Valley Fabrication, which is the firm that did the work at the Nellie Bly building. "The next step," he said, "will be to tear the roof off, replace it, and then start from floor to floor."

Mayor Vander Horst asked if he thought they would beat the monsoons.

"No," Councilmember Bachrach said, "but it's been leaking for 30 years."

Councilmember Currier asked Ms. Gallagher if she had found the old minutes that are supposedly stored in the Hotel Jerome.

Ms. Gallagher said that Mr. Boland had looked around, and he found some boxes, but he didn't feel comfortable opening them as they were marked as Police Department. She has not had a chance to look herself.

Mr. Currier said that Richard Martin told him that they are in the Hotel Jerome. Some of them are even gold-flaked, he said.

Ms. Gallagher said that she would go over and look through the records stored there at some point.

Councilmember Bachrach commented that all the boxes he's seen there are police files.

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| | <p>Mayor Vander Horst said that he had a legislative update from the League. Almost 1,100 bills were introduced this year in Arizona, he said, which is down about 10% from last year. The Governor signed 344 out of 355 sent to him. Of all the major issues, none of them were city- or town-related. The HURF fund of 99 million dollars will continue to fund DPS. However, they are going to fund 14.4 million dollars to be spread around the State, "so we should expect our thirty cents." He also found out that 21 million dollars of city and town funding is used to subsidize the Department of Revenue. He added that there is a new "tier" in the Public Safety Retirement System, Tier 3. All new members joining a workforce of less than 250 members will be part of that tier, and the contributions will be split 50/50 between employer and employee. Ms. Gallagher commented that currently, the Town's contribution is higher than that of employees, so that would be an improvement for the Town.</p> <p>Mayor Vander Horst went on to report that they have doubled the number of beer and wine licenses available in the state. Also, distillers may now ship directly to consumers, so you won't have to go to a liquor store anymore.</p> <p>Another thing that was passed, he said, was a provision that, up to 15 years after a firefighter leaves the service, cancers and heart conditions will be covered under Workers Comp.</p> <p>Lastly, he reported that there is a new requirement that any increase in sales tax rate will have to go to a referendum and be approved by the voters in the fall of even numbered years.</p> <p>"Scratch my previous comments about hotels," Councilmember Currier said.</p> <p>One bill that did NOT pass, Mayor Vander Horst said, was a bill to take three percent of sales tax revenues from all towns and send it to the towns that had the most building permits. .</p> <p>Chief Blair informed Council that Jerome is now nationally recognized as a Firewise Community, "the only one on this side of the mountain."</p> <p>Mayor Vander Horst congratulated him on that achievement.</p> <p>Motion: Councilmember Currier made a motion to accept the staff reports. Vice Mayor Kinsella seconded it. The motion passed unanimously.</p> |
| <p>ITEM #3: 7:28</p> | <p>PLANNING AND ZONING AND DESIGN REVIEW MINUTES/ RECOMMENDATIONS/ZONING ADMINISTRATOR'S REPORT</p> <p>Minutes are provided for the information of Council and do not require action.</p> <p>Mr. Dabney reviewed his report. He stated that he has been working on a list of abandoned vehicles which he sent to Chief Muma, and they will be working together on that.</p> <p>Councilmember Currier asked if that is a civil or a criminal matter. "It is still criminal," Mr. Dabney replied.</p> <p>Chief Muma said, "If they are completely abandoned, we can tow them off to the junkyard. We are trying not to treat them as a criminal matter."</p> <p>Mayor Vander Horst asked when the first public meeting regarding the General Plan will be held.</p> <p>Mr. Dabney said that he was thinking of holding that on August 15th, but he has not scheduled it yet. The draft Plan has been on the website for some time now, he said, and he would like to send a letter out informing people of that. Mayor Vander Horst noted that it was in the Town newsletter, "so it did go out."</p> <p>Mayor Vander Horst acknowledged some guests present at the meeting from Cable One. They will be bringing high-speed internet to the town, he said, and they are just waiting for a right-of-way permit. He asked Mr. Hill, of Cable One, about the process.</p> <p>Mr. Hill said that the process is simple. They will follow existing lines, and will be offering up to 500 mb download speeds to businesses. He said that the impact to the community will be minimal. He could not say at this time what will be offered to residents. It will be delivered via fiber, he said, and there will be no noise issues. They will be bringing in their own cable to allow for higher speeds.</p> <p>Councilmember Currier asked when they would be finished.</p> <p>"I think 'light up' will be in October," Mr. Hill replied. "We believe it will be fully active by the end of the year."</p> |

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| <p>ITEM #4: 7:37</p> | <p>COUNCIL MEETING MINUTES</p> <p>June 13, 2017 regular meeting – Open and Closed sessions</p> <p><i>Councilmember Currier referenced a discussion reflected in the minutes regarding whether the Town needed to go before the Design Review Board for work on the concrete chaseaway near the horseshoe pits and asked for an update about that.</i></p> <p><i>Ms. Gallagher said that she checked with the Town Attorney and there is no legal obligation for the Town to go before its own Board.</i></p> <p><i>Mr. Dabney said that he reached out to SHPO about the project, and is waiting to hear from Bill Collins.</i></p> <p>Motion: Vice Mayor Kinsella made a motion to approve the open session minutes of June 13, 2017 and it was seconded by Councilmember Currier. The motion passed, 5-0.</p> <p>Motion: Vice Mayor Kinsella made a motion to approve the closed session minutes of June 13, 2017 and it was seconded by Councilmember Currier. The motion passed, 5-0.</p> |
| <p>ITEM #5: 7:42</p> | <p>PETITIONS FROM THE PUBLIC</p> <p>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 microphone, 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.</p> <p><i>There were no petitions from the public.</i></p> |
| <p>ITEM #6 7:42</p> | <p>ORDINANCES</p> <p>ITEM #6A: SECOND READING AND POSSIBLE ADOPTION - ORDINANCE NO. 430, AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF JEROME, ARIZONA, AMENDING SECTION 7-7, "PROPERTY MAINTENANCE CODE," OF THE JEROME TOWN CODE</p> <p>Council may conduct the second reading of, and possibly adopt, Ordinance 430, amending the Town's adopted Property Maintenance Code to specify a period for compliance.</p> <p><i>Mayor Vander Horst asked Mr. Dabney to comment.</i></p> <p><i>Mr. Dabney said that the change in this ordinance, from "a reasonable period of time" to "up to 90 days" for compliance, would be for anything fairly simple. If it is a major project requiring a lot of work, then the compliance period would be up to six months. This was the mutual recommendation of Building Inspector Barry Wolstencroft and himself.</i></p> <p><i>Councilmember Bachrach asked, "What happens after six months passes?"</i></p> <p><i>"It is then a violation," Mr. Dabney said, "if that's what the Town wants to do, and it would be a criminal violation."</i></p> <p><i>Councilmember Currier asked, "Is there any advantage to criminal versus civil?"</i></p> <p><i>Andrew Jolley, Town Prosecutor, was present, and responded. "I don't think it would be a problem," he said. "It could be either pushed or used as a friendly reminder. I don't mind talking to people. You have to be careful about how you do it. Under Town Code, any violation becomes a Class One misdemeanor. It might seem a bit much, but I can amend that down. I can give them a deferred prosecution." He added that this does create additional paperwork for the court.</i></p> <p><i>Councilmember Currier asked, "If the owner is not able or refuses to deal with it, what do we want to have happen? It seems that the best thing for the Town is to seize the property."</i></p> <p><i>Mr. Jolley replied, "You may have someone who just refuses to cooperate," and said that the threat of a criminal violation would give him "some teeth." A civil violation would be out of his realm.</i></p> |

Councilmember Currier asked if, with a civil violation, the Town could take a property. He said that he would prefer that it be a civil violation, and added that "most of the dilapidated property is like that because those people probably don't have money."

"If you keep it criminal," Mr. Jolley said, "it stays with me. If it goes civil, it will move over to the County and the Town would lose control of it. I think I have a lot of ability to work with people."

Chief Muma noted that, in a civil proceeding, if the person challenges it and we end up in litigation, and lose, the Town would have to pay their litigation costs. "That can't happen in a criminal matter," he said.

Mr. Jolley mentioned the possibility of a tax lien or a foreclosure, and added that we may be able to get some movement with a criminal offense.

Councilmember Currier asked if we could start the process as a criminal offense and then switch to a civil offense. "No," Mr. Jolley replied.

Councilmember Bachrach asked about information that had been previously provided by the Town Attorney.

"That will be part of our discussion," the Mayor said. "My concern is to keep a building from falling down."

Mr. Jolley noted that a tax lien and a criminal charge can run parallel. He added that, when public safety is involved, the Fire Chief may get involved also.

Mayor Vander Horst said, "We have to have a vehicle to be able to step in and shore up a building before it falls. We have to be able to do that."

Chief Blair stated that there are provisions in the Property Maintenance Code regarding unsafe buildings. The Town can step in and fix the problem at the owner's expense and place a lien on the property. He added that, in his opinion, "the Cuban Queen was going down no matter what."

"We just have to take action on it," Chief Muma said. "The Historical Society and the community got together and helped Don Walsh. These houses get ignored by certain departments because nobody wants to deal with it. Somebody needs to step in and take action." He added that this is initially the responsibility of the Building Inspector, and not the Police Department.

Mr. Dabney agreed. "I've been trying a more friendly approach, and it does work," he said. He added that he has been speaking to local banks about construction loans. Some towns collect donations. The Arizona preservation office has many options, he said, although none are guaranteed.

Councilmember Bachrach asked Mr. Dabney if he had approached the owner of the home on Hampshire that needs attention.

"I talked to him about the fallen tree," he replied, "and he eventually took care of that." He plans to contact him again.

There followed a brief discussion about the poor condition of that residence. Mr. Dabney said that he believes Mr. Wolstencroft should take a look at it to determine if it can be saved or should be condemned.

"We don't want them to tear it down," Councilmember Bachrach said. "I think people would line up to restore that house.... That is a good example of someone who needs a fire lit under him."

Mr. Jolley said that he could add some teeth to that. If the owner was cited, he would give him a 90 day deferral, and if he cooperates, Mr. Jolley would waive the fine, which could be \$2,500. "I would be happy to talk to Mr. Sims," he said, "to give a little more power to the Town Code."

Councilmember Currier commented that, if we have the possibility to take the property, that would be better.

Mr. Jolley noted that government cannot take someone's property without following due process.

Chief Blair said, "Having that leverage may force the people into selling the property. If they can't do anything with it, maybe they will sell it."

Mayor Vander Horst asked Ms. Gallagher to have our prosecutor work with Mr. Sims on our Code. "I don't want to lose any more of our treasures," he said.

Vice Mayor Kinsella said that Lowe's and Home Depot both have programs, and that would start with a letter from the Town of Jerome explaining what we want to do. "We have contributing and non-contributing members to the historical class of buildings in

the Town of Jerome," he said. "It's not the new ones we're losing, but the contributing ones. If we're not making an effort to save them, we might end up getting a "Dear John" letter. I don't want to lose any more of the contributing members."

Chief Blair offered to provide a "short list" of other structures that need some work. Mayor Vander Horst suggested that he provide that to Mr. Dabney and Mr. Wolstencroft.

Councilmember Currier said that he thinks that Mr. Dabney's work on this is a "step in the right direction," and he agrees with the priorities he has identified.

Mayor Vander Horst agreed and expressed his support.

Returning to the topic of this ordinance, Mayor Vander Horst said that this will give us a definitive time where the owner will have to take action, and he feels it is a step in the right direction.

Mayor Vander Horst read the ordinance in title only.

Motion: Vice Mayor Kinsella made a **motion to approve Ordinance No. 430**, and it was seconded by Councilmember Bachrach. The **motion passed, 5-0.**

8:08

ITEM #6B: SECOND READING AND POSSIBLE ADOPTION – ORDINANCE NO. 431, AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF JEROME, ARIZONA, AMENDING SECTION 3-1-1, "OFFICERS," OF THE JEROME TOWN CODE REGARDING THE RESIDENCY OF THE PUBLIC WORKS DIRECTOR

Council may conduct the second reading of, and possibly adopt, Ordinance 431, amending the Town Code to remove the requirement that the Public Works Director reside within the Town of Jerome, and to require instead that he or she reside within 15 miles of Jerome.

Mayor Vander Horst read the ordinance in title only.

Motion: Vice Mayor Kinsella made a **motion to approve Ordinance No. 431**, and it was seconded by Councilmember Bachrach.

Discussion ensued.

Councilmember Currier said, "It turns out this was done by initiative. I found the initiative, in the minutes and the ordinance. Ms. Gallagher found more information. It was done by initiative twice, and both times it passed." He went on to explain that, at the time it was done, there was a State law which decreed that an initiative had to pass not just with a majority vote, but by a majority of all of the qualified voters in town (which these did not). "That makes it impossible," he said, "and I think it was deliberately done by a conservative legislature trying to kill the initiative procedure." That law was changed in 1998, he said, but those initiatives took place prior to that.

"It appears now that the Council is picking one individual out," he said. "Once you start picking one out, you can pick them all out and the whole rule falls. The argument is it controls our pool of applicants. We've been doing it for 20 years and it does work."

Councilmember Currier said that Council can vote to change this ordinance, but questioned whether they should. "The people have said again and again that we want them to live in town," he said. "Do we really want to say 'we know better than you guys?'"

Vice Mayor Kinsella noted that, other than Dwain Dement, who was with us for just "a couple of years," the last Public Works Director we had who lived in town was Ron Ballatore – decades ago.

Referring to Marty Boland, who currently holds the title of "Deputy Public Works Director," Councilmember Bachrach asked Mr. Currier, "Do you not find any impropriety in calling him the 'Assistant'?"

Councilmember Currier replied, "The Manager is in charge, and he is a Deputy to Ms. Gallagher."

Ms. Gallagher noted that there are certain responsibilities designated in the Code specifically to the Public Works Director, and as Deputy, Mr. Boland can't really be held responsible for those.

Mayor Vander Horst said that he understands Councilmember Currier's point of view, but the current ordinance was done by a prior Council, and when we can't hire people who live in town to do the job, we hire "assistant" directors. Based on the Code, he said, Mr. Boland can't do the Director's job unless we give him the title.

At this time the vote was called and the **motion passed, 4-1.**

8:20

ITEM #6C: FIRST READING: ORDINANCE NO. 432, AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AMENDING CHAPTER 12, "TRAFFIC" OF THE JEROME TOWN CODE TO ADD NEW ARTICLE 12-2, "RESIDENTIAL PARKING"

Council may conduct the first reading of an ordinance requiring parking permits in certain residential areas.

Mayor Vander Horst read the ordinance in title only.

Ms. Gallagher noted that Council had received a new draft of this ordinance with minor revisions by the Town Attorney.

Chief Muma said that he was approached by a resident regarding Hull Road, which is not included in that ordinance, but should be. "Those residents are being inundated by the vacation rental," he said, and asked that it be included in the list of streets.

Mayor Vander Horst referred to Section 12.2.4(a) of the ordinance, which states that free parking permits will not be issued to households required by zoning to have onsite parking on their property. He clarified that, since homes built prior to 1997 were not required to have onsite parking, this would not apply to them.

Chief Muma said, "We're trying to deal with a problem that is getting bigger." He noted that Rich Street is not included in the ordinance, and he asked Vice Mayor Kinsella if he had parking.

Mr. Kinsella said that he does have off street parking. He noted that some newer homes were required to have onsite parking, and they built a garage, but use it for storage and park on the street instead.

Mayor Vander Horst asked if the residential parking permits would be street specific.

"We didn't make them street specific," Chief Muma said. "We're trying to make this as simple as possible. I don't think that will be an issue. We're trying to combat a problem that continues to grow."

Mayor Vander Horst said that he believes that if everyone had two permits, there wouldn't be enough parking on some of the streets.

Chief Muma suggested that Council could use the funds from this to create more parking areas.

Mayor Vander Horst added that he wonders about enforcement of this ordinance, and the penalties involved. "If they don't have a permit, they get a ticket?" he said.

Mr. Jolley said that he could "cut them a break" on the first offense, but not on the second and thereafter.

Kathleen Jarvis, a Jerome resident, said that she feels strongly that it should be street specific. If it is not street specific, she said, East Avenue will come over and park on Holly. "This is happening right now," she said. "I see it every day."

Chief Muma said, "Honestly, I agree with her. I've been working on this for years, and this has just been brought up. She's right – and not only from East Avenue but from 89A."

Councilmember Currier asked for clarification – would we issue stickers or placards?

Chief Muma said he visualized both. Stickers would be permanent, for as long as they have the vehicle, and placards would be issued for visitors. "These are little things we could work out internally," he added.

Councilmember Currier suggested that we could sell stickers for less if they would park somewhere other than the main streets.

"You'll have somebody park in the parking lot for tourists for days and weeks," Vice Mayor Kinsella said. "I see it all the time."

Councilmember Bachrach said, "When we were discussing tourists parking on School Street, a permit system will address that problem, but it is an entirely different animal when you make it street specific. ... Now the fight is on."

Mayor Vander Horst said, "If you give everyone two spots on East Avenue, and there aren't enough places for those cars to park, where are they going to go?"

Ms. Gallagher recommended that, if Council does opt to make this street-specific, that language be added in that regard, and suggested the wording for that.

Sam Rogers, our Planning intern from ASU, suggested that we use zones which would include more than one street, so that if there wasn't enough room on one street, they could move to another street.

"There is no such thing as room for overflow," Ms. Jarvis said. "We are so beyond that."

Chief Muma agreed. "I know that some people have their own parking," he said, "but they're still taking up parking on the street. How many cars do you have to have? ... This Town is not made for someone to have five cars. It's not right to push other people out. It's not going to be perfect," he said, "but we need to try something -- it is getting worse." "Come join us sometime for a parking spat," he added.

Mayor Vander Horst asked if permits would be issued for boats. Chief Muma said that they would not.

Chief Blair said that it is difficult to get fire apparatus onto Holly, Hull and East Avenue. He would like something in place that would help with that.

Mayor Vander Horst asked Ms. Jarvis if there should be one sided parking on Holly. "Yes, absolutely," Ms. Jarvis said, and noted that it is a one-way street.

Chief Blair agreed also.

Chief Muma noted that that is a separate issue.

Ms. Savage suggested that, instead of two permits being automatically given to each household, just one should be given. If they need the additional one, they could get that. She went on to say that we have an issue with utilities, where multiple persons are living in a house, yet they claim otherwise to keep their utility bills lower.

"That's a good idea," Chief Muma said. "One free permit per home unless they have two licensed drivers. This way, if someone only needed one, they wouldn't be able to give their extra one to someone else."

Councilmember Barber noted that Jerome was built before there were automobiles, and there just isn't enough room to give each house two permits, and to be able to add additional vehicles for \$100 each.

Councilmember Currier said that he would like to try this in order to generate data. "What Councilmember Barber is saying is probably true," he added.

Councilmember Bachrach noted that we are talking of creating parking at the old Town yard, which will give us an option.

Councilmember Currier said that we may be able to buy property in the Gulch.

Chief Blair said that alternative parking should be at a price. "This has gone way beyond cars," he said. "There are boats and pickup racks."

Councilmember Barber said that she thinks it is a great idea, and something needs to be done.

Councilmember Currier clarified, "We want to add Hull to this list and make it street specific."

Chief Muma suggested using zones rather than streets, and Holly could be its own zone. It was clarified that the draft ordinance will be revised to:

- Add Hull Street
- Include wording about zones
- Indicate that there would be one free permit per household, and up to two if there are two licensed drivers.

Vice Mayor Kinsella asked, "Will this alleviate the issue of one person in the house with six vehicles? They won't be able to pay into a fund to cover those six vehicles on the street?"

"The way the ordinance reads right now" Mayor Vander Horst said, "they could pay for two of them."

Councilmember Barber asked if we could add verbiage to say something about "if there is room." "There is not room on some of these streets as it is," she said.

Ms. Gallagher asked, "Would you like to say 'subject to availability' with respect to the additional parking permits?"

"Yes," Mayor Vander Horst said.

Chief Muma suggested that the fees be set by Council and not as part of the Ordinance.

Vice Mayor Kinsella asked if the revenue could go to a restricted fund to develop parking. Mayor Vander Horst agreed. "I believe you would have the ability to do that," Ms. Gallagher said.

At this time, Mayor Vander Horst called a recess until 9:00 p.m.

Council reconvened at 9:05 p.m.

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| | <p>Motion: Vice Mayor Kinsella made a motion to move to item 8B, 8E, 8D, 8C and then back to 7A, it was seconded by Councilmember Bachrach. The motion was unanimously approved.</p> <p>These items are, however, reflected in the minutes in the order originally agendized.</p> |
| <p>ITEM #7</p> <p>9:34</p> | <p>UNFINISHED BUSINESS</p> <p>ITEM #7A: ENFORCEMENT OF THE PROPERTY MAINTENANCE CODE</p> <p>Council will review priorities for enforcement as recommended by the Town's Building Inspector, Zoning Administrator, Fire Chief and Police Chief, and may direct staff in that regard.</p> <p>Mr. Dabney provided photographs of areas that need attention, and talked about his plan to attack this problem. He will begin with a phone call to the owner, and if that doesn't work, follow up with a letter. Once they receive the letter, they will have 90 days to comply, or, if it is a major project, six months.</p> <p>"An abandoned vehicle should not take six months," Mayor Vander Horst said.</p> <p>Councilmember Bachrach asked, "Is this street right-of-way or private property?"</p> <p>Mr. Dabney said that the International Property Maintenance Code would apply to any property.</p> <p>Councilmember Bachrach commented, "By our definition, why is the Gold King groovy to look at, and the stuff in town junk?"</p> <p>Mayor Vander Horst asked Mr. Dabney if he could find the property owners. He replied that that would go through Chief Muma.</p> <p>Mayor Vander Horst said that his first priority is abandoned vehicles.</p> <p>Councilmember Currier asked, "Are you going to hit all of these guys right away?"</p> <p>"The ones that are on the street will be the ones we look at first," Mr. Dabney said.</p> <p>Councilmember Barber commented that all of the buildings on the list provided by Mr. Dabney would be considered historic.</p> <p>"I think you have done what we asked you to do," Mayor Vander Horst said to Mr. Dabney, "and you should move forward." Mr. Dabney agreed to do so.</p> |
| <p>ITEM #8</p> <p>9:45</p> | <p>NEW BUSINESS</p> <p>ITEM #8A: 2017-18 BUDGET</p> <p>Council will review and may approve a tentative budget for the Town of Jerome for the fiscal year ending June 30, 2018. If approved, the public hearing and final adoption of the budget would take place at a special meeting to be held at 7:00 p.m. on July 25, 2017.</p> <p>Mayor Vander Horst noted the changes Ms. Gallagher had outlined in her memo as having been made following the last budget meeting.</p> <p>With reference to the discussion held earlier during Item 8C, Ms. Gallagher said that she can move the \$20,000 discussed from the Contingency Fund to the General Fund fire budget.</p> <p>She also noted that she found that \$20,000 which had been included in the properties budget for engineering related to the retaining walls near Town Hall had also been included in the Grants budget. She asked if Council wished to remove it, or utilize those funds elsewhere. "I think you should leave it there," Mayor Vander Horst said, and Council agreed.</p> <p>Ms. Gallagher also stated that Council had settled on 29 hours a week for the court clerk, out of concern that 30 hours a week would require us to provide benefits. She has found that this is not the case, and asked if Council wishes to up that to 30 hours per week, as the Judge had requested. Mayor Vander Horst said "I think we should do that," and there were no objections from Council.</p> <p>Ms. Gallagher reviewed her memo detailing what this budget includes, a full copy of which is included at the end of these minutes.</p> <p>Mayor Vander Horst asked if we would need to add a line item in the contingency budget if we wanted to do a 50/50 split with homeowners to fix their sidewalks. He anticipates that the funds would come from the sale of the cemetery property in Clarkdale. Ms. Gallagher noted that use of those funds is already a part of the contingency budget and would not need to be added.</p> |

Councilmember Currier said that he believes we should budget for a full-time person in the finance department, and that we should increase the budget to allow for this. He does not agree with Ms. Gallagher that this can be a part-time position. The Mayor said that he would like to discuss that, but not in open session.

Ms. Gallagher said that Council has the option at this meeting to go into executive session for advice from the attorney, but he would need to be present. She had anticipated that position at 28 hours per week at \$17.00 per hour. If Council wanted to budget a full-time employee at \$20.00 per hour, she said, the bottom line difference to the budget would be about \$20,000. (The amount budgeted for a CPA would be reduced somewhat.)

Ms. Gallagher suggested that, for budget purposes, we add that \$20,000 now, and have a discussion regarding personnel in executive session at a special meeting prior to adoption of the budget.

Council discussed and determined that a special meeting would take place at 5:30 p.m. on July 17th to discuss this matter, and that \$20,000 would be added to the budget as Ms. Gallagher had suggested. In addition, \$20,000 will be moved from the contingency fund to the fire budget, and the Court Clerk will be budgeted at 30 hours per week.

Mayor Vander Horst reminded Council that there will be a special meeting on Tuesday July 25 at 7 p.m. to adopt the budget.

Motion: Councilmember Currier made a **motion to approve the tentative budget** (with the changes discussed), and Mayor Vander Horst seconded it. The **motion passed, 5-0.**

ITEM #8B: ADDENDUM TO LEASE: 301 MAIN STREET

Council will consider a request by the potential leaseholder for the Town-owned retail space at 301 Main Street to lease the outdoor patio area as well as the interior space, and may determine the price for same.

Ms. Gallagher explained that Passion Cellars would like to utilize the patio area at 301 Main Street, in addition to the interior space. The patio consists of 218 square feet. The rental rate for the interior space is \$2.05 per square foot. She asked Council if they wish to lease the patio area also, and, if so, at what price.

Vice Mayor Kinsella asked if the space would be used to enjoy a glass of wine and the scenery.

Ginger MacKenzie, a representative of Passion Cellars, responded, "Potentially, but it is a wine tasting room. The people that do wine tastings are pretty tame."

Vice Mayor Kinsella suggested that the patio be leased at the same rate of \$2.05 per square foot.

Councilmember Currier mentioned the garden there, and said that, if they are going to take care of that, we should give them a discount on the outside lease.

Chief Blair said, "If they're going to use the patio area, it probably should be fenced along the railing."

Ms. Mackenzie said that she didn't think that would be possible, but they will look at it. Chief Muma said that it would not meet current Code. He suggested that they have a historic looking mesh fence, wired to the railing.

Mayor Vander Horst asked the Council what they wanted to do.

Councilmember Currier suggested \$2.00 a square foot for the outside area.

Ms. Mackenzie said that \$2.00 a square foot would be reasonable.

Motion: Vice Mayor Kinsella made a **motion to charge the tenant \$2.00 per square foot for use of the outside patio area.** Councilmember Currier seconded it. The **motion passed, 5-0.**

ITEM #8C: USE OF WILDLANDS REVENUES

Fire Chief Rusty Blair will address Council with recommendations for use of approximately \$20,000 in revenue earned by our Fire Department's recent response to the Boundary Fire.

Chief Blair said he would like to use the wildlands monies (\$20,063.12) just earned by the Fire Department toward equipment, vehicle maintenance and fuel abatement. One thing he would like to purchase is a vortex (a tripod for ropes). "I want to keep our town safe," he said.

9:29

Prosecutor Andrew Jolley said that he could get community service workers to assist with fuel abatement. Chief Blair welcomed that.

Motion: Councilmember Bachrach made a **motion to accept the Fire Chief's recommendations for use of the \$20,000 wildlands revenues.** Councilmember Barber seconded it. **The motion passed, 5-0.**

Councilmember Currier asked how this would impact the budget.

Ms. Gallagher said that she would talk about that when we get to the budget portion of the meeting.

9:23

ITEM #8D: RENEWAL OF CONTRACT WITH TOWN PROSECUTOR

Council will review and may approve a renewed contract with Andrew Jolley, Town Prosecutor.

Mayor Vander Horst asked if Ms. Gallagher recommended this renewal.

Ms. Gallagher replied in the affirmative, and noted that the contract is the same as the prior year's, except that Mr. Jolley's rate has increased slightly, to \$110.00 an hour.

Chief Muma expressed his appreciation for Mr. Jolley. "He's been wonderful to work with," he said. "He listens." The Chief said that he wholeheartedly recommends that the Town renew his contract, and added that \$110 per hour is a "great rate."

Motion: Councilmember Bachrach made a **motion to renew the contract with Andrew Jolley as Town Prosecutor at \$110.00 an hour.** Vice Mayor Kinsella seconded it, and the **motion was approved, 5-0.**

Councilmember Currier commented that, in Cottonwood, the prosecutor's fees are a part of the administration budget, not the police budget. In the future, that would be a good idea to do here, he said, as it would reduce the police budget.

Mr. Jolley thanked Council, and commented that "the new courtroom is great." He added that, if ever he were to leave, there is a plan in place to cover us until we make a decision regarding his replacement. He has submitted an application for a judgeship, he said.

Mr. Jolley said that he is very proud to work with the people and the court of Jerome.

9:11

ITEM #8E: USE OF BED TAX FUNDS TO PROMOTE TOURISM

Council will review recommendations from the Chamber of Commerce for use of the additional 1% bed tax which must be used toward the promotion of tourism.

Mayor Vander Horst reviewed the recommendations submitted by the Chamber. They would like to continue with the shuttle driver, and add another day per week. That would come to about \$15,500, including estimated gas, insurance and maintenance. They would also like to use \$1,000 for the Sedona Verde Valley Tourism Council, and \$530 for the Arizona Office of Tourism. In addition, they would like \$1,000 for Artwalk, and \$2,000 to have someone at the Visitor Center an extra day each week.

Councilmember Currier said that he had had a conversation with a shopkeeper who felt that manning the kiosk was more important than trying to attract more visitors here. Mayor Vander Horst noted that the Chamber's request would allow the booth to be manned five out of seven days.

Councilmember Barber asked about the activities of the Sedona-Verde Valley Tourism Council.

Chamber member Donna Chesler was present, and said that this group promotes "good" tourism (cultural tourism). Sedona pays \$10,000 to be a part of it, and Cottonwood pays \$5,000, so our \$1,000 feels appropriate, she said. "We get to sit at the table with these people," she said. "We feel that is very important for us to be at that table."

Councilmember Bachrach asked Ms. Chesler about the Town shuttle, and if it is being well utilized.

Ms. Chesler said that it is not always packed, but it is being used. The driver, Lenny Bloch, said that it is very popular, and he provides information to the riders.

Mayor Vander Horst, who has volunteered to drive the shuttle on occasion, said that he has carried between 150 to 250 passengers per day during the busy time of year.

Ms. Chesler said that, at the last Chamber meeting, they were thinking about getting people to fill out a card as a way to track the shuttle usage.

Mayor Vander Horst said that he has heard people saying, "We didn't know you had a van." He expects that usage will increase over time.

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| | <p>Ms. Chesler mentioned the possibility of using zones as a way for the driver to refer to districts or areas where people might not normally go.</p> <p>Mayor Vander Horst said, "This is not a taxi cab service, but residents can use this to move throughout the Town."</p> <p>Councilmember Bachrach asked about the Art Walk Contribution. Ms. Chesler said that it would help with advertising for promoting the event.</p> <p>Councilmember Bachrach asked if they would continue to include the high school artists. Ms. Chesler said that they would. They have only one member there, but the shuttle goes down there at every Art Walk.</p> <p>Mayor Vander Horst said that he is concerned about the reduction in the bed tax revenue and whether or not we can fund \$20,000. We're going to have to watch that over the year and make sure that the revenue comes in, he said.</p> <p>After brief further discussion,</p> <p>Motion: Vice Mayor Kinsella made a motion to accept the Chamber's recommendations for use of the 1% bed tax, and to monitor receipts over the year. It was seconded by Mayor Vander Horst. The motion passed, 5-0.</p> |
| <p>10:03</p> | <p>ITEM #8F: FREEPORT-MCMORAN GRANT FUNDING</p> <p>Council may discuss and decide upon a project for which to apply for funding through Freeport-McMoRan Copper and Gold Foundation's Social Investment Program. The application deadline is August 30.</p> <p>Mayor Vander Horst asked if Ms. Gallagher had any suggestions. She did not.</p> <p>Councilmember Barber said that she had thought about the implementation of the parking study that had been done on Main Street.</p> <p>Vice Mayor Kinsella suggested sidewalks.</p> <p>Mayor Vander Horst suggested additional funding for the Hotel Jerome repairs.</p> <p>Chief Muma recommended that we seek funding to repair the steps next to the old Town Hall. He said that he has been suggesting that project for five years. "You will get to a point where you won't be able to save them," he said. "They need a whole overlay and we've had people fall. They're busted and there are no lights on those steps. I think Freeport would love to do that project."</p> <p>Mayor Vander Horst agreed that those steps "are horrible."</p> <p>Vice Mayor Kinsella asked Ms. Gallagher about the funding received from the Yavapai-Apache Nation. "Didn't that grant give us some lighting on the steps?" he asked.</p> <p>"Yes," Ms. Gallagher replied, and said that Mr. Boland has ordered solar lighting for all of our steps.</p> <p>Ms. Gallagher said that she recalled, when repairs to the central steps were discussed previously, that there had been some concern about the historic aspect of the steps. There are "WPA" engravings in the concrete.</p> <p>Chief Muma said that the engravings could be cut out and then put back in once the steps are repaired.</p> <p>Councilmember Currier asked who would do the work, and Vice Mayor Kinsella said it would be contracted out.</p> <p>Chief Muma said that the last quote he got was around \$32,000, and that was just for the central steps. He believes that the side steps would run another \$20,000.</p> <p>Council was supportive of Chief Muma's recommendation, and he said that he would help Ms. Gallagher with the budget and description for the grant application.</p> |
| <p>ITEM #9 10:11</p> | <p>TO AND FROM THE COUNCIL</p> <p>Council may direct staff as to items of pending importance that they would like placed on a future meeting agenda.</p> <p>Mayor Vander Horst reported that he spoke that day with the Clarkdale Town Manager, and they would like to speak with us about selling our property there. He asked Ms. Gallagher to arrange a meeting.</p> <p>The Mayor also noted that we have a lot of excess equipment at the Town yard. He asked if we can auction those items we no longer need. Ms. Gallagher said that we could.</p> <p>Regarding the "Hummer" that is stored there, Chief Muma said that he would look into whether we can sell that.</p> |

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| | <p>Mayor Vander Horst asked for an update regarding the sidewalk repair needed on 89A. Ms. Gallagher said that she had contacted ADOT engineer Alvin Stump, and had received an email back regarding their recommendation for structural engineering. Vice Mayor Kinsella said, "Previous councils years ago made the mistake of signing a document waiving ADOT's responsibility for the sidewalks. I'm getting very annoyed with them. They say this and that, but yet they claim no responsibility." He said he feels we should just get this done.</p> <p>Ms. Gallagher noted that we do need their permission.</p> <p>Vice Mayor Kinsella again expressed his frustration with ADOT, and added, "We're waiting on them again for catch basins outside of Spook Hall. I am very tired of waiting on ADOT."</p> <p>Mayor Vander Horst said that the sidewalk along 89A is a safety hazard.</p> <p>Chief Muma said that the Historical Society's engineer looked at it, and he is waiting to hear back from him. He will talk to him this week and try to get an answer. "ADOT says they want engineering on that," he said.</p> |
| <p>ITEM #10</p> | <p>ADJOURNMENT</p> <p>Upon motion by Vice Mayor Kinsella, seconded by Councilmember Currier and unanimously approved, the meeting was adjourned at 10:18 p.m.</p> |

Edited by Town Manager/Clerk Candace Gallagher from minutes taken and transcribed by Deputy Town Clerk Joni Savage.

APPROVE:

ATTEST:

Frank Vander Horst, Mayor

Candace B. Gallagher, CMC, Town Manager/Clerk

Date: