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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, OCTOBER 10, 2017, AT 7:00 P.M.

<b>ITEM #1:</b>	<b>CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE</b> Mayor/Chairperson to call meeting to order. <i>Mayor Vander Horst called the meeting to order at 7:00 p.m.</i> Town Clerk to call and record the roll. <i>Town Manager/Clerk Candace Gallagher called roll. Present were Mayor Vander Horst, Vice Mayor Kinsella, Councilmember Bachrach, Councilmember Barber and Councilmember Currier.</i> <i>Other staff present were Town Magistrate Joan Dwyer; Kyle Dabney, Zoning Administrator; Melanie Atkin, Accounting Clerk; and Joni Savage, Deputy Clerk.</i> Mayor or Mayor's designee to lead the Pledge of Allegiance. <i>Vice Mayor Kinsella led the pledge.</i>
	<i>Mayor Vander Horst said that he would like to rearrange the agenda to address Item #7 next, then Items #4, #10C, and #10A in that order, and to recess at 7:55 p.m. and enter into Executive Session at 8:00 p.m.</i> <b>Motion:</b> Councilmember Currier made a <b>motion to approve the above</b> and it was seconded by Vice Mayor Kinsella. The <b>motion was unanimously approved.</b> <i>Items were addressed in the order approved, but are reflected in these minutes in the order originally agendized.</i>
<b>ITEM #2:</b> 7:29	<b>STAFF AND COUNCIL REPORTS</b> Written staff reports by the Town Manager/Clerk, Deputy Town Clerk, Utilities Clerk, Public Works Department, Building Inspector, Library, Municipal Court, Police Chief, and Fire Chief, and verbal reports from Council members regarding their activities. <i>Mayor Vander Horst stated that the quality of the staff reports has improved greatly, and thanked all of the staff.</i> <i>Councilmember Barber asked if work had begun on the Hotel Jerome.</i> <i>"Not yet, but soon," Councilmember Bachrach replied.</i> <i>Ms. Barber continued by complimenting the Public Works crew and the Fire Department, and added that she would like to thank all of the departments for their work. She agreed with the Mayor that the staff reports "keep getting better."</i> <i>Councilmember Bachrach congratulated Ms. Gallagher on eight years of service to the Town.</i> <i>Mayor Vander Horst stated that, at our current pace, the Fire Department will have about 600 calls this year. He also noted that we have upgraded the Wi-Fi system in the library. Mr. Dabney provided the password for that: 7yavapai3.</i> <i>Mayor Vander Horst continued by saying that Jerome's library has the greatest percentage of residents with library cards, at about 95%.</i> <b>Motion:</b> Vice Mayor Kinsella made a <b>motion to accept the staff reports</b> and it was seconded by Councilmember Barber. The <b>motion passed, 5-0.</b>
<b>ITEM #3:</b> 7:32	<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. <i>Mr. Dabney read from his report, noting that he was beginning to work with the GIS software. He has not yet digitized any maps, but the City of Cottonwood has offered him the use of their scanners, and he plans to do that.</i>

	<p>Vice Mayor Kinsella noted that the Historical Society has just finished digitizing their maps, and they can be viewed on their computers.</p> <p>Mayor Vander Horst thanked Mr. Dabney for everything he has done, and "for not ruffling feathers."</p>
<p><b>ITEM #4:</b> <b>7:26</b></p>	<p><b>FINANCIAL REPORTS</b></p> <p>Budget to Actual reports for fiscal year ended June 30, 2017, and July thru September 2017. Balance Sheet as of September 30, 2017.</p> <p>Mayor Vander Horst welcomed Melanie Atkin, the Town's new accounting clerk. He referred to the memo provided by Ms. Gallagher along with the financial reports, and said that she had done an excellent job. "It looks like nearly everything has been corrected, and what hasn't is just waiting for the auditors," he said. He thanked Ms. Gallagher and Ms. Savage for the extensive work they had put into this.</p> <p>Councilmember Currier said that he believes everything looks okay, and thanked Ms. Gallagher.</p> <p>Vice Mayor Kinsella agreed, and thanked staff also. He went on to ask if it would be possible to change the type of financial reports we receive. He would just like a "basic rundown," he said: cash flow, bank account balances, accounts receivable, accounts payable. Mayor Vander Horst agreed. "Now that we're turning over a new leaf," Mr. Kinsella said, "I believe we just need to know what's coming in and out and what's in the bank."</p> <p>Councilmember Currier stated that the balance sheet would answer those questions, and "maybe understanding that is sufficient." He went on to say, "I prefer more detail because that is my background. I like to look at each department and how it is doing. That is what the budget to actual is doing for us. However, I can't see anything better than the balance sheet."</p> <p>Ms. Gallagher noted that the balance sheet wouldn't reflect the current level of accounts payable, as that is adjusted annually by the auditors; however, she could provide the list of checks issued each month, as she does now.</p> <p>Councilmember Currier commented regarding the corrections that would be made by the auditor at audit time, and said that, prior to Ms. Cretti coming on board, staff would make those closing entries. He feels that we could do that again.</p> <p>Mayor Vander Horst said that he would agree with that, and when Ms. Atkin gets more familiar with the system, she will probably do more of those.</p> <p>Ms. Atkin agreed.</p> <p>Ms. Gallagher gave kudos to Ms. Atkin, and added that we're really lucky to have her. Ms. Atkin received a round of applause.</p> <p><b>Motion:</b> Mayor Vander Horst moved <b>to accept the financial reports</b>, and it was seconded by Vice Mayor Kinsella. <b>The motion passed, 5-0.</b></p>
<p><b>ITEM #5:</b> <b>7:39</b></p>	<p><b>COUNCIL MEETING MINUTES</b></p> <p>September 12, 2017 regular meeting</p> <p><b>Motion:</b> Councilmember Currier moved <b>to approve the regular meeting minutes of September 12, 2017</b>. The motion was seconded by Vice Mayor Kinsella and <b>unanimously approved.</b></p>
<p><b>ITEM #6:</b> <b>7:40</b></p>	<p><b>PETITIONS FROM THE PUBLIC</b></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><b>7:40: John Bartell</b>, owner of the UVX Center, stated that he was at this meeting to represent the retail tenants at the Center. Mr. Dabney had notified him that signage there may not be compliant.</p> <p>Mr. Bartell explained that Clark Street does not get as much traffic as Main Street, and the traffic they do get is funneled by the steps. The retailers at the UVX Center need to entice people to cross the street and then go up an additional thirteen steps. This is why</p>

<p>8:25</p>	<p>signage is so important to them. They need to be able to attract customers. He added that the situation is also different at the high school. "We need to keep these businesses vibrant and to have customers," he said. "I'm not asking the Town to ignore the rules. We just need a new set of rules separate from the rest of the Town."</p> <p>Mayor Vander Horst suggested that Mr. Dabney and Mr. Bartell work on this and bring a proposal back to Council.</p> <p>Mr. Dabney said that there are other groups concerned as well. "I would not like to push for illegal signs until we can figure this out," he said. "We're talking about all over." He said that he would like two months to work on this, after which he will bring something before Council.</p> <p>The Mayor confirmed that it would be on the December meeting agenda.</p> <p><b>7:50: Richard Spudich</b>, a resident of Jerome, said that he wanted to talk about Firewise activities. He has been diverting water, which he believes is very valuable. Chief Blair, he said, wants to do some "deconstructing on property that is not available to him and belongs to Jamie Moffett." Mr. Spudich said that Mr. Moffett does not want that done. He expressed concern that the Chief "does not know whose property is whose." Mr. Spudich went on to say that more weeds are growing now due to the removal of trees, and he believes that "we're going to dry out the area." He suggested that the Town needs a full-time weed-eater, and added that he hopes to get back to his volunteer weed-eating activities soon.</p> <p><b>7:55:</b> Mayor Vander Horst called a five minute break at 7:55 p.m., noting that Council would enter into executive session at 8 p.m.</p> <p>The meeting was called back to order at 8:25 p.m., and "Petitions from the Public" resumed.</p> <p><b>8:25: Jane Moore</b> said that she met with a few Gulch residents "about clear cutting seven acres in the Gulch." She said that she believes that the Fire Department is cutting all the trees in the Gulch, and she called Roberta Westcott to ask if she knew anything about that. Ms. Westcott told her that United Verde had given permission to cut only dead trees. Ms. Moore said that Karen MacKenzie, a neighbor in the Gulch, is circulating a letter for people to sign to request that only dead trees be cut, and they feel that the Fire Department is not listening. "I would like to see a little better conversation between the Fire Department and residents," Ms. Moore said. "There are a lot of dead trees still standing. As Richard Spudich said, it's bad for erosion, shade and animal life. It's pretty stark where they have removed all of the trees." She said that she feels that the dry grass and piles of cut trees are more of a hazard than live paradise trees. "I thought maybe the people could explain where their property is, and save the trees that they want saved." She again urged "better communication" between the Fire Department and residents.</p> <p>Mayor Vander Horst noted that he received a letter from Noel Fray which reiterates what Ms. Moore and Mr. Spudich have already said, and added that, for that reason, he didn't feel the need to read it aloud.</p> <p><b>8:30 Jacqui Harrington</b>, a Jerome resident at the UVX apartments, spoke about the speed of traffic on Clark Street. Once drivers pass the curve by the Fire Station, she said, they often accelerate, and she is concerned about safety, particularly when pedestrians are crossing the street from the steps. She suggested that signage and speed humps be installed there.</p> <p>Ms. Harrington went on to say that she would like to see some type of signage for the parking area at Clark Street and County Road. "Tourists obviously don't know how to park," she said, and they frequently block people in there.</p> <p>Lastly, Ms. Harrington asked if residents at the UVX apartments could be permitted to place signs indicating that they are private residences. She said she recently had someone enter her home at 10 p.m. looking for a business.</p> <p>Mayor Vander Horst suggested that Ms. Harrington discuss her requests with Mr. Dabney, and noted that Clark Street is State Route 89A, governed by ADOT.</p> <p><b>8:39 Sandra Jensen (aka "Sunflower")</b>, not a resident of Jerome, but a friend of Richard Spudich's, said that she is concerned about the Firewise program burning wood in place in the Gulch. Some people, she said, could suffer adverse health effects from the smoke.</p>
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<p><b>ITEM #7</b></p> <p>7:03</p>	<p style="background-color: #800040; color: white; padding: 5px;"><b>PRESENTATIONS</b></p> <p><b>ITEM #7A: YAVAPAI COLLEGE FALL UPDATE</b></p> <p>Dr. Clint Ewell, Vice President for Finance and Administrative Services at Yavapai College, will update Council regarding the institution's activities.</p> <p><i>Dr. Ewell distributed brochures and updated the Council regarding activities at Yavapai College. He said that he has received a lot of good feedback about the College's remote learning centers. They have established four so far, in Ash Fork, Camp Verde, Yarnell and Mayer.</i></p> <p><i>"In terms of economic development," he said, "there is a strong influence to support the hospitality industry." He said that the College has state-of-the-art teaching kitchens in Sedona. They have also expanded the Allied Health program here and in Prescott.</i></p> <p><i>Dr. Ewell said that there has been a great deal of interest in providing community events and he believes they've made progress with that. They offer a variety of wine and yoga classes, and there is an art gallery opening soon. Touring artists provide entertainment.</i></p> <p><i>Councilmember Barber said that she knows someone who attended the culinary school and they had a great experience. She thanked the College.</i></p> <p><i>Mayor Vander Horst said that he attended the grand opening of the Sedona Culinary Center, "and it was unbelievable." He added that he serves as Chairman for the Valley Academy for Career and Technical Education (VACTE), and thanked the College for what they're doing for the high school kids with dual-enrollment, and technical education.</i></p> <p><i>"The only way it will work is if we work together," Dr. Ewell said. "The success rates of those students is outstanding."</i></p>
<p><b>ITEM #8</b></p> <p>8:40</p>	<p style="background-color: #800040; color: white; padding: 5px;"><b>ORDINANCES</b></p> <p><b>ITEM #8A: SECOND READING AND POSSIBLE ADOPTION - ORDINANCE #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"</b></p> <p>Council may conduct the second reading of, and possibly adopt, an ordinance requiring parking permits in certain residential areas.</p> <p><i>Mayor Vander Horst read the Ordinance by title. He asked for comments from the Council.</i></p> <p><i>Councilmember Currier said that he had three points:</i></p> <ol style="list-style-type: none"> <li><i>1. He noted that, to park for more than half an hour, one must have a parking permit. "If I have someone over for dinner," he said, "it takes longer than half an hour. I believe there is a problem there."</i></li> <li><i>2. He asked who would issue the temporary permits. Town Hall is open just four days a week, he said, and the Police Department is not always easy to find. "Perhaps the Fire Department?" he asked. "If not, who?"</i></li> <li><i>3. He asked who would enforce this, as he does not believe the police would be patrolling it. Would it be enforced in response to complaints? He added that he likes the concept, but "what do we do when somebody has an unusual situation?"</i></li> </ol> <p><i>Mayor Vander Horst responded to Mr. Currier's first and third points. "I believe this will be complaint driven," he said. "Police offers will not be out looking for people illegally parked." He added that he believes that one can communicate with one's neighbors.</i></p> <p><i>Chief Muma said that parking is one of the biggest complaints they get - an average of eight a month. He noted that this ordinance was created in response to requests from the public, and added that it will not affect people parking on private property. He was not sure why 89A was included in the draft ordinance, as it was not intended to be. The streets with a major problem, he said, are School Street, Center, Verde, Second, Third, Fourth and Fifth Streets, East Avenue, Holly, Hull Road and County Road.</i></p> <p><i>Chief Muma added that he believes this problem has been created by "splitting houses." "I know houses that have five or six cars," he said. "If you live up here, you should know that you can't have multiple vehicles." Regarding enforcement, he said, "We're not going to hire a bunch of meter maids," and said that, for temporary permits, residents could notify the Police Department, prepare the permits themselves and place them in the dash of the vehicle.</i></p>

"We wouldn't be here if people weren't abusing the system," the Chief said. "We have to start somewhere." Regarding Councilmember Currier's concern that half an hour was not a sufficient amount of time, he said that could be changed to two hours.

The Chief went on to say that there are certain streets that we don't need to address. However, he said, School Street is a problem. He noted that, during the last discussion, someone said that School Street has never been a problem, and said that "some of those same people have called and complained about cars parked there."

"We could delineate streets to be 'residential only' if people would just register their vehicle and change their address to Jerome when they move here, but people don't register their vehicles," he said. "The Town has to step in and say the streets can't take five and six cars per house. ... Verde Street has cars parked on the highway because there is no parking available on Verde."

Councilmember Currier suggested that the parking lot at Middle Park could be used for overnight parking.

Vice Mayor Kinsella noted that the old Town Yard could eventually provide parking also. He went on to say, "This is just the tip of the iceberg of other major issues," and added, "Emergency services can't even get down Hull Road or Holly Street. We want to enact an ordinance that makes sense." He commented that he does not want to see someone that is currently parking six cars in a residential area begin parking them in the commercial zone.

Councilmember Currier suggested that prices increase for each additional permit. For example, he said, the second permit could be \$100, the third \$1,000 and the fourth \$5,000. "I believe that would make an impression on people," he added.

Councilmember Bachrach said, "This issue comes up every three years like clockwork. We need to do something about this. ... You shouldn't own five cars if you live in Jerome, but if you do, you store them somewhere else." He added that he does not want to see Town-owned parking areas filling up with boats and dead cars.

"No," Councilmember Currier said, "but overnight there are open spaces." He added that it's his understanding that the old Town yard should be a parking lot by the end of the fiscal year, and said again that increasing the cost of permits would address the question of multiple vehicles.

Mayor Vander Horst asked Ms. Gallagher if the Town attorney had reviewed the ordinance. She replied that he had.

Chief Muma said, "Many communities throughout the United States do a tiered structure. The average cost is \$30 annually, and San Francisco is the highest at \$330 per year. Some tier it - the first is \$30 and the second is \$100. The goal is to try and reduce the number of automobiles on the street." He noted that this problem was not as bad 10 years ago. "On School Street," he said, "a previous Council granted a conditional use permit requiring that they park on the property, but they never park on the property. My point is, we have this problem, and the town says you can split a house into a duplex." Councilmember Currier said, "That's an enforcement issue and if nobody complains ... I'm not totally convinced we should be 100% complaint driven."

Vice Mayor Kinsella noted that our Zoning Ordinance states that a Conditional Use Permit is to be reviewed on a regular basis and can be revoked if conditions are not being met. He spoke about people fulfilling their requirements for a new build, yet not using their garages for parking. He added, "People are not nice and neighborly anymore. It seems like 'it's all about me and what I want.' I believe that this ordinance is just the tip of the iceberg of a lot of other things that are causing this, and either the Town can bury its head in the sand and not deal with it or we can recognize that what we have in place is not working."

Councilmember Barber asked what the penalty would be for a violation, as it is not specified in the ordinance.

Chief Muma said that there would be a citation and then there would be an appeal process. "We can dismiss it," he said. "We have an internal parking appeals board, but once you go to the judge, the fines go up."

Councilmember Bachrach said, "What if every car that parks in Jerome overnight has to display a placard, and if it doesn't have one, then it could be ticketed or towed. Everyone should have it. That would at least let you know whose car it is. It would be free."

Chief Muma said that, in most places that use parking permits, you have to provide a utility bill or a lease to get the permit. He then volunteered to revise the ordinance, and said that he's done that before. "The signs at the head of the street would read that you have to be a resident," he added. He said that he liked Councilmember Bachrach's idea, where every parked car would need a permit.

"I don't like the idea of Big Brother," Councilmember Bachrach said, "but we have to start somewhere."

Mayor Vander Horst said that he would like to include the definition of "household" in the ordinance. Chief Muma agreed. The Mayor said that it should be one parking spot per household, and the household has to be recognized by the Town of Jerome.

He went on to say that some of the streets should be in "zones," and currently, the ordinance does not address that.

Lastly, Mayor Vander Horst said that the fines collected should be dedicated to parking. The Council seemed to agree with that idea.

Councilmember Bachrach said, "In the initial conversation, it seemed like we wanted to target the problem areas, but now it seems you want to identify everyone who lives here. I'm concerned that we could have legal problems with that - it's kind of a privacy issue." Mayor Vander Horst said that he is only suggesting that a "household" must be a legal household.

Councilmember Bachrach asked, "What about a family of four?"

Mayor Vander Horst responded, "They get two permits. The ordinance currently reads that, if there are available spots, can buy additional permits."

Councilmember Bachrach asked if we could develop the old Town yard and Middle Park for overnight parking.

"We can," Mayor Vander Horst said, "but if we have somebody with six vehicles and one licensed driver, then we're creating another problem again."

"To achieve this," Councilmember Bachrach said, "you'll be getting into privacy issues. I have trouble with that."

Mayor Vander Horst responded, "We know who the owner is of every house in Jerome. It's not really a privacy issue. Legally, it's not a privacy issue."

Councilmember Barber noted that, for utility billing, people have to state how many people are in a household.

Councilmember Bachrach said that he agreed with that, and added that he pays more for utilities because a lot of people don't pay their fair share.

Mayor Vander Horst asked Chief Muma if he saw any privacy issue here.

"No," Chief Muma said, and asked if Council wants to include in the ordinance that everyone who parks in Jerome has to have a permit. Mayor Vander Horst asked the Council how they felt and it was determined that all were in agreement.

Chief Muma said that he plans to bring something to the next meeting, and noted that a visitor pass could be used in some situations, such as overnight parking for guests of lodging facilities. It was clarified that the ordinance would and could not apply to parking on private property.

Chief Muma recalled that, some time ago, Council had provided for extended parking permits to be available to park at Middle Park, however, no one has ever used them.

Mandy Worth spoke to say that she was disappointed in not seeing revisions to the ordinance since August. She would like to see a definition of "resident," she said, and added, "I'm interested if we do zones, and the total amount of spaces in that zone." She brought up questions regarding moving within town limits. "This ordinance should be functional," she said, "and I don't think some things are addressed at all. Nothing in the ordinance mentions having a rental car, accessible parking, service parking and emergency services. ... Most of us park on a street because there is no room to put a car." She said that the ordinance needs to be clearer, and reiterated what she had said in August.

Chief Muma asked Ms. Worth to email him her suggestions, and she said that she would be happy to send him that information.

Councilmember Bachrach said, "Keep in mind, it is complaint driven. There is no way we can cover everything that might come up. There will be language like 'reasonable' and 'customary.' It will be tough to identify the problem spots and how many spaces are actually available on certain streets. The fur will be flying!"

	<p>Vice Mayor Kinsella commented, "It's no different than what happens at the Post Office as far as distributing boxes - one box per house."          Mayor Vander Horst asked Chief Muma to work on this and come back next month.  <b>Motion:</b> Councilmember Bachrach made a <b>motion to table Ordinance #432 until the next meeting.</b> It was seconded by Vice Mayor Kinsella. The <b>motion passed, 5-0.</b>          Chief Muma commented that, in his research, he found that there have been homicides related to parking issues. "This can become a serious matter if not attended to," he said.</p>
<p><b>ITEM #9</b>  9:33</p>	<p><b>UNFINISHED BUSINESS</b></p> <p><b>ITEM #9A: DISTRICT SIGNS</b>          Zoning Administrator/Planner Kyle Dabney will present his recommendations for district signage.          Mr. Dabney offered a PowerPoint presentation regarding his proposal for district signs. He explained that he intends to replace the existing sign near the Flatiron, and install signs at Middle Park and on the side of Spook Hall. In addition, signs would be installed near the horseshoe pits, near the Fire Station, and next to the Historical Society.          Regarding the sign at Spook Hall, Councilmember Currier asked which district that sign would represent. It was noted that that area includes Raku, Tracy Weisel's glass blowing space, Casa Latina, 433 Wine and Merchant's Gathering.          The sign at Middle Park would not be for anything specific, Mr. Dabney said. The Mayor noted that it could direct people to other districts, and to public restrooms.          Mr. Dabney explained that the Town would sell the planks to businesses. The business would then put their own artwork and name on the plank and return it to Mr. Dabney. He would have control of the signs and maintain them, with the help of the Town crew.          Councilmember Currier asked what would happen if, for example, the Connor Hotel wanted to be on the district sign at Spook Hall.          Mr. Dabney replied that he spoke with most of the businesses in town, "and many of them could care less if they're on a district sign, especially the businesses on Main Street. I believe there will be plenty of room on the sign."          Councilmember Currier clarified that his question was whether a business who is not located in a particular district but wanted to draw traffic from there would be permitted to do that.          "Yes," Mr. Dabney replied.          Vice Mayor Kinsella stated that the Main Street tenants are happy, and they realize that outlying areas need additional signage.          Councilmember Bachrach commented that this could help with the issue that John Bartell talked about earlier in the meeting.          Mr. Dabney asked for Council's opinion about the project, and added that he had thought to include a header sign, which would probably cost about \$30 for each location. He suggested using "We're all here because we're not all there."          Councilmember Bachrach suggested using something historical instead.          Mr. Dabney confirmed that the cost to install all of the signs would be less than \$1,500, and Mayor Vander Horst asked Ms. Gallagher if these funds were available. She replied that they are.  <b>Motion:</b> Vice Mayor Kinsella made a <b>motion to approve the district sign locations and funding.</b> The motion was seconded by Councilmember Barber and <b>unanimously approved.</b>          The Council thanked Mr. Dabney for his efforts.          Mayor Vander Horst commented that Council members could each come up with different ideas for sayings on the district sign headers.</p>
<p>9:46</p>	<p><b>ITEM #9B: RESOLUTION #560, TRANSFERRING FUNDS IN THE FY2018 BUDGET</b>          Considering wildlands revenues received, Council may approve Resolution 560, authorizing a transfer of funds in the FY2018 budget from the General Fund Contingency Fund to the General Fund fire department budget.          Following a brief review by Ms. Gallagher,  <b>Motion:</b> Councilmember Bachrach made a <b>motion to approve Resolution No. 560.</b> It was <b>seconded by</b> Councilmember Currier. The <b>motion passed, 5-0.</b></p>



ITEM #10	NEW BUSINESS
7:25	<p><b>ITEM #10A: SERIES 12 LIQUOR LICENSE – HILLTOP DELI</b></p> <p>Council may recommend to the Arizona Dept. of Liquor Licenses and Control approval or denial of a Series 12 liquor license application by Hilltop Deli, 403 Clark Street.</p> <p><b>Motion:</b> Councilmember Currier made a <b>motion to approve the Series 12 liquor license</b>. It was <b>seconded by Councilmember Barber</b>. The <b>motion passed, 5-0</b>.</p>
9:47	<p><b>ITEM #10B: SPECIAL EVENT LIQUOR LICENSE – JEROME CHAMBER OF COMMERCE</b></p> <p>Council may approve a special event liquor license for the Jerome Chamber of Commerce for the annual Holiday Dinner to take place at Spook Hall on December 9, 2017.</p> <p><b>Motion:</b> Councilmember Barber made a <b>motion to approve the special event liquor license</b>. It was <b>seconded by Councilmember Currier</b>.</p> <p>Vice Mayor Kinsella asked Deputy Clerk Savage if everything was in order for that application with respect to drawings and payment.</p> <p>Ms. Savage responded, "Yes, all is in order."</p> <p>The <b>motion passed, 5-0</b>.</p>
7:18	<p><b>ITEM #10C: RESOLUTION #561, DEDICATING CERTAIN FUNDS TOWARD COURT ENHANCEMENT EXPENSES</b></p> <p>Council may approve a Resolution to formally dedicate toward court enhancement expenditures certain court enhancement revenues that were, in prior years, deposited into the General Fund.</p> <p><i>The Town Manager had presented a Resolution stating that, between 2006 and 2011, \$31,392.97 was received by the Magistrate Court in dedicated court enhancement revenues and reflected as revenues in the Town's general fund, and is currently reflected as part of the unrestricted general fund balance.</i></p> <p><i>Judge Dwyer explained that, in 2008, the court enhancement fee was \$27 per ticket. Those funds were deposited in the Town account, and were supposed to be segregated and kept separately from other funds; however, that was never done. In July 2011, the Court began depositing these funds into a bank account that is separate from the Town accounts. The Judge has calculated the net amount at \$31,392.97, and that should be placed in a separate fund for the Court. Ms. Gallagher agreed.</i></p> <p><i>Councilmember Currier asked where the accounts are held that the Court has been using since 2011.</i></p> <p><i>"We have three accounts at Country Bank," Judge Dwyer responded.</i></p> <p><i>This was discussed briefly. At the suggestion of Vice Mayor Kinsella, Council agreed that, rather than segregate this amount into a separate fund, the Town should instead issue a check in the amount of \$31,392.97 to the Municipal Court. The Judge and the Manager had no objection to this.</i></p> <p><b>Motion:</b> Councilmember Currier made a <b>motion to issue a check to the Municipal Court</b> as just discussed. It was <b>seconded by Vice Mayor Kinsella</b>. The <b>motion passed unanimously</b>.</p> <p>No action was then needed or taken on Resolution #561.</p>
9:48	<p><b>ITEM #10D: DESIGNATION OF REPRESENTATIVE(S) TO NACOG</b></p> <p>Council may designate the Town's representative to the NACOG Regional Council, and may also opt to designate an alternate.</p> <p><i>Mayor Vander Horst said that he is currently the Town's representative to NACOG, but does not have the time to do this. He noted that the next meeting would be held on October 26<sup>th</sup> in Flagstaff.</i></p> <p><i>Councilmember Currier volunteered to serve in this capacity.</i></p> <p><i>Mayor Vander Horst asked if anyone was interested in serving as an alternate.</i></p> <p><i>Vice Mayor Kinsella said that he could do that on occasion.</i></p> <p><i>Councilmember Bachrach suggested that each member could be on a phone list and serve as a backup if needed. The Mayor agreed.</i></p> <p><b>Motion:</b> Mayor Vander Horst made a <b>motion to appoint Lew Currier as the NACOG representative and Vice Mayor Kinsella as the alternate</b>. The motion was seconded by Councilmember Barber and <b>unanimously approved</b>.</p>



**ITEM #11**  
**9:52**

**TO AND FROM THE COUNCIL**

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

*Councilmember Currier reminded everyone that the Humane Society is having their annual fundraising brunch on the coming Sunday at the Honeymoon Cottage.*

*Mayor Vander Horst asked when their next flea market would be held, and he was told that it would take place toward the end of November.*

*Councilmember Barber suggested that the Town conduct another recycling event. She added that she would like to see the Town adopt an ordinance that would require recycling, but she doesn't think we're ready for that yet.*

*Councilmember Bachrach said that he would like to have "a real discussion about the Hotel Jerome roof." He said that we could install a higher quality roof (a "35-year roof") but it could utilize most of the grant funding. He added that the tear-off of the existing roof is set for October 23, then it will need to dry out for a week. He added that he is in the process of getting three quotes, and asked Council for permission to meet with the Town Manager about the project. Council had no objections.*

*Councilmember Currier cautioned that the Manager should be in charge of the project, as the Town ran into problems with the wall project when a Councilmember got involved.*

*Councilmember Bachrach agreed and said that he appreciated Mr. Currier's comment.*

*Ms. Gallagher noted that any change in the grant budget must be submitted to and approved by the USDA. She did not anticipate that it would be a problem, but it is a formality that we must adhere to.*

*Mayor Vander Horst asked if we had the funds yet, and Ms. Gallagher explained that this is a reimbursement grant. We do not receive funding upfront.*

*Vice Mayor Kinsella reminded everyone about the Historical Society's Ghost Walk on the coming weekend. "It's a true history lesson of the past," he said, and noted that 40 individuals were involved in the production. On Thursday, he said, there will be free shows for the locals. Mr. Kinsella also mentioned the lit sculpture by Bernie Molaskey that is currently on display at the Bartlett Hotel, and the Fire Department's annual Halloween Dance that will take place on October 28. In addition, "Spook Weekend" is approaching, and there will be a mariachi band.*

*Mayor Vander Horst said that he would like to have a special meeting on the following Tuesday to discuss commercial parking, and asked about Council's availability.*

*Ms. Gallagher noted that they would also be discussing enforcement of the zoning ordinance and will receive legal advice regarding the GPLET (Government Property Lease Excise Tax).*

*It was not possible to settle on a date where all members and the attorney would be available, so Ms. Gallagher will contact all later with alternate dates.*

*Mayor Vander Horst informed Council that he sent an email to Mr. Dabney which he had asked him to forward to all the members of the Planning & Zoning Commission. "We have been unable to have a quorum," he said, "and unable to meet our statutory responsibilities to applicants because we can't get people to come to the meetings. There is a special [P&Z] meeting tomorrow night, and if it's not held and if we don't have a quorum, I will convene a special meeting of the Council and we will become P&Z. I am tired of people not showing up and not being willing to even call in. This is the wrong service we need to provide to this town."*

*Councilmember Currier asked about an applicant that he said had been turned down. "If she had been seated," he said, "we would we have had a quorum. Why has she not been seated?"*

*Ms. Gallagher stated that this is slated to be on the November agenda, and pointed out that the applicant Mr. Currier was referring to had applied to sit on the Design Review Board, not Planning & Zoning.*

*Councilmember Bachrach commented, "I would like to mention that DRB needs a little bit of reining in."*

*Mayor Vander Horst said that, on the next agenda, he would like a discussion about DRB and P&Z. "We have a hard time finding five people willing to do it," he said, "so we might want to consider one of two things (if we can by statute)... one is reduce the number of board members to three." He added that there is no legal requirement that we have DRB or P&Z, and if we can't get people to come to the meetings, he believes that*

	<p>perhaps Council should take over those responsibilities. The meetings could be held at the same time as the Council meetings.</p> <p>"I would prefer motivating them," Councilmember Bachrach said.</p> <p>"I agree," Mayor Vander Horst said, "but as someone told me once, 'If you only do what you've always done, you'll only get what you've got.'"</p>
<p><b>ITEM #12</b> <b>8:00</b></p>	<p><b>EXECUTIVE SESSION</b></p> <p>Council may convene in Executive Session, pursuant to A.R.S. § 38-431.03 (A)(3) and (A)(4), to obtain legal advice from the Town Attorney (who may participate telephonically) regarding certain water issues.</p> <p><b>Motion: Upon motion by Mayor Vander Horst, seconded by Vice Mayor Kinsella and unanimously approved, Council entered into executive session at 8:00 p.m.</b></p> <p>At 8:25 p.m., the meeting reconvened into open session, and continued with Petitions from the Public.</p>
<p><b>ITEM #13</b> <b>10:12</b></p>	<p><b>ADJOURNMENT</b></p> <p><b>Upon motion by Councilmember Barber, seconded by Vice Mayor Kinsella and unanimously approved, the meeting was adjourned at 10:12 p.m.</b></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: