



TOWN OF JEROME

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

Due to the length of this meeting, Council may recess and reconvene at the time and date announced.

Pursuant to A.R.S. 38-431.02 notice is hereby given to the members of the Council and to the General Public that the Jerome Town Council plans to hold the above meeting. Persons with a disability may request an accommodation such as a sign language interpreter by contacting Joni Savage, Deputy Clerk, at 928-634-7943. Requests should be made early enough to allow time to arrange the accommodation.

For TTY access, call the Arizona Relay Service at 800-367-8939 and ask for the Town of Jerome at 928-634-7943.

A copy of the full public meeting packet may be reviewed at the offices of Jerome Town Hall during normal business hours, and on the Town's website at www.jerome.az.gov.

ITEM #1:	CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE Mayor/Chairperson to call meeting to order. Town Clerk to call and record the roll. Mayor or Mayor's designee to lead the Pledge of Allegiance.	
ITEM #2:	FINANCIAL REPORTS Budget to Actual reports, vendor ledger and balance sheet for October 2019	Discussion/Possible Action
ITEM #3:	STAFF AND COUNCIL REPORTS Written staff reports by the Town Manager/Clerk, Deputy Town Clerk, Utilities Clerk, Accounting Clerk, Public Works Department, Building Inspector, Library, Municipal Court, Police Chief, and Fire Chief, and verbal reports from Council members.	Discussion/Possible Action
ITEM #4:	ZONING ADMINISTRATOR'S PLANNING AND ZONING AND DESIGN REVIEW REPORT AND MINUTES Minutes are provided for the information of Council and do not require action.	Discussion/Possible Direction
ITEM #5:	APPROVAL OF MINUTES October 8, 2019 regular meeting; October 8, 2019 special meeting – open and closed sessions	Discussion/Possible Action
ITEM #6:	PETITIONS FROM THE PUBLIC 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.	Discussion/Possible Direction
ITEM #7:	PROCLAMATIONS ITEM #7A: PROCLAMATION: "BE KIND AMERICA" WEEK, NOVEMBER 10-16, 2019 Council may ratify a Mayor's proclamation declaring November 10-16, 2019 as "Be Kind America" week in the Town of Jerome.	Sponsored by Mayor Alex Barber Discussion: Possible Action
ITEM #8:	ORDINANCES ITEM #8A: FIRST READING – ORDINANCE NO. 458, AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JEROME, ARIZONA, AMENDING ARTICLE 12-2, "RESIDENTIAL PARKING," OF THE JEROME TOWN CODE Council may conduct the first reading of Ordinance No. 458, amending the Town Code provisions regarding residential parking.	Sponsored by Vice Mayor Sage Harvey Discussion: Possible Action
ITEM #9:	UNFINISHED BUSINESS ITEM #9A: PARKING OVERLAY DISTRICT/IN-LIEU FEE PROGRAM Council will continue discussion regarding a Parking Overlay District/In-Lieu Fee and possibly initiate a Code and Map Amendment for this proposed Pilot Project. ITEM #9B: COMPOSITION OF DESIGN REVIEW BOARD Council will continue their discussion regarding the Code provision that one member of the Design Review Board shall be a member of the Planning & Zoning Commission.	Sponsored by Councilmember Mandy Worth Discussion: Possible Action Sponsored by Mayor Alex Barber Discussion: Possible Direction

ITEM #10:	NEW BUSINESS	
	ITEM #10A: RESOLUTION NO. 588, APPROVING A CONDITIONAL USE PERMIT FOR A SPIRITOUS LIQUOR TASTING FACILITY AT 114 JEROME AVENUE	
	Council will review and may approve Resolution No. 588, authorizing a Conditional Use Permit for a spiritous liquor tasting facility to be operated at 114 Jerome Avenue. The Planning & Zoning Commission reviewed this CUP request at their October 2, 2019 meeting, and recommended its approval, with conditions.	Sponsored by Mayor Alex Barber Discussion: Possible Action
	ITEM #10B: SERIES 19 (REMOTE TASTING ROOM) LIQUOR LICENSE – ORIGINAL JEROME WINERY	
	Council will review an application by John McLoughlin for a Series 19 (Remote Tasting Room) Liquor License to operate the "Original Jerome Winery" at 114 Jerome Avenue, and may recommend approval or disapproval, or make no recommendation regarding same, to the Arizona Dept. of Liquor Licenses and Control.	Sponsored by Mayor Alex Barber Discussion: Possible Action
	ITEM #10C: SERIES 16 (FAIR/FESTIVAL) LIQUOR LICENSE – ODYSSEY CELLARS	
	Council will review an application by John McLoughlin (Odyssey Cellars) for a Series 16 (Fair/Festival) Liquor License at 114 Jerome Avenue, and may recommend approval or disapproval, or make no recommendation regarding same, to the Arizona Dept. of Liquor Licenses and Control.	Sponsored by Mayor Alex Barber Discussion: Possible Action
	ITEM #10D: MEMORANDUM OF UNDERSTANDING	
	Council will review and may approve a Memorandum of Understanding between the Town of Jerome and Windy Jones and Josh Lindner regarding the development of the former Cuban Queen property.	Sponsored by Councilmember Jane Moore Discussion: Possible Action
	ITEM #10E: PREPAID PARKING PASSES	
	Council will discuss the possibility of offering prepaid parking passes for the paid parking areas. Discussion may include the duration of the passes and the fee to be charged for same.	Sponsored by Vice Mayor Sage Harvey Discussion: Possible Action
	ITEM #10F: TRANSFER OF HISTORIC RECORDS	
	Council will discuss and may approve the transfer to the Jerome Historical Society of certain historic records previously located in the Hotel Jerome.	Sponsored by Mayor Alex Barber Discussion: Possible Action
	ITEM #10G: TINY HOMES – PROPOSAL TO FREEPORT-MCMORAN	
	Dr. Jack Dillenberg will lead Council in a discussion regarding the possibility of a "tiny home" development at the 500 Level property owned by Freeport-McMoran.	Sponsored by Councilmember Jack Dillenberg Discussion: Possible Action
	ITEM #10H: TOWN-OWNED PROPERTY IN CLARKDALE	
	Council will discuss possible uses for and/or disposition of the Town-owned property in Clarkdale (Parcels 406-27-034G and H). Discussion may include coordination of activities for maintenance of the historic cemetery there.	Sponsored by Councilmember Jack Dillenberg Discussion: Possible Action
ITEM #11:	TO AND FROM THE COUNCIL	
	Council may direct staff as to items of pending importance that they would like placed on a future meeting agenda.	Discussion: Possible Direction
ITEM #12:	ADJOURNMENT	

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

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that this notice and agenda was posted at the following locations on or before _____ 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

Jon Savage, Deputy Town Clerk

TOWN OF JEROME PARKING REVENUE/EXPENSES

SEPTEMBER - OCTOBER 2019

REVENUE:

<u>September 2019 (Testing)</u>	\$ 1.50
<u>October 2019 (18th-31st)</u>	<u>\$ 10,004.45</u>
Total Revenue to Date	\$ 10,005.95

MINUS EXPENSES:

September 2019

Sign Posts*	\$ 1,537.23
Parking signs*	\$ 945.05

October 2019

Purchase of Kiosks*	\$ 47,619.98
Parking Computer Hardware*	\$ 8,818.39
Credit Card Merchant Exp	\$ 23.48
Drop Box for Parking Tickets*	\$ 698.33
Parking Computer & Software Support	\$ 1,531.28
Pay to Park Signs*	\$ 119.99
Signs For Kiosks*	\$ 64.10
Salary For Parking Enforcement	<u>\$ 555.99</u>
Total Expenses to Date	\$ 61,913.82

Total Income/Loss	<u><u>\$ (51,907.87)</u></u>
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***One Time Costs**

Town of Jerome
Budget to Actual Summary
19-Oct

Fund	Department	Current Period			YTD		
		Revenue	Budget	Variance	Revenue	Budget	Variance
General	10 GF Revenue	\$ 142,328.31	\$ 160,102.77	\$ (17,774.46)	\$ 634,505.33	\$ 551,853.54	\$ 82,651.79
	Total	\$ 142,328.31	\$ 160,102.77	\$ (17,774.46)	\$ 634,505.33	\$ 551,853.54	\$ 82,651.79
		Expense	Budget	Variance	Expense	Budget	Variance
	11 Admin	\$ 75,089.25	\$ 67,700.91	\$ (7,388.34)	\$ 227,047.56	\$ 255,822.22	\$ 28,774.66
	12 Court	\$ 8,616.84	\$ 6,605.30	\$ (2,011.54)	\$ 25,941.98	\$ 27,636.10	\$ 1,694.12
	13 Police	\$ 50,902.32	\$ 43,084.95	\$ (7,817.37)	\$ 161,083.80	\$ 171,948.40	\$ 10,864.60
	14 Fire	\$ 28,845.99	\$ 29,282.32	\$ 436.33	\$ 116,980.65	\$ 138,109.86	\$ 21,129.21
	15 Library	\$ 11,451.76	\$ 8,918.53	\$ (2,533.23)	\$ 35,018.22	\$ 32,736.76	\$ (2,281.46)
	16 P&Z	\$ 9,287.12	\$ 8,914.25	\$ (372.87)	\$ 29,230.46	\$ 35,687.54	\$ 6,457.08
	17 Parks	\$ 2,015.96	\$ 1,772.92	\$ (243.04)	\$ 48,356.00	\$ 55,354.64	\$ 6,998.64
	18 Properties	\$ 90,311.70	\$ 85,368.59	\$ (4,943.11)	\$ 130,901.16	\$ 140,302.28	\$ 9,401.12
	19 JKAW						
	Total	\$ 276,520.94	\$ 251,647.77	\$ (24,873.17)	\$ 774,559.83	\$ 857,597.80	\$ 83,037.97
	Net Income (Loss)	\$(134,192.63)	\$ (91,545.00)	\$ (42,647.63)	\$ (140,054.50)	\$(305,744.26)	\$ 165,689.76
		Revenue	Budget	Variance	Revenue	Budget	Variance
	50 Water	\$ 24,977.89	\$ 25,250.00	\$ (272.11)	\$ 100,062.02	\$ 101,000.00	\$ (937.98)
	51 Sewer	\$ 20,949.15	\$ 21,258.32	\$ (309.17)	\$ 84,314.72	\$ 85,033.44	\$ (718.72)
	52 Trash	\$ 15,611.13	\$ 15,916.66	\$ (305.53)	\$ 62,872.36	\$ 63,666.72	\$ (794.36)
	Total	\$ 61,538.17	\$ 62,424.98	\$ (886.81)	\$ 247,249.10	\$ 249,700.16	\$ (2,451.06)
		Expense	Budget	Variance	Expense	Budget	Variance
	50 Water	\$ 17,115.08	\$ 18,999.40	\$ 1,884.32	\$ 57,475.25	\$ 73,400.30	\$ 15,925.05
	51 Sewer	\$ 16,526.11	\$ 20,811.26	\$ 4,285.15	\$ 59,672.64	\$ 82,586.92	\$ 22,914.28
	52 Trash	\$ 18,596.43	\$ 16,080.44	\$ (2,515.99)	\$ 66,188.49	\$ 72,080.98	\$ 5,892.49
	Total	\$ 52,237.62	\$ 55,891.10	\$ 3,653.48	\$ 183,336.38	\$ 228,068.20	\$ 44,731.82
Utilities	Net Income (Loss)	\$ 9,300.55	\$ 6,533.88	\$ 2,766.67	\$ 63,912.72	\$ 21,631.96	\$ 42,280.76
		Revenue	Budget	Variance	Revenue	Budget	Variance
	30 HURF	\$ 10,320.44	\$ 9,415.98	\$ 904.46	\$ 225,747.82	\$ 235,466.16	\$ (9,718.34)
		Expense	Budget	Variance	Expense	Budget	Variance
		\$ 10,320.44	\$ 10,493.59	\$ 173.15	\$ 34,776.92	\$ 43,855.28	\$ 9,078.36
Road	Net Income (Loss)	\$ -	\$ (1,077.61)	\$ 1,077.61	\$ 190,970.90	\$ 191,610.88	\$ (639.98)
	Total Revenue	\$ 214,186.92			\$ 1,107,502.25		
	Less Total Expense	\$ 339,079.00			\$ 992,673.13		
	Net Income (Loss)	\$(124,892.08)			\$ 114,829.12		

*Please see attached parking revenue/expense worksheet to explain above average parking expenses in properties.

*Also in properties, there were expenses for air conditioning units installed in excess of \$14,500

*This was a three pay period month, so payroll expenses were higher in all funds.

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 10/1/2019 Through 10/31/2019

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

	Current Period			Actual	Year To Date		
	Budget	Variance	%		Budget	Variance	%
Revenues							
Property Taxes	\$0.00	\$0.00	0.0 %	\$11,657.97	\$4,916.70	\$6,741.27	137.1 %
City Sales Taxes	71,648.14	(20,651.86)	(22.4)	369,946.02	310,400.00	59,546.02	19.2
State Sales Taxes	3,839.25	(84.08)	(2.1)	14,496.38	15,693.36	(1,196.98)	(7.6)
Urban Revenue Share	16,164.31	(0.02)	0.0	64,657.24	64,657.36	(0.12)	0.0
Vehicle License Tax	2,644.18	(113.32)	(4.1)	10,882.31	11,030.00	(147.69)	(1.3)
Fines and Forfeitures	3,229.75	(2,186.91)	(40.4)	19,520.25	21,666.72	(2,146.47)	(9.9)
Building Permits	460.58	2.25	0.5	2,871.08	1,833.36	1,037.72	56.6
Planning & Zoning Fees	400.00	108.34	37.1	935.00	1,166.72	(231.72)	(19.9)
Parking Revenue	10,004.45	4,379.45	77.9	10,005.95	5,625.00	4,380.95	77.9
Business Licenses	470.00	(280.00)	(37.3)	1,610.00	3,000.00	(1,390.00)	(46.3)
Commercial Filming Fees	0.00	(41.66)	(100.0)	0.00	166.72	(166.72)	(100.0)
Fire Dept Services Rev	0.00	(625.00)	(100.0)	7,239.36	2,500.00	4,739.36	189.6
Franchise Fees	4,189.55	(310.45)	(6.9)	7,786.39	9,000.00	(1,213.61)	(13.5)
Police Officer Safety Equip Rev	87.48	(87.52)	(50.0)	493.84	700.00	(206.16)	(29.5)
Police Services	792.50	(1,607.50)	(67.0)	5,588.97	6,800.00	(1,211.03)	(17.8)
Rents	6,598.51	55.01	0.8	26,374.04	26,174.00	200.04	0.8
Utility Reimbursements	314.37	(102.29)	(24.5)	1,250.82	1,666.72	(415.90)	(25.0)
Firewise Wage Reimbursement	7,500.00	4,250.00	130.8	21,645.33	7,000.00	14,645.33	209.2
Contributions	0.00	(16.66)	(100.0)	5.00	66.72	(61.72)	(92.5)
Library Contributions	243.00	(7.00)	(2.8)	243.00	1,000.00	(757.00)	(75.7)
Interest	172.65	39.32	29.5	690.96	533.36	157.60	29.5
Sale of Assets	0.00	(500.00)	(100.0)	0.00	2,000.00	(2,000.00)	(100.0)
Miscellaneous Revenues	630.43	47.10	8.1	4,848.78	2,333.36	2,515.42	107.8
Ins Dividends, Claims, Reimbursemts	0.00	(41.66)	(100.0)	0.00	166.72	(166.72)	(100.0)
Administrative Charges	12,939.16	0.00	0.0	51,756.64	51,756.72	(0.08)	0.0
Net Revenues	\$142,328.31	\$(17,774.46)	(11.1)%	\$634,505.33	\$551,853.54	\$82,651.79	15.0 %
Net Income (Loss)	\$142,328.31	\$(17,774.46)	(11.1)%	\$634,505.33	\$551,853.54	\$82,651.79	15.0 %

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 10/1/2019 Through 10/31/2019

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<u>Program Expenses</u>								
Advertising, Printing, & Publishing	\$0.00	\$333.33	\$333.33	100.0 %	\$1,459.31	\$1,333.36	\$(125.95)	(9.4)%
Contract Services	371.41	525.00	153.59	29.3	4,022.32	3,300.00	(722.32)	(21.9)
Conventions and Seminars	0.00	125.00	125.00	100.0	862.77	500.00	(362.77)	(72.6)
Training & Education	0.00	208.33	208.33	100.0	0.00	833.36	833.36	100.0
Dues, Subs & Memberships	227.72	150.00	(77.72)	(51.8)	5,592.61	5,400.00	(192.61)	(3.6)
TPT Collection Fee Exp	0.00	0.00	0.00	0.0	1,195.19	1,218.00	22.81	1.9
Insurance	0.00	0.00	0.00	0.0	212.25	150.00	(62.25)	(41.5)
Insurance Deductible Exp	0.00	41.66	41.66	100.0	0.00	166.72	166.72	100.0
Legal Exp - Gen Gov	253.50	1,000.00	746.50	74.7	3,217.50	4,000.00	782.50	19.6
Miscellaneous	516.50	283.58	(232.92)	(82.1)	768.15	1,134.36	366.21	32.3
Bank Fees - Gen Admin	120.89	141.66	20.77	14.7	702.83	566.72	(136.11)	(24.0)
Bank Fees / Merch Svcs	535.14	566.66	31.52	5.6	1,839.44	2,266.72	427.28	18.9
Office Supplies	681.82	500.00	(181.82)	(36.4)	2,206.84	2,000.00	(206.84)	(10.3)
Copier & Equip Lease Expense	813.11	625.00	(188.11)	(30.1)	2,821.98	2,500.00	(321.98)	(12.9)
Software Support Exp - GG	1,355.16	1,666.66	311.50	18.7	3,710.58	3,666.72	(43.86)	(1.2)
Computer Hardware & Service	5,752.95	3,833.33	(1,919.62)	(50.1)	6,524.87	6,333.36	(191.51)	(3.0)
Operating Supplies - Gen Gov	399.49	83.33	(316.16)	(379.4)	996.28	333.36	(662.92)	(198.9)
Postage	1,000.00	458.33	(541.67)	(118.2)	1,299.40	1,833.36	533.96	29.1
Rep and Maint - Vehicles	0.00	41.66	41.66	100.0	0.00	166.72	166.72	100.0
Shuttle Expenses	208.14	125.00	(83.14)	(66.5)	773.54	500.00	(273.54)	(54.7)
Small Tools and Equipment	0.00	83.33	83.33	100.0	38.00	333.36	295.36	88.6
Telephone	179.44	375.00	195.56	52.1	688.19	1,500.00	811.81	54.1
Travel	171.41	125.00	(46.41)	(37.1)	293.79	500.00	206.21	41.2
Tourism 1% Bed Tax	4,535.75	3,483.33	(1,052.42)	(30.2)	4,639.45	4,933.36	293.91	6.0
Community Health	0.00	41.66	41.66	100.0	0.00	166.72	166.72	100.0
Preservation of Historic Buildings	0.00	4,166.66	4,166.66	100.0	0.00	16,666.72	16,666.72	100.0
Transfers Out	22,657.75	22,000.00	(657.75)	(3.0)	77,331.48	88,000.00	10,668.52	12.1
Total Program Expenses	\$39,780.18	\$40,983.51	\$1,203.33	2.9 %	\$121,196.77	\$150,302.92	\$29,106.15	19.4 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$26,238.42	\$19,667.83	\$(6,570.59)	(33.4)%	\$78,975.78	\$78,671.36	\$(304.42)	(0.4)%
Longevity Bonus	308.00	308.00	0.00	0.0	680.50	682.00	1.50	0.2
Payment in Lieu of Medical Benefits	596.40	433.75	(162.65)	(37.5)	1,825.35	1,735.00	(90.35)	(5.2)
FICA Match	1,993.43	1,546.33	(447.10)	(28.9)	5,984.08	6,185.36	201.28	3.3
Retirement Match	1,893.27	1,412.66	(480.61)	(34.0)	5,739.72	5,650.72	(89.00)	(1.6)
Health/Life Insurance	3,917.55	2,895.75	(1,021.80)	(35.3)	11,752.65	11,583.00	(169.65)	(1.5)

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 10/1/2019 Through 10/31/2019

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Workers Compensation	362.00	400.25	38.25	9.6	834.00	800.50	(33.50)	(4.2)
Unemployment Insurance	0.00	52.83	52.83	100.0	58.71	211.36	152.65	72.2
Total General & Administrative Expenses	\$35,309.07	\$26,717.40	\$(8,591.67)	(32.2)%	\$105,850.79	\$105,519.30	\$(331.49)	(0.3)%
Total Expenses	\$75,089.25	\$67,700.91	\$(7,388.34)	(10.9)%	\$227,047.56	\$255,822.22	\$28,774.66	11.2 %
Net Income (Loss)	\$(75,089.25)	\$(67,700.91)	\$(7,388.34)	(10.9)%	(\$227,047.56)	\$(255,822.22)	\$28,774.66	11.2 %

[illegible]

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 10/1/2019 Through 10/31/2019

Fund: (1) General Department: (13) Police						
	Current Period			Year To Date		
	Actual	Budget	Variance	%	Actual	Budget
Program Expenses						
Advertising, Printing, & Publishing	\$0.00	\$16.66	\$16.66	100.0 %	\$207.25	\$66.72
Contract Services	0.00	250.00	250.00	100.0	0.00	1,000.00
Training & Education	0.00	208.33	208.33	100.0	285.00	833.36
Dues and Subscriptions	250.00	41.66	(208.34)	(500.1)	691.00	166.72
Fuel	920.78	666.66	(254.12)	(38.1)	2,995.73	2,666.72
Prosecutor Exp	1,595.00	2,500.00	905.00	36.2	7,739.00	10,000.00
Miscellaneous	0.00	50.00	50.00	100.0	252.12	200.00
Software Service & Support	297.21	0.00	(297.21)	0.0	1,984.71	1,000.00
Computer Hardware & Service	100.00	416.66	316.66	76.0	100.00	1,666.72
Operating Supplies - Police	170.93	208.33	37.40	18.0	1,115.11	833.36
Postage	0.00	8.33	8.33	100.0	98.82	33.36
Rep and Maint - Vehicles	2,652.37	1,458.33	(1,194.04)	(81.9)	3,467.08	2,833.36
Rep and Maint - Equipment	0.00	100.00	100.00	100.0	456.24	400.00
Police Officer Safety Equip Exp	0.00	175.00	175.00	100.0	0.00	700.00
Small Tools and Equipment	0.00	250.00	250.00	100.0	15.00	1,000.00
Telephone	301.83	333.33	31.50	9.5	1,200.89	1,333.36
Uniforms	0.00	125.00	125.00	100.0	0.00	500.00
Vehicles, Cap Outlay, Police	0.00	0.00	0.00	0.0	11,185.58	11,500.00
Total Program Expenses	\$6,288.12	\$6,808.29	\$520.17	7.6 %	\$31,793.53	\$36,733.68
General & Administrative Expenses						
Salaries and Wages	\$29,173.95	\$22,403.75	\$(6,770.20)	(30.2)%	\$85,702.22	\$89,615.00
Longevity Bonus	0.00	0.00	0.00	0.0	810.00	810.00
FICA and Medicare	2,076.07	1,723.58	(352.49)	(20.5)	6,151.04	6,894.36
Retirement	3,455.17	2,867.75	(587.42)	(20.5)	10,635.74	11,471.00
Health Insurance	5,139.81	3,860.00	(1,279.81)	(33.2)	15,419.43	15,440.00
Worker's Compensation	4,713.00	5,351.00	638.00	11.9	10,450.00	10,702.00
Unemployment	56.20	70.58	14.38	20.4	121.84	282.36
Total General & Administrative Expenses	\$44,614.20	\$36,276.66	\$(8,337.54)	(23.0)%	\$129,290.27	\$135,214.72
Total Expenses	\$50,902.32	\$43,084.95	\$(7,817.37)	(18.1)%	\$161,083.80	\$171,948.40
Net Income (Loss)	\$(50,902.32)	\$(43,084.95)	\$(7,817.37)	(18.1)%	\$(161,083.80)	\$(171,948.40)

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 10/1/2019 Through 10/31/2019

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

	Current Period			%	Year To Date			%
	Actual	Budget	Variance		Actual	Budget	Variance	
<u>Program Expenses</u>								
Contract Services	\$0.00	\$333.33	\$333.33	100.0 %	\$0.00	\$1,333.36	\$1,333.36	100.0 %
Training & Education	0.00	0.00	0.00	0.0	5,747.12	6,000.00	252.88	4.2
Dispatch Fees	508.25	508.33	0.08	0.0	2,033.00	2,033.36	0.36	0.0
Dues and Subscriptions	240.00	125.00	(115.00)	(92.0)	315.00	500.00	185.00	37.0
Fuel	660.07	416.66	(243.41)	(58.4)	2,112.91	1,666.72	(446.19)	(26.8)
Legal Exp - Fire	0.00	41.66	41.66	100.0	0.00	166.72	166.72	100.0
Medical Expenses	75.00	41.66	(33.34)	(80.0)	715.00	166.72	(548.28)	(328.9)
Medical Supplies Exp	185.20	250.00	64.80	25.9	779.66	1,000.00	220.34	22.0
Miscellaneous	75.00	125.00	50.00	40.0	492.02	500.00	7.98	1.6
Operating Supplies - Fire Dept	0.00	83.33	83.33	100.0	263.62	333.36	69.74	20.9
Rep and Maint - Vehicles	457.04	633.33	176.29	27.8	10,318.34	10,933.36	615.02	5.6
Rep and Maint - Equipment	0.00	416.66	416.66	100.0	663.76	1,666.72	1,002.96	60.2
Small Tools and Equipment	121.50	722.21	600.71	83.2	3,505.46	4,222.24	716.78	17.0
Telephone	279.53	416.66	137.13	32.9	1,209.91	1,666.72	456.81	27.4
Training Center Assessment	0.00	0.00	0.00	0.0	2,492.00	2,700.00	208.00	7.7
Total Program Expenses	\$2,601.59	\$4,113.83	\$1,512.24	36.8 %	\$30,647.80	\$34,889.28	\$4,241.48	12.2 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$13,958.40	\$10,356.08	\$(3,602.32)	(34.8)%	\$36,556.20	\$41,424.36	\$4,868.16	11.8 %
Volunteer-Employee Volunteer Personnel	1,842.75	2,000.00	157.25	7.9	8,626.50	8,000.00	(626.50)	(7.8)
Firewise Personnel	3,369.00	3,600.00	231.00	6.4	10,265.50	14,400.00	4,134.50	28.7
Longevity Bonus	218.00	218.00	0.00	0.0	218.00	218.00	0.00	0.0
FICA and Medicare	1,331.46	1,372.50	41.04	3.0	3,566.24	5,490.00	1,923.76	35.0
Retirement	846.10	806.50	(39.60)	(4.9)	14,501.52	15,226.00	724.48	4.8
Health Insurance	2,258.70	2,295.00	36.30	1.6	6,776.10	9,180.00	2,403.90	26.2
Worker's Compensation	2,297.00	4,399.75	2,102.75	47.8	5,522.00	8,799.50	3,277.50	37.2
Unemployment	122.99	120.66	(2.33)	(1.9)	300.79	482.72	181.93	37.7
Total General & Administrative Expenses	\$26,244.40	\$25,168.49	\$(1,075.91)	(4.3)%	\$86,332.85	\$103,220.58	\$16,887.73	16.4 %
Total Expenses	\$28,845.99	\$29,282.32	\$436.33	1.5 %	\$116,980.65	\$138,109.86	\$21,129.21	15.3 %
Net Income (Loss)	\$(28,845.99)	\$(29,282.32)	\$436.33	1.5 %	(\$116,980.65)	\$(138,109.86)	\$21,129.21	15.3 %

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 10/1/2019 Through 10/31/2019

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

	Current Period		Year To Date		
	Actual	Budget	Variance	%	
<u>Program Expenses</u>					
Contract Services	\$0.00	\$104.16	\$104.16	100.0 %	\$416.72
Miscellaneous	0.00	41.66	41.66	100.0	166.72
Office Supplies	150.38	25.00	(125.38)	(501.5)	(50.38)
Operating Supplies - Library	770.87	333.33	(437.54)	(131.3)	562.49
Print and Non-Print Materials	1,115.02	1,324.16	209.14	15.8	2,296.72
Rep and Maint - Equipment	0.00	16.66	16.66	100.0	66.72
Small Tools and Equipment	0.00	83.33	83.33	100.0	333.36
Telephone	82.70	83.33	0.63	0.8	333.36
E-Rate Exp	40.07	25.00	(15.07)	(60.3)	100.00
Total Program Expenses	\$2,159.04	\$2,036.63	\$(122.41)	(6.0)%	\$5,146.96
General & Administrative Expenses					
Salaries and Wages	\$7,142.33	\$5,272.08	\$(1,870.25)	(35.5)%	\$21,088.36
Longevity Bonus	0.00	0.00	0.00	0.0	214.00
FICA and Medicare	533.14	407.66	(125.48)	(30.8)	1,630.72
Retirement	394.74	285.08	(109.66)	(38.5)	1,140.36
Health Insurance	1,129.35	810.00	(319.35)	(39.4)	3,388.05
Worker's Compensation	65.00	76.00	11.00	14.5	152.00
Unemployment	28.16	31.08	2.92	9.4	124.36
Total General & Administrative Expenses	\$9,292.72	\$6,881.90	\$(2,410.82)	(35.0)%	\$27,589.80
Total Expenses	\$11,451.76	\$8,918.53	\$(2,533.23)	(28.4)%	\$32,736.76
Net Income (Loss)	\$(11,451.76)	\$(8,918.53)	\$(2,533.23)	(28.4)%	\$(32,736.76)

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 10/1/2019 Through 10/31/2019

Fund: (1) General Department: (16) P & Z						
	Current Period			Year To Date		
	Actual	Budget	Variance	%	Actual	Budget
<u>Program Expenses</u>						
Advertising, Printing, & Publishing	\$0.00	\$34.54	\$34.54	100.0 %	\$619.98	\$723.68
Contract Services	0.00	125.00	125.00	100.0	0.00	500.00
Training & Education	0.00	125.00	125.00	100.0	0.00	500.00
Legal Exp - P&Z	760.50	250.05	(510.45)	(204.1)	10,822.50	11,000.08
Miscellaneous	0.00	25.00	25.00	100.0	0.00	100.00
Operating Supplies - P&Z	0.00	20.83	20.83	100.0	0.00	83.36
Small Tools and Equipment	0.00	20.83	20.83	100.0	0.00	83.36
Telephone	49.60	50.00	0.40	0.8	194.72	200.00
Travel	0.00	41.66	41.66	100.0	0.00	166.72
Total Program Expenses	\$810.10	\$692.91	\$(117.19)	(16.9)%	\$11,637.20	\$13,357.20
<u>General & Administrative Expenses</u>						
Salaries and Wages	\$6,650.71	\$6,121.72	\$(528.99)	(8.6)%	\$14,828.18	\$19,015.24
Health Benefit Stipend	625.38	0.00	(625.38)	0.0	625.38	0.00
FICA and Medicare	556.63	470.45	(86.18)	(18.3)	1,182.19	1,461.40
Retirement	493.11	493.36	0.25	0.1	493.11	493.36
Health Insurance	7.83	944.48	936.65	99.2	7.83	944.48
Worker's Compensation	112.00	174.75	62.75	35.9	260.00	349.50
Unemployment	31.36	16.58	(14.78)	(89.1)	196.57	66.36
Total General & Administrative Expenses	\$8,477.02	\$8,221.34	\$(255.68)	(3.1)%	\$17,593.26	\$22,330.34
Total Expenses	\$9,287.12	\$8,914.25	\$(372.87)	(4.2)%	\$29,230.46	\$35,687.54
Net Income (Loss)	\$(9,287.12)	\$(8,914.25)	\$(372.87)	(4.2)%	\$(29,230.46)	\$(35,687.54)

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 10/1/2019 Through 10/31/2019

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<u>Program Expenses</u>								
Fuel	\$56.73	\$4.16	\$(52.57)	(1263.7)%	\$56.73	\$16.72	\$(40.01)	(239.3)%
Legal Exp - Parks	0.00	125.00	125.00	100.0	0.00	500.00	500.00	100.0
Miscellaneous	0.00	16.66	16.66	100.0	88.09	66.72	(21.37)	(32.0)
Software Service & Support	12.50	33.33	20.83	62.5	50.00	133.36	83.36	62.5
Operating Supplies - Parks	40.82	41.66	0.84	2.0	40.82	166.72	125.90	75.5
R&M Building - Parks	0.00	8.33	8.33	100.0	0.00	33.36	33.36	100.0
Rep and Maint - Vehicles	555.16	208.33	(346.83)	(166.5)	1,019.62	833.36	(186.26)	(22.4)
Rep and Maint - Equipment	0.00	41.66	41.66	100.0	0.00	166.72	166.72	100.0
Rep and Maint - Infrastructure	0.00	166.66	166.66	100.0	0.00	666.72	666.72	100.0
Small Tools and Equipment	5.93	25.00	19.07	76.3	48.26	100.00	51.74	51.7
Telephone	0.00	16.66	16.66	100.0	0.00	66.72	66.72	100.0
Uniform Exp Parks	32.93	41.66	8.73	21.0	53.39	166.72	113.33	68.0
Utilities	418.50	208.33	(210.17)	(100.9)	826.97	833.36	6.39	0.8
Purchase of Real Estate-Parks	0.00	0.00	0.00	0.0	43,468.30	48,500.00	5,031.70	10.4
Lease Payments	21.68	25.00	3.32	13.3	86.72	100.00	13.28	13.3
Total Program Expenses	\$1,144.25	\$962.44	\$(181.81)	(18.9)%	\$45,738.90	\$52,350.48	\$6,611.58	12.6 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$588.55	\$498.16	\$(90.39)	(18.1)%	\$1,825.50	\$1,992.72	\$167.22	8.4 %
FICA and Medicare	43.92	38.08	(5.84)	(15.3)	136.36	152.36	16.00	10.5
Retirement	41.32	39.33	(1.99)	(5.1)	126.54	157.36	30.82	19.6
Health Insurance	121.74	114.58	(7.16)	(6.2)	365.22	458.36	93.14	20.3
Worker's Compensation	76.00	119.00	43.00	36.1	160.00	238.00	78.00	32.8
Unemployment	0.18	1.33	1.15	86.5	3.48	5.36	1.88	35.1
Total General & Administrative Expenses	\$871.71	\$810.48	\$(61.23)	(7.6)%	\$2,617.10	\$3,004.16	\$387.06	12.9 %
Total Expenses	\$2,015.96	\$1,772.92	\$(243.04)	(13.7)%	\$48,356.00	\$55,354.64	\$6,998.64	12.6 %
Net Income (Loss)	\$(2,015.96)	\$(1,772.92)	\$(243.04)	(13.7)%	(\$48,356.00)	\$(55,354.64)	\$6,998.64	12.6 %

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 10/1/2019 Through 10/31/2019

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

	Current Period		Year To Date		
	Actual	Budget	Variance	%	
Program Expenses					
Contract Services	\$1,909.13	\$1,566.66	\$(342.47)	(21.9)%	\$2,933.26
Engineering Fees	0.00	416.66	416.66	100.0	0.00
Equipment Rentals - Properties	0.00	8.33	8.33	100.0	0.00
Fuel	56.74	8.33	(48.41)	(581.2)	56.74
Legal Exp - Properties	0.00	41.66	41.66	100.0	0.00
Miscellaneous	46.80	83.33	36.53	43.8	953.94
Software Service & Support	12.50	33.33	20.83	62.5	50.00
Operating Supplies - Properties	91.29	125.00	33.71	27.0	236.14
R&M Building - Properties	15,257.18	11,666.66	(3,590.52)	(30.8)	23,058.48
Rep and Maint - Vehicles	555.16	208.33	(346.83)	(166.5)	1,019.62
Rep and Maint - Equipment	0.00	20.83	20.83	100.0	0.00
Rep and Maint - Infrastructure	2,579.69	2,250.00	(329.69)	(14.7)	10,347.61
Parking Kiosks Expenses	58,875.55	60,000.00	1,124.45	1.9	61,357.83
Small Tools and Equipment	5.94	20.83	14.89	71.5	45.48
Uniform Exp Properties	32.93	41.66	8.73	21.0	53.39
Utilities	5,509.79	3,833.33	(1,676.46)	(43.7)	14,547.99
Lease Payments	21.68	25.00	3.32	13.3	86.72
Total Program Expenses	\$84,954.38	\$80,349.94	\$(4,604.44)	(5.7)%	\$114,747.20
General & Administrative Expenses					
Salaries and Wages	\$3,644.54	\$3,084.75	\$(559.79)	(18.1)%	\$11,304.19
FICA and Medicare	272.03	236.00	(36.03)	(15.3)	844.43
Retirement	255.84	243.66	(12.18)	(5.0)	783.35
Health Insurance	753.78	709.33	(44.45)	(6.3)	2,261.34
Worker's Compensation	430.00	736.50	306.50	41.6	939.00
Unemployment	1.13	8.41	7.28	86.6	21.65
Total General & Administrative Expenses	\$5,357.32	\$5,018.65	\$(338.67)	(6.7)%	\$16,153.96
Total Expenses	\$90,311.70	\$85,368.59	\$(4,943.11)	(5.8)%	\$130,901.16
Net Income (Loss)	\$(90,311.70)	\$(85,368.59)	\$(4,943.11)	(5.8)%	\$(130,901.16)

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 10/1/2019 Through 10/31/2019

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<u>Revenues</u>								
Water Usage Fees	\$14,722.89	\$15,000.00	\$(277.11)	(1.8)%	\$59,232.02	\$60,000.00	\$(767.98)	(1.3)%
Miscellaneous	255.00	250.00	5.00	2.0	830.00	1,000.00	(170.00)	(17.0)
Transfers In	10,000.00	10,000.00	0.00	0.0	40,000.00	40,000.00	0.00	0.0
Net Revenues	\$24,977.89	\$25,250.00	\$(272.11)	(1.1)%	\$100,062.02	\$101,000.00	\$(937.98)	(0.9)%
<u>Program Expenses</u>								
Contract Services	\$900.00	\$916.66	\$16.66	1.8 %	\$3,870.00	\$3,666.72	\$(203.28)	(5.5)%
Training & Education	0.00	41.66	41.66	100.0	0.00	166.72	166.72	100.0
Dues and Subscriptions	0.00	16.66	16.66	100.0	0.00	66.72	66.72	100.0
Permit Fee Exp - Water	250.00	33.33	(216.67)	(650.1)	250.00	133.36	(116.64)	(87.5)
Engineering Fees	0.00	112.50	112.50	100.0	0.00	450.00	450.00	100.0
Equipment Rentals	0.00	16.66	16.66	100.0	0.00	66.72	66.72	100.0
Fuel	114.85	166.66	51.81	31.1	313.25	666.72	353.47	53.0
Legal Exp - Water	0.00	1,250.00	1,250.00	100.0	358.00	5,000.00	4,642.00	92.8
Miscellaneous	68.94	56.50	(12.44)	(22.0)	192.19	226.00	33.81	15.0
Software Support Exp - Water	1,100.75	208.33	(892.42)	(428.4)	1,465.73	833.36	(632.37)	(75.9)
Operating Supplies - Water	40.84	250.00	209.16	83.7	2,569.72	1,000.00	(1,569.72)	(157.0)
R&M Building - Water	0.00	16.66	16.66	100.0	0.00	66.72	66.72	100.0
Rep and Maint - Vehicles	555.48	208.33	(347.15)	(166.6)	1,020.23	833.36	(186.87)	(22.4)
Rep and Maint - Equipment	0.00	208.33	208.33	100.0	83.49	833.36	749.87	90.0
Rep and Maint - Infrastructure	129.92	2,083.33	1,953.41	93.8	1,415.45	8,333.36	6,917.91	83.0
Service Tests/System Testing	15.00	91.66	76.66	83.6	45.00	366.72	321.72	87.7
Small Tools and Equipment	35.59	125.00	89.41	71.5	113.88	500.00	386.12	77.2
Telephone Exp - Water	(15.00)	83.33	98.33	118.0	146.89	333.36	186.47	55.9
DWR Fee Exp	0.00	75.00	75.00	100.0	0.00	300.00	300.00	100.0
Uniform Exp Water	32.95	41.66	8.71	20.9	53.42	166.72	113.30	68.0
Utilities Exp - Water	77.88	41.66	(36.22)	(86.9)	154.51	166.72	12.21	7.3
Administrative Charge	4,019.33	4,019.33	0.00	0.0	16,077.32	16,077.36	0.04	0.0
Lease Payments	75.88	83.33	7.45	8.9	303.52	333.36	29.84	9.0
Total Program Expenses	\$7,402.41	\$10,146.58	\$2,744.17	27.0 %	\$28,432.60	\$40,587.36	\$12,154.76	29.9 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$6,428.88	\$5,441.41	\$(987.47)	(18.1)%	\$20,000.32	\$21,765.72	\$1,765.40	8.1 %
FICA and Medicare	479.85	416.25	(63.60)	(15.3)	1,494.14	1,665.00	170.86	10.3
Retirement	451.29	429.83	(21.46)	(5.0)	1,381.83	1,719.36	337.53	19.6
Health Insurance	1,329.65	1,251.33	(78.32)	(6.3)	3,988.93	5,005.36	1,016.43	20.3

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 10/1/2019 Through 10/31/2019

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Worker's Compensation Unemployment	1,021.00 2.00	1,299.25 14.75	278.25 12.75	21.4 86.4	2,138.00 39.43	2,598.50 59.00	460.50 19.57	17.7 33.2
Total General & Administrative Expenses	\$9,712.67	\$8,852.82	\$(859.85)	(9.7)%	\$29,042.65	\$32,812.94	\$3,770.29	11.5 %
Total Expenses	\$17,115.08	\$18,999.40	\$1,884.32	9.9 %	\$57,475.25	\$73,400.30	\$15,925.05	21.7 %
Net Income (Loss)	\$7,862.81	\$6,250.60	\$1,612.21	25.8 %	\$42,586.77	\$27,599.70	\$14,987.07	54.3 %

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 10/1/2019 Through 10/31/2019

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<u>Revenues</u>								
Sewer Usage Fees	\$15,115.82	\$15,416.66	\$(300.84)	(2.0)%	\$60,968.02	\$61,666.72	\$(698.70)	(1.1)%
Interest and Investment Earnings	0.00	8.33	(8.33)	(100.0)	13.38	33.36	(19.98)	(59.9)
Transfers In	5,833.33	5,833.33	0.00	0.0	23,333.32	23,333.36	(0.04)	0.0
Net Revenues	\$20,949.15	\$21,258.32	\$(309.17)	(1.5)%	\$84,314.72	\$85,033.44	\$(718.72)	(0.8)%
<u>Program Expenses</u>								
Contract Services	\$3,200.00	\$3,200.00	\$0.00	0.0 %	\$13,070.00	\$12,800.00	\$(270.00)	(2.1)%
Training & Education	0.00	8.33	8.33	100.0	0.00	33.36	33.36	100.0
Permit Fee Exp - Sewer	0.00	104.16	104.16	100.0	0.00	416.72	416.72	100.0
Engineering Fees	0.00	1,666.66	1,666.66	100.0	0.00	6,666.72	6,666.72	100.0
Equipment Rentals	0.00	16.66	16.66	100.0	0.00	66.72	66.72	100.0
Fuel	114.83	175.00	60.17	34.4	313.25	700.00	386.75	55.3
Legal Exp - Sewer	0.00	16.66	16.66	100.0	0.00	66.72	66.72	100.0
Miscellaneous	0.00	27.16	27.16	100.0	88.15	108.72	20.57	18.9
Software Support Exp - Sewer	1,100.75	208.33	(892.42)	(428.4)	1,465.73	833.36	(632.37)	(75.9)
Operating Supplies - Sewer	40.84	1,250.00	1,209.16	96.7	738.05	5,000.00	4,261.95	85.2
R&M Building - Sewer	0.00	8.33	8.33	100.0	0.00	33.36	33.36	100.0
Rep and Maint - Vehicles	555.48	100.00	(455.48)	(455.5)	1,020.23	400.00	(620.23)	(155.1)
Rep and Maint - Equipment	0.00	625.00	625.00	100.0	0.00	2,500.00	2,500.00	100.0
Rep and Maint - Infrastructure	17.10	2,083.33	2,066.23	99.2	112.48	8,333.36	8,220.88	98.7
Service Tests/System Testing	1,533.60	1,916.66	383.06	20.0	6,078.80	4,666.72	(1,412.08)	(30.3)
Small Tools and Equipment	5.94	125.00	119.06	95.2	45.50	500.00	454.50	90.9
Telephone Exp - Sewer	(15.00)	75.00	90.00	120.0	146.89	300.00	153.11	51.0
Uniform Exp Sewer	32.95	41.66	8.71	20.9	53.42	166.72	113.30	68.0
Utilities	615.33	250.00	(365.33)	(146.1)	1,183.81	1,000.00	(183.81)	(18.4)
Administrative Charge	4,019.33	4,019.33	0.00	0.0	16,077.32	16,077.36	0.04	0.0
Sewer Interest Expense	0.00	0.00	0.00	0.0	3,340.02	3,750.00	409.98	10.9
Lease Payments	75.88	83.33	7.45	8.9	303.52	333.36	29.84	9.0
Total Program Expenses	\$11,297.03	\$16,000.60	\$4,703.57	29.4 %	\$44,037.17	\$64,763.20	\$20,716.03	32.0 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$3,486.08	\$2,950.58	\$(535.50)	(18.1)%	\$10,812.71	\$11,802.36	\$989.65	8.4 %
FICA and Medicare	260.21	236.00	(24.21)	(10.3)	807.72	944.00	136.28	14.4
Retirement	244.71	233.08	(11.63)	(5.0)	749.30	932.36	183.06	19.6
Health Insurance	721.00	678.50	(42.50)	(6.3)	2,163.02	2,714.00	550.98	20.3
Worker's Compensation	516.00	704.50	188.50	26.8	1,082.00	1,409.00	327.00	23.2

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 10/1/2019 Through 10/31/2019

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Unemployment	1.08	8.00	6.92	86.5	20.72	32.00	11.28	35.3
Total General & Administrative Expenses	\$5,229.08	\$4,810.66	\$(418.42)	(8.7)%	\$15,635.47	\$17,833.72	\$2,198.25	12.3 %
Total Expenses	\$16,526.11	\$20,811.26	\$4,285.15	20.6 %	\$59,672.64	\$82,586.92	\$22,914.28	27.7 %
Net Income (Loss)	\$4,423.04	\$447.06	\$3,975.98	889.4 %	\$24,642.08	\$2,446.52	\$22,195.56	907.2 %

Fund: (2) Utilities Department: (52) Sanitation							
	Actual	Current Period Budget	Variance	%	Year To Date Budget	Variance	%
Revenues							
Sanitation Usage Fees	\$15,557.13	\$15,833.33	\$(276.20)	(1.7)%	\$63,333.36	\$(677.00)	(1.1)%
Miscellaneous	54.00	83.33	(29.33)	(35.2)	333.36	(117.36)	(35.2)
Net Revenues	\$15,611.13	\$15,916.66	\$(305.53)	(1.9)%	\$63,666.72	\$(794.36)	(1.2)%
Program Expenses							
Contract Services	\$0.00	\$41.66	\$41.66	100.0 %	\$166.72	\$166.72	100.0 %
Recycling Contract Exp	240.00	166.66	(73.34)	(44.0)	666.72	186.72	28.0
Training & Education	0.00	25.00	25.00	100.0	100.00	100.00	100.0
Equipment Rentals	0.00	83.33	83.33	100.0	333.36	333.36	100.0
Fuel	311.85	708.33	396.48	56.0	1,483.23	1,350.13	47.7
Landfill Tipping Fees	1,581.20	1,958.33	377.13	19.3	6,639.20	1,194.16	15.2
Miscellaneous	0.00	20.00	20.00	100.0	80.00	(8.15)	(10.2)
Software Support Exp - Trash	1,100.76	0.00	(1,100.76)	0.0	1,138.26	(1,138.26)	0.0
Operating Supplies - Trash	40.84	16.66	(24.18)	(145.1)	40.84	25.88	38.8
R&M Building - Trash	0.00	12.50	12.50	100.0	0.00	50.00	100.0
Rep and Maint - Vehicles	2,301.56	1,000.00	(1,301.56)	(130.2)	3,627.48	372.52	9.3
Rep and Maint - Equipment	0.00	166.66	166.66	100.0	198.47	468.25	70.2
Small Tools and Equipment	38.86	108.33	69.47	64.1	5,028.99	404.37	7.4
Telephone Exp - Trash	(15.01)	75.00	90.01	120.0	146.91	153.09	51.0
Uniform Exp Trash	32.95	41.66	8.71	20.9	53.42	113.30	68.0
Administrative Charge	4,019.33	4,019.33	0.00	0.0	16,077.32	0.04	0.0
Transfers Out	0.00	0.00	0.00	0.0	5,000.00	0.00	0.0
Total Program Expenses	\$9,652.34	\$8,443.45	\$(1,208.89)	(14.3)%	\$40,002.27	\$3,772.13	8.6 %
General & Administrative Expenses							
Salaries and Wages	\$5,546.05	\$4,694.16	\$(851.89)	(18.1)%	\$17,202.05	\$1,574.67	8.4 %
FICA and Medicare	413.95	359.08	(54.87)	(15.3)	1,284.99	151.37	10.5
Retirement	389.32	370.75	(18.57)	(5.0)	1,192.07	290.93	19.6
Health Insurance	1,147.05	1,079.50	(67.55)	(6.3)	3,441.15	876.85	20.3
Worker's Compensation	1,446.00	1,120.75	(325.25)	(29.0)	3,033.00	(791.50)	(35.3)
Unemployment	1.72	12.75	11.03	86.5	32.96	18.04	35.4
Total General & Administrative Expenses	\$8,944.09	\$7,636.99	\$(1,307.10)	(17.1)%	\$26,186.22	\$2,120.36	7.5 %
Total Expenses	\$18,596.43	\$16,080.44	\$(2,515.99)	(15.6)%	\$66,188.49	\$5,892.49	8.2 %
Net Income (Loss)	\$(2,985.30)	\$(163.78)	\$(2,821.52)	(1722.8)%	\$(3,316.13)	\$5,098.13	60.6 %

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 10/1/2019 Through 10/31/2019

Fund: (3) Road Department: (30) HURF						
	Current Period		Year To Date			
	Actual	Budget	Variance	%		
<u>Revenues</u>						
HURF Revenue	\$3,392.16	\$3,220.16	\$172.00	5.3 %		
Interest and Investment Earnings	103.86	29.16	74.70	256.2		
Transfers In	6,824.42	6,166.66	657.76	10.7		
Net Revenues	\$10,320.44	\$9,415.98	\$904.46	9.6 %		
<u>Program Expenses</u>						
Engineering Fees	\$0.00	\$166.66	\$166.66	100.0 %		
Equipment Rentals - HURF	0.00	125.00	125.00	100.0		
Fuel	56.73	4.16	(52.57)	(1263.7)		
Miscellaneous	0.00	12.91	12.91	100.0		
Software Service & Support	12.50	33.33	20.83	62.5		
Operating Supplies - HURF	40.86	58.33	17.47	30.0		
Public Restroom Supplies	0.00	183.33	183.33	100.0		
R&M Building - HURF	0.00	0.00	0.00	0.0		
Rep and Maint - Vehicles	555.52	200.00	(355.52)	(177.8)		
Rep and Maint - Equipment	0.00	29.16	29.16	100.0		
Rep and Maint - Infrastructure	374.39	1,000.00	625.61	62.6		
Small Tools and Equipment	5.93	41.66	35.73	85.8		
Street Lights	955.01	1,041.66	86.65	8.3		
Street Supplies	1,324.10	1,250.00	(74.10)	(5.9)		
Telephone	0.00	16.66	16.66	100.0		
Uniform Exp - HURF	32.97	41.66	8.69	20.9		
Administrative Charge	881.17	881.16	(0.01)	0.0		
Lease Payments	21.69	25.00	3.31	13.2		
Total Program Expenses	\$4,260.87	\$5,110.68	\$849.81	16.6 %		
<u>General & Administrative Expenses</u>						
Salaries and Wages	\$4,463.44	\$3,612.00	\$(851.44)	(23.6)%		
FICA and Medicare	336.00	276.33	(59.67)	(21.6)		
Retirement	206.58	196.75	(9.83)	(5.0)		
Health Insurance	608.64	572.75	(35.89)	(6.3)		
Worker's Compensation	444.00	710.00	266.00	37.5		
Unemployment	0.91	15.08	14.17	94.0		
Total General & Administrative Expenses	\$6,059.57	\$5,382.91	\$(676.66)	(12.6)%		
Total Expenses	\$10,320.44	\$10,493.59	\$173.15	1.7 %		

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 10/1/2019 Through 10/31/2019

Fund: (3) Road
Department: (30) HURF

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Net Income (Loss)	\$0.00	\$(1,077.61)	\$1,077.61	100.0 %	\$190,970.90	\$191,610.88	\$(639.98)	(0.3)%

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

Ledger as of : 10/1/2019 to 10/31/2019

Invoice Number	Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
VENDOR: 1002 - XEROX FINANCIAL SERVICES												
100919V	020-0098114-001, 1796248, lease pay	10/09/19	10/09/19	11/08/19	1.11.6191 - Copier & Equip Lease Expe	\$321.03	\$0.00	\$321.03	10/10/19	10361	ASCUC†	\$0.00
INVOICE 100919V TOTALS:						\$321.03	\$0.00	\$321.03				\$0.00
XEROX FINANCIAL SERVICES TOTALS:						\$321.03	\$0.00	\$321.03				\$0.00
VENDOR: 1025 - TROY MARSH												
101619J	reimbursement boots sewer	10/16/19	10/16/19	11/15/19	2.51.6280 - Uniform Exp Sewer	\$17.00	\$0.00	\$17.00	10/16/19	10387	ASCUC†	\$0.00
	reimbursement boots water				2.50.6280 - Uniform Exp Water	\$17.00	\$0.00	\$17.00	10/16/19	10387	ASCUC†	\$0.00
	reimbursement boots prop				1.18.6280 - Uniform Exp Properties	\$16.99	\$0.00	\$16.99	10/16/19	10387	ASCUC†	\$0.00
	reimbursement boots parks				1.17.6280 - Uniform Exp Parks	\$16.99	\$0.00	\$16.99	10/16/19	10387	ASCUC†	\$0.00
	reimbursement boots trash				2.52.6280 - Uniform Exp Trash	\$17.00	\$0.00	\$17.00	10/16/19	10387	ASCUC†	\$0.00
	reimbursement boots HURF				3.30.6280 - Uniform Exp - HURF	\$17.02	\$0.00	\$17.02	10/16/19	10387	ASCUC†	\$0.00
INVOICE 101619J TOTALS:						\$102.00	\$0.00	\$102.00				\$0.00
TROY MARSH TOTALS:						\$102.00	\$0.00	\$102.00				\$0.00
VENDOR: 1028 - YAVAPAI CO. EDUCATION TECH												
100919M	19-121 sewer internet access	10/09/19	10/09/19	11/08/19	2.51.6192 - Software Support Exp - Sea	\$12.50	\$0.00	\$12.50	10/10/19	10362	ASCUC†	\$0.00
	19-121 water				2.50.6192 - Software Support Exp - Wa	\$12.50	\$0.00	\$12.50	10/10/19	10362	ASCUC†	\$0.00
	19-121 prop				1.18.6192 - Software Service & Suppor	\$12.50	\$0.00	\$12.50	10/10/19	10362	ASCUC†	\$0.00
	19-121 parks				1.17.6192 - Software Service & Suppor	\$12.50	\$0.00	\$12.50	10/10/19	10362	ASCUC†	\$0.00
	19-121 trash				2.52.6192 - Software Support Exp - Tra	\$12.50	\$0.00	\$12.50	10/10/19	10362	ASCUC†	\$0.00
	19-121 HURF				3.30.6192 - Software Service & Suppor	\$12.50	\$0.00	\$12.50	10/10/19	10362	ASCUC†	\$0.00
INVOICE 100919M TOTALS:						\$75.00	\$0.00	\$75.00				\$0.00
100919N	19-121, internet access GG	10/09/19	10/09/19	11/08/19	1.11.6192 - Software Support Exp - GG	\$120.00	\$0.00	\$120.00	10/10/19	10362	ASCUC†	\$0.00
	19-121, internet access GG				1.14.6185 - Miscellaneous	\$75.00	\$0.00	\$75.00	10/10/19	10362	ASCUC†	\$0.00
INVOICE 100919N TOTALS:						\$195.00	\$0.00	\$195.00				\$0.00
100919W	19-122 LB	10/10/19	10/10/19	11/09/19	1.15.6266 - E-Rate Exp	\$40.07	\$0.00	\$40.07	10/10/19	10362	ASCUC†	\$0.00
INVOICE 100919W TOTALS:						\$40.07	\$0.00	\$40.07				\$0.00
YAVAPAI CO. EDUCATION TECH TOTALS:						\$310.07	\$0.00	\$310.07				\$0.00
VENDOR: 1031 - GARY ALLEN												
103119I	reimbursement for boots sewer	10/31/19	10/31/19	11/30/19	2.51.6280 - Uniform Exp Sewer	\$15.95	\$0.00	\$15.95	10/31/19	10431	ASCUC†	\$0.00
	reimbursement for boots water				2.50.6280 - Uniform Exp Water	\$15.95	\$0.00	\$15.95	10/31/19	10431	ASCUC†	\$0.00
	reimbursement for boots prop				1.18.6280 - Uniform Exp Properties	\$15.94	\$0.00	\$15.94	10/31/19	10431	ASCUC†	\$0.00
	reimbursement for boots parks				1.17.6280 - Uniform Exp Parks	\$15.94	\$0.00	\$15.94	10/31/19	10431	ASCUC†	\$0.00

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

Ledger as of : 10/1/2019 to 10/31/2019

Invoice Number Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
reimbursement for boots trash	10/15/19	10/15/19	11/14/19	2.52.6280 - Uniform Exp Trash	\$15.95	\$0.00	\$15.95	10/31/19	10431	ASCUC†	\$0.00
reimbursement for boots HURF				3.30.6280 - Uniform Exp - HURF	\$15.95	\$0.00	\$15.95	10/31/19	10431	ASCUC†	\$0.00
INVOICE 103119I TOTALS:					\$95.68	\$0.00	\$95.68				\$0.00
GARY ALLEN TOTALS:					\$95.68	\$0.00	\$95.68				\$0.00
VENDOR: 1046 - ROGER'S CUSTOM HEATING & COOL											
101519JS2 LABOR	10/15/19	10/15/19	11/14/19	1.18.6215 - R&M Building - Properties	\$5,100.00	\$0.00	\$5,100.00	10/15/19	10385	ASCUC†	\$0.00
INVOICE 101519JS2 TOTALS:					\$5,100.00	\$0.00	\$5,100.00				\$0.00
101519JS2P Balance 3 units for Court, JHS,suit	10/15/19	10/15/19	11/14/19	1.18.6215 - R&M Building - Properties	\$8,099.00	\$0.00	\$8,099.00	10/15/19	10385	ASCUC†	\$0.00
INVOICE 101519JS2P TOTALS:					\$8,099.00	\$0.00	\$8,099.00				\$0.00
ROGER'S CUSTOM HEATING & COOL TOTALS:					\$13,199.00	\$0.00	\$13,199.00				\$0.00
VENDOR: 1047 - TRA CONSTRUCTION, LLC											
101619M 040325 CDBG SSP Jacobson	10/16/19	10/16/19	11/15/19	5.40.6103 - Operating Grants Exp	\$6,079.50	\$0.00	\$6,079.50	10/16/19	10388	ASCUC†	\$0.00
040327 CDBG SSP Roque-Lucero				5.40.6103 - Operating Grants Exp	\$23,825.00	\$0.00	\$23,825.00	10/16/19	10388	ASCUC†	\$0.00
INVOICE 101619M TOTALS:					\$29,904.50	\$0.00	\$29,904.50				\$0.00
TRA CONSTRUCTION, LLC TOTALS:					\$29,904.50	\$0.00	\$29,904.50				\$0.00
VENDOR: 1050 - RUGGED DEPOT											
100919A 52857 Win 10 Pro prop	10/09/19	10/09/19	11/08/19	1.18.6242 - Parking Kiosks Expenses	\$8,248.54	\$0.00	\$8,248.54	10/10/19	10363	ASCUC†	\$0.00
53026 Infocase prop				1.18.6242 - Parking Kiosks Expenses	\$569.85	\$0.00	\$569.85	10/10/19	10363	ASCUC†	\$0.00
INVOICE 100919A TOTALS:					\$8,818.39	\$0.00	\$8,818.39				\$0.00
RUGGED DEPOT TOTALS:					\$8,818.39	\$0.00	\$8,818.39				\$0.00
VENDOR: 1051 - MPH MECHANICAL											
101519JS1 Mini Split Coolant leak @502 Main	10/15/19	10/15/19	11/14/19	1.18.6215 - R&M Building - Properties	\$360.00	\$0.00	\$360.00	10/15/19	10386	ASCUC†	\$0.00
INVOICE 101519JS1 TOTALS:					\$360.00	\$0.00	\$360.00				\$0.00
MPH MECHANICAL TOTALS:					\$360.00	\$0.00	\$360.00				\$0.00
VENDOR: 1052 - HR EMPLOYMENT LAW											
101619D NBEFF12 12 issues HR Specialist G	10/16/19	10/16/19	10/16/19	1.11.6125 - Dues, Subs & Memberships	\$97.00	\$0.00	\$97.00	10/16/19	10389	ASCUC†	\$0.00
INVOICE 101619D TOTALS:					\$97.00	\$0.00	\$97.00				\$0.00

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

Ledger as of : 10/1/2019 to 10/31/2019

Invoice Number Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
HR EMPLOYMENT LAW TOTALS:											
VENDOR: 1053 - VINCE'S AUTOBODY					\$97.00	\$0.00	\$97.00				\$0.00
101619K	10/16/19	10/16/19	11/15/19								
27854 repair unit 27 PD labor			1.13.6220 - Rep and Maint - Vehicles		\$885.50	\$0.00	\$885.50	10/16/19	10390	ASCUC†	\$0.00
27854 repair unit 27 PD parts			1.13.6220 - Rep and Maint - Vehicles		\$992.79	\$0.00	\$992.79	10/16/19	10390	ASCUC†	\$0.00
INVOICE 101619K TOTALS:					\$1,878.29	\$0.00	\$1,878.29				\$0.00
VINCE'S AUTOBODY TOTALS:					\$1,878.29	\$0.00	\$1,878.29				\$0.00
VENDOR: 1054 - PARKEON											
101619L	10/16/19	10/16/19	11/15/19								
S0131335, IV112703 parking program			1.18.6242 - Parking Kiosks Expenses		\$47,619.98	\$0.00	\$47,619.98	10/16/19	10391	ASCUC†	\$0.00
INVOICE 101619L TOTALS:					\$47,619.98	\$0.00	\$47,619.98				\$0.00
PARKEON TOTALS:					\$47,619.98	\$0.00	\$47,619.98				\$0.00
VENDOR: 1055 - VV LAND PRESERVATION INSTITUTE											
102319J	10/23/19	10/23/19	11/22/19								
2019 Town Forum GG			1.11.6185 - Miscellaneous		\$500.00	\$0.00	\$500.00	10/23/19	10408	ASCUC†	\$0.00
INVOICE 102319J TOTALS:					\$500.00	\$0.00	\$500.00				\$0.00
VV LAND PRESERVATION INSTITUTE TOTALS:					\$500.00	\$0.00	\$500.00				\$0.00
VENDOR: 109 - AFLAC											
102319D	10/23/19	10/23/19	10/23/19								
Acct # DN513, Inv. 772250 ins. GG			1.10.2405 - AFLAC		\$258.12	\$0.00	\$258.12	10/23/19	10409	ASCUC†	\$0.00
INVOICE 102319D TOTALS:					\$258.12	\$0.00	\$258.12				\$0.00
AFLAC TOTALS:					\$258.12	\$0.00	\$258.12				\$0.00
VENDOR: 113 - ALL-MED EQUIPMENT & SERVICES											
100919D	10/09/19	10/09/19	10/09/19								
157190 bottle refills FD			1.14.6181 - Medical Supplies Exp		\$70.00	\$0.00	\$70.00	10/10/19	10364	ASCUC†	\$0.00
571626 tank rental FD			1.14.6181 - Medical Supplies Exp		\$115.20	\$0.00	\$115.20	10/10/19	10364	ASCUC†	\$0.00
INVOICE 100919D TOTALS:					\$185.20	\$0.00	\$185.20				\$0.00
ALL-MED EQUIPMENT & SERVICES TOTALS:					\$185.20	\$0.00	\$185.20				\$0.00
VENDOR: 119 - APS											
A.P.S.-33	10/02/19	10/02/19	10/17/19								
0421621 Fire station			1.18.6285 - Utilities		\$514.96	\$0.00	\$514.96	10/03/19	10344	ASCUC†	\$0.00
2353720 FD gulch			1.18.6285 - Utilities		\$40.15	\$0.00	\$40.15	10/03/19	10344	ASCUC†	\$0.00
2383901 Upper park			1.17.6285 - Utilities		\$48.14	\$0.00	\$48.14	10/03/19	10344	ASCUC†	\$0.00
5613490 Upper park 2			1.17.6285 - Utilities		\$77.41	\$0.00	\$77.41	10/03/19	10344	ASCUC†	\$0.00

Town of Jerome
AP Vendor Detail Ledger (Range of Posting Dates with Payment Detail)
Ledger as of : 10/1/2019 to 10/31/2019

Invoice Number Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
8468241 Middle park				1.17.6285 - Utilities	\$39.64	\$0.00	\$39.64	10/03/19	10344	ASCUC†	\$0.00
0024200 Lower park				1.17.6285 - Utilities	\$39.64	\$0.00	\$39.64	10/03/19	10344	ASCUC†	\$0.00
3216010 Hotel Jerome				1.18.6285 - Utilities	\$40.56	\$0.00	\$40.56	10/03/19	10344	ASCUC†	\$0.00
2839800 Ghost Pepper				1.18.6285 - Utilities	\$90.29	\$0.00	\$90.29	10/03/19	10344	ASCUC†	\$0.00
1976520 Co-op				1.18.6285 - Utilities	\$202.33	\$0.00	\$202.33	10/03/19	10344	ASCUC†	\$0.00
7575770 Civic Center				1.18.6285 - Utilities	\$1,607.42	\$0.00	\$1,607.42	10/03/19	10344	ASCUC†	\$0.00
6506951 PD				1.18.6285 - Utilities	\$184.16	\$0.00	\$184.16	10/03/19	10344	ASCUC†	\$0.00
4246290 WWTP				1.18.6285 - Utilities	\$298.53	\$0.00	\$298.53	10/03/19	10344	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	\$105.67	\$0.00	\$105.67	10/03/19	10344	ASCUC†	\$0.00
8061950 Sunshine Hill water tank				2.50.6285 - Utilities Exp - Water	\$38.32	\$0.00	\$38.32	10/03/19	10344	ASCUC†	\$0.00
				INVOICE A.P.S.-33 TOTALS:	\$3,327.22	\$0.00	\$3,327.22				\$0.00
100319N	10/03/19	10/03/19	10/18/19								
943806 roof				1.18.6285 - Utilities	\$14.33	\$0.00	\$14.33	10/03/19	10357	ASCUC†	\$0.00
				INVOICE 100319N TOTALS:	\$14.33	\$0.00	\$14.33				\$0.00
A.P.S.-34	10/30/19	10/30/19	11/14/19								
0421621 Fire station				1.18.6285 - Utilities	\$393.32	\$0.00	\$393.32	10/30/19	10425	ASCUC†	\$0.00
2353720 FD gulch				1.18.6285 - Utilities	\$47.21	\$0.00	\$47.21	10/30/19	10425	ASCUC†	\$0.00
2383901 Upper park				1.17.6285 - Utilities	\$50.98	\$0.00	\$50.98	10/30/19	10425	ASCUC†	\$0.00
5613490 Upper park 2				1.17.6285 - Utilities	\$78.22	\$0.00	\$78.22	10/30/19	10425	ASCUC†	\$0.00
8468241 Middle park				1.17.6285 - Utilities	\$42.63	\$0.00	\$42.63	10/30/19	10425	ASCUC†	\$0.00
0024200 Lower park				1.17.6285 - Utilities	\$41.84	\$0.00	\$41.84	10/30/19	10425	ASCUC†	\$0.00
3216010 Hotel Jerome				1.18.6285 - Utilities	\$54.85	\$0.00	\$54.85	10/30/19	10425	ASCUC†	\$0.00
2839800 Ghost Pepper				1.18.6285 - Utilities	\$80.72	\$0.00	\$80.72	10/30/19	10425	ASCUC†	\$0.00
1976520 Co-op				1.18.6285 - Utilities	\$165.28	\$0.00	\$165.28	10/30/19	10425	ASCUC†	\$0.00
7575770 Civic Center				1.18.6285 - Utilities	\$792.90	\$0.00	\$792.90	10/30/19	10425	ASCUC†	\$0.00
6506951 PD				1.18.6285 - Utilities	\$146.48	\$0.00	\$146.48	10/30/19	10425	ASCUC†	\$0.00
4246290 WWTP				2.51.6285 - Utilities	\$316.80	\$0.00	\$316.80	10/30/19	10425	ASCUC†	\$0.00
1490440 Street lights				3.30.6255 - Street Lights	\$955.01	\$0.00	\$955.01	10/30/19	10425	ASCUC†	\$0.00
9438060 Roof				1.18.6285 - Utilities	\$0.00	\$0.00	\$0.00				\$0.00
6109570 Perkinsville Road				1.18.6285 - Utilities	\$92.11	\$0.00	\$92.11	10/30/19	10425	ASCUC†	\$0.00
8061950 Sunshine Hill water tank				2.50.6285 - Utilities Exp - Water	\$39.56	\$0.00	\$39.56	10/30/19	10425	ASCUC†	\$0.00
				1.18.6285 - Utilities	\$0.00	\$0.00	\$0.00				\$0.00
				INVOICE A.P.S.-34 TOTALS:	\$3,297.91	\$0.00	\$3,297.91				\$0.00
VENDOR: 120 - ARROW EXPRESS				APS TOTALS:	\$6,639.46	\$0.00	\$6,639.46				\$0.00
1016190	10/16/19	10/16/19	11/15/19								
Sewer sample shipping - 122177				2.51.6240 - Service Tests/System Testi	\$45.00	\$0.00	\$45.00	10/16/19	10392	ASCUC†	\$0.00
				INVOICE 1016190 TOTALS:	\$45.00	\$0.00	\$45.00				\$0.00
				ARROW EXPRESS TOTALS:	\$45.00	\$0.00	\$45.00				\$0.00

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VENDOR: 122 - AT&T											
102319A 287251435682x10152019 tablet 928-2	10/23/19	10/23/19	11/22/19	1.13.6265 - Telephone	\$46.18	\$0.00	\$46.18	10/23/19	10410	ASCUC†	\$0.00
INVOICE 102319A TOTALS:					\$46.18	\$0.00	\$46.18				\$0.00
AT&T TOTALS:					\$46.18	\$0.00	\$46.18				\$0.00
VENDOR: 135 - AMRRP - WC											
AMRRP-WC-7											
Premium - GG	10/16/19	10/16/19	10/16/19	1.11.5013 - Worker's Compensation	\$362.00	\$0.00	\$362.00	10/16/19	10393	ASCUC†	\$0.00
Premium - CT				1.12.5013 - Worker's Compensation	\$62.00	\$0.00	\$62.00	10/16/19	10393	ASCUC†	\$0.00
Premium - PD				1.13.5013 - Worker's Compensation	\$4,713.00	\$0.00	\$4,713.00	10/16/19	10393	ASCUC†	\$0.00
Premium - FD				1.14.5013 - Worker's Compensation	\$2,297.00	\$0.00	\$2,297.00	10/16/19	10393	ASCUC†	\$0.00
Premium - LB				1.15.5013 - Worker's Compensation	\$65.00	\$0.00	\$65.00	10/16/19	10393	ASCUC†	\$0.00
Premium - PZ				1.16.5013 - Worker's Compensation	\$112.00	\$0.00	\$112.00	10/16/19	10393	ASCUC†	\$0.00
Premium - parks				1.17.5013 - Worker's Compensation	\$76.00	\$0.00	\$76.00	10/16/19	10393	ASCUC†	\$0.00
Premium - prop				1.18.5013 - Worker's Compensation	\$430.00	\$0.00	\$430.00	10/16/19	10393	ASCUC†	\$0.00
Premium - KJAW				1.19.5013 - DO NOT USE	\$0.00	\$0.00	\$0.00	10/16/19	10393	ASCUC†	\$0.00
Premium - water				2.50.5013 - Worker's Compensation	\$1,021.00	\$0.00	\$1,021.00	10/16/19	10393	ASCUC†	\$0.00
Premium - sewer				2.51.5013 - Worker's Compensation	\$516.00	\$0.00	\$516.00	10/16/19	10393	ASCUC†	\$0.00
Premium - trash				2.52.5013 - Worker's Compensation	\$1,446.00	\$0.00	\$1,446.00	10/16/19	10393	ASCUC†	\$0.00
Premium - HURF				3.30.5013 - Worker's Compensation	\$444.00	\$0.00	\$444.00	10/16/19	10393	ASCUC†	\$0.00
INVOICE AMRRP-WC-7 TOTALS:					\$11,544.00	\$0.00	\$11,544.00				\$0.00
AMRRP - WC TOTALS:					\$11,544.00	\$0.00	\$11,544.00				\$0.00
VENDOR: 151 - BEDROCK LANDSCAPE MATERIALS											
100919L 129893 HURF	10/09/19	10/09/19	11/08/19	3.30.6260 - Street Supplies	\$208.72	\$0.00	\$208.72	10/10/19	10365	ASCUC†	\$0.00
INVOICE 100919L TOTALS:					\$208.72	\$0.00	\$208.72				\$0.00
BEDROCK LANDSCAPE MATERIALS TOTALS:					\$208.72	\$0.00	\$208.72				\$0.00
VENDOR: 167 - OFFICE DEPOT											
101619B 63266436, 387641831001 GG	10/16/19	10/16/19	12/15/19	1.11.6190 - Office Supplies	\$379.00	\$0.00	\$379.00	10/16/19	10394	ASCUC†	\$0.00
INVOICE 101619B TOTALS:					\$379.00	\$0.00	\$379.00				\$0.00
102319F 63266436, 390546828001 GG	10/23/19	10/23/19	12/22/19	1.11.6190 - Office Supplies	\$33.56	\$0.00	\$33.56	10/23/19	10411	ASCUC†	\$0.00
63266436, 390557705001 GG				1.11.6190 - Office Supplies	\$21.17	\$0.00	\$21.17	10/23/19	10411	ASCUC†	\$0.00
INVOICE 102319F TOTALS:					\$54.73	\$0.00	\$54.73				\$0.00
OFFICE DEPOT TOTALS:					\$433.73	\$0.00	\$433.73				\$0.00
VENDOR: 168 - CENTURY LINK											

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CENTURYLINK-42	10/23/19	10/23/19	11/07/19								
928 634 2245 PD				1.13.6265 - Telephone	\$37.44	\$0.00	\$37.44	10/23/19	10412	ASCUC†	\$0.00
928 634 6647 FD				1.14.6265 - Telephone	\$0.00	\$0.00	\$0.00				\$0.00
928 634 7943 GG				1.11.6265 - Telephone	\$168.71	\$0.00	\$168.71	10/23/19	10412	ASCUC†	\$0.00
928 634 8992 PD				1.13.6265 - Telephone	\$176.66	\$0.00	\$176.66	10/23/19	10412	ASCUC†	\$0.00
928 639 0574 LB				1.15.6265 - Telephone	\$82.70	\$0.00	\$82.70	10/23/19	10412	ASCUC†	\$0.00
928 649 2776 PD				1.13.6265 - Telephone	\$41.55	\$0.00	\$41.55	10/23/19	10412	ASCUC†	\$0.00
928 649 3034 FD				1.14.6265 - Telephone	\$130.21	\$0.00	\$130.21	10/23/19	10412	ASCUC†	\$0.00
928 649 3250 CT				1.12.6265 - Telephone	\$73.42	\$0.00	\$73.42	10/23/19	10412	ASCUC†	\$0.00
928 649 3250 CT				1.14.6265 - Telephone	\$0.00	\$0.00	\$0.00				\$0.00
928 649 3250 CT				1.14.6265 - Telephone	\$0.00	\$0.00	\$0.00				\$0.00
				INVOICE CENTURYLINK-42 TOTALS:	\$710.69	\$0.00	\$710.69				\$0.00
				CENTURY LINK TOTALS:	\$710.69	\$0.00	\$710.69				\$0.00
VENDOR: 169 - VERDE VALLEY RENTALS, INC											
103019C	10/30/19	10/30/19	11/29/19								
71145-2 plate compactor HURF				3.30.6230 - Rep and Maint - Infrastruct	\$70.85	\$0.00	\$70.85	10/30/19	10426	ASCUC†	\$0.00
				INVOICE 103019C TOTALS:	\$70.85	\$0.00	\$70.85				\$0.00
				VERDE VALLEY RENTALS, INC TOTALS:	\$70.85	\$0.00	\$70.85				\$0.00
VENDOR: 170 - THYSSENKRUPP ELEVATOR CORP											
100219B	10/02/19	10/02/19	10/02/19								
51348, 3004855987 prop				1.18.6110 - Contract Services	\$1,024.13	\$0.00	\$1,024.13	10/03/19	10345	ASCUC†	\$0.00
				INVOICE 100219B TOTALS:	\$1,024.13	\$0.00	\$1,024.13				\$0.00
				THYSSENKRUPP ELEVATOR CORP TOTALS:	\$1,024.13	\$0.00	\$1,024.13				\$0.00
VENDOR: 188 - DATA WEST											
103019B	10/30/19	10/30/19	11/29/19								
4427890967, MN14042999 BillMaster				1.11.6192 - Software Support Exp - GG	\$1,088.25	\$0.00	\$1,088.25	10/30/19	10427	ASCUC†	\$0.00
4427890967, MN14042999 BillMaster				2.50.6192 - Software Support Exp - Wa	\$1,088.25	\$0.00	\$1,088.25	10/30/19	10427	ASCUC†	\$0.00
4427890967, MN14042999 BillMaster				2.51.6192 - Software Support Exp - Sei	\$1,088.25	\$0.00	\$1,088.25	10/30/19	10427	ASCUC†	\$0.00
4427890967, MN14042999 BillMaster 2				2.52.6192 - Software Support Exp - Tra	\$1,088.26	\$0.00	\$1,088.26	10/30/19	10427	ASCUC†	\$0.00
				INVOICE 103019B TOTALS:	\$4,353.01	\$0.00	\$4,353.01				\$0.00
				DATA WEST TOTALS:	\$4,353.01	\$0.00	\$4,353.01				\$0.00
VENDOR: 189 - PURCHASE POWER											
100219L	10/02/19	10/02/19	10/27/19								
29014990, 0012438738 GG				1.11.6200 - Postage	\$1,000.00	\$0.00	\$1,000.00	10/03/19	10346	ASCUC†	\$0.00
				INVOICE 100219L TOTALS:	\$1,000.00	\$0.00	\$1,000.00				\$0.00
				PURCHASE POWER TOTALS:	\$1,000.00	\$0.00	\$1,000.00				\$0.00

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VENDOR: 190 - HUGHES SUPPLY											
100919B Acct 151128, S156981152.001 meter	10/09/19	10/09/19	10/19/19	2.50.6230 - Rep and Maint - Infrastruct	\$64.96	\$0.00	\$64.96	10/10/19	10366	ASCUC†	\$0.00
INVOICE 100919B TOTALS:					\$64.96	\$0.00	\$64.96				\$0.00
102319H Acct 151128 S156981152 water	10/23/19	10/23/19	11/02/19	2.50.6230 - Rep and Maint - Infrastruct	\$64.96	\$0.00	\$64.96	10/23/19	10413	ASCUC†	\$0.00
INVOICE 102319H TOTALS:					\$64.96	\$0.00	\$64.96				\$0.00
HUGHES SUPPLY TOTALS:					\$129.92	\$0.00	\$129.92				\$0.00
VENDOR: 203 - SMART DOCUMENT SOLUTIONS											
101619H C10253, CT1221-01, 9671 lease	10/16/19	10/16/19	10/16/19	1.11.6191 - Copier & Equip Lease Expe	\$492.08	\$0.00	\$492.08	10/16/19	10395	ASCUC†	\$0.00
INVOICE 101619H TOTALS:					\$492.08	\$0.00	\$492.08				\$0.00
SMART DOCUMENT SOLUTIONS TOTALS:					\$492.08	\$0.00	\$492.08				\$0.00
VENDOR: 204 - SEDONA RECYCLES, INC											
100919P Recycling Services, 1019 RE	10/09/19	10/09/19	10/09/19	2.52.6111 - Recycling Contract Exp	\$240.00	\$0.00	\$240.00	10/10/19	10367	ASCUC†	\$0.00
INVOICE 100919P TOTALS:					\$240.00	\$0.00	\$240.00				\$0.00
SEDONA RECYCLES, INC TOTALS:					\$240.00	\$0.00	\$240.00				\$0.00
VENDOR: 207 - HOME DEPOT CREDIT SERVICES											
100219A 3429 prop	10/02/19	10/02/19	10/22/19	1.18.6215 - R&M Building - Properties	\$186.12	\$0.00	\$186.12	10/03/19	10347	ASCUC†	\$0.00
3429 prop flume repair				1.18.6230 - Rep and Maint - Infrastruct	\$2,579.69	\$0.00	\$2,579.69	10/03/19	10347	ASCUC†	\$0.00
INVOICE 100219A TOTALS:					\$2,765.81	\$0.00	\$2,765.81				\$0.00
103019A 3429 tack oil HURF	10/30/19	10/30/19	11/19/19	3.30.6260 - Street Supplies	\$87.77	\$0.00	\$87.77	10/30/19	10428	ASCUC†	\$0.00
INVOICE 103019A TOTALS:					\$87.77	\$0.00	\$87.77				\$0.00
HOME DEPOT CREDIT SERVICES TOTALS:					\$2,853.58	\$0.00	\$2,853.58				\$0.00
VENDOR: 218 - VERIZON WIRELESS											
VERIZON-39 928 300 5987 PZ Barry	10/09/19	10/09/19	11/03/19	1.16.6265 - Telephone	\$38.86	\$0.00	\$38.86	10/10/19	10368	ASCUC†	\$0.00
928 300 8701 FD Rusty				1.14.6265 - Telephone	\$68.51	\$0.00	\$68.51	10/10/19	10368	ASCUC†	\$0.00
928 301 1878 water				2.50.6265 - Telephone Exp - Water	(\$7.10)	\$0.00	(\$7.10)	10/10/19	10368	ASCUC†	\$0.00
928 301 1878 sewer				2.51.6265 - Telephone Exp - Sewer	(\$7.10)	\$0.00	(\$7.10)	10/10/19	10368	ASCUC†	\$0.00
928 301 1878 trash				2.52.6265 - Telephone Exp - Trash	(\$7.10)	\$0.00	(\$7.10)	10/10/19	10368	ASCUC†	\$0.00
928 301 2381 water				2.50.6265 - Telephone Exp - Water	(\$7.10)	\$0.00	(\$7.10)	10/10/19	10368	ASCUC†	\$0.00
928 301 2381 sewer				2.51.6265 - Telephone Exp - Sewer	(\$7.10)	\$0.00	(\$7.10)	10/10/19	10368	ASCUC†	\$0.00

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928 301 2381 trash				2.52.6265 - Telephone Exp - Trash	(\$7.10)	\$0.00	(\$7.10)	10/10/19	10368	ASCUC†	\$0.00
928 821 0133 shuttle driver				1.11.6285 - Tourism 1% Bed Tax	\$35.75	\$0.00	\$35.75	10/10/19	10368	ASCUC†	\$0.00
928 821 8243 water				2.50.6265 - Telephone Exp - Water	(\$4.61)	\$0.00	(\$4.61)	10/10/19	10368	ASCUC†	\$0.00
928 821 8243 sewer				2.51.6265 - Telephone Exp - Sewer	(\$4.61)	\$0.00	(\$4.61)	10/10/19	10368	ASCUC†	\$0.00
928 821 8243 trash				2.52.6265 - Telephone Exp - Trash	(\$4.62)	\$0.00	(\$4.62)	10/10/19	10368	ASCUC†	\$0.00
928 821 8335 water				2.50.6265 - Telephone Exp - Water	(\$6.92)	\$0.00	(\$6.92)	10/10/19	10368	ASCUC†	\$0.00
928 821 8335 sewer				2.51.6265 - Telephone Exp - Sewer	(\$6.92)	\$0.00	(\$6.92)	10/10/19	10368	ASCUC†	\$0.00
928 821 8335 trash				2.52.6265 - Telephone Exp - Trash	(\$6.92)	\$0.00	(\$6.92)	10/10/19	10368	ASCUC†	\$0.00
access charges water				2.50.6265 - Telephone Exp - Water	\$10.73	\$0.00	\$10.73	10/10/19	10368	ASCUC†	\$0.00
access charges sewer				2.51.6265 - Telephone Exp - Sewer	\$10.73	\$0.00	\$10.73	10/10/19	10368	ASCUC†	\$0.00
access charges trash				2.52.6265 - Telephone Exp - Trash	\$10.73	\$0.00	\$10.73	10/10/19	10368	ASCUC†	\$0.00
access charges GG				1.11.6265 - Telephone	\$10.73	\$0.00	\$10.73	10/10/19	10368	ASCUC†	\$0.00
access charges FD				1.14.6265 - Telephone	\$10.74	\$0.00	\$10.74	10/10/19	10368	ASCUC†	\$0.00
access charges PZ				1.16.6265 - Telephone	\$10.74	\$0.00	\$10.74	10/10/19	10368	ASCUC†	\$0.00
				INVOICE VERIZON-39 TOTALS:	\$130.32	\$0.00	\$130.32				\$0.00
				VERIZON WIRELESS TOTALS:	\$130.32	\$0.00	\$130.32				\$0.00
VENDOR: 220 - STARLIGHT PUBLISHING											
101619N	10/16/19	10/16/19	11/15/19	1.11.6190 - Office Supplies	\$248.09	\$0.00	\$248.09	10/16/19	10396	ASCUC†	\$0.00
190236 envelopes GG				INVOICE 101619N TOTALS:	\$248.09	\$0.00	\$248.09				\$0.00
				STARLIGHT PUBLISHING TOTALS:	\$248.09	\$0.00	\$248.09				\$0.00
VENDOR: 224 - LEGEND											
100919G	10/10/19	10/10/19	11/09/19	2.51.6240 - Service Tests/System Testi	\$334.40	\$0.00	\$334.40	10/10/19	10370	ASCUC†	\$0.00
Acct 00-0001475, Inv. 1914040 sewe				2.51.6240 - Service Tests/System Testi	\$51.00	\$0.00	\$51.00	10/10/19	10370	ASCUC†	\$0.00
Acct 00-0001475, Inv. 1914625 sewe				INVOICE 100919G TOTALS:	\$385.40	\$0.00	\$385.40				\$0.00
101619A	10/16/19	10/16/19	11/15/19	2.51.6240 - Service Tests/System Testi	\$262.40	\$0.00	\$262.40	10/16/19	10397	ASCUC†	\$0.00
Acct 00-0001475, Inv. 1914831				INVOICE 101619A TOTALS:	\$262.40	\$0.00	\$262.40				\$0.00
102319M	10/23/19	10/23/19	11/22/19	2.51.6240 - Service Tests/System Testi	\$262.40	\$0.00	\$262.40	10/23/19	10414	ASCUC†	\$0.00
1915219 sewer				2.51.6240 - Service Tests/System Testi	\$51.00	\$0.00	\$51.00	10/23/19	10414	ASCUC†	\$0.00
1915321 sewer				2.51.6240 - Service Tests/System Testi	\$527.40	\$0.00	\$527.40	10/23/19	10414	ASCUC†	\$0.00
1915220 sewer				2.50.6240 - Service Tests/System Testi	\$15.00	\$0.00	\$15.00	10/23/19	10414	ASCUC†	\$0.00
1915220 water				INVOICE 102319M TOTALS:	\$855.80	\$0.00	\$855.80				\$0.00
				LEGEND TOTALS:	\$1,503.60	\$0.00	\$1,503.60				\$0.00
VENDOR: 237 - UNISOURCE ENERGY SERVICES											
UNISOURCE-40	10/23/19	10/23/19	11/12/19								\$0.00

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

Ledger as of : 10/1/2019 to 10/31/2019

Invoice Number Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
693726 PD 055982 FD 750593 Civic Center 435334 Town yard 235334 Co-op				1.18.6285 - Utilities 1.18.6285 - Utilities 1.18.6285 - Utilities 1.18.6285 - Utilities 1.18.6285 - Utilities 1.18.6285 - Utilities	\$21.76 \$34.77 \$30.52 \$21.34 \$21.76 \$0.00	\$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00	\$21.76 \$34.77 \$30.52 \$21.34 \$21.76 \$0.00	10/23/19 10/23/19 10/23/19 10/23/19 10/23/19 10/23/19	10415 10415 10415 10415 10415 10415	ASCUC† ASCUC† ASCUC† ASCUC† ASCUC† ASCUC†	\$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00
INVOICE UNISOURCE-40 TOTALS:					\$130.15	\$0.00	\$130.15				\$0.00
UNISOURCE ENERGY SERVICES TOTALS:					\$130.15	\$0.00	\$130.15				\$0.00
VENDOR: 238 - VERDE VALLEY HARDWARE											
100919U 2860 Stihl parts, QT valves 2860 gloves prop 2860 Bilge pump water 2860 diagonal plier trash 2860 black top repair HURF 2860 black top repair prop 2860 faucet, signs for kiosk prop	10/09/19	10/09/19	10/24/19	1.14.6250 - Small Tools and Equipment 1.18.6185 - Miscellaneous 2.50.6250 - Small Tools and Equipment 2.52.6250 - Small Tools and Equipment 3.30.6260 - Street Supplies 1.18.6195 - Operating Supplies - Prope 1.18.6215 - R&M Building - Properties	\$80.75 \$30.74 \$29.65 \$32.93 \$545.39 \$50.47 \$171.70	\$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00	\$80.75 \$30.74 \$29.65 \$32.93 \$545.39 \$50.47 \$171.70	10/10/19 10/10/19 10/10/19 10/10/19 10/10/19 10/10/19 10/10/19	10371 10371 10371 10371 10371 10371 10371	ASCUC† ASCUC† ASCUC† ASCUC† ASCUC† ASCUC† ASCUC†	\$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00
INVOICE 100919U TOTALS:					\$941.63	\$0.00	\$941.63				\$0.00
VERDE VALLEY HARDWARE TOTALS:					\$941.63	\$0.00	\$941.63				\$0.00
VENDOR: 255 - CITY OF COTTONWOOD											
100919T Dispatch fees, October 2019 FD	10/09/19	10/09/19	10/09/19	1.14.6120 - Dispatch Fees	\$508.25	\$0.00	\$508.25	10/10/19	10372	ASCUC†	\$0.00
INVOICE 100919T TOTALS:					\$508.25	\$0.00	\$508.25				\$0.00
103119E geological survey & monitoring wa	10/31/19	10/31/19	10/31/19	2.50.6185 - Miscellaneous	\$68.94	\$0.00	\$68.94	10/31/19	10432	ASCUC†	\$0.00
INVOICE 103119E TOTALS:					\$68.94	\$0.00	\$68.94				\$0.00
CITY OF COTTONWOOD TOTALS:					\$577.19	\$0.00	\$577.19				\$0.00
VENDOR: 260 - CYMA SYSTEMS, INC											
101719P 113526 GG	10/17/19	10/17/19	10/17/19	1.11.6192 - Software Support Exp - GG	\$48.75	\$0.00	\$48.75	10/17/19	10403	ASCUC†	\$0.00
INVOICE 101719P TOTALS:					\$48.75	\$0.00	\$48.75				\$0.00
CYMA SYSTEMS, INC TOTALS:					\$48.75	\$0.00	\$48.75				\$0.00
VENDOR: 265 - CONTRACT WASTEWATER OPERATIONS											
100319O services for water, Sept. 2019, 1014 services for WWTP, Sept. 2019, 10144 supplies for trickling filter WWTP	10/03/19	10/03/19	10/28/19	2.50.6110 - Contract Services 2.51.6110 - Contract Services 2.51.6230 - Rep and Maint - Infrastruct	\$900.00 \$3,200.00 \$17.10	\$0.00 \$0.00 \$0.00	\$900.00 \$3,200.00 \$17.10	10/03/19 10/03/19 10/03/19	10358 10358 10358	ASCUC† ASCUC† ASCUC†	\$0.00 \$0.00 \$0.00

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

Ledger as of : 10/1/2019 to 10/31/2019

Invoice Number Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
INVOICE 1003190 TOTALS:					\$4,117.10	\$0.00	\$4,117.10				\$0.00
CONTRACT WASTEWATER OPERATIONS TOTALS:					\$4,117.10	\$0.00	\$4,117.10				\$0.00
VENDOR: 270 - KATHLEEN JARVIS											
100219I reimbursement LB	10/02/19	10/02/19	10/09/19	1.15.6190 - Office Supplies	\$150.38	\$0.00	\$150.38	10/03/19	10348	ASCUC†	\$0.00
reimbursement LB				1.15.6195 - Operating Supplies - Librar	\$588.68	\$0.00	\$588.68	10/03/19	10348	ASCUC†	\$0.00
INVOICE 100219I TOTALS:					\$739.06	\$0.00	\$739.06				\$0.00
KATHLEEN JARVIS TOTALS:					\$739.06	\$0.00	\$739.06				\$0.00
VENDOR: 273 - TAPCO											
103119F 1652196 signs for parking	10/31/19	10/31/19	11/30/19	3.30.6260 - Street Supplies	\$209.35	\$0.00	\$209.35	10/31/19	10433	ASCUC†	\$0.00
INVOICE 103119F TOTALS:					\$209.35	\$0.00	\$209.35				\$0.00
103119H 1650179 sign for parking program	10/31/19	10/31/19	11/30/19	1.18.6242 - Parking Kiosks Expenses	\$119.99	\$0.00	\$119.99	10/31/19	10433	ASCUC†	\$0.00
INVOICE 103119H TOTALS:					\$119.99	\$0.00	\$119.99				\$0.00
TAPCO TOTALS:					\$329.34	\$0.00	\$329.34				\$0.00
VENDOR: 277 - JEROME CHAMBER OF COMMERCE											
100219F 479 GG	10/02/19	10/02/19	10/09/19	1.11.6285 - Tourism 1% Bed Tax	\$1,000.00	\$0.00	\$1,000.00	10/03/19	10349	ASCUC†	\$0.00
478 GG				1.11.6285 - Tourism 1% Bed Tax	\$2,500.00	\$0.00	\$2,500.00	10/03/19	10349	ASCUC†	\$0.00
477 GG				1.11.6285 - Tourism 1% Bed Tax	\$1,000.00	\$0.00	\$1,000.00	10/03/19	10349	ASCUC†	\$0.00
INVOICE 100219F TOTALS:					\$4,500.00	\$0.00	\$4,500.00				\$0.00
JEROME CHAMBER OF COMMERCE TOTALS:					\$4,500.00	\$0.00	\$4,500.00				\$0.00
VENDOR: 285 - JOAN DWYER											
100919R reimbursement, bank deposit bags C	10/09/19	10/09/19	11/08/19	1.12.6185 - Miscellaneous	\$42.18	\$0.00	\$42.18	10/10/19	10373	ASCUC†	\$0.00
INVOICE 100919R TOTALS:					\$42.18	\$0.00	\$42.18				\$0.00
JOAN DWYER TOTALS:					\$42.18	\$0.00	\$42.18				\$0.00
VENDOR: 300 - REESE'S TIRE & AUTOTIRE PROS											
100219D 48018 trash labor	10/02/19	10/02/19	11/01/19	2.52.6220 - Rep and Maint - Vehicles	\$262.76	\$0.00	\$262.76	10/03/19	10350	ASCUC†	\$0.00
48018 trash parts				2.52.6220 - Rep and Maint - Vehicles	\$1,483.32	\$0.00	\$1,483.32	10/03/19	10350	ASCUC†	\$0.00
INVOICE 100219D TOTALS:					\$1,746.08	\$0.00	\$1,746.08				\$0.00
100219E	10/02/19	10/02/19	11/01/19								

*V - Denotes Voided Check Entries

Town of Jerome
AP Vendor Detail Ledger (Range of Posting Dates with Payment Detail)
Ledger as of : 10/1/2019 to 10/31/2019

Invoice Number Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
48018 sewer parts				2.51.6220 - Rep and Maint - Vehicles	\$238.33	\$0.00	\$238.33	10/03/19	10350	ASCUC†	\$0.00
48018 water parts				2.50.6220 - Rep and Maint - Vehicles	\$238.33	\$0.00	\$238.33	10/03/19	10350	ASCUC†	\$0.00
48018 prop parts				1.18.6220 - Rep and Maint - Vehicles	\$238.19	\$0.00	\$238.19	10/03/19	10350	ASCUC†	\$0.00
48018 parks parts				1.17.6220 - Rep and Maint - Vehicles	\$238.19	\$0.00	\$238.19	10/03/19	10350	ASCUC†	\$0.00
48018 trash parts				2.52.6220 - Rep and Maint - Vehicles	\$238.33	\$0.00	\$238.33	10/03/19	10350	ASCUC†	\$0.00
48018 HURF parts				3.30.6220 - Rep and Maint - Vehicles	\$238.35	\$0.00	\$238.35	10/03/19	10350	ASCUC†	\$0.00
				INVOICE 100219E TOTALS:	\$1,429.72	\$0.00	\$1,429.72				\$0.00
102419N	10/24/19	10/24/19	11/23/19								
49871 car repair unit 7 PD labo				1.13.6220 - Rep and Maint - Vehicles	\$40.00	\$0.00	\$40.00	10/24/19	10423	ASCUC†	\$0.00
49871 car repair unit 7 PD part				1.13.6220 - Rep and Maint - Vehicles	\$579.20	\$0.00	\$579.20	10/24/19	10423	ASCUC†	\$0.00
				INVOICE 102419N TOTALS:	\$619.20	\$0.00	\$619.20				\$0.00
				REESE'S TIRE & AUTOTIRE PROS TOTALS:	\$3,795.00	\$0.00	\$3,795.00				\$0.00
VENDOR: 309 - PETE'S DIESEL SERVICE											\$0.00
100919I	10/09/19	10/09/19	10/09/19								
771177 replace valve cover sewer				2.51.6220 - Rep and Maint - Vehicles	\$39.59	\$0.00	\$39.59	10/10/19	10374	ASCUC†	\$0.00
771177 replace valve cover water				2.50.6220 - Rep and Maint - Vehicles	\$39.59	\$0.00	\$39.59	10/10/19	10374	ASCUC†	\$0.00
771177 replace valve cover prop				1.18.6220 - Rep and Maint - Vehicles	\$39.57	\$0.00	\$39.57	10/10/19	10374	ASCUC†	\$0.00
771177 replace valve cover parks				1.17.6220 - Rep and Maint - Vehicles	\$39.57	\$0.00	\$39.57	10/10/19	10374	ASCUC†	\$0.00
771177 replace valve cover trash				2.52.6220 - Rep and Maint - Vehicles	\$39.59	\$0.00	\$39.59	10/10/19	10374	ASCUC†	\$0.00
771177 replace valve cover HURF				3.30.6220 - Rep and Maint - Vehicles	\$39.59	\$0.00	\$39.59	10/10/19	10374	ASCUC†	\$0.00
				INVOICE 100919I TOTALS:	\$237.50	\$0.00	\$237.50				\$0.00
100919J	10/09/19	10/09/19	10/09/19								
771177 replace valve cover sewer				2.51.6220 - Rep and Maint - Vehicles	\$162.41	\$0.00	\$162.41	10/10/19	10374	ASCUC†	\$0.00
771177 replace valve cover water				2.50.6220 - Rep and Maint - Vehicles	\$162.41	\$0.00	\$162.41	10/10/19	10374	ASCUC†	\$0.00
771177 replace valve cover prop				1.18.6220 - Rep and Maint - Vehicles	\$162.31	\$0.00	\$162.31	10/10/19	10374	ASCUC†	\$0.00
771177 replace valve cover parks				1.17.6220 - Rep and Maint - Vehicles	\$162.31	\$0.00	\$162.31	10/10/19	10374	ASCUC†	\$0.00
771177 replace valve cover trash				2.52.6220 - Rep and Maint - Vehicles	\$162.41	\$0.00	\$162.41	10/10/19	10374	ASCUC†	\$0.00
771177 replace valve cover HURF				3.30.6220 - Rep and Maint - Vehicles	\$162.42	\$0.00	\$162.42	10/10/19	10374	ASCUC†	\$0.00
				INVOICE 100919J TOTALS:	\$974.27	\$0.00	\$974.27				\$0.00
				PETE'S DIESEL SERVICE TOTALS:	\$1,211.77	\$0.00	\$1,211.77				\$0.00
VENDOR: 375 - PERSONNEL SAFETY ENTERPRISES											\$0.00
100219J	10/02/19	10/02/19	11/01/19								
80001143, 101266 PD				1.13.6195 - Operating Supplies - Police	\$170.93	\$0.00	\$170.93	10/03/19	10351	ASCUC†	\$0.00
80001143, 101266 GG				1.11.6195 - Operating Supplies - Gen C	\$95.68	\$0.00	\$95.68	10/03/19	10351	ASCUC†	\$0.00
				INVOICE 100219J TOTALS:	\$266.61	\$0.00	\$266.61				\$0.00
100219M	10/02/19	10/02/19	11/01/19								
80001143, 101263 sewer				2.51.6195 - Operating Supplies - Sewer	\$40.84	\$0.00	\$40.84	10/03/19	10351	ASCUC†	\$0.00
80001143, 101263 water				2.50.6195 - Operating Supplies - Water	\$40.84	\$0.00	\$40.84	10/03/19	10351	ASCUC†	\$0.00
80001143, 101263 prop				1.18.6195 - Operating Supplies - Prope	\$40.82	\$0.00	\$40.82	10/03/19	10351	ASCUC†	\$0.00
80001143, 101263 parks				1.17.6195 - Operating Supplies - Parks	\$40.82	\$0.00	\$40.82	10/03/19	10351	ASCUC†	\$0.00

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

Ledger as of : 10/1/2019 to 10/31/2019

Invoice Number Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
80001143, 101263 trash		2.52.6195		Operating Supplies - Trash	\$40.84	\$0.00	\$40.84	10/03/19	10351	ASCUC†	\$0.00
80001143, 101263 HURF		3.30.6195		Operating Supplies - HURF	\$40.86	\$0.00	\$40.86	10/03/19	10351	ASCUC†	\$0.00
				INVOICE 100219M TOTALS:	\$245.02	\$0.00	\$245.02				\$0.00
				PERSONNEL SAFETY ENTERPRISES TOTALS:	\$511.63	\$0.00	\$511.63				\$0.00
											\$0.00
VENDOR: 412 - JOHN MCDONALD											
100919H reimbursement GG	10/09/19	10/09/19	10/09/19	1.11.6195 - Operating Supplies - Gen C	\$303.81	\$0.00	\$303.81	10/10/19	10375	ASCUC†	\$0.00
reimbursement prop				1.18.6215 - R&M Building - Properties	\$65.11	\$0.00	\$65.11	10/10/19	10375	ASCUC†	\$0.00
				INVOICE 100919H TOTALS:	\$368.92	\$0.00	\$368.92				\$0.00
				JOHN MCDONALD TOTALS:	\$368.92	\$0.00	\$368.92				\$0.00
											\$0.00
VENDOR: 450 - #1 FOOD STORE											
#1FOODSTORE-2	10/09/19	10/09/19	10/09/19	1.11.6245 - Shuttle Expenses	\$0.00	\$0.00	\$0.00				\$0.00
Town of Jerome shuttle, Sept. 2019				1.13.6145 - Fuel	\$0.00	\$0.00	\$0.00				\$0.00
Jerome PD, Sept. 2019				1.14.6145 - Fuel	\$512.34	\$0.00	\$512.34	10/10/19	10376	ASCUC†	\$0.00
Jerome FD, Sept. 2019				INVOICE #1FOODSTORE-2 TOTALS:	\$512.34	\$0.00	\$512.34				\$0.00
				#1 FOOD STORE TOTALS:	\$512.34	\$0.00	\$512.34				\$0.00
											\$0.00
VENDOR: 513 - HANSON AGGREGATES LLC											
100219C	10/02/19	10/02/19	11/01/19	3.30.6260 - Street Supplies	\$272.87	\$0.00	\$272.87	10/03/19	10352	ASCUC†	\$0.00
1110263 HURF				INVOICE 100219C TOTALS:	\$272.87	\$0.00	\$272.87				\$0.00
											\$0.00
103019D	10/30/19	10/30/19	11/29/19	3.30.6230 - Rep and Maint - Infrastruct	\$303.54	\$0.00	\$303.54	10/30/19	10429	ASCUC†	\$0.00
1111636 Asphalt HURF				INVOICE 103019D TOTALS:	\$303.54	\$0.00	\$303.54				\$0.00
				HANSON AGGREGATES LLC TOTALS:	\$576.41	\$0.00	\$576.41				\$0.00
											\$0.00
VENDOR: 609 - ARCADIA PUBLISHING											
100219K	10/02/19	10/02/19	11/01/19	1.15.6205 - Print and Non-Print Materia	\$561.77	\$0.00	\$561.77	10/03/19	10353	ASCUC†	\$0.00
21217314 library fundraiser				1.15.6205 - Print and Non-Print Materia	\$300.82	\$0.00	\$300.82	10/03/19	10353	ASCUC†	\$0.00
21211466 Haunted Jerome				1.15.6205 - Print and Non-Print Materia	\$862.59	\$0.00	\$862.59				\$0.00
				INVOICE 100219K TOTALS:	\$862.59	\$0.00	\$862.59				\$0.00
				ARCADIA PUBLISHING TOTALS:	\$862.59	\$0.00	\$862.59				\$0.00
											\$0.00
VENDOR: 628 - NACOG											
102319I housing rehab - 4 homes	10/23/19	10/23/19	10/23/19	5.40.6103 - Operating Grants Exp	\$14,232.50	\$0.00	\$14,232.50	10/23/19	10416	ASCUC†	\$0.00

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

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Invoice Number Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
INVOICE 102319I TOTALS:											
					\$14,232.50	\$0.00	\$14,232.50				\$0.00
NACOG TOTALS:											
					\$14,232.50	\$0.00	\$14,232.50				\$0.00
VENDOR: 656 - ADEQ											
100919S	10/09/19	10/09/19	11/08/19	2.50.6135 - Permit Fee Exp - Water	\$250.00	\$0.00	\$250.00	10/10/19	10377	ASCUC†	\$0.00
B2031711 WQL water quality					\$250.00	\$0.00	\$250.00				\$0.00
INVOICE 100919S TOTALS:											
					\$250.00	\$0.00	\$250.00				\$0.00
ADEQ TOTALS:											
					\$250.00	\$0.00	\$250.00				\$0.00
VENDOR: 663 - TOWN OF JEROME											
102219MA1	10/22/19	10/22/19	10/22/19	1.10.2999 - Suspense Account	\$455.00	\$0.00	\$455.00	10/22/19	10406	ASCUC†	\$0.00
R&E Sewer Bond Transfer					\$455.00	\$0.00	\$455.00				\$0.00
INVOICE 102219MA1 TOTALS:											
					\$455.00	\$0.00	\$455.00				\$0.00
102219MA2	10/22/19	10/22/19	10/22/19	1.10.2999 - Suspense Account	\$1,600.00	\$0.00	\$1,600.00	10/22/19	10405	ASCUC†	\$0.00
P&I Sewer Bond Transfer					\$1,600.00	\$0.00	\$1,600.00				\$0.00
INVOICE 102219MA2 TOTALS:											
					\$1,600.00	\$0.00	\$1,600.00				\$0.00
TOWN OF JEROME TOTALS:											
					\$2,055.00	\$0.00	\$2,055.00				\$0.00
VENDOR: 685 - SALTUS TECHNOLOGIES, LLC											
101619G	10/16/19	10/16/19	11/05/19	printer 1910-27 parking program	\$1,531.28	\$0.00	\$1,531.28	10/16/19	10398	ASCUC†	\$0.00
1910-27 parking program					\$1,531.28	\$0.00	\$1,531.28				\$0.00
INVOICE 101619G TOTALS:											
					\$1,531.28	\$0.00	\$1,531.28				\$0.00
SALTUS TECHNOLOGIES, LLC TOTALS:											
					\$1,531.28	\$0.00	\$1,531.28				\$0.00
VENDOR: 704 - MINGUS ELECTRIC											
102919JS1	10/29/19	10/29/19	11/28/19	Electrical for 3 new HVAC units, Pr	\$302.87	\$0.00	\$302.87	10/29/19	10424	ASCUC†	\$0.00
Electrical for 3 new HVAC units, Pr					\$302.87	\$0.00	\$302.87				\$0.00
INVOICE 102919JS1 TOTALS:											
					\$302.87	\$0.00	\$302.87				\$0.00
102919JS1LAB	10/29/19	10/29/19	11/28/19	Labor 3 HVAC install @ Town Hall, P	\$765.00	\$0.00	\$765.00	10/29/19	10424	ASCUC†	\$0.00
Labor 3 HVAC install @ Town Hall, P					\$765.00	\$0.00	\$765.00				\$0.00
INVOICE 102919JS1LAB TOTALS:											
					\$765.00	\$0.00	\$765.00				\$0.00
102919JS2	10/29/19	10/29/19	11/28/19	Parts 2 20 amp breakers Town Hall,	\$16.48	\$0.00	\$16.48	10/29/19	10424	ASCUC†	\$0.00
Parts 2 20 amp breakers Town Hall,					\$16.48	\$0.00	\$16.48				\$0.00
INVOICE 102919JS2 TOTALS:											
					\$16.48	\$0.00	\$16.48				\$0.00
102919JS2LAB	10/29/19	10/29/19	11/28/19	LABOR breakers & R.Blair Work, Prop	\$255.00	\$0.00	\$255.00	10/29/19	10424	ASCUC†	\$0.00
LABOR breakers & R.Blair Work, Prop					\$255.00	\$0.00	\$255.00				\$0.00
INVOICE 102919JS2LAB TOTALS:											
					\$255.00	\$0.00	\$255.00				\$0.00

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

Ledger as of : 10/1/2019 to 10/31/2019

Invoice Number Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
MINGUS ELECTRIC TOTALS:											
					\$1,339.35	\$0.00	\$1,339.35				\$0.00
VENDOR: 709 - TOWN OF PAYSON											
101619F	10/16/19	10/16/19	11/15/19								\$0.00
32-139, 32139 defense program PD				1.13.6125 - Dues and Subscriptions	\$250.00	\$0.00	\$250.00	10/16/19	10399	ASCUC†	\$0.00
INVOICE 101619F TOTALS:											
					\$250.00	\$0.00	\$250.00				\$0.00
TOWN OF PAYSON TOTALS:											
					\$250.00	\$0.00	\$250.00				\$0.00
VENDOR: 725 - DIESEL DIRECT WEST											
100919O	10/09/19	10/09/19	10/24/19								\$0.00
18583, 83303089 water				2.50.6145 - Fuel	\$16.29	\$0.00	\$16.29	10/10/19	10378	ASCUC†	\$0.00
18583, 83303089 sewer				2.51.6145 - Fuel	\$16.28	\$0.00	\$16.28	10/10/19	10378	ASCUC†	\$0.00
18583, 83303089 trash				2.52.6145 - Fuel	\$142.94	\$0.00	\$142.94	10/10/19	10378	ASCUC†	\$0.00
INVOICE 100919O TOTALS:											
					\$175.51	\$0.00	\$175.51				\$0.00
VENDOR: 735 - FOUR-D LLC											
102319E	10/23/19	10/23/19	11/07/19								\$0.00
18583, 83321489 fuel water				2.50.6145 - Fuel	\$41.82	\$0.00	\$41.82	10/23/19	10417	ASCUC†	\$0.00
18583, 83321489 fuel sewer				2.51.6145 - Fuel	\$41.81	\$0.00	\$41.81	10/23/19	10417	ASCUC†	\$0.00
18583, 83321489 fuel trash				2.52.6145 - Fuel	\$112.18	\$0.00	\$112.18	10/23/19	10417	ASCUC†	\$0.00
INVOICE 102319E TOTALS:											
					\$195.81	\$0.00	\$195.81				\$0.00
DIESEL DIRECT WEST TOTALS:											
					\$371.32	\$0.00	\$371.32				\$0.00
VENDOR: 735 - FOUR-D LLC											
100219G	10/02/19	10/02/19	11/01/19								\$0.00
732 GG				1.11.6193 - Computer Hardware & Serv	\$1,650.00	\$0.00	\$1,650.00	10/03/19	10354	ASCUC†	\$0.00
INVOICE 100219G TOTALS:											
					\$1,650.00	\$0.00	\$1,650.00				\$0.00
VENDOR: 735 - FOUR-D LLC											
103119G	10/31/19	10/31/19	11/30/19								\$0.00
735 install CYMA upgrade GG				1.11.6193 - Computer Hardware & Serv	\$850.00	\$0.00	\$850.00	10/31/19	10434	ASCUC†	\$0.00
735 update network addressing on pr				1.13.6193 - Computer Hardware & Serv	\$100.00	\$0.00	\$100.00	10/31/19	10434	ASCUC†	\$0.00
INVOICE 103119G TOTALS:											
					\$950.00	\$0.00	\$950.00				\$0.00
FOUR-D LLC TOTALS:											
					\$2,600.00	\$0.00	\$2,600.00				\$0.00
VENDOR: 747 - TOWN OF JEROME PR											
102219MA3	10/22/19	10/22/19	10/22/19								\$0.00
Monthly Payroll Transfer				1.10.2999 - Suspense Account	\$90,000.00	\$0.00	\$90,000.00	10/22/19	10407	ASCUC†	\$0.00
INVOICE 102219MA3 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											
101619C	10/16/19	10/16/19	11/15/19								\$0.00
26160 GG				1.11.6170 - Legal Exp - Gen Gov	\$253.50	\$0.00	\$253.50	10/16/19	10400	ASCUC†	\$0.00

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

Ledger as of : 10/1/2019 to 10/31/2019

Invoice Number Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
26160 PZ				1.16.6170 - Legal Exp - P&Z	\$760.50	\$0.00	\$760.50	10/16/19	10400	ASCUC†	\$0.00
				INVOICE 101619C TOTALS:	\$1,014.00	\$0.00	\$1,014.00				\$0.00
				SIMS MACKIN, LTD TOTALS:	\$1,014.00	\$0.00	\$1,014.00				\$0.00
VENDOR: 755 - RONDA BROCKMAN											\$0.00
1016191 mileage reimbursement CT	10/16/19	10/16/19	11/15/19	1.12.6275 - Travel	\$67.36	\$0.00	\$67.36	10/16/19	10401	ASCUC†	\$0.00
				INVOICE 101619I TOTALS:	\$67.36	\$0.00	\$67.36				\$0.00
				RONDA BROCKMAN TOTALS:	\$67.36	\$0.00	\$67.36				\$0.00
VENDOR: 793 - TOWN OF JEROME - UTILITIES											\$0.00
TOJUTILITIES-38	10/02/19	10/02/19	11/01/19								\$0.00
7002-01 Civic Center				1.18.6285 - Utilities	\$216.90	\$0.00	\$216.90	10/03/19	10355	ASCUC†	\$0.00
7015-01 Fire station				1.18.6285 - Utilities	\$137.56	\$0.00	\$137.56	10/03/19	10355	ASCUC†	\$0.00
7031-01 Library				1.18.6285 - Utilities	\$137.56	\$0.00	\$137.56	10/03/19	10355	ASCUC†	\$0.00
7054-01 Police station				1.18.6285 - Utilities	\$177.32	\$0.00	\$177.32	10/03/19	10355	ASCUC†	\$0.00
7060-01 Town yard				1.18.6285 - Utilities	\$137.56	\$0.00	\$137.56	10/03/19	10355	ASCUC†	\$0.00
				INVOICE TOJUTILITIES-38 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											\$0.00
101519BBB	10/15/19	10/15/19	11/14/19								\$0.00
Computer PCM and Electrical on Jeep				2.51.6220 - Rep and Maint - Vehicles	\$115.15	\$0.00	\$115.15	10/15/19	10384	ASCUC†	\$0.00
Computer PCM and Electrical on Jeep				2.50.6220 - Rep and Maint - Vehicles	\$115.15	\$0.00	\$115.15	10/15/19	10384	ASCUC†	\$0.00
Computer PCM and Electrical on Jeep				1.18.6220 - Rep and Maint - Vehicles	\$115.09	\$0.00	\$115.09	10/15/19	10384	ASCUC†	\$0.00
Computer PCM and Electrical on Jeep				1.17.6220 - Rep and Maint - Vehicles	\$115.09	\$0.00	\$115.09	10/15/19	10384	ASCUC†	\$0.00
Computer PCM and Electrical on Jeep				2.52.6220 - Rep and Maint - Vehicles	\$115.15	\$0.00	\$115.15	10/15/19	10384	ASCUC†	\$0.00
Computer PCM and Electrical on Jeep				3.30.6220 - Rep and Maint - Vehicles	\$115.16	\$0.00	\$115.16	10/15/19	10384	ASCUC†	\$0.00
				INVOICE 101519BBB TOTALS:	\$690.79	\$0.00	\$690.79				\$0.00
101519BC	10/15/19	10/15/19	11/14/19								\$0.00
Prime Yearly Membership Dues, GG				1.11.6125 - Dues, Subs & Membership:	\$130.72	\$0.00	\$130.72	10/15/19	10384	ASCUC†	\$0.00
Recording Fee for Sliding Jail Deed				1.11.6185 - Miscellaneous	\$16.50	\$0.00	\$16.50	10/15/19	10384	ASCUC†	\$0.00
Hosting & Adobe Mithly Fee, GG				1.11.6192 - Software Support Exp - GG	\$98.16	\$0.00	\$98.16	10/15/19	10384	ASCUC†	\$0.00
Two Computers, GG				1.11.6193 - Computer Hardware & Serv	\$3,252.95	\$0.00	\$3,252.95	10/15/19	10384	ASCUC†	\$0.00
Go Daddy Purchases, PD				1.13.6192 - Software Service & Support	\$297.21	\$0.00	\$297.21	10/15/19	10384	ASCUC†	\$0.00
Discount Tire & Autozone, PD				1.13.6220 - Rep and Maint - Vehicles	\$154.88	\$0.00	\$154.88	10/15/19	10384	ASCUC†	\$0.00
Art Room Supplies, LIB				1.15.6195 - Operating Supplies - Librar	\$182.19	\$0.00	\$182.19	10/15/19	10384	ASCUC†	\$0.00
Print & nonprint material, LIB				1.15.6205 - Print and Non-Print Materia	\$252.43	\$0.00	\$252.43	10/15/19	10384	ASCUC†	\$0.00
Ice, Prop				1.18.6185 - Miscellaneous	\$16.06	\$0.00	\$16.06	10/15/19	10384	ASCUC†	\$0.00
Drop Box for Pkg Tickets, Prop				1.18.6242 - Parking Kiosks Expenses	\$698.33	\$0.00	\$698.33	10/15/19	10384	ASCUC†	\$0.00
				INVOICE 101519BC TOTALS:	\$5,099.43	\$0.00	\$5,099.43				\$0.00

Town of Jerome
AP Vendor Detail Ledger (Range of Posting Dates with Payment Detail)
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Invoice Number Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
BANKCARD CENTER TOJ TOTALS:											
					\$5,790.22	\$0.00	\$5,790.22				\$0.00
VENDOR: 795 - BANKCARD CENTER WF											
102219WF	10/22/19	10/22/19	11/21/19								\$0.00
1961: New staff phones, FD			1.14.6265 - Telephone		\$70.07	\$0.00	\$70.07	10/22/19	10404	ASCUCF	\$0.00
Bolt for front suspension, FD			1.14.6220 - Rep and Maint - Vehicles		\$19.76	\$0.00	\$19.76	10/22/19	10404	ASCUCF	\$0.00
ESO Firehouse Software, FD			1.14.6125 - Dues and Subscriptions		\$240.00	\$0.00	\$240.00	10/22/19	10404	ASCUCF	\$0.00
INVOICE 102219WF TOTALS:					\$329.83	\$0.00	\$329.83				\$0.00
BANKCARD CENTER WF TOTALS:											
					\$329.83	\$0.00	\$329.83				\$0.00
VENDOR: 806 - PRESCOTT LAW GROUP, PLC											
100919F	10/09/19	10/09/19	11/08/19								\$0.00
2011-00019, 2777 PD			1.13.6172 - Prosecutor Exp		\$1,595.00	\$0.00	\$1,595.00	10/10/19	10379	ASCUCF	\$0.00
INVOICE 100919F TOTALS:					\$1,595.00	\$0.00	\$1,595.00				\$0.00
PRESCOTT LAW GROUP, PLC TOTALS:					\$1,595.00	\$0.00	\$1,595.00				\$0.00
VENDOR: 860 - VVMC OCCUPATIONAL MEDICINE											
100919E	10/09/19	10/09/19	11/08/19								\$0.00
2426 shot for Kerry Lee FD			1.14.6180 - Medical Expenses		\$75.00	\$0.00	\$75.00	10/10/19	10380	ASCUCF	\$0.00
INVOICE 100919E TOTALS:					\$75.00	\$0.00	\$75.00				\$0.00
VVMC OCCUPATIONAL MEDICINE TOTALS:					\$75.00	\$0.00	\$75.00				\$0.00
VENDOR: 866 - DEERE CREDIT, INC.											
JDCFL2-10	10/30/19	10/30/19	11/29/19								\$0.00
510001614248, JD 210L prop			1.18.8040 - Lease Payments		\$21.68	\$0.00	\$21.68	10/30/19	10430	ASCUCF	\$0.00
510001614248, JD210L parks			1.17.8040 - Lease Payments		\$21.68	\$0.00	\$21.68	10/30/19	10430	ASCUCF	\$0.00
510001614248, JD210L water			2.50.8040 - Lease Payments		\$75.88	\$0.00	\$75.88	10/30/19	10430	ASCUCF	\$0.00
510001614248, JD210L sewer			2.51.8040 - Lease Payments		\$75.88	\$0.00	\$75.88	10/30/19	10430	ASCUCF	\$0.00
510001614248, JD210L HURF			3.30.8040 - Lease Payments		\$21.69	\$0.00	\$21.69	10/30/19	10430	ASCUCF	\$0.00
INVOICE JDCFL2-10 TOTALS:					\$216.81	\$0.00	\$216.81				\$0.00
DEERE CREDIT, INC. TOTALS:					\$216.81	\$0.00	\$216.81				\$0.00
VENDOR: 871 - NORTHERN AZ FIRE SERVICES											
100219H	10/02/19	10/02/19	11/01/19								\$0.00
1381 FD			1.14.6220 - Rep and Maint - Vehicles		\$140.00	\$0.00	\$140.00	10/03/19	10356	ASCUCF	\$0.00
INVOICE 100219H TOTALS:					\$140.00	\$0.00	\$140.00				\$0.00
VENDOR: 102319K											
1404	10/23/19	10/23/19	11/22/19								\$0.00
compressor & belt repair FD			1.14.6220 - Rep and Maint - Vehicles		\$140.00	\$0.00	\$140.00	10/23/19	10418	ASCUCF	\$0.00
compressor & belt repair FD			1.14.6220 - Rep and Maint - Vehicles		\$157.28	\$0.00	\$157.28	10/23/19	10418	ASCUCF	\$0.00
INVOICE 102319K TOTALS:					\$297.28	\$0.00	\$297.28				\$0.00

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

Ledger as of : 10/1/2019 to 10/31/2019

Invoice Number Description	Inv.Date	Post.Date	Due.Date	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
NORTHERN AZ FIRE SERVICES TOTALS:											
					\$437.28	\$0.00	\$437.28				\$0.00
VENDOR: 895 - COPPER TOWN HAULING, LLC											
102319B	10/23/19	10/23/19	11/22/19								\$0.00
1448 hauled off concrete prop				1.18.6110 - Contract Services	\$885.00	\$0.00	\$885.00	10/23/19	10419	ASCUC†	\$0.00
INVOICE 102319B TOTALS:					\$885.00	\$0.00	\$885.00				\$0.00
COPPER TOWN HAULING, LLC TOTALS:											
					\$885.00	\$0.00	\$885.00				\$0.00
VENDOR: 910 - WOLFE COMMUNICATIONS											
100919C	10/09/19	10/09/19	10/09/19								\$0.00
9926 G1 clips for pagers FD				1.14.6250 - Small Tools and Equipment	\$40.75	\$0.00	\$40.75	10/10/19	10381	ASCUC†	\$0.00
INVOICE 100919C TOTALS:					\$40.75	\$0.00	\$40.75				\$0.00
WOLFE COMMUNICATIONS TOTALS:											
					\$40.75	\$0.00	\$40.75				\$0.00
VENDOR: 952 - KAIROS HEALTH ARIZONA, INC.											
102319G	10/23/19	10/23/19	11/22/19								\$0.00
Health Insurance - October 2019 10				1.10.2406 - Health Insurance	\$12,616.50	\$0.00	\$12,616.50	10/23/19	10420	ASCUC†	\$0.00
INVOICE 102319G TOTALS:					\$12,616.50	\$0.00	\$12,616.50				\$0.00
KAIROS HEALTH ARIZONA, INC. TOTALS:											
					\$12,616.50	\$0.00	\$12,616.50				\$0.00
VENDOR: 968 - PATRIOT DISPOSAL, INC.											
100919Q	10/09/19	10/09/19	11/08/19								\$0.00
0040, 2566 trash				2.52.6165 - Landfill Tipping Fees	\$1,581.20	\$0.00	\$1,581.20	10/10/19	10382	ASCUC†	\$0.00
INVOICE 100919Q TOTALS:					\$1,581.20	\$0.00	\$1,581.20				\$0.00
PATRIOT DISPOSAL, INC. TOTALS:											
					\$1,581.20	\$0.00	\$1,581.20				\$0.00
VENDOR: 969 - XANADU TREVINO											
100119MA1	10/01/19	10/01/19	10/31/19								\$0.00
Trevino, X FD Pension Cash Out				4.60.6235 - Retirement Exp FD P&R	\$2,595.36	\$0.00	\$2,595.36	10/01/19	10343	ASCUC†	\$0.00
Trevino, X FD Pension Cash Out 10%				4.60.2401 - Fed WH Payable FD P&R	(\$259.53)	\$0.00	(\$259.53)	10/01/19	10343	ASCUC†	\$0.00
INVOICE 100119MA1 TOTALS:					\$2,335.83	\$0.00	\$2,335.83				\$0.00
100719MA1											
Trevino 457G Cash out	10/07/19	10/07/19	11/06/19								\$0.00
Trevino 457G Cash out 10% WH				1.10.2999 - Suspense Account	\$3,535.96	\$0.00	\$3,535.96	10/07/19	10359	ASCUC†	\$0.00
				1.10.2401 - Federal WH & FICA	(\$353.60)	\$0.00	(\$353.60)	10/07/19	10359	ASCUC†	\$0.00
INVOICE 100719MA1 TOTALS:					\$3,182.36	\$0.00	\$3,182.36				\$0.00
XANADU TREVINO TOTALS:											
					\$5,518.19	\$0.00	\$5,518.19				\$0.00
VENDOR: 974 - PURSELL LAW FIRM, PLLC											
101619E	10/16/19	10/16/19	11/15/19								\$0.00

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contract services CT				1.12.6110 - Contract Services	\$550.00	\$0.00	\$550.00	10/16/19	10402	ASCUC†	\$0.00
				INVOICE 101619E TOTALS:	\$550.00	\$0.00	\$550.00				\$0.00
				PURSELL LAW FIRM, PLLC TOTALS:	\$550.00	\$0.00	\$550.00				\$0.00
VENDOR: 995 - MELANIE ATKIN											
100919K mileage reimbursement GG	10/09/19	10/09/19	11/08/19	1.11.6275 - Travel	\$62.64	\$0.00	\$62.64	10/10/19	10383	ASCUC†	\$0.00
				INVOICE 100919K TOTALS:	\$62.64	\$0.00	\$62.64				\$0.00
102319L HR seminar mileage reimbursement G	10/23/19	10/23/19	11/22/19	1.11.6275 - Travel	\$47.56	\$0.00	\$47.56	10/23/19	10421	ASCUC†	\$0.00
				INVOICE 102319L TOTALS:	\$47.56	\$0.00	\$47.56				\$0.00
				MELANIE ATKIN TOTALS:	\$110.20	\$0.00	\$110.20				\$0.00
VENDOR: ONETIM - SAGE HARVEY											
102319C Yavapai Co. meeting GG	10/23/19	10/23/19	11/22/19	1.11.6275 - Travel	\$61.21	\$0.00	\$61.21	10/23/19	10422	ASCUC†	\$0.00
				INVOICE 102319C TOTALS:	\$61.21	\$0.00	\$61.21				\$0.00
				SAGE HARVEY TOTALS:	\$61.21	\$0.00	\$61.21				\$0.00
				LEDGER TOTALS:	\$298,911.58	\$0.00	\$298,911.58				\$0.00

11/5/19
11:22:03 AM

Town of Jerome
Balance Sheet
As of 10/31/2019
Fund: (1) General

Assets

Current Assets

LGIP	\$1,672.26	
Petty Cash - General Gov	275.00	
Auto Lieu Taxes	5,489.84	
City Sales Taxes	195,891.69	
Franchise Fees	35,946.84	
GF Accounts Receivable	185.00	
Property Taxes	11,657.97	
Rents	(112.25)	
State Sales Taxes	7,493.85	
Court - Checking & Bond Acct	105,036.50	
Court - JCEF Acct	13,257.40	
Court - FTG Acct	7,053.33	
Urban Revenue Sharing	16,164.31	
Petty Cash - Fire Dept	150.00	
Petty Cash - Library	150.00	
NBA Checking	100,094.03	
OAZ Checking	74,995.29	
OAZ General Savings	394,429.12	
OAZ CTL Business Savings	5.00	
Total Current Assets		\$969,835.18

Other Assets

Due From Other Funds	\$2,349,900.09	
Total Other Assets		2,349,900.09

Total Assets

\$3,319,735.27

Liabilities and Net Assets

Current Liabilities

Accounts Payable	\$(13,671.21)	
Federal WH & FICA	(9.81)	
Arizona Withholding	(35.05)	
AFLAC	(408.72)	
Health Insurance	1,744.67	
457G Retirement	66.53	
PSPRS	(0.18)	
Customer Deposits	6,760.72	
FD Per Call Payable	21,539.25	
Ganishments Payable	1,735.51	
Wages Payable	45,687.75	
Due To Other Funds	2,490,472.36	
Court Liabilities	10,835.64	
Suspense Account	(100.00)	
Total Current Liabilities		\$2,564,617.46
Total Liabilities		\$2,564,617.46

Net Assets

Unrestricted Funds	734,473.85
Prior Period Adj - GF	56.13
Current Year Net Assets	20,587.83

11/5/19
11:22:03 AM

Town of Jerome
Balance Sheet
As of 10/31/2019
Fund: (1) General

Total Net Assets	<u>755,117.81</u>
Total Liabilities and Net Assets	<u><u>\$3,319,735.27</u></u>

11/5/19
11:22:52 AM

Town of Jerome
Balance Sheet
As of 10/31/2019
Fund: (2) Utilities

Assets

Current Assets

Allowance for Doubtful Accts	\$(15,000.00)	
Utilities A/R	61,162.80	
Bond Account	14,476.70	
Replacement & Extension Acct	68,002.77	
Series 2001 Bond Reserve Acct	30,054.34	
Total Current Assets		\$158,696.61

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	\$889,324.22	
Total Other Assets		889,324.22

Total Assets

\$3,236,108.93

Liabilities and Net Assets

Current Liabilities

Sales Tax Payable	\$906.53	
Customer Deposits	23,216.34	
Compensated Absences	2,328.22	
Bonds Payable	148,445.73	
Other Liabilities	6,354.76	
Due To Other Funds	793,672.00	
Accrued Payroll	2,361.76	
Accrued Interest Payable	3,592.85	
Total Current Liabilities		\$980,878.19
Total Liabilities		\$980,878.19

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	68,196.76	
Total Net Assets		2,255,230.74
Total Liabilities and Net Assets		\$3,236,108.93

11/5/19
11:23:21 AM

Town of Jerome
Balance Sheet
As of 10/31/2019
Fund: (3) Road

Assets

Current Assets

HURF Accounts Receivable	\$7,185.01	
OAZ HURF Savings	350,810.92	
Total Current Assets		\$357,995.93

Other Assets

Due From Other Funds	\$326,138.79	
Total Other Assets		326,138.79

Total Assets

\$684,134.72

Liabilities and Net Assets

Current Liabilities

Due To Other Funds	\$496,964.62	
Accrued Payroll	755.11	
Total Current Liabilities		\$497,719.73
Total Liabilities		\$497,719.73

Net Assets

Unrestricted Fund Balance	(4,881.34)	
Current Year Net Assets	191,296.33	
Total Net Assets		186,414.99
Total Liabilities and Net Assets		\$684,134.72

11/5/19
11:23:48 AM

Town of Jerome
Balance Sheet
As of 10/31/2019

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	\$55,238.27	
Total Other Assets		55,238.27

Total Assets		<u>\$195,252.40</u>
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Liabilities and Net Assets

Current Liabilities

Due To Other Funds	\$29,289.25	
Total Current Liabilities		\$29,289.25

Total Liabilities		<u>\$29,289.25</u>
-------------------	--	--------------------

Net Assets

Unrestricted Fund Balance	143,885.68	
Current Year Net Assets	22,077.47	
Total Net Assets		<u>165,963.15</u>
Total Liabilities and Net Assets		<u>\$195,252.40</u>

11/5/19
11:24:05 AM

Town of Jerome
Balance Sheet
As of 10/31/2019

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	\$406,538.07	
Total Other Assets		406,538.07

Total Assets		<u>\$425,540.46</u>
--------------	--	---------------------

Liabilities and Net Assets

Current Liabilities

Due To Other Funds	\$369,898.87	
Deferred Revenue - Opr Grants	56,964.75	
Total Current Liabilities		\$426,863.62

Total Liabilities		<u>\$426,863.62</u>
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Net Assets

Unrestricted Fund Balance	11,960.45	
Current Year Net Assets	(13,283.61)	
Total Net Assets		(1,323.16)
Total Liabilities and Net Assets		<u>\$425,540.46</u>

11/5/19
11:24:24 AM

Town of Jerome
Balance Sheet
As of 10/31/2019

Fund: (6) Capital Grants

Assets

Other Assets

Due From Other Funds	\$552,703.84	
Total Other Assets		\$552,703.84
Total Assets		\$552,703.84

Liabilities and Net Assets

Current Liabilities

Deferred Revenue - Cap Grants	\$37,456.83	
Due To Other Funds	520,101.11	
Total Current Liabilities		\$557,557.94
Total Liabilities		\$557,557.94

Net Assets

Restricted Fund Balance	\$31,920.73	
Unrestricted Fund Balance	(35,183.20)	
Current Year Net Assets	(1,591.63)	
Total Net Assets		(4,854.10)
Total Liabilities and Net Assets		\$552,703.84

11/5/19
11:24:40 AM

Town of Jerome
Balance Sheet
As of 10/31/2019

Fund: (7) GF Contingencies

Assets

Other Assets

Due From Other Funds	\$219,596.04	
Total Other Assets	<u>219,596.04</u>	\$219,596.04
 Total Assets		 <u><u>219,596.04</u></u>

Liabilities and Net Assets

Current Liabilities

Due To Other Funds	\$131,165.55	
Total Current Liabilities	<u>131,165.55</u>	\$131,165.55
 Total Liabilities		 <u>131,165.55</u>

Net Assets

Unrestricted Fund Balance	\$80,209.40	
Current Year Net Assets	<u>8,221.09</u>	
Total Net Assets		<u>88,430.49</u>
Total Liabilities and Net Assets		<u><u>219,596.04</u></u>

11/5/19
11:24:56 AM

Town of Jerome
Balance Sheet
As of 10/31/2019
Fund: (9) Capital

Assets

Current Assets

OAZ Capital Improvements	\$45,626.01	
Total Current Assets		\$45,626.01

Other Assets

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

Total Assets		<u>\$92,750.45</u>
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Liabilities and Net Assets

Current Liabilities

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

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

Unrestricted Fund Balance	\$67,628.33	
Current Year Net Assets	10,122.12	

Total Net Assets		<u>77,750.45</u>
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Total Liabilities and Net Assets		<u>\$92,750.45</u>
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For the meeting of November 12, 2019

MONTHLY STAFF REPORT TO THE MAYOR AND COUNCIL

Candace B. Gallagher, Town Manager/Clerk

My activities over the past month have included:

- Received three submissions in response to our RFQ (Request for Qualifications) for engineering at our wastewater treatment plant. They are currently under review, after which a recommendation will be made to Council.
- Attended (telephonically) meeting of the NACOG Transportation Subcommittee to present request for TIP Amendment to HURF funding, which was approved and added \$50,000 to our grant for drainage improvements. Total is now \$700,000.
- Continued work with Dan Jackson (Willdan), consultant, to provide data and information for water rate study.
- Continued work with NACOG regarding our CDBG Housing Rehabilitation grant. Submitted our fourth payment request for this grant.
- Continued work with ADEQ and USDA regarding the Hotel Jerome. Lead-based paint abatement on the second floor is now complete. The next step is the purchase and installation of windows.
- Scheduled and advertised (for November 19 at 5:30 p.m.) first public hearing for 2019 CDBG guaranteed funding round.
- Worked with Vice Mayor Harvey, Chief Muma and Councilmember Worth (via email) to draft changes to the residential parking permit ordinance (on this agenda for first reading).
- Began work on an RFQ for engineering/design services for drainage improvements being funded through HURF Exchange funds.
- 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 public records requests and activities related to Planning & Zoning, water rate study, and parking kiosks.

Following are a water flows report and an accounting of sales tax revenues through September. 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
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
10-Jun	56.6	180
17-Jun	61	178
24-Jun	56.5	175
1-Jul	52	175
8-Jul	52	210
15-Jul	52.1	220
22-Jul	52.1	210
29-Jul	52.1	202
6-Aug	52.1	199
13-Aug	52.1	180
19-Aug	52.1	230
26-Aug	43.5	225
3-Sept	43.5	228
9-Sept	52.1	230
16-Sept	47.5	212
23-Sept	43.5	210
30-Sept	40	212
7-Oct	40	212
14-Oct	43.5	212
21-Oct	47.6	216
31-Oct	39.5	232

TOWN OF JEROME, AZ
CITY SALES TAXES PER ADOR ONLINE REPORTS
SALES TAX REVENUES

	FYE 2020 BUDGET	FY2020 actual	Budget +/-	FY2019 actual	Compared to prior year +/-
July	72,800	88,280	15,480	72,844	15,436
August	76,400	94,652	18,252	76,404	18,248
September	68,900	77,333	8,433	68,834	8,499
October	92,300			92,254	
November	104,300			104,329	
December	79,100			79,084	
January	83,600			83,596	
February	61,400			61,341	
March	72,600			72,552	
April	114,500			114,414	
May	116,500			116,468	
June	84,600			84,593	
Total YTD	1,027,000	260,265	42,165	1,026,713	42,183

TOWN OF JEROME, AZ

Comparison of Restaurant/Bar, Accommodation and Retail Sales Tax Revenues

FY2020 vs FY2019

	RESTAURANTS/BARS (Bus Class 11)		ACCOMMODATION (Bus Class 44/144/325/344)		RETAIL (Bus Class 17)		
	FY2020 actual	FY2019 actual +/-	FY2020 actual	FY2019 actual +/-	FY2020 actual	FY2019 actual	+/-
July	39,559	26,851 12,708	11,815	11,874 (59)	29,123	26,056	3,067
August	33,614	38,048 (4,434)	12,450	9,666 2,784	32,101	21,251	10,850
September	29,346	29,273 73	11,761	9,229 2,532	28,177	22,174	6,003
October		34,900		11,638		34,689	
November		40,216		15,297		39,245	
December		26,815		11,218		32,211	
January		31,708		9,268		31,875	
February		21,469		8,266		23,048	
March		27,938		10,104		24,579	
April		46,247		17,631		42,905	
May		40,791		14,838		52,098	
June		31,907		12,843		32,687	
Total YTD	102,519	396,163 8,347	36,026	141,872 5,257	89,401	382,818	19,920

Added 1% Bed Tax

July	1,818	TOTAL TO DATE	1,818
August	1,929		3,747
September	1,824		5,571

1,818
1,929
1,824

TOTAL TO DATE
1,818
3,747
5,571

July
August
September
October
November
December
January
February
March
April
May
June

TOWN OF JEROME

Monthly Council Staff Report from the Deputy Clerk: November 2019

This report covers the month of October 2019.

- ❖ Prepared packets, posted, attended and transcribed action minutes for Council, Planning and Zoning and Design Review Board.
- ❖ Continue with Retention and Records Destruction. This includes accounting for all council and board packets, which are permanent records.
- ❖ 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.
- ❖ Went to a Clerks Region 1 Meeting in Flagstaff.
- ❖ Oversaw the installation of three new HVAC units. One for the Courtroom and separating the Humane Society from the three rental studios. That has been a challenge for our volunteers' downstairs.
- ❖ Called in repairmen for a furnace down at the Jerome Ghost Pepper Company and three furnaces out of commission at Town Hall.
- ❖ Continue to help in the Zoning office where necessary.

Thank you,

Joni Savage

Deputy Clerk

Library Staff Report, October, 2019

Yavapai County News

The YES Calendar continues to be piloted by Yavapai County Development Services. The County just welcomed a new Programming and Outreach Coordinator, Charles Matheus, to help with promoting the calendar in our communities. Charles comes with many years of experience in community outreach, program development and project management. He has worked extensively with non-profits in Yavapai County and is a positive addition to the group. You will be seeing him out and about as he encourages the use of our Yavapai Event Services calendar to organizations throughout Yavapai County.

Library

Library Staff continue troubleshooting printer issues with our new computers; Library users have been printing unintended color copies which is very costly to the library.

Kristen Muenz, our Art Room Assistant is training to provide coverage at the Library circulation desk, she has become a valuable addition to the library staff.

Statistics

During the Month of August, Jerome Patrons placed 171 Holds; Library Staff added 63 new items and registered 1 new patron for a Total of 271 Current Users.

Jerome Community Art Workshop

Workshops are being planned for December, with Fabric Star Ornaments and Eco Printing Gift paper. To be added to the Jerome Community Workshop events notice send an e-mail to jeromeartworkshop@gmail.com.

Librarian, Kathleen Jarvis



Founded 1876
Incorporated 1899

TOWN OF JEROME, ARIZONA

POST OFFICE BOX 335, JEROME, ARIZONA 86331

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

OCTOBER 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 an October summary budget to actual report for General, Utility, and Road funds.
- ❖ Created a parking revenue/expense summary for September and October.
- ❖ Continuing to work with the CPA to complete audit workpapers.

HR Duties:

- ❖ Had two new hires this month for Public Works and Police (paid parking management). Entered the employees' information in the payroll system and through the E-Verify and AZ New Hire systems.
- ❖ Assisted an employee with enrolling for their benefits. Sent all applicable documentation to KAIROS and our retirement plan.
- ❖ Attended "Essentials of Human Resources Law" seminar in Prescott this month. Great refresher course for FMLA, FLSA, HIPAA, COBRA, and other areas of liability for HR management.



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

PUBLIC WORKS MONTHLY REPORT FOR OCTOBER 2019

NORMAL WEEKLY DUTIES

- TRASH: Monday, Wednesday, and Friday.
- PARKS: Clean parks, Weed whip, and Mow.
- RECYCLE: Pickup cardboard and glass Tuesdays and Thursdays and go to recycle on Thursdays.
- WATER: Read water meters on Thursdays.
- HURF: Clean curb and gutters, Weed whip
- SEWER: Repair lines.

OTHER PROJECTS

- Parking signs. Digging holes, concrete, setting poles and hanging signs
- Paint parking and no parking spots
- Backfill behind curb/ screen rocks out of dirt
- Install payment box in front of cop shop
- Patch holes on 5th, Verde, 2nd, Center, and First Ave
- Move meter at Williams house, fix water leak on Dundee and East Ave.
- Locate sewer on North, dig new sewer trench for sewer on 4th
- Work on Jeep, sewer truck, garbage truck, F-250, and plate compactor
- Fix handrailing at Town Hall
- Help Tyler at Cliff and Walnut springs
- Dig and grade for drainage on Center, pour concrete spillway

REGULATORS

- Giroux 10/16/19- Rebuilt 2" regulator, no parts replaced
- Rebuilt 4" regulator, no parts replaced, but had to wait until the next morning for it to seat. (normal)
- School St. 10/21/19- Rebuilt 2 and 4" regulators, no parts needed replaced.
- Verde St. 10/21/19- Rebuild 2 and 4" (10/23/19) regulators, no parts replaced.
- County Rd. 10/22/19- Rebuilt 2", replaced seat. 4" rebuild, no new parts.
- Gulch and Dundee to be rebuilt next month due to other jobs.

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

TOWN REVENUE

TRAFFIC & CRIMINAL FINES	\$	4,338.61
DEFENS DRIVING DIVERSION FEE	\$	770.00
ATTORNEY FEES REIMBURSEMENT	\$	45.71
DEFAULT FEE	\$	835.00
OFFICER SAFETY EQUIPMENT - PD	\$	183.62
DEFERRED PROSECUTION FEE	\$	600.00
LICENSE PLATE VIOLATION	\$	250.00
OVER PAYMENT FORFEITED	\$	5.00
WARRANT FEE		
TOTAL TOWN REVENUE	\$	7,027.94

COURT REVENUE			YTD
COURT ENHANCEMENT FEE	\$	25.39	\$ 46,892.03
COURT SECURITY FEE	\$	1,130.00	\$ 6,160.00

REMITTED DIRECT		
CLEAN ELECTION FUND (16-949D;16-954C)	\$	460.00
CRIMINAL JUSTICE ENHANCE FUND	\$	1,910.34
DNA STATE 3%	\$	6.02
TITLE 22	\$	6.71
FARE SPECIAL COLLECTION	\$	7.98
FARE ENHANCED SPEC COLLECT FEE	\$	-
FARE ENHANCED DELINQUENCY FEE	\$	49.00
FILL THE GAP 7%	\$	312.31
DUI ABATEMENT FUND ASSESSMENT	\$	-
JUDICIAL COLLECTION ENHANCE FUND	\$	208.00
DRUG & GANG ENFORCEMENT	\$	53.77
PEACE OFFICER TRAINING EQUIP FUND	\$	177.09
MED SERV ENHANCE 11% (36-2219.01;23-116.0)	\$	586.81
2011 ADDTNL ASSMT-STATE TRSR	\$	367.29
PRISON CONSTRUCTION	\$	328.02
PROBATION SURCHARGE	\$	918.17
ADPS FORENSIC FUND	\$	268.37
PUBLIC SAFETY EQUIPMENT FUND	\$	400.00
VICTIM COMPENSATION/ASSIST FUND	\$	151.42
VICTIMS RIGHTS ENFOR ASSMT FUND	\$	91.80
VICTIM'S RIGHT FUND	\$	251.72
TOTAL STATE REVENUE	\$	6,554.82

REMITTED DIRECT		
JAIL (INCARCERATION FEES)	\$	289.29
2011 ADDTNL ASSMT - CNTY TRSR	\$	45.89
TOTAL COUNTY REVENUE	\$	335.18

LOCAL JCEF/ TIME PAYMENT ALLOCATION RECEIVED	\$	112.00	YTD
Total Funds Available			\$ 13,098.38
TITLE 22 Fees	\$	2.90	
TOTAL JCEF FEES	\$	114.90	

UNAPPLIED PAYMENTS		
TOTAL RECEIPTED FOR THE MONTH	\$	15,188.23

BONDS	Received During the Month	
	Bonds Forfeited to Pay Fines	\$ -
	Open Bonds	none

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
OCTOBER, 2019

Joan Dwyer, Magistrate

2019-2020 TOWN REVENUE

SECURITY

June	\$ 6,231.88	\$	150.27	\$	6,081.61
July	\$ 8,038.60	\$	202.72	\$	7,835.88
August	\$ 2,426.38	\$	53.37	\$	2,373.01
Sept	\$ 3,317.23	\$	87.48	\$	3,229.75
October	\$ 7,027.94	\$	183.62	\$	6,844.32
November					
December					
2020					
January					
February					
March					
April					
May					

TOTAL	\$ 27,042.03	\$ 677.46	\$ 26,364.57
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Month noted in column reflects prior month revenue
i.e., June column is money received in May

JCEF \$ 13,098.38

Fill the Gap

Court Security Fund	\$	6,160.00
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Court Enhancement Funds 2 \$ 46,892.03

Court Enhancement Funds 1

2008-2011	\$ 31,392.97
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Fare Money	\$ 958.77
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TOTAL

\$ 105,202.83

Civil Traffic Criminal Criminal Traffic DUI

SECURITY

\$	72.89	\$ 805.00	47	2	1
\$	55.72	\$1,045.00	28	11	4
\$	20.00	\$ 305.00	22	4	1
\$	32.78	\$ 430.00	62	7	11
\$	25.39	\$1,130.00	38	3	3

[illegible]

\$	206.78	\$3,715.00	197	27	2	20
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***Court Enhancement Fund**

funds transferred to Court on 10-19-2017

958.77



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

November 2019 staff report for October activity respectfully submitted by Rosa Cays

Utilities

Current debt (45 days past due—*Town Code states account is "delinquent" after 30 days*):

A total of 13 shut-off notices went out with October utility statements. Four yellow tags were delivered to premises for nonpayment. Water was shut off at one premise and turned back on after most of amount past due was paid. Accountholders were given until 10/30/19 at 3pm to pay the balance. If deadline was missed, water would be shut off again until balance due was completely paid. They made the deadline.

Balance owed on these accounts from October billing: \$2504.14

Balance owed at end of October: \$319.55

A copy of the November AR Aging report is attached.

Business Licenses

Renewed: 8

In process: 7

Renewal reminders went out to 12 businesses whose licenses expire in November.

Rentals

All rental accounts were paid for October. One \$35 late fee was collected.

Charge Item Summary By User Type

ChargeItem	Future	Current	Age2	Age3	Age4	Age5	Balance
UserType: Commercial							
Credit	\$0.00	(\$277.54)	(\$3.03)	\$0.00	\$0.00	(\$853.71)	(\$1,134.28)
Water	\$0.00	\$4,506.13	\$275.16	\$103.10	\$0.00	\$270.39	\$5,154.78
Sewer	\$0.00	\$5,888.91	\$353.03	\$157.72	\$0.00	\$522.58	\$6,922.24
Trash	\$0.00	\$7,732.95	\$364.36	\$205.44	\$0.00	\$848.07	\$9,150.82
Tax	\$0.00	\$441.42	\$27.09	\$2.50	\$0.00	\$39.24	\$510.25
Misc	\$0.00	\$15.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15.00
Late Fee	\$0.00	\$30.00	\$10.00	\$10.00	\$10.00	\$2,040.00	\$2,100.00
LMP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
UserType: Commercial (8)							
Subtotal --->	\$0.00	\$18,336.87	\$1,026.61	\$478.76	\$10.00	\$2,866.57	\$22,718.81
UserType: Residential							
Credit	\$0.00	(\$683.96)	(\$155.85)	(\$89.92)	(\$347.46)	(\$1,826.70)	(\$3,103.89)
Water	\$0.00	\$8,729.24	\$2,144.55	\$248.11	\$1.64	\$1,535.04	\$12,658.58
Sewer	\$0.00	\$8,268.43	\$2,406.40	\$298.15	\$54.77	\$2,875.52	\$13,903.27
Trash	\$0.00	\$6,549.87	\$2,014.72	\$239.55	\$22.08	\$1,455.11	\$10,281.33
Tax	\$0.00	\$846.05	\$194.40	\$24.46	\$0.16	\$239.61	\$1,304.68
Misc	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$63.55	\$63.55
Late Fee	\$0.00	\$130.00	\$90.00	\$50.00	\$30.00	\$5,479.45	\$5,779.45
LMP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
UserType: Residential (8)							
Subtotal --->	\$0.00	\$23,839.63	\$6,694.22	\$770.35	(\$238.81)	\$9,821.58	\$40,886.97
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	(\$116.95)	(\$60.00)	(\$13.00)	\$0.00	\$0.00	(\$189.95)
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	\$5,347.03	\$0.00	\$0.00	\$0.00	\$347.36	\$5,694.39
Gas	\$0.00	\$21.76	\$0.00	\$0.00	\$0.00	\$0.00	\$21.76
Electric	\$0.00	\$165.28	\$0.00	\$0.00	\$0.00	\$0.00	\$165.28
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	\$5,417.12	(\$60.00)	(\$13.00)	\$0.00	\$347.36	\$5,691.48
UserType: Default							
Credit	\$0.00	\$0.00	\$0.00	\$530.00	\$0.00	(\$530.00)	\$0.00
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	\$0.00	\$530.00	\$0.00	(\$530.00)	\$0.00
Grand Total (35)	\$0.00	\$48,183.62	\$7,660.83	\$1,766.11	(\$228.81)	\$12,505.51	\$69,887.26

Charge Item Summary

ChargeItem	Future	Current	Age2	Age3	Age4	Age5	Balance
Credit	\$0.00	(\$1,078.45)	(\$218.88)	\$427.08	(\$347.46)	(\$3,210.41)	(\$4,428.12)
Water	\$0.00	\$13,405.06	\$2,419.71	\$351.21	\$1.64	\$1,805.43	\$17,983.05
Sewer	\$0.00	\$14,375.04	\$2,759.43	\$455.87	\$54.77	\$3,398.10	\$21,043.21
Trash	\$0.00	\$14,468.74	\$2,379.08	\$444.99	\$22.08	\$2,303.18	\$19,618.07
Tax	\$0.00	\$1,304.16	\$221.49	\$26.96	\$0.16	\$278.85	\$1,831.62
Misc	\$0.00	\$15.00	\$0.00	\$0.00	\$0.00	\$63.55	\$78.55
Late Fee	\$0.00	\$160.00	\$100.00	\$60.00	\$40.00	\$7,519.45	\$7,879.45
Rent	\$0.00	\$5,347.03	\$0.00	\$0.00	\$0.00	\$347.36	\$5,694.39
Gas	\$0.00	\$21.76	\$0.00	\$0.00	\$0.00	\$0.00	\$21.76
Electric	\$0.00	\$165.28	\$0.00	\$0.00	\$0.00	\$0.00	\$165.28
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	\$48,183.62	\$7,660.83	\$1,766.11	(\$228.81)	\$12,505.51	\$69,887.26

Customer Count = 383



Jerome Volunteer Fire Department

P.O. Box 1025 Jerome, AZ 86331 Tel. (928) 649-3034 Fax (928) 649-3039
E-mail: blair@jeromefire.us

Fire Chief's Report

Month: October Year: 2019

Calls by Type	Number	Resident	Non-Resident
EMS Calls	8	6	2
Residential Fire	0	0	0
Commercial Fire	0	0	0
Wildland	0	0	0
Still Assignment	3	3	0
Special Duty	25	10	15
Snake Removal	1	1	0
Tech Rope Rescue	0	0	0
MVA/Rescue	6	0	6
HazMat	0	0	0
Dispatch			
Totals:	43	20	23
Total Calls Chief on Scene	34		
Total JFD Meetings Chief Attended	6		

Department Meetings and Drills	Number
Officer's Meeting	2
Work Session	1
Rope Drill	1
Drills	4

JVFD Hours Worked (No Salaried Hours Included in these totals)	Total Hours: 269.5
--	--------------------

Fire Chief Meetings	Date
Verde Valley Chiefs Meeting	10/02/2019
Fire Marshalls Meeting Flagstaff	10/15/2019
Advisory Board Meeting Prescott	10/22/2019

Education, Yavapai College Fall Semester:

- This fall, Keith Lazaro, Kerry Lee, and Rusty San Felice are attending the EMT Basic course. Ian Haney is taking an Initial Response Strategy and Tactics course.

Additional Training:

- On October 26th a Ropes Rescue class was conducted by Allen Muma.
- On October 3rd Native Air held an LZ training.
- On October 10th MVA extrication was taught by Allen Muma.
- On October 17th Engineering and Pumping was taught by Chief Blair

Department Affairs and On-going Projects

- Our October 2019 call volume is down by 3 calls over last October's 46 calls, totaling 43 calls this month. Our year to date call volume is 540 compared with 559 calls YTD 2018. Our Fire Department personnel are performing their tasks in a professional manner with no injuries occurring.
- 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. 16 feet of hard suction is now in service on the engine. The rear step was delivered and should be mounted soon. A small leak was found on the main drain valve and was fixed. We did however find another leaky valve on the tank to pump. It will be repaired soon.
- There has been a reoccurring shifting issues happening on E-112. After extensive investigative work by Northern Arizona Fire, they have found a faulty module. The item has been repaired, and E-112 is fully back in service.
- R-111 had a mechanical issue with a cracked head, and blow head gasket. The fuel injectors were also replaced due to damage. The repair was made, and R-111 was put back into service.
- Jerome Fire held its 45th Annual for the Town of Jerome at Spook Hall. The event was well attended, and Jerome Fire grossed almost \$13,000 for its Auxiliary funding.
- There are 11 business licenses up for review this month.
- The Chamber of Commerce and the Probation Supervisors meetings were held at Station 11 this month
- Duty Officer Haney has been attending Pulse Point meetings and Training and Safety meetings, as well as petitioning for PSPRS membership.
- PAWUIC meetings have been reassigned to Duty Officer Haney for administrative handling.
- Adult Probation came up with crews on October 16th and October 30th.

Prevention

- We have had a total of 30 visits to the burn pile October with 74 loads of trimmings, slash and brush for a total of 78 combined Jerome citizen hours. Adding to those totals are 235.5 hours of Firewise crew, and 38 hours of Adult Probation Crew for a Grand Total of 360.5 hours combined. We have a part-time crew of 4 overseen by the Chief. 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.

October Fire and EMS Report:

Incident	Date	Time	Day of week	Select Type	Additional Info	#On
19-369	10/2/19	3:00:00 PM	Weds.	EMS Resident	Welfare Check	2
130	10/3/19	9:20:00 AM	Thurs.	EMS Resident	72 YOF fall	8
19-370	10/3/19	10:15:00 AM	Thurs.	Special Duty Non-Resident	Assist with disabled vehicle	2
19-371	10/3/19	12:00:00 PM	Thurs.	Snake Removal & Relocation	Snake removal; 3-foot green Mojave	3
131	10/4/19	12:00:00 PM	Fri.	MVA/Rescue Non-Resident	67 YOF	6
19-372	10/4/19	1:45:00 PM	Fri.	Still Assignment Resident	Check for gas inside structure	2
19-373	10/5/19	9:00:00 AM	Sat.	Special Duty Resident	Skunk removal and relocation	2
19-374	10/6/19	8:00:00 AM	Sun.	Special Duty Resident	Station Staffing	3
132	10/6/19	2:38:00 PM	Sun.	MVA/Rescue Non-Resident	MVA 79 YOM unknown medical	6
19-375	10/7/19	1:00:00 PM	Mon.	Special Duty Resident	Smoke detector check	1
19-376	10/9/19	11:00:00 AM	Weds.	Special Duty Non-Resident	Assist JPD with oversized vehicle	1
19-377	10/10/19	4:00:00 PM	Thurs.	Special Duty Non-Resident	Disabled vehicle dead battery	2
19-378	10/11/19	5:15:00 PM	Thurs.	Special Duty Non-Resident	Assisted JPD with oversized	3
19-379	10/11/19	3:00:00 PM	Fri.	Special Duty Non-Resident	Assisted JPD with oversized	1
19-380	10/12/19	1:00:00 PM	Sat.	Special Duty Non-Resident	Report of oversized vehicle	1
19-381	10/12/19	3:00:00 PM	Sat.	Special Duty Resident	Assist invalid to residence	1
19-382	10/12/19	10:00:00 PM	Sat.	Special Duty Resident	Dead skunk removal	1
19-383	10/15/19	8:00:00 AM	Tues.	Special Duty Resident	Skunk removal and relocation	2
19-384	10/16/19	9:00:00 AM	Weds.	Special Duty Resident	Assist JPW with sign installation	3
133	10/19/19	4:30:00 PM	Sat.	EMS Resident	71 YOM unknown medical	7

Incident	Date	Time	Day of week	Select Type	Additional Info	# On
19-385	10/19/19	4:00:00 PM	Sat.	Special Duty Non-Resident	Assisted citizen with disabled vehicle	1
134	10/21/19	11:50:00 AM	Mon.	EMS Resident	58 YOM Unknown medical	7
19-387	10/21/19	2:00:00 PM	Mon.	Special Duty Non-Resident	Assisted JPD with oversized	2
19-388	10/21/19	2:30:00 PM	Mon.	MVA/Rescue Non-Resident	2 Vehicle, non-injury	2
19-389	10/21/19	2:45:00 PM	Mon.	MVA/Rescue Non-Resident	1 vehicle over retaining wall; non-injury	4
19-390	10/23/19	10:00:00 AM	Wed.	Still Assignment Resident	Check for CO on food truck	1
19-391	10/23/19	10:15:00 AM	Wed.	EMS Resident	28 YOM unknown medical	1
19-392	10/23/19	3:00:00 PM	Wed.	EMS Non-Resident	Assist PD with non-injury	1
19-393	10/24/19	11:30:00 AM	Thurs.	Special Duty Non-Resident	Assist JPD with oversized vehicle	5
19-394	10/24/19	8:00:00 AM	Thurs.	Special Duty Resident	Station Staffing	4
19-395	10/25/19	9:30:00 AM	Fri.	Special Duty Non-Resident	Assist JPD with oversized vehicle	2
19-396	10/25/19	10:15:00 AM	Fri.	Special Duty Non-Resident	Assist JPD with oversized escort.	1
135	10/25/19	11:44:00 AM	Fri.	Special Duty Non-Resident	1 patient with rollover	10
136	10/25/19	9:49:00 PM	Fri.	MVA/Rescue Non-Resident	Canceled en route	7
19-397	10/26/19	10:10:00 AM	Sat.	Special Duty Resident	Assist citizen with disabled	2
19-398	10/26/19	11:15:00 AM	Sat.	Special Duty Non-Resident	Vehicle lock-out	1
19-399	10/26/19	6:30:00 PM	Sat.	Special Duty Resident	Staffing for Event	12
19-400	10/28/19	4:00:00 PM	Mon.	EMS Non-Resident	57 YOF Hurt Wrist	1
19-401	10/29/19	1:00:00 PM	Tues.	Special Duty Non-Resident	Assist PD with oversized	4
19-402	10/29/19	2:00:00 PM	Tues.	EMS Resident	42 YOM finger laceration	3
137	10/31/19	2:04:00 PM	Thurs.	Still Assignment Resident	Gas main ruptured	8
138	10/31/19	7:54:00 PM	Thurs.	MVA/Rescue Non-Resident	MVA 3 vehicle; non-injury	9
Incident	Date	Time	Day of week	Select Type	Additional Info	# On

September 2019 Burn Pile Log

Date	Address	Adult Prob.	Firewise	# Loads	# crew	# Hrs.	Total Hrs
1-Oct	East Ave.			1	1	1	1.0
1-Oct	105 3rd Street		1	4	3	6	16.5
2-Oct	34 Magnolia			3	2	3	6.0
2-Oct	120 Juarez			1	1	2	2.0
2-Oct	105 3rd Street		1	4	3	6	18.0
3-Oct	105 3rd Street		1	6	3	6	18.0
4-Oct	110 Dundee			2	1	4	4.0
5-Oct	41 Paradise			2	2	4	8.0
7-Oct	Clark Street		1	5	3	6	18.0
8-Oct	Clark Street		1	3	2	6	12.0
7-Oct	25 Magnolia			2	2	4	8.0
7-Oct	300 Lower Bell Road			3	2	4	8.0
9-Oct	Douglas/Gulch/Clark		1	3	2	6	12.0
9-Oct	687 Main			2	1	4	4.0
10-Oct	MP 345.5		1		1	6	6.0
14-Oct	Douglas		1		3	6	18.0
15-Oct	Douglas		1		3	5	15.0
15-Oct	628 Main			2	1	4	4.0
15-Oct	680 Verde			5	2	5	10.0
16-Oct	Deception	6		4	6	5	30.0
17-Oct	Deception	6	1	4	3	6	18.0
18-Oct	648 Clark			4	3	6	18.0
18-Oct	687 Main			1	1	2	2.0
18-Oct	110 Dundee			1	1	2	2.0
21-Oct	Diaz		1	4	3	6	18.0
22-Oct	Diaz		1	4	3	6	18.0
23-Oct	Diaz		1	4	3	6	18.0
28-Oct	89A & Douglas Mine		1		3	6	18.0
29-Oct	Douglas		1		3	5	15.0
30-Oct	Douglas		1		3	5	15.0
	Totals	12	15	74	70	143	360.5
78.0	Jerome Citizen Hours	Adult Prob.	Firewise	# Loads	# crew	# Hrs.	Total Hrs

Rusty Blair Chief JVFD

Town of Jerome – Zoning Administrator's Report

Council Meeting Date: Tuesday, November 12, 2019

Prepared by: John Knight, Zoning Administrator

Agenda Item #4



- Design Review Board – Tuesday, Oct. 15, 2019
 - Tomlinson Deck – 750 Verde Av.
 - Chinander 6' Fence – 860 Hampshire Av.
 - Foli Garage Rebuild – 665 Verde Av.
 - Hotel Jerome Window Replacement – 502 Main St.
 - Misany Possible Demo – 804 Hampshire
- Planning & Zoning Commission - Wednesday, Nov. 6, 2019
 - Site Plan Review New Home – 18 North Drive (Leachman/Farber)
 - Sidewalk Encroachment Policy
 - Educational Item – Tiny Homes
- Board of Adjustment – Thursday, Nov. 7, 2019
 - Cuban Queen Parking MOU & Ratification of Tolling Agreement
- Other Items
 - Free/Paid Parking Map Update
 - No Parking Signs
 - Parking Directional Sign (to 300 Level Parking Lot)
 - ArcGIS Mapping – Addresses, Waterlines, Hydrants, Zoning, etc.
 - Code Enforcement – Nothing to Report



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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, September 4th, 2019 TIME: 7:00 pm

PLACE: JEROME CIVIC CENTER

600 Clark St., JEROME, ARIZONA 86331

MINUTES

ITEM 1: CALL TO ORDER/ROLL CALL

Chair Lance Schall called the meeting to order at 7:00 p.m.

Roll call was taken by Joni Savage. Commission members present were Chair Lance Schall, Vice Chair Joe Testone, Commissioners Jessamyn Ludwig, Scott Hudson and Henry Vincent.

Staff present were John Knight, Zoning Administrator and Joni Savage, Deputy Clerk.

7:00 (01:15) ITEM 2: PETITIONS FROM THE PUBLIC– There were no petitions from the public.

7:00 (01:25) ITEM 3: Approval of Minutes: Minutes of the Regular Meeting of August 7, 2019

Ms. Savage noted the corrections made to the minutes.

Motion to Approve the Minutes of August 7, 2019

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

7:02 (3:10) ITEM 4: Continued Items from Previous Meetings – There were none.

7:03 (3:38) ITEM 5: Preliminary and Final Site Plan Review for Deck on Ex. Home

APPLICANT: Karen Tomlinson

ADDRESS: 750 Verde Ave.

ZONE: AR

OWNER OF RECORD: Karen Tomlinson

APN: 401-07-167C

Applicant is seeking approval to replace an existing at grade deck, add a 2nd story deck and add an overhead trellis.

Mr. Knight explained the application.

Chair Schall commented he sees no issues.

Motion for Final Site Plan Approval for Deck at 750 Verde Avenue

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

7:07 (7:42) ITEM 6: Zoning Administrator Work Program/Goal Setting

Information/Discussion on future work items for the Zoning Administrator. A formal Goal Setting Setting Session with Council, P&Z, and DRB is tentatively scheduled for October 8th.

Mr. Knight gave them a preview of what is coming up. He talked about a special joint session with Council and P & Z and he will invite DRB to attend.



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7:13 (13:40) ITEM 7: Small Projects Definition

Information/Discussion on definition and policy on how to address "small projects". P&Z to provide direction and clarification on how/what constitutes small projects – this might include re-painting, color/material changes, new accessory structures, small decks, etc. This should also include a list of exempt projects that do not require review by P&Z and/or DRB. A similar discussion will be held with the DRB.

Mr. Knight explained there is nothing in the code that talks about this. He wants to open discussion about preparing a policy or list of items that are small projects. We can amend the code to identify what a small project is.

7:22 (22:42) ITEM 8: Parking Problems and Potential Solutions in the C-1 Zone

Information and update on the status of parking problems and proposed solutions that will affect the downtown area. Note - this is scheduled for Council discussion on Sept. 10th at their regular meeting. Should Council wish to proceed with changes to the Zoning Ordinance to address parking in the C-1, the item will return to P&Z as a Workshop and/or Public Hearing.

Mr. Knight introduced his parking concerns and wanted to give them a preview of what would be at the Council meeting. He handed them maps he had printed.

7:35 (36:02) ITEM 9: Sidewalk Encroachment Policy

Information and update on the status of encroachments placed in the sidewalk right of way. This may include benches, hostess stations, "café tables", and other possible encroachments.

Mr. Knight explained that he had walked through the C1 zone and there are all kinds of things on the sidewalks. We need to maintain an appropriate space on the sidewalk.

7:40 (40:42) Charlotte Page came forward and spoke about the sign ordinance.

Chair Schall noted that we just need to make a consistent policy.

7:53 (53:43) ITEM 10: Education Items

- Variances - Information and discussion on Zoning Code criteria regarding variances
- Non-conforming Use & Non-conforming structure
- Future Education Items – open for Commission Discussion

Mr. Knight updated them on this line item and there was discussion with the commission.

8:06 (1:006:54) ITEM 11: Zoning Administrator Informational Items

- Update on P&Z Projects from previous Council Meetings – Cuban Queen Parking Direction (8/13 e-session), R-2 Zone Ordinance Update (8/13), Sliding Jail Property Buyback (8/13) and Parking Kiosk Program (8/16)
- Future Projects – Hotel Jerome, Comprehensive Code Update
- Code Enforcement – 860 Hampshire
- Jerome Clubhouse
- Other Items

Mr. Knight explained the purpose of this line item.

8:18 (1:19:10) ITEM 12: Potential items for next P&Z Agenda (Oct. 2nd)

- Jerome Winery Relocation – CUP – relocate to 114 Jerome Ave. (currently Jerome Jewelry & Gifts)
- Downtown Parking Solutions – possible workshop or hearing and discussion
- Small Projects Definition/Policy
- Policy on Benches/Hostess Stations/and other Sidewalk Encroachments



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TOWN OF JEROME

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ITEM 13: ADJOURN

Motion to Adjourn at 8:21

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

Approval on next page.



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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, September 4, 2019 TIME: 7:00 pm

PLACE: JEROME CIVIC CENTER

600 Clark St., JEROME, ARIZONA 86331

Respectfully submitted by Joni Savage on October 2, 2019

Approved: _____

Planning & Zoning Commission Chair

Date: 10/2/2019

Attest: _____

Planning & Zoning Commission Vice Chair

Date: 10/2/19



TOWN OF JEROME

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

REGULAR MEETING OF THE TOWN OF JEROME

DESIGN REVIEW BOARD

DATE: Monday, September 9, 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 7:00 p.m.

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

Additional staff present John Knight, Zoning Administrator.

7:00 (00:40) ITEM 2: APPROVAL OF MINUTES: Minutes of August 12, 2019

Motion to Approve the Meeting Minutes of August 12, 2019

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

7:01 ITEM 3: PETITIONS FROM THE PUBLIC - There were no petitions from the public.

7:01 (01:57) ITEM 4: REPORT/SUMMARY OF RECENT P&Z ACTIVITIES HENRY VINCENT, P&Z LIASION

Mr. Vincent gave his update from the Planning and Zoning meeting in September.

7:19 (19:02) ITEM 5: Preliminary and Final Site Plan Review for Deck on Ex. Home

APPLICANT: Karen Tomlinson

ADDRESS: 750 Verde Ave.

ZONE: AR

OWNER OF RECORD: Karen Tomlinson

APN: 401-07-167C

Applicant is seeking approval to replace an existing at grade deck, add a 2nd story deck and add overhead trellis.

Mr. Knight added that originally, he had thought the top deck would be open, however, since the Planning and Zoning meeting he has been informed that there will be a metal covering.

7:20 (20:02) Karen Tomlinson, the homeowner, noted it would match the metal roof already on the house.

Chair Wood said he didn't see it in the drawing. He would have liked to see elevations and floor plans.

7:21 (21:15) Mrs. Tomlinson spoke again about the design.

Chair Wood said he wanted to table this until he had a more complete application including material examples and elevations.

Motion to Table This Until We Have Complete Plans, Elevations and a Completed Application

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

7:24 (24:58) ITEM 6: Review to Replace Metal Roof and Paint on Existing Commercial Building

APPLICANT: Roberto Rabago

ADDRESS: 509 Main St.

ZONE: C-1

OWNER OF RECORD: Rabago, Roberto & Ann

APN: 401-06-089

Applicant is seeking approval to replace/repair an existing metal roof as well as paint the building.

TOWN OF JEROME

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

7:25 (25:41) Mr. Rabago answered questions from the Board and approached the dais to further explain.

Motion to Approve as Submitted

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

7:29 (29:35) ITEM 7: Review to Replace Awning on Existing Commercial Building

APPLICANT: Brett Jurisin

ADDRESS: 208 Main St. (Firefly)

ZONE: C-1

OWNER OF RECORD: R & D Northern Arizona Properties LLC

APN: 401-06-011

Applicant seeks approval to replace a green/white striped awning with a black awning.

Motion to Approve as Submitted

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

7:31 (31:35) ITEM 8: Review to Change Signage on Existing Commercial Building

APPLICANT: Kelly Harter/Jason Domanico

ADDRESS: 301 Main St. (Passion Cellars)

ZONE: C-1

OWNER OF RECORD: Town of Jerome

APN: 401-06-149

Applicant seeks approval to remove existing "Wine Tasting" sign and replace with "Winery".

Mr. Knight explained the application.

Motion to Approve as Submitted

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

7:37 (37:55) ITEM 9: Review to Replace Asphalt Shingle with a Metal Roof on Existing Home

APPLICANT: Candias Rivera, Versatile Roofing

ADDRESS: 640 Main St.

ZONE: R1-5

OWNER OF RECORD: Spirit of Jerome LLC

APN: 401-07-088

Applicant seeks approval to replace existing shingles with copper colored standing seam roofing.

Motion to Approve as Submitted

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

7:39 (39:48) ITEM 10: Small Projects Definition/Discussion

Information/Discussion on definition and policy on how to address "small projects". Discussed with P&Z on Sept. 4, 2019. Items to consider might include repainting, sign replacement, color/material changes, small accessory structures, decks, etc.

The Board and Zoning Administrator discussed ideas.

7:55 (55:22) ITEM 11: Future Agenda Items & Discussion

Small projects were discussed again.

John McDonald said it is important we remember the purpose of the boards and not shove too much off on the Zoning Administrator.

TOWN OF JEROME

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ITEM 12: ADJOURN

Motion to Adjourn at 7:58

BOARD MEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
WOOD		X	X			
SMITH	X					
CHRISTENSEN			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, September 9, 2019 TIME: 7:00 pm

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

MINUTES

Respectfully submitted by Joni Savage on October 15, 2019.

Approved: Brian Wood Date: 10-15-19
Design Review Board Chair

Attest: [Signature] Date: 10-15-19
Design Review Board Vice Chair



Founded 1876
Incorporated 1899

TOWN OF JEROME, ARIZONA

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

MINUTES

SPECIAL MEETING OF THE JEROME TOWN COUNCIL COUNCIL CHAMBERS, JEROME TOWN HALL TUESDAY, OCTOBER 8, 2019 AT 6:00 PM

ITEM #1:	<p>CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE</p> <p>Mayor/Chairperson to call meeting to order.</p> <p>Mayor Alex Barber called the meeting to order at 6:00 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>Additional staff present were John Knight, Zoning Administrator and Joni Savage, Deputy Clerk.</p>																																										
ITEM #2: (00:28)	<p>EXECUTIVE SESSION</p> <p>Council may convene in executive session, pursuant to A.R.S. § 38-431.03 (A)(3) and (A)(4) for the purpose of discussion and consultation for legal advice with the Town Attorney, who may participate telephonically, regarding issues related to the proposed redevelopment of the Cuban Queen and proceedings before the Board of Adjustment.</p> <p><u>Motion to Enter into Executive Session</u></p> <table border="1"> <thead> <tr> <th>COUNCILMEMBER</th> <th>MOVED</th> <th>SECONDED</th> <th>AYE</th> <th>NAY</th> <th>ABSENT</th> <th>ABSTAIN</th> </tr> </thead> <tbody> <tr> <td>BARBER</td> <td>X</td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>DILLENBERG</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>HARVEY</td> <td></td> <td>X</td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>MOORE</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>WORTH</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN	BARBER	X		X				DILLENBERG			X				HARVEY		X	X				MOORE			X				WORTH			X			
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MOORE			X																																								
WORTH			X																																								
ITEM #3:	<p>ADJOURNMENT</p> <p>The meeting was adjourned at 6:47 p.m.</p> <p><u>Motion to Adjourn</u></p> <table border="1"> <thead> <tr> <th>COUNCILMEMBER</th> <th>MOVED</th> <th>SECONDED</th> <th>AYE</th> <th>NAY</th> <th>ABSENT</th> <th>ABSTAIN</th> </tr> </thead> <tbody> <tr> <td>BARBER</td> <td>X</td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>DILLENBERG</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>HARVEY</td> <td></td> <td></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> </tbody> </table>	COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN	BARBER	X		X				DILLENBERG			X				HARVEY			X				MOORE			X				WORTH	X		X			
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DILLENBERG			X																																								
HARVEY			X																																								
MOORE			X																																								
WORTH	X		X																																								

APPROVE:

ATTEST:

Christina "Alex" Barber, Mayor

Candace B. Gallagher, CMC, Town Manager/Clerk

Date: _____



TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331
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MINUTES

REGULAR MEETING OF THE JEROME TOWN COUNCIL JEROME CIVIC CENTER - 600 CLARK STREET - COUNCIL CHAMBERS TUESDAY, OCTOBER 8, 2019, AT 7:00 P.M.

ITEM #1:

7:43
(43:00)

CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE

Mayor/Chairperson to call meeting to order.
Mayor Alex Barber called the meeting to order at 7:00 p.m.

Town Clerk to call and record the roll.
Town Manager/Clerk Candace Gallagher called the roll. Present were Mayor Barber, Vice Mayor Sage Harvey, and Councilmembers Mandy Worth, Jane Moore and Dr. Jack Dillenberg.
Additional staff present were: Fire Chief Rusty Blair; Duty Officer Kylie Streck; Police Chief Allen Muma; Melanie Atkin, Accounting Clerk; John Knight, Zoning Administrator; and Joni Savage, Deputy Clerk.

Mayor or Mayor's designee to lead the Pledge of Allegiance.
Mayor Barber led the pledge.
Mayor Barber then moved to items 7A and 7B.

ITEM #2:

7:43
(43:00)

FINANCIAL REPORTS

Budget to Actual reports, vendor ledger and balance sheet for September 2019

Motion to Approve the Financial Reports

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

ITEM #3:

7:44
(43:32)

STAFF AND COUNCIL REPORTS

Written staff reports by the Town Manager/Clerk, Deputy Town Clerk, Utilities Clerk, Accounting Clerk, Public Works Department, Building Inspector, Library, Municipal Court, Police Chief, and Fire Chief, and verbal reports from Council members.
Ms. Gallagher gave updates from her report.

Motion to Approve Staff Reports

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

ITEM #4:

7:49
(49:49)

ZONING ADMINISTRATOR'S PLANNING AND ZONING AND DESIGN REVIEW REPORT AND MINUTES

Minutes are provided for the information of Council and do not require action.
Mr. Knight provided an update from his report and handed out a draft map of the paid parking areas.

ITEM #5:

7:56
(56:20)

APPROVAL OF MINUTES

September 10, 2019 regular meeting; September 19, 2019 special meeting

Motion to Approve the Regular Meeting Minutes of September 10, 2019

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

Motion to Approve the Special Meeting Minutes of September 19, 2019

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

ITEM #6:	<p>PETITIONS FROM THE PUBLIC</p> <p>7:57(57:20) Curtis Lindner, a Jerome resident, gave an update from the Yavapai County Board of Supervisors.</p> <p>8:01(1:00:50) Tim McCune, resident and business owner, spoke about the residential parking ordinance. At 8:07, Mayor Barber advised Mr. McCune that he had exceeded the three-minute limit and said that Council would be discussing this again next month.</p>																																										
ITEM #7	<p>PRESENTATIONS</p> <p>ITEM #7A: PRESENTATION TO JEROME FIRE DEPARTMENT</p> <p>The Mayor and Council will present a plaque to the Jerome Fire Department recognizing their heroic firefighting work in saving a home on East Avenue, August 16, 2019.</p> <p>Mayor Barber presented Chief Blair and Duty Officer Streck with a plaque reading, "Presented to the JEROME FIRE DEPARTMENT in recognition of your heroic firefighting efforts in saving a home in Jerome on August 16, 2019. Thank you for all you do for our town. Mayor Alex Barber and the Jerome Town Council, October 8, 2019."</p> <p>Ms. Katenay was not yet ready to present the census information (Item #7B), so Council moved on to Item #9A.</p> <p>ITEM #7B: 2020 CENSUS</p> <p>Kimberly Robinson will present information regarding the upcoming 2020 Census.</p> <p>Michele Katenay (who presented instead of Ms. Robinson) introduced herself as a Partnership Specialist and presented information about the 2020 Census. She provided her phone number (928.632.3918) and her email (Michele.Katenay@2020 census.gov) in case anyone had questions. She noted that the population of Jerome is currently estimated at 457.</p> <p>Mayor Barber suggested putting something in the newsletter regarding the Census.</p>																																										
ITEM #8	<p>ORDINANCES</p> <p>ITEM #8A: SECOND READING AND POSSIBLE ADOPTION – ORDINANCE NO. 457, AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AMENDING SECTION 509, "SIGNS," OF ARTICLE V, "USE REGULATIONS," OF THE JEROME ZONING ORDINANCE</p> <p>Council may conduct the second reading of and adopt Ordinance 457, which would amend the Jerome Zoning Ordinance regarding signs. The Planning and Zoning Commission conducted a public hearing on the ordinance on August 7, 2019 and has recommended its approval.</p> <p>Vice Mayor Harvey questioned the need to change the maximum number of days per calendar year for temporary signs to be displayed. The original ordinance cited 90 days, and the draft ordinance would change that to 100 days. No one present could explain why that change had been recommended. It was generally agreed that the time limit should remain at 90 days.</p> <p>Ms. Harvey also said that she would like to have holiday decorations removed 30 days after the holiday.</p> <p>Ms. Gallagher suggested that references to temporary holiday decorations be removed from the sign ordinance altogether, as they are not signs, and that they be addressed separately.</p> <p><u>Motion to Adopt Ordinance No. 457, with no change to the current 90 day limit, and with removal of references to holiday decorations.</u></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>X</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				HARVEY	X		X				MOORE			X				WORTH			X			
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ITEM #9:	<p>UNFINISHED BUSINESS</p> <p>ITEM #9A: RESIDENTIAL PERMIT PARKING</p> <p>Council will review the current residential permit parking ordinance and consider what changes may be beneficial and may direct staff to prepare an ordinance for consideration at the next meeting.</p> <p>Vice Mayor Harvey and Chief Muma discussed problem areas to be addressed in the ordinance. Vice Mayor Harvey presented her comments.</p> <p>Councilmember Worth listed the items that she would like addressed.</p> <p>Mayor Barber asked Vice Mayor Harvey, Councilmember Worth and Chief Muma to work together to put something together for the next meeting.</p>																																										

Motion to Take a Ten-Minute Break at 8:16 p.m.

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

Mayor Barber reconvened the meeting at 8:27 p.m.

8:27
Pt 2
(00:20)

ITEM #9B: PARKING OVERLAY ZONE

Council will review a proposal by the Zoning Administrator for the creation of a parking overlay zone within the C-1 District as a limited pilot program to address parking deficiencies in that district and will seek direction on developing an ordinance to effect same.

Mr. Knight spoke about parking and issues with meeting parking requirements in the Commercial Zone. He described a proposed "Parking Overlay District" and explained that it would be a pilot project.

Staff was asked to continue to explore this option and to provide additional information at the next meeting.

8:39
(12:34)

ITEM #9C: COMPOSITION OF DESIGN REVIEW BOARD

Council will consider whether to amend the Zoning Ordinance to eliminate the provision that one member of the Design Review Board shall be a member of the Planning and Zoning Commission designated annually by that Commission, and may direct staff in that regard.

Mayor Barber stated that Danny Smith told her that he is opposed to removing this provision because of the high Zoning Administrator turnover we have experienced in the past.

Letters had been received on this topic from Henry Vincent and Brice Wood¹.

Vice Mayor Harvey argued that one person should not have votes on two different boards.

Councilmember Dillenberg noted that these are two separate boards, and said that he doesn't feel it is an issue.

Councilmember Moore pointed out that, contrary to Mr. Vincent's letter, she had never spoken with Brice Wood about the liaison position. She added that, aside from that, she did think that Mr. Vincent made good points in his letter.

Councilmember Worth suggested that this be included on the agenda of the upcoming joint meeting of Council, P&Z and DRB.

8:54
(28:19)

ITEM #9D: CDBG FUNDING

Council will discuss the upcoming round of CDBG funding, the timeline and possible projects for same, and may accept funding and schedule the required public hearings.

Mayor Barber confirmed that this is a guaranteed funding round.

Ms. Gallagher explained that it is not appropriate to select a project yet; we will need to have public hearings first. She provided a detailed staff report² which indicated a timeline, to include, at this meeting, a motion to accept the CDBG funds and to schedule public hearings.

Councilmember Moore said that she would like to hear from Public Works and Mr. MacVittie regarding potential projects.

Councilmember Worth recommended that project suggestions be listed without reference to who sponsored them.

Motion to Accept Public Funding and Schedule Public Hearings as recommended by the Town Manager

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

ITEM #10

NEW BUSINESS

9:00
(33:03)

ITEM #10A: SIDEWALK ENCROACHMENT POLICY

Zoning Administrator John Knight will lead Council in a discussion regarding sidewalk/ROW encroachments and seek direction on developing a policy.

John Knight presented extensive information regarding existing sidewalk encroachments and requested guidance from Council on how they would like to address this.

Councilmember Worth said that she would like DRB and P & Z to be involved in this discussion.

9:17 (49:35) John McDonald, a resident and DRB member, spoke about the issue and private property rights.

Mayor Barber gave direction to staff to develop a policy.

¹ Both letters are included at the end of these minutes.

² Ms. Gallagher's staff report on this topic is included at the end of these minutes.

9:19
(52:00)

ITEM #10B: LANDSCAPING NEAR SLIDING JAIL

Council will discuss the possibility of planting trees and landscaping near the Sliding Jail.

Councilmember Moore, who sponsored this item, explained that she is thinking of the terraced area below the sliding jail, and installing native trees to hold the hillside.

Councilmember Worth suggested that students might want to get involved.

Councilmember Barber said that she would contact Brad Lancaster (an expert in the field of rainwater harvesting and water management who lives in Tucson) and invite him to come and speak about the rapid slide area.

ITEM #11:
9:32
(1:06:00)

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 Dillenberg reported that he is working on a "tiny home" idea to propose to Freeport-McMoRan for the 500 level, and that he would like to develop or sell the acreage owned by the Town in Clarkdale.

Councilmember Worth spoke about the Hotel Jerome, and the need for a fire safety inspection there. She suggested that we ask Assistant Fire Chief Tim Irwin to assist with this. Ms. Gallagher advised Council that she had just received Mr. Irwin's resignation.

Ms. Worth also requested feedback from staff regarding whether the Town should have a Code Enforcement Officer.

Vice Mayor Harvey asked about heating and air conditioning and added that potholes in town need to be patched before the weather gets too cold.

Councilmember Moore agreed, and added that our parking spaces and loading zones need to be more clearly designated.

ITEM #12:

ADJOURNMENT

Motion to Adjourn 9:43 p.m.

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: _____

COPY for 10/8/19 minutes

**HENRY P. VINCENT, CPA
P O BOX V
JEROME, AZ 86331
928-274-0374**

October 8, 2019

Mayor and members of the Town Council
Town of Jerome, AZ

Madam Mayor and Council members,

The issue of eliminating the liaison between P and Z and DRB is on your agenda this evening. I am unable to attend the meeting so I am writing to you. I have served as the liaison since July 2018. I volunteered to do so during the cycle ending in February 2019 and I re-upped this cycle. My term as liaison ends February 2020.

Consistent with the Zoning Ordinance, the DRB liaison is a voting member of the DRB. In my terms serving as liaison the closest DRB vote was 4-1 which occurred one time. All other votes during my terms on DRB have been unanimous. The argument that the liaison position should be eliminated because one person has two votes (P and Z and DRB) is shallow and fails to recognize the hard work that goes on in our meetings. The board members strive for communication of their respective points of view and strive for consensus. It is wrong to substitute responsibility for communicating citizen volunteer sentiments to the Zoning Administrator who is not independent, is an employee of the Town and serves at the pleasure to the Council.

My opinion is that the process of eliminating the position is being pushed by the only member of the Town Council who was not elected by the citizens of our community. Ms. Moore proposed elimination of the liaison this spring. The DRB Chair, Mr. Woods, called me and indicated Ms. Moore called him seeking his sanction of the change. The P and Z discussed the proposal in its April meeting and its Chair asked that the issue be placed on the DRB's May agenda. The DRB formally took up the issue of eliminating the P and Z liaison on May 13 and voted 4-0 to recommend to the Council no change in the ordinance. I abstained from the vote.

I believe that the P and Z and DRB boards serve an important role in the administration of our zoning ordinance. Their role is advisory and they ultimately defer to the Council. The Boards are voluntarily staffed by our citizens who bring a broad historic, current and prospective perception of our land use issues. If the Council were to reverse course on an issue which was properly deliberated and resulted in a formal no-change recommendation, your actions would serve to invalidate the boards' hard work and the our zoning ordinance.

The Zoning Administrator serves at the pleasure of the Council. The boards are comprised of independent citizens of our community. Tasking the Zoning administrator with serving as the liaison between the boards eliminates the independent citizens' involvement in communication between the two bodies. The ZA's recommendation for each agenda item is included in our packets at each meeting. The ZA position has experienced much turnover in recent years. To charge the ZA with communicating

the sentiment of the board members places excessive responsibility and authority on an employee who serves at the pleasure of the Council.

No member of the Council has called to ask the current liaison's opinion on this issue. Why was this item placed on this evening's agenda and why does the Council seem to have a penchant for carving away at a zoning ordinance that has served our community for decades? There will be a joint meeting of the P and Z, DRB and yourselves on November 18. I suggest you not act unilaterally this evening, take the time to consider the long-term effects of eliminating the citizen liaison and listen to the board members who voluntarily give much of themselves in contributing to the administration of our zoning ordinance.

Sincerely,



Henry P. Vincent

COPY for 10/8/19 minutes

I can't attend the meeting tonight - it's my birthday and I had previous plans - but I wanted to say a few words about the question of whether there should be a P&Z, DRB liaison.

The main problem is that it gives one person two votes. Two votes on the same subject. It dilutes the DRB vote with an already-decided vote.

There have been times in the past when we had difficulty filling board positions. The last Council missed some opportunities to fill DRB with volunteers who had a background in visual arts. We are a famously artsy place, there were - and are - people willing to step up. We could easily have boards with five members each.

Mr Vincent is wrong, by the way, in his assertion that I talked about this with Jane Moore. I see that the agenda item does not come from her, either.

And although we have been neighbors for a very long time, Mr Vincent has my name wrong. It is Wood, not Woods.

We voted about this once, but as long as you are looking at it again I hope you re-think this issue. The ZA is the liaison between P&Z and DRB.

thanks

Brice Wood



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: 9D: CDBG Funding
MEETING DATE: October 8, 2019

*COPY
for 10/8/19 minutes*

Jerome is eligible to receive our "guaranteed round" of federal Community Development Block Grant funds in 2020 in the amount of \$359,170. CDBG funds must be used to benefit low-income persons and areas, alleviate slum and blight or address urgent need. While, in the past, the Town has not been income-qualified for town-wide projects, that has recently changed, so our options have broadened. CDBG-funded town-wide 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.

Some examples of possible uses include the following:

- Public infrastructure (e.g., water, wastewater, street improvements);
- Community facilities (e.g., parks, health clinics, libraries, senior or youth centers);
- Housing (e.g., owner-occupied or multi-family rehab, utility connections on private property, new housing constructed by a non-profit);
- Public services (e.g., paying the salary of an additional staff person to expand a Head Start program, purchasing a van to transport persons with disabilities, equipment and rent to start a new job training program); and
- Economic development (e.g., a loan to a business for job creation, micro-enterprise development, acquisition of land for an existing business expansion).

INELIGIBLE ACTIVITIES: A general rule of thumb is that CDBG may NOT fund activities for 1) the conduct of government or general government expenses; 2) political or religious purposes; 3) construction of new permanent residential structures EXCEPT as allowed by a community-based development organizations (CBDO).

Chief Blair has recommended that this funding go toward extension of water lines and hydrants down Dundee, Deception, Diaz and Holly Streets.

The Town must conduct two public hearings to receive input on potential projects.

Following is a proposed timeline:

AT THIS MEETING	<i>Approve MOTION TO ACCEPT our 2019 CDBG funding allocation</i>
AT THIS MEETING	<i>Set date for two public hearings.</i> The first public hearing to get project input does not need to be scheduled during a Council meeting but can be if the Council requests that. Having it outside of a Council meeting is preferred because it allows for a more flexible format and more discussion. <i>Suggested date/time: Tuesday, November 19, 2019 at 5:30 p.m.</i> The second public hearing should take place at a Council meeting, where Council will formally announce the prioritized projects and pass the required Resolutions. <i>Suggested date/time: Tuesday, January 14, 2020 at 7:00 p.m.</i> Notices of both hearings must be published as a display ad and posted at our three posting locations at least 16 days prior to the hearing.

November 19, 2019	<i>Conduct first public hearing.</i>
December 10, 2019 (regular meeting date)	<i>Council reviews and prioritizes potential projects.</i>
January 14, 2020 (regular meeting date)	<i>Conduct second public hearing as part of Council meeting, announce projects and adopt required Resolutions.</i>
By January 30, 2020	<i>Staff to send Letter of Intent to NACOG.</i>
February/March	<i>Staff works with NACOG to compile and submit grant application.</i>
By August 31, 2020	<i>Award letter expected from ADOH.</i>



TOWN OF JEROME

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

Proclamation

WHEREAS, annual national opinion polls show that the overwhelming majority of individuals believe that the lack of civility is a serious issue that is getting worse; and

WHEREAS, kindness is a force, without force, that goes to the heart of how people respect, love, honor, communicate with and treat one another. Kindness is acting intentionally to extend good to other people. It is a state of mind and a way of life to be lived every day at home with family, friends, or in the community with strangers. It starts at the local level; and

WHEREAS, the Be Kind People Project is a national 501(c)3 public non-profit based in Phoenix, Arizona that believes the best way to change the trajectory of incivility is to give children the knowledge and key skills to express and practice kindness every day. Their empowerment begins with an understanding of how to put The Be Kind Pledge™ into action: be encouraging, be supportive, be positive, be helpful, be honest, be considerate, be thankful, be responsible, be respectful and be a friend; and

WHEREAS, it takes strength, courage and wisdom to practice and commit to the clear understanding of kindness. Kindness should not be confused with politeness. It is more than opening doors and saying please and thank you. Politeness reveals little about internal goodness. Kindness on both the giving and receiving end touches our very core; and

WHEREAS, in conjunction with World Kindness Day, November 13, 2019, the Town of Jerome acknowledges The Be Kind People Project and the impact of spreading the message of kindness. It is important to the wellbeing and success of our Town that we not only recognize the importance of kindness on this day, but in our day-to-day engagement throughout the rest of the year as well.

NOW, THEREFORE, I, Christina "Alex" Barber, Mayor of the Town of Jerome, Arizona, do hereby proclaim November 2019 in Jerome, Arizona, to be **"Be Kind America Month,"** and I commit this observance to the people of Jerome, Arizona.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the Town of Jerome, Arizona, to be affixed on this 12th day of November 2019.

Christina "Alex" Barber, Mayor



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TOWN OF JEROME

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ORDINANCE NO. 458

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JEROME, ARIZONA, AMENDING ARTICLE 12-2, "RESIDENTIAL PARKING," OF THE JEROME TOWN CODE

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

Section 1. Article 12-2, "Residential Parking," of the Jerome Town Code is hereby amended as set forth
on Exhibit "A," attached (additions underlined, deletions in ~~strikeout text~~).

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

Date of first reading: _____

Dates of publication: _____

Date of adoption: _____

Date of posting: _____

Voting record at adoption:

	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
BARBER						
DILLENBERG						
HARVEY						
MOORE						
WORTH						

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

ORDINANCE 458

EXHIBIT "A"

ARTICLE 12-2: Residential Parking

- 12-2-1 Findings and purpose
- 12-2-2 Definitions
- 12-2-3 Residential Parking Restrictions and Permits
- 12-2-4 Issuance of Residential Parking Permits
- 12-2-5 Transfer or sale of Residential Parking Permit
- 12-2-6 Parking in residential parking permit zone without permit prohibited
- 12-2-7 Trailers parked in residential areas
- 12-2-8 Temporary permits
- 12-2-9 Residential Parking Lots
- 12-2-10 Prima Facie Liability
- 12-2-11 Exemptions

Section 12-2-1 Findings and purpose

The Council finds that, in certain areas of the Town, visitor parking impinges upon the need of residents to be able to utilize a reasonable amount of parking space on a street near their own homes. Additionally, the Town of Jerome has a limited number of public parking spaces and areas for residents to park. This article is adopted in order to allow a reasonable accommodation between the needs of our visitors and the needs of Town residents for parking spaces.

(Ord. 432, 12/12/2017)

Section 12-2-2 Definitions

For the purposes of this article, the following words and phrases shall have the meanings respectively ascribed to them by this section:

"Domicile" means a person's fixed, permanent and principal home for legal purposes.

"Motor Vehicle" means a device in, on or by which a person or property is or may be transported or drawn on a public right-of-way, with motive power, excluding devices moved by human power or used exclusively on stationary rails or tracks.

"Parking" means the stopping or standing of a vehicle, whether occupied or not.

"Parking space," for the purposes of this ordinance, means an area of ~~approximately~~ at least 20 feet in length by approximately 8 feet in width. It is understood that the Town of Jerome is unique in the construction of its roads and that it does not conform to the assumptions set forth in the Uniform Traffic Code and therefore usable parking spaces may or may not conform to normally accepted standards.

"Recognized dwelling unit" means a dwelling unit as defined by the Jerome Zoning Ordinance.

ORDINANCE 458

EXHIBIT "A"

"Resident" means a person(s) whose domicile is within the town limits of the Town of Jerome.

"Street" or "Highway" means the entire width between boundary lines of every right-of-way if a part of the right-of-way is open to the public for purposes of vehicular travel.

"Trailer" means a vehicle without motive power, designed for carrying persons or property and for being drawn by a motor vehicle.

(Ord. 432, 12/12/2017)

Section 12-2-3 Residential Parking Restrictions and Permits

Parking located on the following streets shall be limited to residents with a residential parking permit only:

- A. County Road, School Street, Center Street, First Street ~~(between Verde Ave and Center Street)~~, Second Street ~~(between Verde Ave and Center Street)~~, Third Street ~~(between Verde Ave and Center Street)~~, Fourth Street ~~(between Verde Ave and Center Street)~~, Fifth Street ~~(between Verde Ave and Center Street)~~, Sixth Street ~~(between Verde Ave and Center Street)~~, Hull Road, Verde Avenue, Holly Street, Clark Street, Rich Street and East Avenue.

(Ord. 432, 12/12/2017)

Section 12-2-4 Issuance of Residential Parking Permits

Persons occupying residences with frontage (based on street address) along a street or portion of a street designated in Section 12-2-3 for residential permit parking, who desire to park a motor vehicle on a public street, may apply to the Police Department for residential parking permits as outlined in this article.

- A. Recognized dwelling units with frontage along a street or portion of a street designated for residential permit parking shall be entitled to receive one ~~free~~ residential parking permit, per recognized dwelling unit, for a single motor vehicle owned or operated by a person residing in the dwelling unit by registering the motor vehicle with the Jerome police department. The following information must be submitted to the police department: the name of the registered owner (this information must match the Arizona Department of Motor Vehicle registration for said vehicle), the make and color of the motor vehicle, the vehicle's license plate number and the address of the dwelling unit the vehicle is attached to. ~~No more than one free residential parking permit shall be issued per recognized dwelling unit. Free r~~ Residential parking permits shall not be issued to ~~households~~ dwelling units required by zoning to have onsite parking on their property.
- B. An inventory of usable parking spaces shall be conducted for each street subject to residential parking by permit. The Jerome Police Chief, Zoning Administrator and Fire Chief will approve the

ORDINANCE 458

EXHIBIT "A"

spaces and determine the final number of spaces available on each street. Once the inventory is completed and the number of spaces available is determined, it will be compared to the number of residential parking permit applications. If the number of residential parking permit applications exceeds the number of available parking spaces, permits will be issued by random lottery pick. Once all available spaces on a given street have been assigned by permit, if the number of available parking spaces exceeds the number of residential parking permit applications submitted, extra spaces will additional permits may be available ~~for purchase as set forth in 12-2-4(C)~~ for spaces located at the Old Town Yard parking lot, with final selection determined by lottery pick.

- C. Persons occupying recognized dwelling units with frontage (based on street address) along a street or portion of a street designated for residential permit parking may, subject to availability of parking spaces as set forth in Section 12-2-4(B), ~~purchase~~ receive up to one additional residential parking permit as authorized by Section 12-2-4(B), ~~by paying a fee to the Town of Jerome as set forth in Section 12-2-4(G)~~. No more than a total of two permits per recognized dwelling unit shall be issued or valid.
- D. Residential Parking permits shall be issued by the Police Department and shall be valid for that motor vehicle, and the street designated thereon, until such time as ownership of the vehicle changes, or the residency of the owner of the vehicle changes. The permit shall become immediately invalid when (i) the person to whom the permit is issued moves to another residence, whether or not such residence has frontage on the posted area, or (ii) when the vehicle is sold.
- E. It shall be the responsibility of the residential parking permit holder to notify the Jerome Police Department regarding any changes in the information provided in their original application, including changes in vehicles or changes in residency.
- F. Priority will be given to the issuance of residential parking permits issued to dwelling unit(s) with a motor vehicle bearing Arizona Disability license plates. In the event of a lottery pick for permits pursuant to Section 12-2-4(B) for a specific street, motor vehicles displaying Arizona Disability license plates will be granted a permit before lottery picks are made. Additionally, application can be made to the Town of Jerome for placement of a "Disabled Vehicle Parking Only" sign on the street where the registered owner of a motor vehicle bearing Arizona Disability license plates occupies a legal dwelling unit. Costs of this installation, if approved, shall be the responsibility of the applicant.
- G. The fee for ~~additional~~ residential parking permits ~~issued pursuant to Section 12-2-4(C)~~ shall be set by Resolution of the Town Council.

(Ord. 432, 12/12/2017)

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EXHIBIT "A"

Section 12-2-5 Transfer or sale of residential parking permit

It is unlawful to sell, transfer, or convey, or to offer to sell, transfer, or convey, any parking permit or placard issued pursuant to this article for any money or consideration whatsoever. Additionally, it shall be unlawful to use or display a residential parking permit on any motor vehicle not assigned to that permit.

(Ord. 432, 12/12/2017)

Section 12-2-6 Parking in residential parking permit zone without permit prohibited

No person shall stop, stand or park a motor vehicle in a zone designated for the exclusive use of vehicles which display a residential parking permit issued pursuant to this article unless such person displays a valid residential parking permit or temporary parking permit.

(Ord. 432, 12/12/2017)

Section 12-2-7 Trailers parked in residential areas.

The parking of trailers shall be prohibited on streets restricted to residential parking only as outlined in Section 12-2-3.

No person shall park a trailer in a public parking lot designated for residential parking only, ~~without first obtaining a parking permit for said trailer.~~ The Town of Jerome may designate areas in which trailers may be parked for longer periods of time, and may charge a fee for this parking. ~~The following information must be submitted to the police department for a trailer parking permit: the name of the registered owner (this information must match the Arizona Department of Motor Vehicle registration for said trailer), the description of the trailer, the trailer's license plate number and the address of the dwelling unit the trailer is attached to.~~

This section does not apply to any trailer parked completely on private property as long as it is in compliance with the Jerome Town Zoning Ordinance.

(Ord. 432, 12/12/2017)

Section 12-2-8 Temporary Permits

A. The owner or occupant of a residential property with frontage (based on street address) along a street or portion of a street designated for permit parking may make application to the Police Department for a temporary residential parking permit for use by a visitor to their property. Temporary permits may be obtained by notifying the Jerome Police Department, by telephone or email, of the make, color and registration plate of the motor vehicle, and the residence the vehicle is attached to. Upon notifying the police department, the owner will place a white piece of paper, no smaller than 5 ½ inches by 8 ½ inches, with the following information: the

ORDINANCE 458

EXHIBIT "A"

registration plate number of the vehicle, the address in the residential area the vehicle is associated with and the date the temporary permit was placed in the vehicle. This temporary permit will be placed on the dash of the vehicle clearly visible from the outside by any person who may walk by. Such permit will be valid for seven (7) days. There shall be no fee for temporary permits.

B. Once the number of permanent permits issued for any street reaches the number of parking spaces available on that street, no temporary permits shall be issued or valid on that street.

(Ord. 432, 12/12/2017)

Section 12-2-9 Residential Parking Lots

The Town of Jerome may designate area(s) as "Residential Parking Lots" in which a resident of the Town of Jerome may apply for a Parking Permit(s) to park motor vehicle(s) and / or trailer(s) that do not qualify for a permit as outlined in ~~Section 12-2-4(A), 12-2-4(B), 12-2-7 or 12-2-8 of this ordinance~~ this Article.

(Ord. 432, 12/12/2017)

Section 12-2-10 Prima Facie Liability

Whenever any motor vehicle shall have been parked in violation of any of the provisions of this ordinance prohibiting or restricting parking, the person in whose name such vehicle is registered shall be *prima facie* responsible for such violation.

(Ord. 432, 12/12/2017)

Section 12-2-11 Exemptions

No residential parking permit will be required for any motor vehicle parked completely upon private property. However, if the motor vehicle will be parked at any time in a residential parking area on a public street, the vehicle must display a permanent or temporary parking permit.

Municipal emergency vehicles shall be exempt for this ordinance.

Trailers parked in residential parking only areas to load or unload for periods of no longer than 8 hours are exempt from enforcement.

Commercial delivery vehicles actively engaged in the delivery or pickup of packages or supplies are exempt from enforcement.

Section 12-2-12 Annual Review

All parking permits issued shall be subject to an annual review by the Jerome Police Department.

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EXHIBIT "A"

Section 12-2-13 Revocation

Any parking permit may be revoked, or any application denied, by the Jerome Police Department for any of the following reasons:

- False or incomplete information provided on the application.
- Repeated violations of this Article.

(Ord. 432, 12/12/2017)



TOWN OF JEROME

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STAFF SUMMARY REPORT

FROM: Candace Gallagher, Town Manager/Clerk *CAG*
ITEM: 9B: COMPOSITION OF DESIGN REVIEW BOARD
MEETING DATE: November 12, 2019

This item is on our agenda once again at Council's request to review this paragraph of Section 106 of our Zoning Ordinance regarding the Design Review Board:

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

The Design Review Board of the Town of Jerome shall be composed of five (5) members. The membership shall consist of a Town Planning and Zoning Commission member and four (4) residents of Jerome, who shall be persons qualified by design background, training or experience, to be appointed by the Town Council. The member of the Planning and Zoning Commission shall be designated annually by the Commission and may not serve as Chair of the Design Review Board concurrently with serving as Chair of the Planning and Zoning Commission. ...

Here is the history of recent discussions in this regard:

March 12, 2019	Council directed staff to ask the Planning & Zoning Commission for their recommendation as to whether this portion of the ordinance should be changed to eliminate the provision that one member of DRB would be a member of P&Z.
April 3, 2019	P&Z discussed and referred it to DRB for their recommendation.
May 13, 2019	DRB discussed and voted (4 ayes, 1 abstention) to NOT change the ordinance and continue the shared position. It was not further reviewed by P&Z.
June 11, 2019	The DRB decision was noted in the Zoning Administrator's report at the June Council meeting.
October 8, 2019	First discussed by Town Council.

During this process, the Town Attorney was asked if there was a legal problem in having a member of P&Z sit also on DRB. He responded that, because actions of one board are not subject to review by the other, there is no legal problem with a member sitting on both boards.

With respect to the process of amending the ordinance, our Zoning Ordinance states:

The Council may, from time to time as the public necessity, convenience, general welfare, or good zoning practice requires, change the district boundaries or amend, change, repeal or supplement the regulations herein established. Such change or amendment may be initiated by the Council or the Commission on its own motion or by petition of one or more owners of real property within the area proposed to be changed.



TOWN OF JEROME

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ZONING ADMINISTRATOR ANALYSIS COUNCIL STAFF REPORT

Nov. 12, 2019

ITEM 10A: Jerome Winery Relocation
Location: 114 Jerome Ave.
Applicant: Brighid McLoughlin, Odyssey Cellars
ZONE: C-1
APN: 401-06-003E
Recommendation: Approve with Conditions
Prepared by: John Knight, Zoning Administrator

Summary: Applicant requests approval of a Conditional Use Permit for a Spiritous Liquor Tasting Facility (ie: Wine Tasting) in an existing building located at 114 Jerome Av. (formerly Jerome Jewelry and Gifts). Applicant intends to use approximately 700 sq. ft. of the building for wine tasting and retail sales. The Planning and Zoning Commission reviewed the proposal on Oct. 2, 2019 and recommended approval by the Council.

Conditions of Approval: A resolution has been prepared with the Conditions of Approval that were reviewed by the Planning & Zoning Commission. Note that P&Z recommended deleting the proposed condition regarding amplified music. In a review of conditions from other Wine Tasting CUPs, no other facilities were restricted to non-amplified music.

Condition recommended removed by P&Z:

~~4. Music – Music shall be limited to acoustic music only.~~

The draft Resolution of approval was reviewed by our Town Attorney, Bill Sims. Mr. Sims recommended amending one of the conditions to state that the CUP is only valid as long as the liquor license is valid. The proposed, amended condition is included in the Resolution and noted below.

10. Liquor License – A Series 19 liquor license shall be approved by the Arizona Dept. of Liquor and the Town of Jerome. This Conditional Use Permit shall only be valid with a liquor license is in place. If the liquor license is revoked, the Conditional Use Permit shall become null and void.

Action Required: The Council will need to review the proposed conditions and make a motion to approve (or deny) the attached Resolution.

Attachments –

- Resolution of Approval (with Conditions)
- P&Z Staff Report from Oct. 2, 2019



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TOWN OF JEROME

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RESOLUTION NO. 588

APPROVING A CONDITIONAL USE PERMIT FOR A SPIRITOUS LIQUOR TASTING FACILITY AT 114 JEROME AVENUE

WHEREAS, the Town of Jerome has received an application for a Conditional Use Permit to operate a Spiritous Liquor Tasting Facility at 114 Jerome Avenue; and

WHEREAS, 114 Jerome Avenue is located in the "C-1" zoning district, and Spiritous Liquor Tasting Facilities are allowed as a Conditional Use in that district; and

WHEREAS, the Jerome Planning & Zoning Commission reviewed this application at their October 2, 2019 meeting, and recommended its approval by the Council, with certain conditions;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Town of Jerome, Arizona, that a Conditional Use Permit to operate a Spiritous Liquor Tasting Facility at 114 Jerome Avenue is hereby approved, subject to the following conditions:

1. **Parking Spaces** – A total of two (2) parking spaces are required for the wine tasting facility. As long as the facility is in operation, a minimum of two (2) parking shall be dedicated and used exclusively for the wine tasting business. A copy of the lease shall be provided to the Zoning Administrator prior to Town approval of the liquor license and/or any building permits to ensure that the lease includes the required number of parking spaces.
2. **Food/Snacks** – The facility may include snacks, not meals, to consume with the wine tasting as a complement to but not as the primary function of the tasting facility. Vinous, spirituous or malt liquor tasting facilities may not include dining room seating.
3. **General CUP Requirement** - The establishment, maintenance, or operation of the use or building shall not be detrimental to the public health, safety, peace, convenience, comfort, and general welfare of persons residing or working in the neighborhood of such proposed use or be detrimental or injurious to property and improvements in the neighborhood or to the general welfare of the Town.
4. ~~Music~~ ~~Music shall be limited to acoustic music only.~~ *(This recommendation by the ZA was specifically removed by the Planning & Zoning Commission.)*
5. **Hours** – Hours shall be limited to 11 am to 8 pm with occasional special events lasting until 10 pm.
6. **Sign** – A separate application for DRB will be required for approval of any signage.

7. **Exterior Improvements** – This approval is for the Conditional Use only and does not include any exterior improvements to the building or parking area. If exterior improvements are requested, they will need to be submitted under a separate application for Site Plan Review.
8. **Second Story** – Only the first floor may be used for the business. This approval does not include use of the second story.
9. **Building Permits** – Applicant shall consult with the Jerome Building Inspector and obtain any required building permits prior to occupancy.
10. **Liquor License** – A Series 19 liquor license shall be approved by the Arizona Dept. of Liquor and the Town of Jerome. This CUP shall only be valid while a liquor license is in place. If the liquor license is revoked, the CUP shall become null and void. (Addition recommended by Town Attorney)
11. **One Year Review** – The CUP shall be reviewed by the Zoning Administrator and Planning & Zoning Commission one (1) year after approval to ensure compliance with all applicable conditions. If necessary, the Planning & Zoning Commission may amend the conditions at that time to ensure compliance with all standards, ordinances and other requirements.

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

APPROVED:

Christina "Alex" Barber, Mayor

ATTEST:

APPROVED AS TO FORM:

Candace Gallagher, Town Manager/Clerk

William J. Sims, Town Attorney



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TOWN OF JEROME

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REGULAR MEETING OF THE TOWN OF JEROME PLANNING AND ZONING COMMISSION

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

PLACE: JEROME CIVIC CENTER

600 Clark St., JEROME, ARIZONA 86331

MINUTES

ITEM 1: CALL TO ORDER/ROLL CALL

Chair Lance Schall called the meeting to order at 7:03 p.m.

Roll call was taken by Joni Savage. Commission members present were Chair Lance Schall, Commissioners Jessamyn Ludwig, Scott Hudson and Henry Vincent. Vice Chair Joe Testone was not present.

Staff present were John Knight, Zoning Administrator and Joni Savage, Deputy Clerk.

7:03 (2:30) ITEM 2: PETITIONS FROM THE PUBLIC - There were no petitions from the public.

7:03 (2:45) ITEM 3: Approval of Minutes: Minutes of the Regular Meeting of September 4, 2019

Motion to Approve the Minutes of September 4, 2019

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

ITEM 4: Continued Items from Previous Meetings (none)

7:04 (3:45) ITEM 5: Jerome Winery Relocation - CUP

APPLICANT: Brigid McLoughlin

ADDRESS: 114 Jerome Av.

OWNER OF RECORD: Jerome 114 Avenue LLC

ZONE: C-1

APN: 401-06-003E

Applicant is seeking Conditional Use Permit approval for Spiritous Liquor Tasting (wine tasting)

7:05 (6:15) Brigid McLoughlin spoke about the parking spaces purchased by the owner.

7:06 (7:22) Ms. McLoughlin spoke again about the parking.

Motion to Approve the Packet as Submitted with the Addition of Striking No. 4 from the Suggested Conditions of Approval, the Limitation of Music to Acoustic Only and to Include a 1 (one) Year Review

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

7:13 (12:40) ITEM :6 Education Items

John Knight spoke about height restrictions and referred to the Cuban Queen project.



TOWN OF JEROME

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ZONING ADMINISTRATOR ANALYSIS PLANNING & ZONING COMMISSION

October 2, 2019

ITEM 5: Jerome Winery Relocation
Location: 114 Jerome Ave.
Applicant: Brigid McLoughlin, Odyssey Cellars
ZONE: C-1
APN: 401-06-003E
Recommendation: Approve with Conditions
Prepared by: John Knight, Zoning Administrator

Summary: Applicant requests approval of a Conditional Use Permit for a Spiritous Liquor Tasting Facility (i.e.: Wine Tasting) in an existing building located at 114 Jerome Av. (currently Jerome Jewelry and Gifts). Applicant intends to use approximately 700 sq. ft. of the building for wine tasting and retail sales. Refer to the narrative provided by the applicant for additional details on the proposed use.

Zoning Ordinance Compliance -

Section 507.C.15: In the C-1 Zoning District a Conditional Use Permit (CUP) is required for a "Spiritous Liquor Tasting".

Response: P&Z will need to review the proposed CUP for Code Compliance and may add conditions to ensure compliance. Suggested conditions for discussion by the P&Z are included below.

Section 200. General (definitions): *Spirituous Liquor Tasting Facility* –

An establishment promoting the retail sales of vinous, spirituous or malt liquor to consumers, and allowing tasting of those vinous, spirituous or malt liquors on the premises of the tasting facility. A vinous, spirituous or malt liquor tasting facility may include snacks, not meals, to consume with vinous, spirituous or malt liquor as a complement to but not as the primary function of the tasting facility. Vinous, spirituous or malt liquor tasting facilities may not include dining room seating. Vinous, spirituous or malt liquor tasting facilities may have an "Other Food" License for ware washing and appetizer preparation only, not for meal preparation. A vinous, spirituous or malt liquor tasting facility shall not have a Series 12 restaurant liquor license.

Response: The definition identifies that wine tasting and other spirituous beverages are allowed. However, the definition states that the facility can not include dining room seating and that food is limited to snacks and not meals. The purpose of this is to ensure that the facility is not used as a restaurant (which has a much greater parking demand). Conditions have been suggested below that reflect this requirement.

Section 302.D.3. & 4. Conditional Use Permits – Condition Action and Findings

302.D.3. *In order to grant any use permit, the findings of the Commission must be that the establishment, maintenance, or operation of the use or building applied for will not be detrimental to the public health, safety, peace, convenience, comfort, and general welfare of persons residing or working in the neighborhood of such proposed use or be detrimental or injurious to property and improvements in the neighborhood or to the general welfare of the Town.*

Response: The Commission must find that the "...establishment, maintenance, or operations of the use...not be detrimental to the public health, safety, peace, convenience, comfort, and general welfare of persons residing or working the neighborhood or to the general welfare of the Town." Conditions have been included to ensure compliance with this requirement.

302.D.4. *The Commission may designate such conditions in connection with the use permit as it deems necessary to secure the intent and purposes of this ordinance and may require guarantees and evidence that such conditions are being or will be complied with.*

Response: This section simply identifies that conditions can be added to ensure compliance with the Zoning Ordinance and as well as guarantees and evidence that the conditions are complied with.

Section 510.D.u. Parking: Spiritous Liquor Tasting Facilities require 1 space per 300 sq. ft. of usable area.

Response: The usable area is approximately 700 sq. ft. At 300 sq. ft. per space a total of 2.4 parking spaces (rounded down to 2) are required for the facility. Note that the applicant has identified that the lease includes a total of 7 adjacent parking spaces.

Suggested Conditions of Approval:

1. **Parking Spaces** – A total of two (2) parking spaces are required for the wine tasting facility. As long as the facility is in operation, a minimum of two (2) parking shall be dedicated and used exclusively for the wine tasting business. A copy of the lease shall be provided to the Zoning Administrator prior to Town approval of the liquor license and/or any building permits to ensure that the lease includes the required number of parking spaces.
2. **Food/Snacks** – The facility may include snacks, not meals, to consume with the wine tasting as a complement to but not as the primary function of the tasting facility. Vinous, spirituous or malt liquor tasting facilities may not include dining room seating.
3. **General CUP Requirement** - The establishment, maintenance, or operation of the use or building shall not be detrimental to the public health, safety, peace, convenience, comfort, and general welfare of persons residing or working in the neighborhood of such proposed use or be detrimental or injurious to property and improvements in the neighborhood or to the general welfare of the Town.
4. **Music** – Music shall be limited to acoustic music only.
5. **Hours** – Hours shall be limited to 11 am to 8 pm with occasional special events lasting until 10 pm.
6. **Sign** – A separate application for DRB will be required for approval of any signage.

7. **Exterior Improvements** – This approval is for the Conditional Use only and does not include any exterior improvements to the building or parking area. If exterior improvements are requested, they will need to be submitted under a separate application for Site Plan Review.
8. **Second Story** – Only the first floor may be used for the business. This approval does not include use of the second story.
9. **Building Permits** – Applicant shall consult with the Jerome Building Inspector and obtain any required building permits prior to occupancy.
10. **Liquor License** – A Series 19 liquor license shall be approved by the Arizona Dept. of Liquor and the Town of Jerome.
11. **One Year Review** – The CUP shall be reviewed by the Zoning Administrator and Planning & Zoning Commission one (1) year after approval to ensure compliance with all applicable conditions. If necessary, the Planning & Zoning Commission may amend the conditions at that time to ensure compliance with all standards, ordinances and other requirements.

Action Required: The Planning and Zoning Commission shall make a motion to approve, conditionally approve or deny said plan. Note that the ZA is recommending approval with the above conditions. Note that the P&Z approval is a recommendation to the Town Council. This item is tentatively scheduled for the November Council meeting.



Founded 1876
Incorporated 1899

TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331

PH: (928) 634-7943 FAX: (928) 634-0715 c.page@jerome.az.gov

PLANNING & ZONING COMMISSION

APPLICANT		FOR OFFICE USE ONLY CONDITIONAL USE PERMIT				
Project Name: JEROME Winery	Project Address: 114 JEROME AVE	Fee				
Parcel Number(s): 401-06-003E building		Receipt				
Parking 406-00-004		Zone				
		Date				
		Taken By				
Property Owner(s): ALBERT FELICIONE		Parking		Met	Y	N
Mailing Address: PO Box 20053		Req's:				
City: SEDONA		Final action			A	D
State: AZ		Applicant/Agent: BRIGID MCLOUGHLIN				
Zip Code: 86341		Mailing Address: 7835 E Hampton Ave #110				
Phone: 9284512382		City: Mesa				
Email: Felicione1@msn.com		State: AZ				
State Request (proposed usage requiring permit and other information pertinent to the consideration of granting requested permit): Use existing space to open a wine tasting room. limited seating for tasting. Will also sell wine bottles, glasses of wine & food in accordance with existing statute.		Zip Code: 85209				
		Phone: 928 451 4078				
		Email: info@cellar433.com				
I hereby certify that the information submitted on this application is complete and accurate to the best of my knowledge and that I am the owner or authorized agent of the same as stated in the attached documentation.						
Signature: [Signature]						
Print Name: BRIGID MCLOUGHLIN						
Date: 082619						

Brigid McLoughlin
Odyssey Cellars
7235 E. Hampton Ave, Ste 110
Mesa, AZ 85209

Proposed Conditional Use Narrative

114 Jerome Avenue

It is the intention of Odyssey Cellars to permit the above location for use as a wine tasting room and retail location for an Arizona winery that has been operating and in existence since 2001.

This tasting room will follow the standard model of most tasting rooms in the United States. It is reasonable for the Town of Jerome to expect the following of this location:

- Wine tasting
- Service of wine by the glass
- Cold service menus of cheese, charcuterie, fruits, crackers and / or bread allowed by ordinance.
- Sale of wine bottles to go.
- Sales of non-alcohol items such as bottled water
- Sales of merchandise such as art, wine-themed gifts and apparel

The parking requirement for the conditional use has been met as the parcel adjoining the location and owned by Al Felicione provides 7 parking spaces for his building that are not allocated or reserved to any other business or entity in Jerome. There are also two additional parking spaces located behind the building and on the land owned by Mr. Felicione available for employee use, only.

Hours will range from 11 a.m. - 8 p.m. with occasional special events lasting until 10 p.m.

Acoustic music may be played on occasion.

There are no alterations or changes being made to the exterior of this location. This location has operated continually as a retail location for over 15 years.

The building has two stories, but the second story is not part of the lease, nor is it available for tenant use.

Alterations will be made to the interior to meet health code requirements and the installation of a dishwasher.

The proposed sign is nearly the exact dimension and color of the existing business's sign.

We do anticipate removing a non-load bearing, non- structural pony wall at some point, though not in 2019. Permitting will be sought at that time.

As Odyssey Cellars goes through the permitting processes required by state and county, we can expect the following requests to be made by each interested agency:

AZ Department of Liquor License and Control

Series 19, Offsite Tasting Room Permit

Yavapai County Community Health Environmental Health Division

Addition of 3 compartment sinks and handwashing sink

Upgraded drainage to Indirect drainage utilizing a funnel drain.

FRP and base cove installation in all washware areas

Jerome Fire

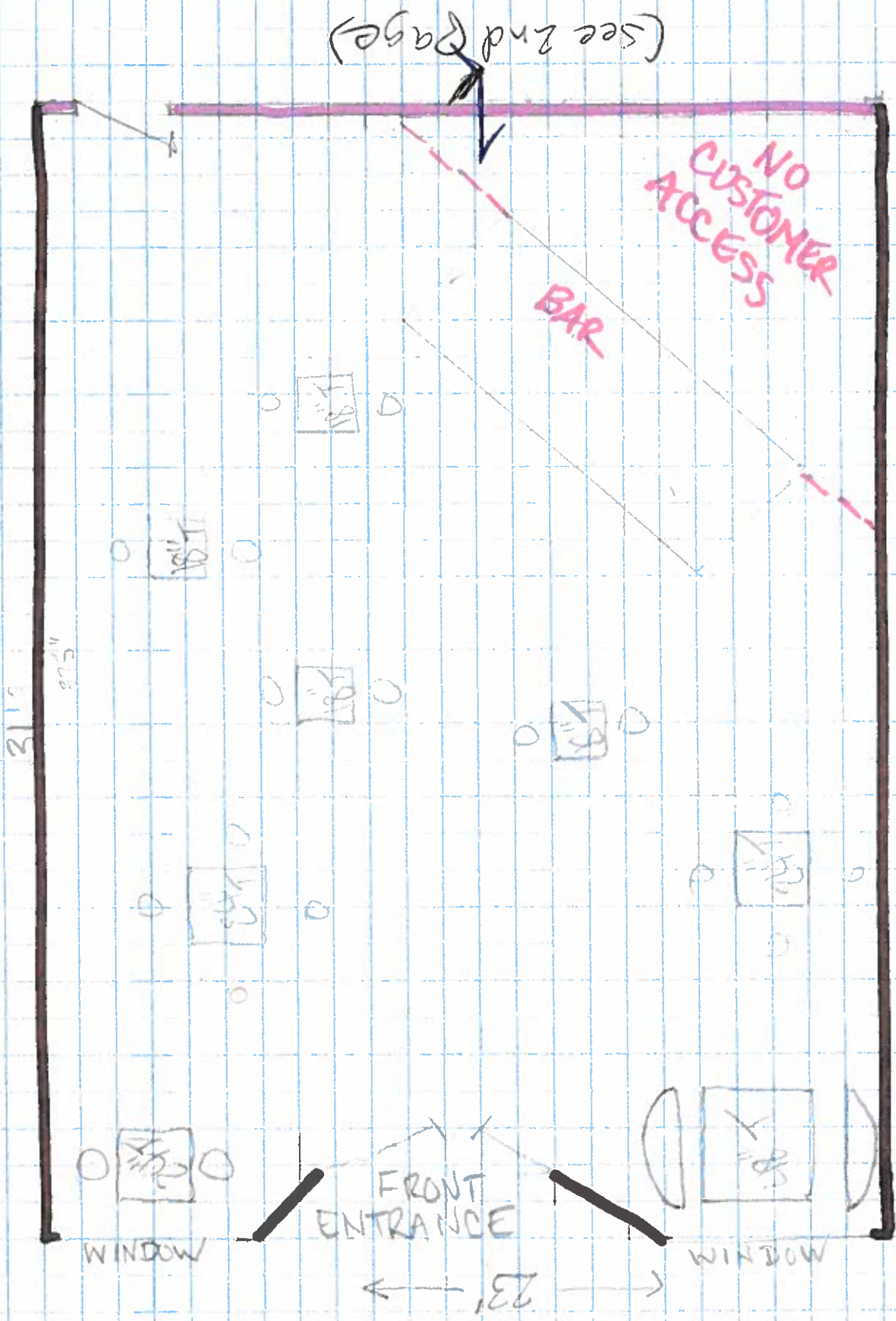
No new construction or installation required for standard business operations

Capacity Limit

Town of Jerome

No new construction or installation required for standard business operations

Conditional Use Permit



(see 2nd page)

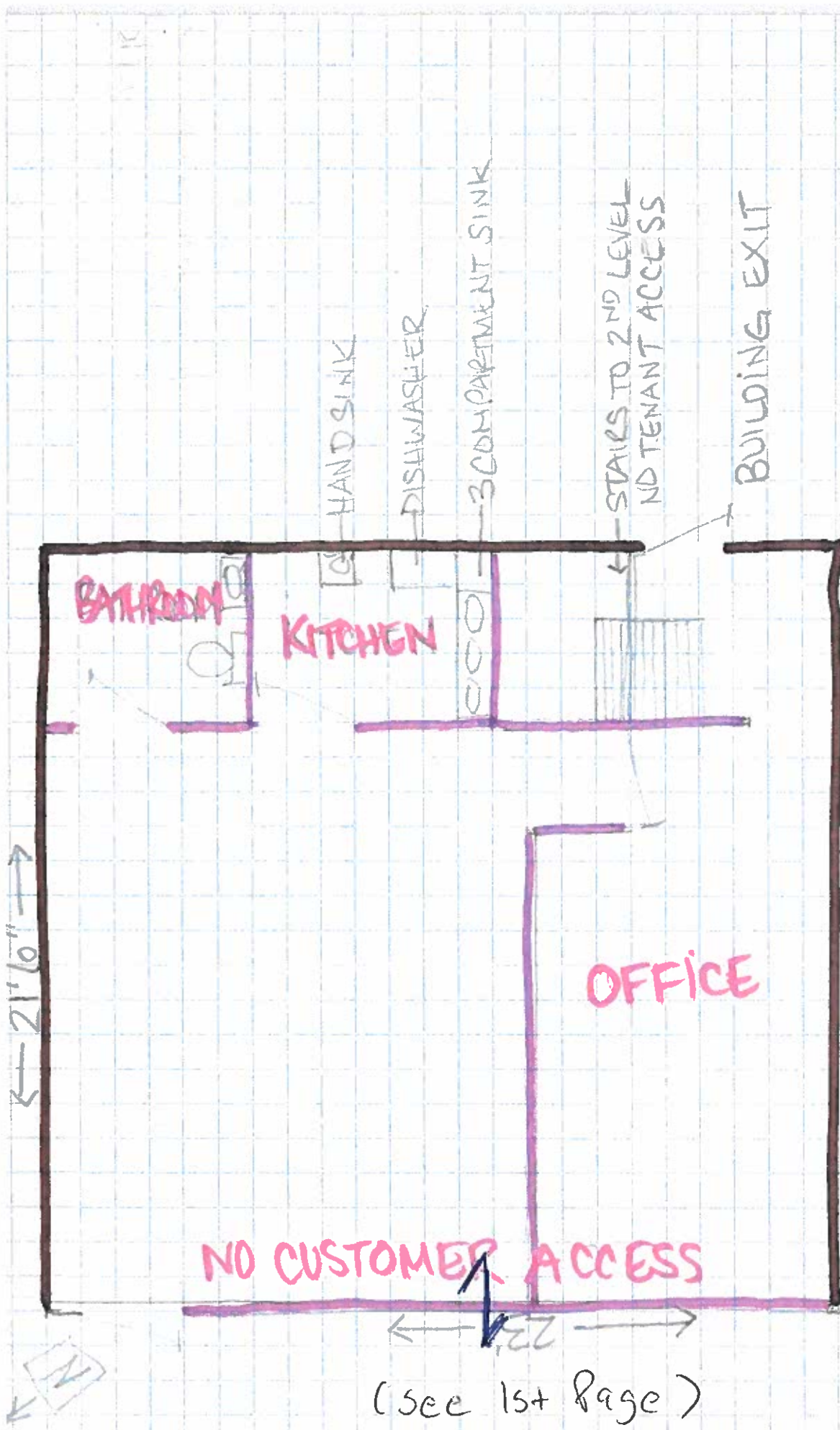
NO CUSTOMER ACCESS
BAR

713 S.F.
CUSTOMER ACCESS
(75') BAR BACK BAR
NO CUSTOMER ACCESS

SCALE: 1 square = 1 FOOT
SHOWS INTERIOR FROM
FRONT DOOR TO MID INTERIOR PONY WALL

JEROME AVE





506 SQ FT
NO CUSTOMER ACCESS

scale 1 square = 1 FOOT

SHOWS INTERIOR FROM MID INTERIOR ONLY WALL TO BACK WALL

(see 1st page)



Founded 1876
Incorporated 1899

TOWN OF JEROME, ARIZONA

Jerome Town Hall and Civic Center
600 Clark Street
P.O. Box 335, Jerome, AZ 86331
(928) 634-7943 FAX (928) 634-0715
www.jerome.az.gov

APPLICATION FOR PLANNING & ZONING COMMISSION

PLEASE PRINT LEGIBLY SO THAT PROCESSING WON'T BE DELAYED.

APPLICANT'S NAME: BRIGHTON MCLOUGHLIN

MAILING ADDRESS: PO Box 1027

TELEPHONE: 928 451 4078 EMAIL: info@cellar433.com

PROJECT ADDRESS: 114 JEROME AVE

PARCEL NUMBER: 401-010-003E ZONE DISTRICT: GW HILLS PLAT

APPLICATION FOR (Please describe the project.): Wine testing / spirits liquor testing room

- I hereby apply for consideration and conditional approval by the above Commission.
- I understand that any approval is not valid until application fees are received by the Town.
- I have obtained and reviewed information on the criteria used in evaluation by these bodies and/or reviewed the application provisions in the Town Zoning Ordinance.
- I understand that this application will not be scheduled for consideration until all required materials have been submitted and reviewed.

APPLICANT'S SIGNATURE: [Signature] DATE: 082719

TOWN USE BELOW

RECEIVED FROM: _____ DATE: _____

Received the sum of \$ _____ as: ☐ Check No. _____ ☐ Cash ☐ Credit Card

Per Fee schedule -- Ordinance 332

BY: _____ FOR: _____

PLANNING & ZONING – Please review ZONING ORDINANCE, ALL OF §303, Conditional Use Permits must also be approved by Council

ZONING DISTRICT: C1 PROPOSED USE: spirits liquor testing room
 PERMITTED USE: ☐ CONDITIONAL USE: ☒

PROPERTY DESCRIPTION

1. Non-conforming lot of record? N/A
2. Name of connecting public street Jerome Ave
3. Public water (domestic)? YES Public Sewer? YES
 Public water (fire suppression)? YES Public Septic? NO
4. Lot area .04 acres. 401-06-003E Required for zone none
.04 acres - 406-06-004
5. Lot width _____ Required for zone none
6. Square footage of building 2718, Required for zone N/A
 Square footage of footprint _____
7. Percentage of lot covered 100% of 401-06-003E
8. Yards
- Front _____ Front of buildings within 100' _____
- Side yard (1) _____ Side yard (2) _____
- Rear yard _____ N/A
- Single or double frontage _____
9. Building height from median _____ Maximum face _____
- Engineering may be required on Items 10 and 11*
10. Fill required? _____ Evidence of safety of fill _____
11. Excavation required? _____ Evidence of safety of excavation _____
12. Design Review required? _____

Sign proposed? yes -

13. Performance Standards – Please review and indicate compliance with the following:

Standard	Compliance Guaranteed
Noise	<u>[Signature]</u>
Smoke	<u>[Signature]</u>
Glare or heat	<u>[Signature]</u>
Vibration	<u>[Signature]</u>
Fly ash, dust, fumes, vapors, gases or other forms of air pollution	<u>[Signature]</u>
Liquid and solid waste	<u>[Signature]</u>
Odors	<u>[Signature]</u>

14. Is land suitable for building? (Engineering verification may be necessary.) N/A

Slope [Signature]

Engineering report submitted? [Signature]

15. Home occupation? [Signature]

16. Exterior lighting? [Signature]

17. Walls and fences? [Signature]

18. Accessory building(s)? [Signature]

Square footage [Signature] Height [Signature]

19. Projections from building (type of projection in feet) [Signature]

PARKING AND LOADING – Please review ZONING ORDINANCE, §510

1. Use Wine Tasting & Retail
2. Is this a change of use or a new use of a pre-existing structure? change
3. Loading requirement _____

How will requirements be fulfilled? _____

4. Parking requirement 1 per 300 sqft of useable space (customer)
- How will requirement be fulfilled? parcel. 406-06-004 holds 7 parking sp.

5. Off-street parking

Spaces required

2.37

Spaces provided

7 existing 406-06-004

Access from public street (which street)

Jerome Ave

Dimensions

.04 acre

Grading required

Surface

asphalt

Circulation pattern and exiting procedure

2 way trafficEntry and exit from Jerome Ave and Vix Road

PLAN REVIEW

Each application for design approval will be filed with the Zoning Administrator to be forwarded to the Planning & Zoning Commission. The application for approval shall be submitted with eight (8) identical copies of the plan. Each copy shall be on one or more sheets of paper, not measuring more than twenty-four inches (24") by thirty-six inches (36"), drawn to a scale not smaller than forty feet (40') to the inch, which show the features referenced in Section 303 I.C. 1-11. The following checklist is provided for the applicant's convenience to ensure inclusion of all necessary data.

<u> / </u>	Eight (8) copies of the site plan enclosed
<u> / </u>	North arrow
<u> / </u>	Scale
<u> / </u>	Lot dimensions
<u> / </u>	Street dedications
<u> N/A </u>	Easements
<u> N/A </u>	Utilities
<u> / </u>	Property lines
<u> </u>	Location of all buildings and structures and number of stories (building height)
<u> / </u>	Vicinity sketch
<u> / </u>	Adjacent properties and their uses
<u> N/A </u>	Dimensions of all required yards
<u> / </u>	Lot coverage
<u> N/A </u>	Space between buildings
<u> P/A </u>	Dimensions of all proposed walls and fences
<u> N/A </u>	Exterior lighting
<u> / </u>	Parking and loading
<u> </u>	Location of spaces
<u> </u>	Number of spaces
<u> </u>	Dimension of spaces
<u> </u>	Circulation patterns
<u> </u>	Surface materials
<u> N/A </u>	Existing and proposed drainage
<u> P/A </u>	Existing natural features (rock outcroppings, washes, etc.)
<u> P/A </u>	Existing man-made features (roads, walkways, stairways, etc.)
<u> N/A </u>	Existing and proposed grades
<u> N/A </u>	Slope of property
<u> N/A </u>	Proposed excavation and grading
<u> N/A </u>	Engineering reports where needed

PLAN REVIEW CHECKLIST CONTINUED ON NEXT PAGE

N/A

Driveways - proposed

_____ Location
 _____ Number
 _____ Dimensions
 _____ Circulation patterns
 _____ Surface materials

N/A

Other access ways - proposed

_____ Location
 _____ Number
 _____ Dimensions
 _____ Circulation patterns
 _____ Surface materials

N/A

Pedestrian walkways and stairways - proposed

_____ Location
 _____ Number
 _____ Dimensions
 _____ Circulation patterns
 _____ Surface materials

N/A

Legal description of property to be developed

_____ Additional information requested by Zoning Administrator

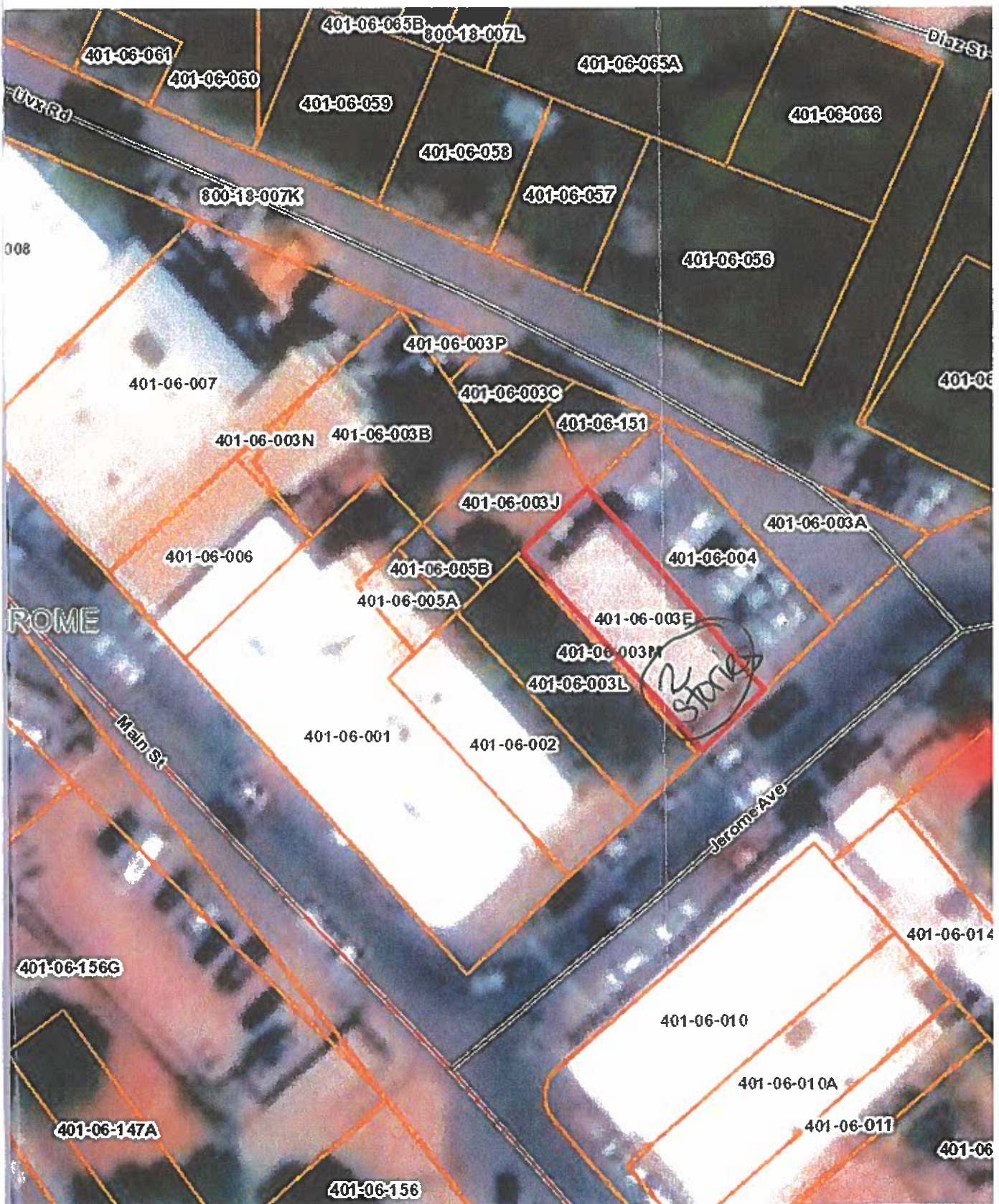
_____ Additional information requested by Design Review Board

PLEASE NOTE:

After Planning & Zoning Commission approval and Design Review Board approval, building projects must then be submitted to the Building Inspector for review, approval and issuance of building permit(s).

REGARDING BUILDING PERMITS:

There are additional fees required for building permits to reimburse the Town for costs of providing plan review and construction inspection services. Please refer questions to the Building Inspector. Commercial projects, and some residential projects, generally require plans to be prepared and/or sealed by an Arizona registrant, such as a licensed architect or engineer, per A.R.S. §32-144. Licensed contractors are required for construction projects per A.R.S. §32-1121.





Arizona Department of Liquor Licenses and Control
800 W Washington 5th Floor
Phoenix AZ 85007-2934
www.azliquor.gov
(602) 542-5141

FOR DLIC USE ONLY

License#:	
CSR:	
App Fee: <input type="checkbox"/>	Site Fee: <input type="checkbox"/>
FP Fee: <input type="checkbox"/>	Issuance: <input type="checkbox"/>

APPLICATION FOR REMOTE TASTING ROOM
Farm Winery: A.R.S. § 4-205.04(F) • Craft Distillery: A.R.S. § 4-205.10(D)

A service fee of \$25 will be charged for all dishonored checks (A.R.S. §44-6852)

(FINGERPRINT FEE: \$22-\$35 card must be blue or black lined fingerprint card)
APPLICATION FEE \$100 • ISSUANCE FEE: \$150-\$200. (Depending on time of issue) • SITE INSPECTION FEE \$50

SECTION 1 Ownership:

1. Individual Owner/Agent's Name: McLoughlin John Mike
(Must concurrently own a series 13, 18, 2W or 2D) Last First Middle

2. Owner Name: Odyssey Cellars, Inc
(Exactly as it appears on liquor license)

3. Business Name: Original Jerome winery
(Exactly as it appears on the exterior of premises)

4. Business Location Address: 114 Jerome Ave Jerome AZ 86331
(Do not use PO Box) Street City State Zip County YAVAPI

5. Mailing Address: _____
(All correspondence will be mailed to this address) Street City State Zip

6a Business Phone: 480-988-5204 6b Daytime Contact Number: _____

7a Arizona Liquor License #: 130230012 7b Email Address: John@cellar433.com
(Must be a series 13, 18, 2W or 2D license)

SECTION 2 All questions must be answered:

☒ Yes ☐ No 1. I verify that the attached diagram of the remote tasting room includes all exits, entrances, square footage, liquor storage and service areas. [farm winery: A.R.S. §4-205.04(F), craft distillery A.R.S. §4-205.10(D)]

☒ Yes ☐ No 2. I verify that the location of the remote tasting room is within the incorporated limits of the city/town named in Section 1, question # 4.

☒ Yes ☐ No 3. I verify that the location of this remote tasting room is not within 300 feet of a church or school building. [A.R.S. §4-207]

☒ Yes ☐ No 4. I understand that the owner or agent for this remote tasting room must be a bona fide resident of Arizona and that the following documents must be completed and attached to this application:

☒ Yes ☐ No - owner/agent's valid Title 4 (Arizona liquor law) training Certificate of Completion,

☒ Yes ☐ No - owner/agent's completed questionnaire

☒ Yes ☐ No - owner/agent's fingerprint card and fee [A.R.S. §4-202(A)]

SECTION 3 - (continued) all questions must be answered:

- ☐ Yes ☒ No 5. I have assigned a manager to oversee the day-to-day operations at the location identified in Section 1 above. The following documents are attached to this application:
- ☐ Yes ☐ No - manager's valid Title 4 (Arizona liquor law) training Certificate of Completion,
☐ Yes ☐ No - manager's completed questionnaire
☐ Yes ☐ No - manager's fingerprint card and fee [A.R.S. §4-202(C)]
- ☒ Yes ☐ No 6. I have read and am familiar with Arizona liquor laws and my responsibilities as they relate to operating a remote tasting room. [farm winery: A.R.S. §4-205.04, craft distillery A.R.S. §4-205.10]
- ☒ Yes ☐ No 7. I verify that this remote tasting room will not be used for storage of in-bond product. This premise is for retail sales only.
- ☒ Yes ☐ No 8. I understand that the renewal application and fees for this license will be due at the same time as the license identified in Section 1, question # 7a.
- ☒ Yes ☐ No 9. I understand annual reporting to the Arizona Department of Liquor is required for the total sales from liquor produced at a location other than the license identified in Section 1, question # 7a.
[farm winery: A.R.S. §4-205.04(C)(5), craft distillery A.R.S. §4-205.10(D)(1)]
- ☐ Yes ☒ No 10. Do you intend to share a Remote Tasting Room with another Craft Distiller or Farm Winery?
If yes, please provide second License number: _____

SECTION 4 For out-of-state applicants only:

1a. Federal TTB Permit #: _____ 1b. State License #: _____
(series 2D or 2W license series only)

SECTION 5 Diagram of Premises:

Please attach a diagram showing only the area where liquor will be sold, served, consumed, dispensed, possessed and/or stored. Diagram must show all entrances, exits, interior walls, bar areas, bar stools, hi-tops, dining tables, dining chairs, kitchen, dance floor, stage, game rooms, restrooms, etc. Do not include parking lots or living quarters.

ATTACH DIAGRAM

SECTION 6 Signature, attestation, and notary:

I, (print full name) John McLoughlin, declare that I am the APPLICANT filing this application, I have read this application, the contents, and attest that all statements are true, correct and complete. I acknowledge that a license status, other than "active" on the series 13, 18, 2W or 2D license identified in Section 1, question # 7a, will result in the immediate suspension of the remote tasting room license.

(Signature of Applicant)

NOTARY

State of AZ County of Maricopa
The foregoing instrument was acknowledged before me this

26 Day of Sept 2019
Day Month Year



CONNIE KOEPKE
Notary Public, State of Arizona
Maricopa County
Commission #548682
My Commission Expires
July 17, 2022

Signature of Notary

Connie Koepke

My Commission Expires: 07/17/2022

IMPORTANT NOTE TO APPLICANT: Only complete applications will be processed. A complete Application includes approval from the Board of Supervisors, City Council or Designate of the city town or municipality named in Section 1, question #4. Include and all required binding on the Department of Liquor.
[Farm winery: A.R.S. § 4-205.04(F)(2)(B), craft distillery A.R.S. § 4-205.10(D)(2)(b)]

For Local Government Use Only

For this remote tasting room application, the local government where the business will operate recommends:

☐ APPROVAL ☐ DISAPPROVAL ☐ NO RECOMMENDATION

Printed Name _____

Date: _____

Authorized Signature

Title

Agency

Direct Daytime Phone: _____ Direct Email Address: _____

[Farm winery: A.R.S. § 4-205.04(F)(2)(B), craft distillery A.R.S. § 4-205.10(D)(2)(b)]

For Department of Liquor Use Only

Investigating Officer: _____

Date of Inspection: _____

Investigation ☐ Approval ☐ Disapproval

Director's Signature, Disapproval Only

Pending application review by: _____

Date: _____

☐ Issue License

☐ Do not issue license

☐ Forward to Board for hearing

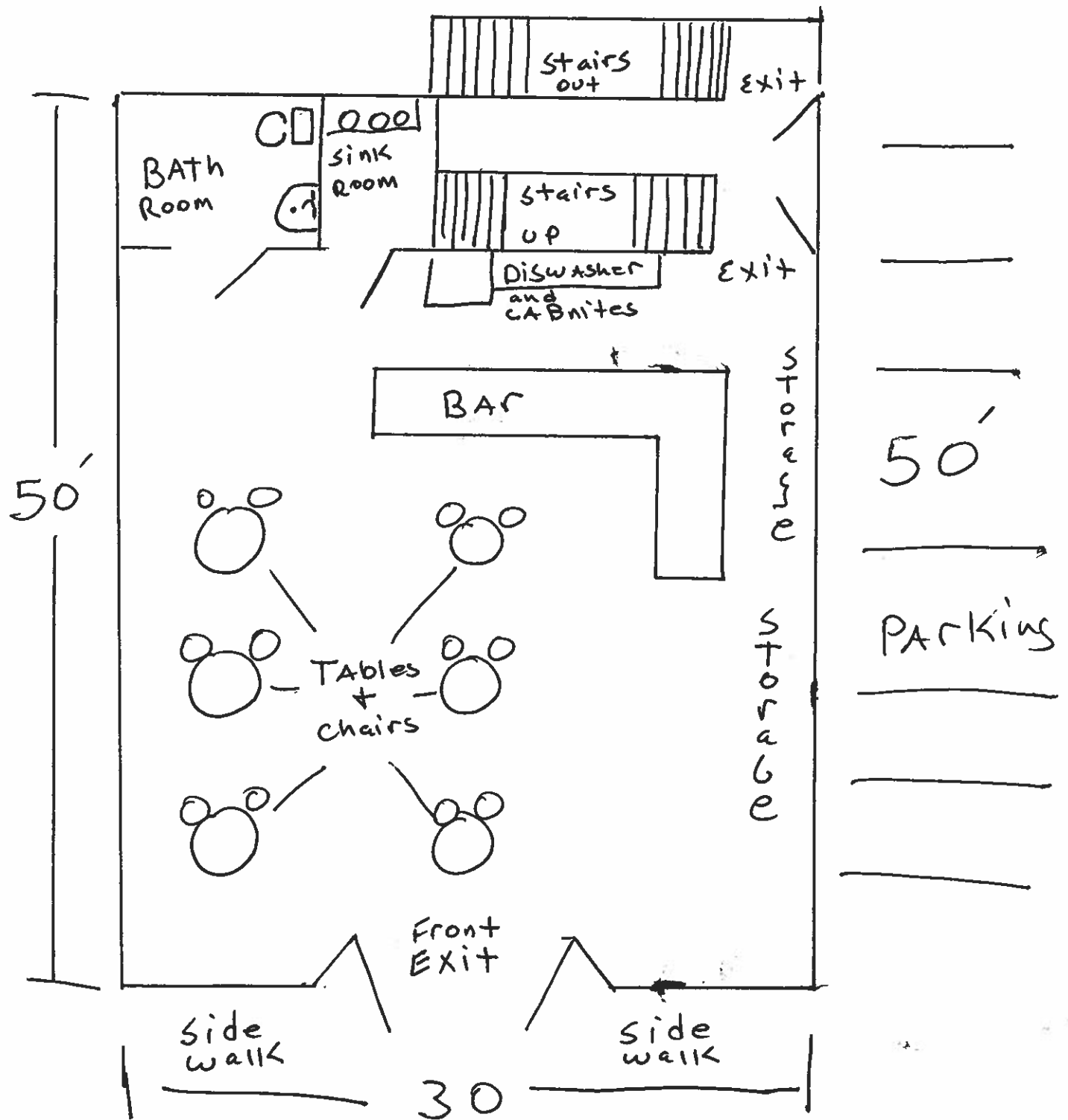
A.R.S. § 41-1030. Invalidity of rules not made according to this chapter; prohibited agency action; prohibited acts by state employees; enforcement; notice

B. An agency shall not base a licensing decision in whole or in part on a licensing requirement or condition that is not specifically authorized by statute, rule or state tribal gaming compact. A general grant of authority in statute does not constitute a basis for imposing a licensing requirement or condition unless a rule is made pursuant to that general grant of authority that specifically authorizes the requirement or condition.

D. THIS SECTION MAY BE ENFORCED IN A PRIVATE CIVIL ACTION AND RELIEF MAY BE AWARDED AGAINST THE STATE. THE COURT MAY AWARD REASONABLE ATTORNEY FEES, DAMAGES AND ALL FEES ASSOCIATED WITH THE LICENSE APPLICATION TO A PARTY THAT PREVAILS IN AN ACTION AGAINST THE STATE FOR A VIOLATION OF THIS SECTION.

E. A STATE EMPLOYEE MAY NOT INTENTIONALLY OR KNOWINGLY VIOLATE THIS SECTION. A VIOLATION OF THIS SECTION IS CAUSE FOR DISCIPLINARY ACTION OR DISMISSAL PURSUANT TO THE AGENCY'S ADOPTED PERSONNEL POLICY.

F. THIS SECTION DOES NOT ABROGATE THE IMMUNITY PROVIDED BY SECTION 12-820.01 OR 12-820.02.



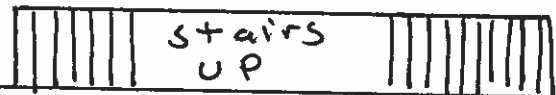
Street (Jerome Ave)

30'

2nd Floor

Storage

15'



stairs
UP

1st
Floor

STATE OF ARIZONA
DEPARTMENT OF LIQUOR LICENSES
AND CONTROL
ALCOHOLIC BEVERAGE LICENSE

WNNRY

License 13023012

Issue Date: 7/1/2019

Expiration Date: 6/30/2020

Issued To:

JOHN MIKE MC LOUGHLIN, Agent
ODYSEY CELLARS INC, Owner

Location:

ODYSEY CELLARS
8401 BELL RANCH ROAD
WILLCOX, AZ 85643
USA



Mailing Address:

JOHN MIKE MC LOUGHLIN
ODYSEY CELLARS INC
ODYSEY CELLARS
7235 E HAMPTON AVENUE
#110
MESA, AZ 85209
USA



POST THIS LICENSE IN A CONSPICUOUS PLACE



Arizona Department of Liquor Licenses and Control
800 W Washington 5th Floor
Phoenix, AZ 85007-2934
www.azliquor.gov
(602) 542-5141

QUESTIONNAIRE
A.R.S. § 4-202, 4-210
Type or Print with Black Ink

The fees allowed by R19-1-102 will be charged for all dishonored checks.

ATTENTION APPLICANT: This is a legally binding document. Please type or print in black ink. An investigation of your background will be conducted. Incomplete applications will not be accepted. False or misleading answers may result in the denial or revocation of a license or permit and could result in criminal prosecution.

Attention local governments: Social security and birth date information is confidential. This information may be given to law enforcement agencies for background checks only.

QUESTIONNAIRE IS TO BE COMPLETED BY EACH CONTROLLING PERSON, AGENT AND MANAGER BEING DISCLOSED TO THE DEPARTMENT. EACH PERSON COMPLETING THIS FORM MUST SUBMIT A BLUE OR BLACK LINED FINGERPRINT CARD ALONG WITH A \$22 FEE. FINGERPRINTS MUST BE DONE BY A LAW ENFORCEMENT AGENCY OR BONA FIDE FINGERPRINT SERVICE. FOR AN ADDITIONAL \$13 FEE, FINGERPRINTS MAY BE DONE AT THE DEPARTMENT OF LIQUOR WHEN ACCOMPANIED BY A COMPLETED APPLICATION.

Liquor License#: 13023012

1. Check the Appropriate Box →

☒ Controlling Person

☐ Agent

☐ Premises Manager

(complete all questions except #12)

2. Name: McLoughlin John Mike Birth Date: _____
Last First Middle (NOT a public record)

3. Social Security #: _____ Driver License #: _____ State: AZ

4. Place of birth: Phx AZ USA Height: 5'10 Weight: 195 Eyes: BL Hair: Br/Gr
City State COUNTRY (not county)

5. Name of current/most recent spouse: McLoughlin Brighid Siobahn Birth Date: _____
Last First Middle (NOT a public record)

6. Are you a bona fide resident of Arizona? ☒ Yes ☐ No If yes, what is your date of residency: 11-16-65

7. Daytime telephone number: _____ mail address: John@cellar433.com

8. Business Name: Original Jerome winery Business Phone: 480/988/5206

9. Business Location Address: 114 Jerome Jerome AZ Yavapi 85331
Street (do not use PO Box) City State County Zip

10. List your employment or type of business during the past five (5) years. If unemployed, retired, or student, list residence address.

FROM Month/Year	TO Month/Year	DESCRIBE POSITION OR BUSINESS	EMPLOYERS NAME OR NAME OF BUSINESS (Street Address, City, State & Zip)
1/01	CURRENT	owner	Dragoon mt vineyard 7235 E Hampton #110 mesa AZ 85209
1/00	current	owner	Farmers ins Agent 7235 E Hampton #110 mesa AZ 85209

(ATTACH ADDITIONAL SHEET IF NECESSARY)

85209

11. Provide your residence address information for the last five (5) years: A.R.S. §4-202(D)

FROM Month/Year	TO Month/Year	RESIDENTIAL Street Address
3/01	CURRENT	2552 E Magnolia Gilbert AZ 85298

(ATTACH ADDITIONAL SHEET IF NECESSARY)

12. As a Controlling Person or Agent, will you be physically present and operating the licensed premises?
If you answered YES, then answer #13 below. If NO, skip to #14. ☒ Yes ☐ No
13. Have you attended a DLLC approved Basic & Management Liquor Law Training Course within the past 3 years? ☒ Yes ☐ No
14. Have you been cited, arrested, indicted, convicted, or summoned into court for violation of ANY criminal law or ordinance, regardless of the disposition, even if dismissed or expunged, within the past five (5) years? ☐ Yes ☒ No
15. Are there ANY administrative law citations, compliance actions or consents, criminal arrests, indictments or summonses pending against you? (Do not include civil traffic tickets.) A.R.S. §4-202, 4-210 ☐ Yes ☒ No
16. Has anyone EVER obtained a judgement against you the subject of which involved fraud or misrepresentation? ☐ Yes ☒ No
17. Have you had a liquor application or license rejected, denied, revoked or suspended in or outside of Arizona within the last five years? A.R.S. §4-202(D) ☐ Yes ☒ No
18. Has an entity in which you are or have been a controlling person had an application or license rejected, denied, revoked or suspended in or outside of Arizona within the last five years? A.R.S. §4-202(D) ☐ Yes ☒ No

If you answered "YES" to any Question 14 through 18 **YOU MUST** attach a signed statement.
Give complete details including dates, agencies involved and dispositions.

CHANGES TO QUESTIONS 14-18 MAY NOT BE ACCEPTED

NOTARY

I (Print Full Name) John Mike McLoughlin hereby declare that I am the Agent/ Controlling Person / Premises Manager filing this application. I have read this document and verify the contents and all statements are true, correct and complete, to the best of my knowledge.

Signature: _____

State of Arizona County of Maricopa
The foregoing instrument was acknowledged before me this

My Commission Expires on: 07/12/2019

10 Day of 09 2019
Day Month Year



CONNIE KOEPKE
Notary Public, State of Arizona
Maricopa County
Commission # 548882
My Commission Expires

Connie Koepke
Signature of Notary

The Licensee has authorized the person named on this questionnaire to act as manager for the above license.

PRINT NAME: John Mike McLoughlin

SIGNATURE: _____



State of Arizona
Department of Liquor Licenses and Control
800 W. Washington 5th Floor
Phoenix, AZ 85007
(602) 542-5141

**ARIZONA STATEMENT OF CITIZENSHIP
OR ALIEN STATUS FOR STATE PUBLIC BENEFITS**

Title IV of the federal Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (the "Act"), 8 U.S.C. § 1621, provides that, with certain exceptions, only United States citizens, United States non-citizen nationals, non-exempt "qualified aliens" (and sometimes only particular categories of qualified aliens), nonimmigrant, and certain aliens paroled into the United States are eligible to receive state, or local public benefits. With certain exceptions, a professional license and commercial license issued by a State agency is a State public benefit.

Arizona Revised Statutes § 41-1080 requires, in general, that a person applying for a license must submit documentation to the license agency that satisfactorily demonstrates the applicant's presence in the United States is authorized under federal law.

Directions: All applicants must complete Sections I, II, and IV. Applicants who are not U.S. citizens or nationals must also complete Section III.

Submit this completed form and a copy of one or more document(s) from the attached "Evidence of U.S. Citizenship, U.S. National Status, or Alien Status" with your application for license or renewal. If the document you submit does not contain a photograph, you must also provide a government issued document that contains your photograph. You must submit supporting legal documentation (i.e. marriage certificate) if the name on your evidence is not the same as your current legal name.

SECTION I – APPLICANT INFORMATION

INDIVIDUAL OWNER/AGENT NAME (Print or type)

John Mike McLoughlin

SECTION II – CITIZENSHIP OR NATIONAL STATUS DECLARATION

Are you a citizen or national of the United States?

☒ Yes

☐ No

If **Yes**, indicate place of birth:

City phx State (or equivalent) Arizona Country or Territory USA

If you answered **Yes**, 1) Attach a legible copy of a document from the attached list.

2) Name of document:
Go to Section IV.

PASS Port

If you answered **No**, you must complete Section III and IV.

SECTION III – ALIEN STATUS DECLARATION

To be completed by applicants who are not citizens or nationals of the United States. Please indicate alien status by checking the appropriate box. Attach a legible copy of a document from the attached list or other document as evidence of your status.

Name of document provided

Qualified Alien Status (8 U.S.C. §§ 1621(a)(1), -1641(b) and (c))

- ☐ 1. An alien lawfully admitted for permanent residence under the Immigration and Nationality Act (INA)
- ☐ 2. An alien who is granted asylum under Section 208 of the INA.
- ☐ 3. A refugee admitted to the United States under Section 207 of the INA.
- ☐ 4. An alien paroled into the United States for at least one year under Section 212(d)(5) of the INA.
- ☐ 5. An alien whose deportation is being withheld under Section 243(h) of the INA.
- ☐ 6. An alien granted conditional entry under Section 203(a)(7) of the INA as in effect prior to April 1, 1980.
- ☐ 7. An alien who is a Cuban/Haitian entrant.
- ☐ 8. An alien who has, or whose child or child's parent is a "battered alien" or an alien subject to extreme cruelty in the United States.

Nonimmigrant Status (8 U.S.C. § 1621(a)(2))

- ☐ 9. A nonimmigrant under the Immigration and Nationality Act [8 U.S.C § 1101 et seq.] Non immigrants are persons who have temporary status for a specific purpose. See 8 U.S.C § 1101(a)(15).

Alien Paroled into the United States for Less Than One Year (8 U.S.C. § 1621(a)(3))

- ☐ 10. An alien paroled into the United States for less than one year under Section 212(d)(5) of the INA

Other Persons (8 U.S.C § 1621(c)(2)(A) and (C))

- ☐ 11. A nonimmigrant whose visa for entry is related to employment in the United States, or
- ☐ 12. A citizen of a freely associated state, if section 141 of the applicable compact of free association approved in Public Law 99-239 or 99-658 (or a successor provision) is in effect [Freely Associated States include the Republic of the Marshall Islands, Republic of Palau and the Federate States of Micronesia, 48 U.S.C. § 1901 et seq.];
- ☐ 13. A foreign national not physically present in the United States.

Otherwise Lawfully Present

- ☐ 14. A person not described in categories 1-13 who is otherwise lawfully present in the United States.

PLEASE NOTE: The federal Personal Responsibility and Work Opportunity Reconciliation Act may make persons who fall into this category ineligible for licensure. See 8 U.S.C. § 1621(a).

SECTION IV - DECLARATION

All applicants must complete this section.

I declare under penalty of perjury under the laws of the state of Arizona that the answers and evidence I have given are true and correct to the best of my knowledge.

John Mike McLoughlin
Individual Owner/Agent Printed Name

[Signature]
Individual Owner/Agent Signature

9/9/19
Today's Date

EVIDENCE OF U.S. CITIZENSHIP, U.S. NATIONAL STATUS, OR ALIEN STATUS

You must submit supporting legal documentation (i.e. marriage certificate) if the name on your evidence is not the same as your current legal name.

Evidence showing authorized presence in the United State includes the following:

1. An Arizona driver license issued after 1996 or an Arizona non-operating identification card.
2. A driver license issued by a state that verifies lawful presence in the United States.
3. A birth certificate or delayed birth certificate showing birth in one of the 50 states, the District of Columbia, Puerto Rico (on or after January 13, 1941), Guam, the U.S. Virgin Islands (on or after January 17, 1917), American Samoa, or the Northern Mariana Islands (on or after November 4, 1986, Northern Mariana Islands local time)
4. A United States certificate of birth abroad.
5. A United States passport. ***Passport must be signed***
6. A foreign passport with a United States visa.
7. An I-94 form with a photograph.
8. A United States citizenship and immigration services employment authorization document or refugee travel document.
9. A United States certificate of naturalization.
10. A United States certificate of citizenship.
11. A tribal certificate of Indian blood.
12. A tribal or bureau of Indian affairs affidavit of birth.
13. Any other license that is issued by the federal government, any other state government, an agency of this state or a political subdivision of this state that requires proof of citizenship or lawful alien status before issuing the license.



Arizona Department of Liquor Licenses and Control
800 W Washington 5th Floor
Phoenix, AZ 85007-2934
www.azliquor.gov
(602) 542-5141

AFFIDAVIT OF POSTING

Date of Posting: October 9, 2019 Date of Posting Removal: October 29, 2019

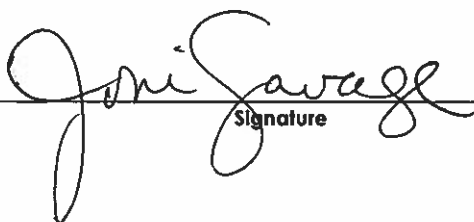
Applicant's Name: McLoughlin John M
Last First Middle

Business Address: 114 Jerome Avenue Jerome 86331
Street City Zip

License #: 13023012

I hereby certify that pursuant to A.R.S. 4-201, I posted notice in a conspicuous place on the premises proposed to be licensed by the above applicant and said notice was posted for at least twenty (20) days.

Joni Savage Deputy Clerk 928-634-7943
Print Name of City/County Official Title Phone Number

 10/30/2019
Signature Date Signed

Return this affidavit with your recommendations (i.e., Minutes of Meeting, Verbatim, etc.) or any other related documents.
If you have any questions please call (602) 542-5141 and ask for the Licensing Division.



Arizona Department of Liquor Licenses and Control
800 W Washington 5th Floor
Phoenix, AZ 85007-2934
www.azliquor.gov
(602) 542-5141

FOR DLIC USE ONLY

Received Date:
Job #:
CSR:
License #:

SERIES 116

FAIR/FESTIVAL LICENSE APPLICATION

A.R.S. § 4-205.11 Craft Distillery A.R.S. § 4-203.02 at Special Event
A.R.S. § 4-203.03 Farm Winery Fee: \$15.00 per Day

A service fee of \$25 will be charged for all dishonored checks (A.R.S. 44-6852).

If the fair/festival event will be held at a location without a permanent liquor license or if the event will be on any portion of a location that is not covered by the existing liquor license, this application must be approved by the local government before submission to the Department of Liquor Licenses and Control (see page 3). When the days of the fair/festival are not consecutive, a separate license for each uninterrupted period is needed.

SECTION 1 Application type:

☐ Craft Distillery/Wine Fair

☒ Craft Distillery/Wine Festival

1. Individual/Agent's Name: JOHN MCLOUGHLIN Liquor License #: _____

2. Business name: Odyssey Cellars Contact Phone #: 1

3. Mailing address: _____

4. Location of fair/festival: 114 Jerome Ave Jerome YAVAPAI 86331

5. Email Address: info@cellar433.com

6. Will this event be held on a currently licensed premise and within the already approved premises? ☐ Yes ☒ No

If yes, please provide the License # _____

SECTION 2 Date & Hours:

Fair/Festival Days permitted: A total of 150 days per Craft Distillery/Farm Winery per calendar year.

	Date	Day of Week	Start Time AM/PM	End Time AM/PM
1.	10 01 2019	TUESDAY	11:00 AM	6:00 PM
2.	10 02 2019	WED	11:00 AM	6:00 PM
3.	10 03 2019	THURS	11:00 AM	6:00 PM
4.	10 04 2019	FRI	11:00 AM	7:00 PM
5.	10 05 2019	SAT	11:00 AM	7:00 PM
6.	10 06 2019	SUN	11:00 AM	7:00 PM
7.	10 07 2019	MON	11:00 AM	6:00 PM

Please attach an additional sheet if necessary

See attached

Date	Day of Week	Start Time AM/PM	End Time AM/PM
11/22/2019	Friday	11 a.m.	7 p.m.
11/23/2019	Saturday	11 a.m.	7 p.m.
11/24/2019	Sunday	11 a.m.	7 p.m.
11/25/2019	Monday	11 a.m.	7 p.m.
11/26/2019	Tuesday	11 a.m.	7 p.m.
11/27/2019	Wednesday	11 a.m.	7 p.m.
11/28/2019	Thursday	11 a.m.	7 p.m.
11/29/2019	Friday	11 a.m.	7 p.m.
11/30/2019	Saturday	11 a.m.	7 p.m.
12/1/2019	Sunday	11 a.m.	7 p.m.
12/2/2019	Monday	11 a.m.	7 p.m.
12/3/2019	Tuesday	11 a.m.	7 p.m.
12/4/2019	Wednesday	11 a.m.	7 p.m.
12/5/2019	Thursday	11 a.m.	7 p.m.
12/6/2019	Friday	11 a.m.	7 p.m.
12/7/2019	Saturday	11 a.m.	7 p.m.
12/8/2019	Sunday	11 a.m.	7 p.m.
12/9/2019	Monday	11 a.m.	7 p.m.
12/10/2019	Tuesday	11 a.m.	7 p.m.
12/11/2019	Wednesday	11 a.m.	7 p.m.
12/12/2019	Thursday	11 a.m.	7 p.m.
12/13/2019	Friday	11 a.m.	7 p.m.
12/14/2019	Saturday	11 a.m.	7 p.m.
12/15/2019	Sunday	11 a.m.	7 p.m.
12/16/2019	Monday	11 a.m.	7 p.m.
12/17/2019	Tuesday	11 a.m.	7 p.m.
12/18/2019	Wednesday	11 a.m.	7 p.m.
12/19/2019	Thursday	11 a.m.	7 p.m.
12/20/2019	Friday	11 a.m.	7 p.m.
12/21/2019	Saturday	11 a.m.	7 p.m.
12/22/2019	Sunday	11 a.m.	7 p.m.
12/23/2019	Monday	11 a.m.	7 p.m.
12/24/2019	Tuesday	11 a.m.	7 p.m.
12/25/2019	Wednesday	11 a.m.	7 p.m.
12/26/2019	Thursday	11 a.m.	7 p.m.
12/27/2019	Friday	11 a.m.	7 p.m.
12/28/2019	Saturday	11 a.m.	7 p.m.
12/29/2019	Sunday	11 a.m.	7 p.m.
12/30/2019	Monday	11 a.m.	7 p.m.
12/31/2019	Tuesday	11 a.m.	7 p.m.
1/1/2020	Wednesday	11 a.m.	7 p.m.
1/2/2020	Thursday	11 a.m.	7 p.m.

1/3/2020	Friday	11 a.m.	7 p.m.
1/4/2020	Saturday	11 a.m.	7 p.m.
1/5/2020	Sunday	11 a.m.	7 p.m.
1/6/2020	Monday	11 a.m.	7 p.m.
1/7/2020	Tuesday	11 a.m.	7 p.m.
1/8/2020	Wednesday	11 a.m.	7 p.m.
1/9/2020	Thursday	11 a.m.	7 p.m.
1/10/2020	Friday	11 a.m.	7 p.m.
1/11/2020	Saturday	11 a.m.	7 p.m.
1/12/2020	Sunday	11 a.m.	7 p.m.

SECTION 3 Controlling Person of Location:
(Person authorizing use of location)

1. Name: BRIGID MCLOUGHLIN Daytime Contact Phone #: 9284514078
First Last
2. Mailing address: 1235 E HAMPTON AVE #110 MEZA AZ 85209
Street address City State Zip Code
3. Email Address: INFO@cellar433.com

SECTION 4 To complete this application, all questions must be answered:

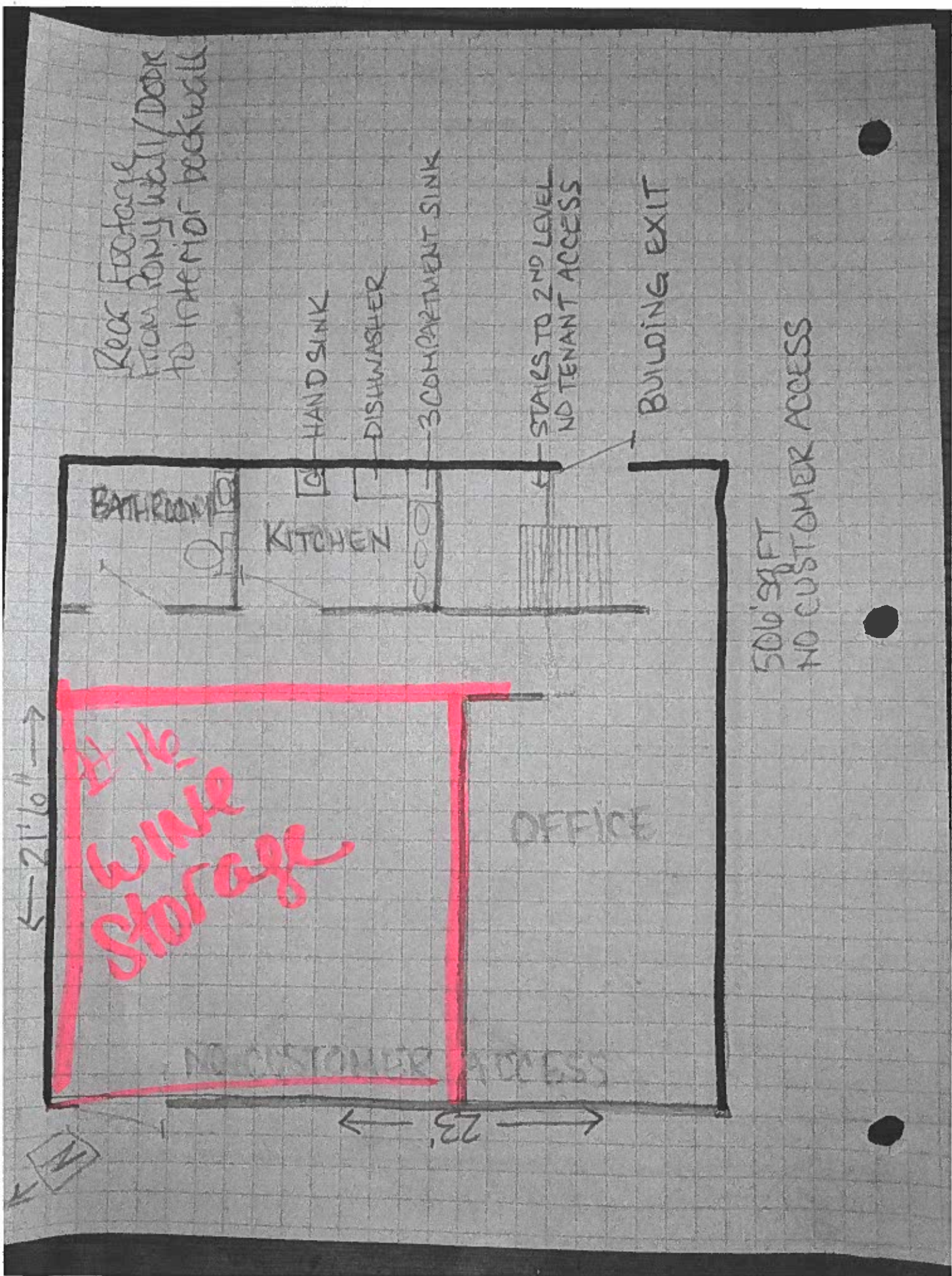
1. Have you received permission for use of the site for the sale/consumption of liquor from the owner named in Section 3?
☒ Yes (Please submit letter from Agent/Owner of Site) ☐ No
2. Will the liquor you sell/serve be manufactured/produced products of your licensed premises named in Section One?
☒ Yes ☐ No
3. List the number of days you have held a licensed Fair/Festival in the current calendar year 16
4. What security and control measures will you take to prevent violations of state liquor laws at this event?
Number of Police Officers on Site: 0 Fencing ☐ Yes ☒ No
Number of Security Personnel on Site: 1 Barriers ☒ Yes ☐ No
5. I have taken responsible steps to ensure individuals operating the fair/festival licensed premises and employees who serve, sell, or furnish liquor at this fair/festival have knowledge of Arizona liquor laws (R19-1-302) ☐ Yes ☐ No

SECTION 5 Licensed premises diagram. The licensed premises for your fair/festival is the area you are authorized to sell, dispense or serve alcoholic beverages under the provisions of your license identified in Section 1, line #2 of this application. Please attach a diagram of your special event licensed premise. Please include dimensions of the premises, serving areas, fencing, barricades, or other control measures and security positions.

ATTACH DIAGRAM

I, (Print Full Name) JOHN MCLOUGHLIN hereby swear under penalty of perjury and in compliance with A.R.S. § 4-210(A)(2) and (3) that I have read and understand the foregoing and verify that the information and statements that I have made herein are true and correct to the best of my knowledge.

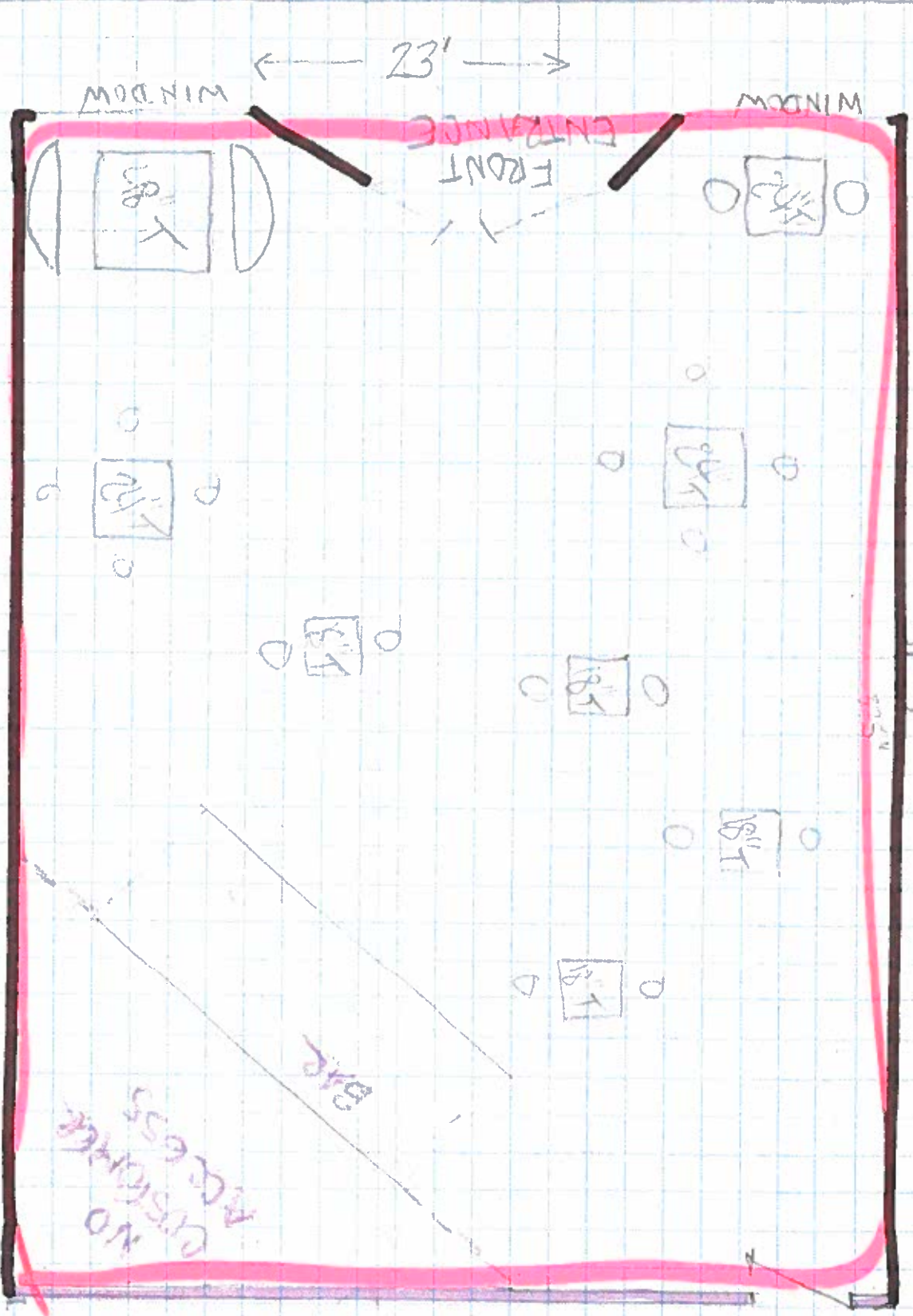
Applicant Signature: _____



JEROME AVE



713'3" IF 208
over



713'3" IF 208
CUSTOMER ACCESS
(75) BAR BACK BAR
NO CUSTOMER
ACCESS

FRONT FOLLAGE TO PONY WALL/DOOR

The local governing body (city, town or municipality where the fair/festival will take place) may require additional applications to be completed and submitted. Please check with local government as to how far in advance they require these applications to be submitted. Additional licensing fees may also be required before approval may be granted.

GOVERNING BOARD

I, _____ (Government Official)	_____ recommend (Title)	<input type="checkbox"/> APPROVAL	<input type="checkbox"/> DISAPPROVAL
on behalf of _____ (City, Town, County, State)			
Signature	Date	Phone #	

DLLC USE ONLY

<input type="checkbox"/> APPROVAL <input type="checkbox"/> DISAPPROVAL	BY: _____ DATE: _____
--	-----------------------

A.R.S. § 41-1030. Invalidity of rules not made according to this chapter; prohibited agency action; prohibited acts by state employees; enforcement; notice

B. An agency shall not base a licensing decision in whole or in part on a licensing requirement or condition that is not specifically authorized by statute, rule or state tribal gaming compact. A general grant of authority in statute does not constitute a basis for imposing a licensing requirement or condition unless a rule is made pursuant to that general grant of authority that specifically authorizes the requirement or condition.

D. THIS SECTION MAY BE ENFORCED IN A PRIVATE CIVIL ACTION AND RELIEF MAY BE AWARDED AGAINST THE STATE. THE COURT MAY AWARD REASONABLE ATTORNEY FEES, DAMAGES AND ALL FEES ASSOCIATED WITH THE LICENSE APPLICATION TO A PARTY THAT PREVAILS IN AN ACTION AGAINST THE STATE FOR A VIOLATION OF THIS SECTION.

E. A STATE EMPLOYEE MAY NOT INTENTIONALLY OR KNOWINGLY VIOLATE THIS SECTION. A VIOLATION OF THIS SECTION IS CAUSE FOR DISCIPLINARY ACTION OR DISMISSAL PURSUANT TO THE AGENCY'S ADOPTED PERSONNEL POLICY.

F. THIS SECTION DOES NOT ABROGATE THE IMMUNITY PROVIDED BY SECTION 12-820.01 OR 12-820.02.



TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331

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

ZONING ADMINISTRATOR ANALYSIS COUNCIL STAFF REPORT Nov. 12, 2019

ITEM 10D: Cuban Queen MOU
Location: 324 Queen Street
Applicant: Windy Jones & Josh Lindner/Town of Jerome
ZONE: C-1
APN: 401-06-127
Recommendation: Approve MOU
Prepared by: John Knight, Zoning Administrator

Summary and Background: A Memorandum of Understanding (MOU) regarding development of the Cuban Queen property has been worked out between the applicant and staff. On Thursday, Nov. 7, 2019, the Board of Adjustments reviewed the MOU for purposes of ratifying the Tolling Agreement. The Tolling Agreement extends the appeal period to January 23, 2020. This provides additional time for the Town and Applicant to work out the parking and other issues associated with the development of the Cuban Queen Site.

Key MOU Provisions: Some items of note that are included in the MOU.

- **Purpose:** The purpose is to allow the Town and the Applicant to proceed with the development of the Cuban Queen site while the details of the Parking Overlay District are being worked out.
- **Term:** The term of the agreement is six (6) months. This could be extended later if needed.
- **Parking Variance:** The applicant previously requested two (2) parking variances. One variance was denied by the Board of Adjustment and one was Tabled. The denied variance is the subject of the Tolling Agreement. The other variance, the Tabled Variance, has been withdrawn by the Applicant.
- **Parking Solution:** Both parties agree to work toward finding a mutually acceptable solution to the required parking. The solution being proposed is the Parking Overlay District/In-Lieu Fee. The MOU requires that the Applicant agree in principle to participate in the Overlay District once it's formed.
- **Applicant Submittal:** While the Overlay District is being processed, the Applicant can submit revised plans for the site.

Action Required: The Council will need to review/discuss the MOU and make a motion to allow the Mayor to sign the MOU.

Attachments – MOU



TOWN OF JEROME

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

MEMORANDUM OF UNDERSTANDING BETWEEN TOWN OF JEROME AND CUBAN QUEEN APPLICANT

Updated: November 6, 2019

1. **Parties.** This Memorandum of Understanding (hereinafter referred to as “**MOU**”) is made and entered into by and between the Town of Jerome (hereinafter referred to as **Town**), whose address is PO Box 335, Jerome, AZ 86331, and the **Applicant** for the former site of the Cuban Queen (hereinafter referred to as **Applicant**), whose address is 2549 Haskell Springs Rd., Clarkdale, AZ 86324.
2. **Purpose.** The purpose of this **MOU** is to establish the terms and conditions under which the **Town** and **Applicant** will proceed regarding the processing of the application/s (hereinafter referred to as **Application**) for development of the former site of the Cuban Queen building (the **Site**), located at 324 Queen Street in Jerome (APN 401-06-127). Refer to Attachment A – Site Plan.
3. **Term of MOU.** This **MOU** is effective upon the day and date last signed and executed by the duly authorized representatives of the parties to this **MOU** and shall remain in full force and effect for not longer than six (6) months from time of the last signature (the “**Term**”). This **MOU** may be terminated, without cause, by either party upon thirty (30) days’ written notice, which notice shall be delivered by hand or by certified mail to the address listed above.
4. **General Provisions.**
 - A. **Time is of the Essence.** The **Town** and the **Applicant** agree that it is in the best interest of both parties to proceed as quickly and efficiently as possible and work toward a solution that is beneficial to both parties. A draft schedule is attached and is incorporated as part of this **MOU** (Attachment B).
 - B. **Parking Variance.** The **Applicant** has previously submitted two parking variance applications that were considered by the Board of Adjustments (hereinafter referred to as the **Board**). One of the applications was denied (the “**Denied Variance Application**”) by the **Board**, and the other application (the “**Tabled Variance Application**”) was tabled to October 24, 2019. The application that was denied is subject to an agreement (the “**Tolling Agreement**”) is hereby extended to January 23, 2020.

- C. **Code Standards and Requirements.** Both parties recognize that the **Town** has specific standards and requirements for new development related to height, parking, setbacks, etc. that must be addressed as part of any application submittal.
- D. **Historic Character.** Both parties agree that development on the **Site** will be compatible with the surrounding environment and will preserve and protect the historic character of the Town of Jerome.
- E. **Parking.** Both parties agree that it is extremely challenging to provide on-site parking for the proposed use as a result of the unique characteristics of the site. Both parties agree to work toward finding alternative solutions to on-site parking for the proposed use.

5. **Responsibilities of Town.** The **Town** agrees to the following.

- A. **Proceed in a Timely Manner.** The **Town** agrees to process as quickly as possible the Application in general accordance with the attached Schedule/Timeline (Attachment B).
- B. **Parking Overlay District.** The **Town** agrees to proceed with the creation of a Parking Overlay District/In-Lieu Fee Program (hereinafter referred to as the **District**) that will allow the **Applicant** the opportunity to provide parking by either constructing new parking spaces on **Town** owned property or by paying an In-Lieu fee for the spaces, or by a combination of both in order to comply with Town parking requirements for the development of the Site. If the Applicant elects not to pursue either of these two alternatives under the Overlay District/In-Lieu Fee Program, the Applicant may obtain parking in order to comply with Town parking requirements for the development of the Site pursuant to Section 510.C.2.a of the Town Zoning Code.

6. **Responsibilities of Applicant.**

- A. **Submit Application.** The **Applicant** agrees to submit a revised application that complies with all Code standards; including but not limited to height, coverage, and setbacks.
- B. **Parking.** The **Applicant** agrees to continue to pursue meeting the parking requirements by providing off-site parking through current Zoning Code standards and/or by participating in the **District**.
- C. **District Participation.** The **Applicant** agrees in principle to support and participate in the **District** and the formation of the **District**. The applicant recognizes that formation of the District is a public process and that the **Town** cannot guarantee that all aspects of the District will be favorable to the **Applicant**. Once the District is

established, if the Applicant does not pursue parking for the **Site** pursuant to Section 510.C.2.a of the Town Zoning Code, the **Applicant** agrees to participate in the District by either constructing the required parking spaces on Town owned property and/or by paying an In-Lieu parking fee.

- D. **Parking Variance.** The applicant has requested, and the Board of Adjustment has approved, an extension of the Tolling Agreement until January 23, 2020. The applicant has withdrawn the Tabled Variance Application.

7. Other Provisions

- A. **Amendments.** Either party may request changes to this **MOU**. Any changes, modifications, revisions or amendments to this **MOU** which are mutually agreed upon by and between the parties to this **MOU** shall be incorporated by written instrument, and effective when executed and signed by all parties to this **MOU**.
- B. **Entirety of Agreement.** This **MOU** represents the entire and integrated agreement between the parties and supersedes all prior negotiations, representations and agreements, whether written or oral.
- C. **Severability.** Should any portion of this **MOU** be judicially determined to be illegal or unenforceable, the remainder of the **MOU** shall continue in full force and effect, and either party may renegotiate the terms affected by the severance.
- D. **Third Party Beneficiary Rights.** The parties do not intend to create in any other individual or entity the status of a third-party beneficiary, and this **MOU** shall not be construed so as to create such status. The rights, duties and obligations contained in this **MOU** shall operate only between the parties to this **MOU** and shall inure solely to the benefit of the parties to this **MOU**. The provisions of this **MOU** are intended only to assist the parties in determining and performing their obligations under this **MOU**.
- E. **Termination.** This **MOU** is subject to termination pursuant to A.R.S. § 38-511

8. **Signatures.** In witness whereof, the parties to this **MOU** through their duly authorized representatives have executed this **MOU** on the days and dates set out below, and certify that they have read, understood, and agreed to the terms and conditions of this **MOU** as set forth herein.

The effective date of this **MOU** is the date of the signature last affixed to this page.

Town

Candace Gallagher, Town Manager

Date

Alex Barber, Town Mayor

Date

Applicant

Windy Jones

Date

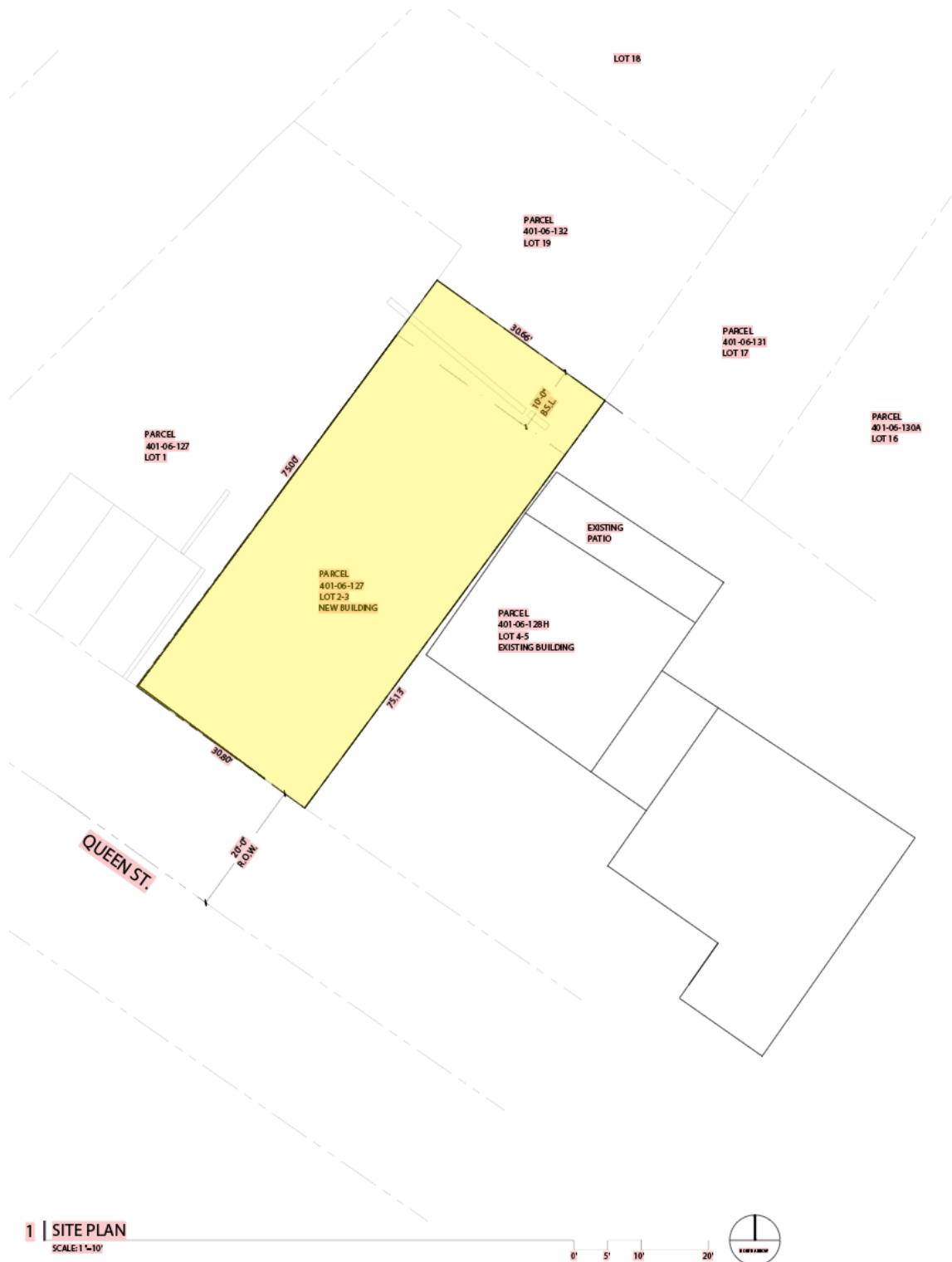
Josh Lindner

Date

Attachments:

- A. Site Plan
- B. Schedule/Timeline

Attachment A – Site Plan



Attachment B – Schedule/Timeline

- 1. Oct. 17, 2019:** Meeting regarding DRAFT MOU
- 2. Oct. 17, 2019:** Applicant withdraws the variance for 5 parking spaces (the “Tabled Variance”)
- 3. Oct. 17, 2019:** Tolling Agreement for the “Denied Variance” Extended to Jan. 23, 2020 by Bill Sims (Town Attorney) with concurrence from Alex Barber, Mayor; and Gary Shapiro, Board of Adjustments Chair
- 4. Oct. 21, 2019:** Previous Tolling Agreement Extension ends (see continued date below)
- 5. Oct. 24, 2019:** Variance for 5 Parking Spaces (The Tabled Variance) continued to this date (note – the Tabled Variance was withdrawn)
- 6. Nov. 4th – 13th:** Applicant submits revised plans for review by ZA
- 7. Nov. 6, 2019:** ZA provides an informal update on the project status at the regularly scheduled P&Z meeting (no formal action, just informational for P&Z)
- 8. Nov. 12, 2019:** MOU and Parking Overlay District scheduled for Council review at regular meeting
- 9. Nov. 20, 2019:** “Drop Dead Date” for applicant to complete any final revisions and submit any changes requested by ZA in order to have the application deemed “Complete” and scheduled for P&Z
- 10. Dec. 4, 2019:** P&Z reviews Application for CUP, Site Plan Review, and Parking Overlay District
- 11. Dec. 9, 2019:** DRB reviews Application for Design Review (note – this may get pushed back to the January DRB meeting)
- 12. Jan. 14, 2020:** Council reviews the CUP application and Parking Overlay District (1st Reading of Ordinance)
- 13. Jan. 23, 2020:** Tolling Agreement for Denied Variance extended to this date
- 14. Feb. 11, 2020:** 2nd Reading of Parking Overlay District Ordinance

Hunter Bachrach

31 October, 2019

Candace Gallagher
Town Manager
Town of Jerome, Arizona

Dear Candace, during the renovation project of the 2nd floor of the Hotel Jerome I discovered a locked closet containing many books belonging to the Town of Jerome. A quick look at them indicates that these are courtroom dockets, police records and legal documentation, some dating back to the 20's and 30's.

Recent cleaning and lead-based paint (LBP) remediation activity of the 2nd floor of the Jerome Hotel required that the books be removed from the building. The contractors performing the LBP work vacuumed the books with HEPA filter-equipped vacuums and packed them into plastic tote boxes. The boxes were taken to the basement of the Spook Hall for safekeeping, where they remain today.

The Jerome Historical Society currently has a highly skilled archivist contracted that is in the process of documenting, cataloguing and preserving records, books and photographs that are in the possession of the JHS.

It is the society's desire to take permanent possession of the books and documents that came out of the Hotel Jerome for the purpose of historical preservation and to make the information contained therein to be made available to the public for historical research purposes.

Please consider this request and inform the society if this is acceptable.

We look forward to your reply.

Thank you for your consideration,

Hunter Bachrach, Director, Jerome Historical Society.

Cc: Alex Barber, Steve Pontius

DRAFT #1**Tiny Home Proposal****Background leading to the Tiny Home proposal:**

Jerome with a population of 444 is historic and has been the home to many artists, musicians and residents with a long history of residing here. Over the past few years the popularity of Jerome as a tourist destination has led to increasing rents, home purchase prices and the tremendous increase in vacation rentals. These changes have led to many young artists and low-income residents to depart and seek affordable housing elsewhere. The loss of these talented young people is a community issue that needs to be addressed if we are going to keep our unique "culture" and thrive as a true historic site in Arizona.

Proposal:

The property owned by Freeport-McMoRan (FMI) on the 500 level just outside of Jerome has been abandoned for quite awhile. The land, I understand, may be toxic requiring a detoxification cleaning prior to any possible development. There are remnants of old mining buildings, water supply and easy access.

The thought is to first (Phase one) clean up the area and have the Town of Jerome develop the property in collaboration with FMI. This collaboration will assure that FMI is NOT at risk for any liability in the process!

We hope that phase two of the project would be the construction of ten tiny homes that would be rented to young artists/musicians (first priority) at an affordable rent that would be shared between FMI and the Town. The selection and rental process will be determined once there is agreement that this project could be implemented. It is hoped that FMI will see the benefit if this development to the community and feel comfortable that they will not be exposed to any liability in this collaboration.

If FMI is comfortable with the concept, initial discussions can begin to more closely examine project costs and other issues that will impact its successful implementation. These discussions will ultimately determine if the project is feasible. Thank you for your consideration and continued support of our very special community.



TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331

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

ZONING ADMINISTRATOR ANALYSIS COUNCIL STAFF REPORT

Nov. 12, 2019

ITEM 10H: Town Owned Property in Clarkdale (aka Cemetery Site)
Location: SE Corner of Mountain Rd. and Minerich Rd.
Applicant: Town of Jerome
ZONE: R1L
APN: 406-27-034G & H
Recommendation: Discussion/Possible Action
Prepared by: John Knight, Zoning Administrator

Summary and Background: The Town of Jerome owns approximately 30 acres of property off Minerich Road in Clarkdale. The property includes an older cemetery that is approximately 0.4 acres. Council Member Dillenberg requested this be added to the Council agenda for a discussion of possible uses and possible disposition of the property. This could include a sale or partnering with a developer to construct homes on the property.

Preliminary Due Diligence: Some standards and requirements affecting the property are noted below.

- **Size** - The property includes two parcels totaling approximately 30 acres in size. See Attachment 1
- **Cemetery** - The cemetery portion (just under ½ acre) should be retained as a separate parcel. A search online found that the cemetery was active from 1909 to 1948. There are 375 memorials posted. There are likely more that are not identified. An entity and funding mechanism should be provided to care for the cemetery in perpetuity. Staff has contacted the Town of Clarkdale to see if they would be willing to take on the maintenance responsibility.
- **Zoning and Density** – The Zoning and General Plan allow for 1 unit per acre. For the 30 acres, a potential maximum of 30 homes could be developed. Refer to Attachment 1 – Aerial Map and Attachment 2 – Zoning Map.
- **Zoning & Subdivision Standards** – A more thorough analysis of other zoning standards is needed. These would include height, setbacks, parking, landscaping, etc. A review of the Subdivision Ordinance would be needed as well. Refer to Attachment 3 – R1L Zoning Excerpt.
- **Planned Area Development (PAD)** – The Town of Clarkdale has a Planned Area Development ordinance. Under this ordinance, it may be possible to cluster the proposed homes to stay away from sensitive development areas. Refer to Attachment 4 – PAD Standards.
- **Environmental Analysis** – An analysis of key environmental issues, such as sensitive plants and animals, archaeological resources, noise, traffic, air quality and visual impacts may need to be researched. There are a couple of drainages that run through the property that will likely need to be protected.
- **Fire** – A review of the Fire Department requirements, such as access, fire protection, and fire turn-around requirements will be needed.

- **Utilities** – A 12" Waterline exists on Minerich Road directly in front of the site. Refer to Attachment 5 – Water Lines. Sewer is located in the vicinity but not directly adjacent to the Site. Refer to Attachment 6 – Sewer Maps. The sewer line may need to be extended or research done to determine if the homes can be located on septic systems.
- **Flood Zone** – The Site is identified on FEMA maps as being located in "Zone X". Zone X is defined as an area of minimal flood hazard. However, it's important to note that immediately east of the Site is an area defined as Flood Zone A. Although not indicated on the FEMA maps, there may still be some limited flooding on the site in the vicinity of the drainage channels. This will need to be researched further with an Engineer.

A meeting is scheduled on Thursday, Oct. 7th with Clarkdale Community Development staff to learn more about the property. Additional information may be provided at the Council meeting.

Action Required: The Council will need to review/discuss the potential disposition of the property and may wish to provide direction to staff.

Attachments –

1. Aerial Map
2. Zoning Map
3. R1L Zoning Excerpt
4. PAD Standards
5. Water Lines
6. Sewer Maps
7. Flood Zone Info

Clarkdale Cemetery Site Aerial Photo

Updated: Nov. 11, 2019



N

Kiva Trail

Shiloh Trail

406-27-034G - 19.34 ac

Cemetery - 0.4 ac

406-27-034H - 10.25 ac

Aerial Photo
Google Earth
Nov. 11, 2019

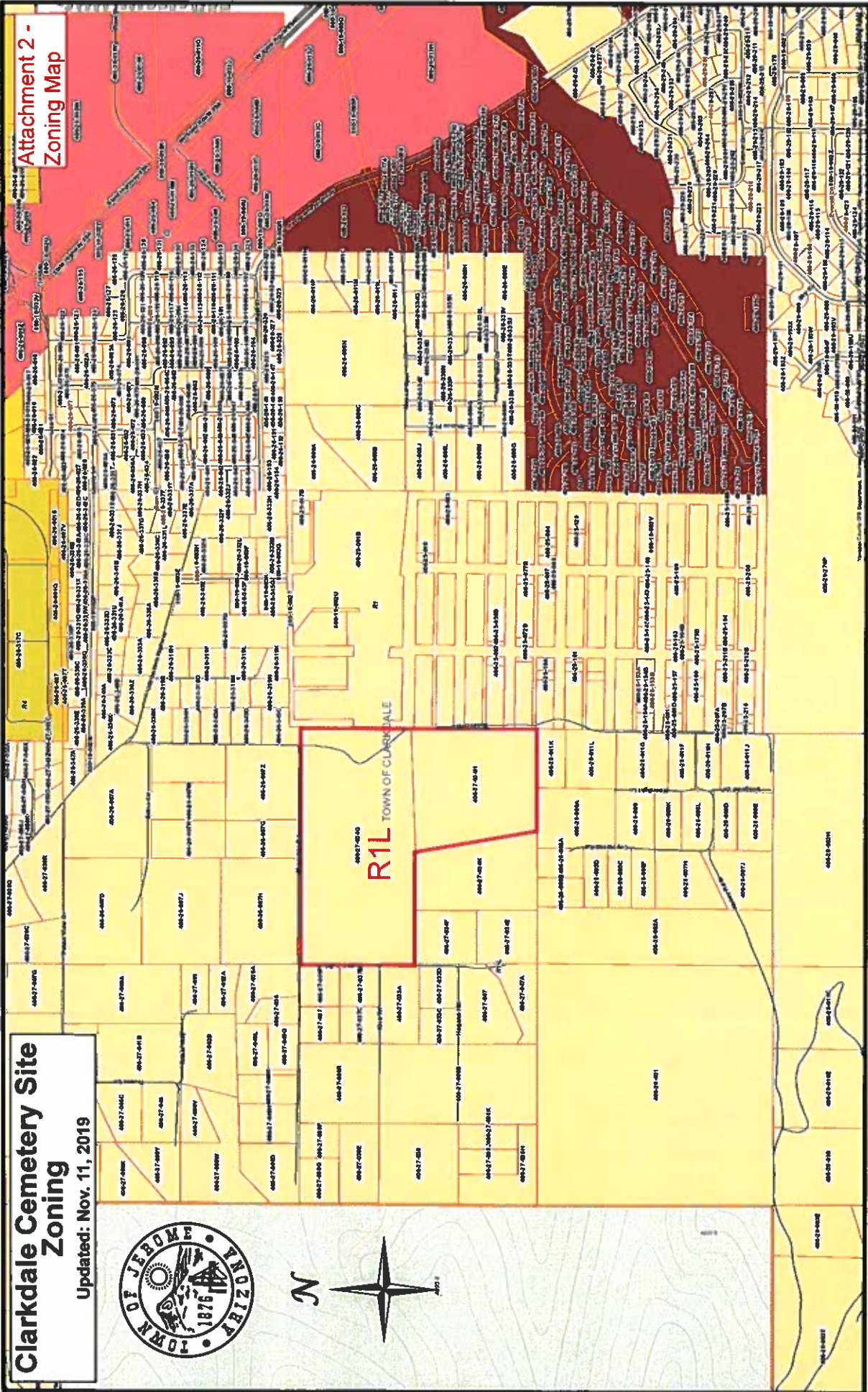
Attachment 1 -
Aerial Map

Clarkdale Cemetery Site Zoning

Updated: Nov. 11, 2019



Attachment 2 - Zoning Map



ZONING DISTRICTS

ZONING CODE

CHAPTER 3

Section 3-030 Single Family Residential Limited (R1L)

- A. Principal Use Permitted: (Not requiring a use permit).
1. Single family dwellings, excluding mobile or manufactured homes.
 2. Publicly owned or operated park, playground or community building.
 3. Installation for sewer, water, gas, electric and telephone main lines and incidental appurtenances, excluding electrical substations and treatment plants.
 4. Family Day Care Homes located on a public street.
 5. Bed and Breakfast establishments in conformance with Section 4-15.
- B. Accessory Uses Permitted: (Not requiring a use permit).
1. Accessory uses, buildings or structures customarily incident to any use permitted by this section such as servant or guest quarters, private garages, private workshops, and home occupations governed by the provisions of Section 4-11.
- C. Conditional Uses Permitted: (Required a use permit).
1. Home Occupations which do not adhere to the provisions of Section 4-11.
 2. Group Day Care Homes located on a public street.
 3. Churches, Synagogues, or other places of worship on lots of at least 43,560 sq. ft. (1 acre) and located on a public street.
 4. Golf Courses, Country Clubs including social and dining activities.
 5. Cemeteries.
 6. Medical Marijuana Caregiver Facility. (Created Ordinance #331 - Effective 04/08/11)
 - (a) Applicant is required to obtain a Home Occupation License.
- D. Building Height Limitation: 2 ½ stories, not to exceed 35 feet.
- E. Maximum Lot Coverage Ratio: 0.2
- F. Minimum Lot Size: 43,560 sq. ft. (1 acre) per single family dwelling unit.
- G. Minimum Lot Frontage: 100 feet.
- H. Minimum Average Lot Width: 140 feet.
- I. Minimum Yard Area Standards: Front - 30 feet
Side - 10 feet
Rear - 30 feet

PUD & PAD STANDARDS

ZONING CODE

CHAPTER SIX

Section 6-020 Standards for Planned Area Development

A. A Planned Area Development (PAD) is intended to:

1. Provide for various types and combinations of land uses (such as commercial centers, single and multi-family housing, industrial complexes, and public spaces) through the adoption of preliminary and final development plans;
2. To establish planning and development control parameters while allowing sufficient flexibility to permit final detailed planning at the time of actual development, and to permit flexibility in land use, site design, placement of buildings, use of open spaces, and other development features;
3. To encourage and permit unified planning to achieve a compatible mixture and variety of land uses within the PAD and with the existing and anticipated development in the surrounding area;
4. To accomplish the purpose of zoning and other regulations to an equivalent or higher degree than where such regulations are designed to control development on individual lots; and
5. To promote economical and efficient land use, & improved level of amenities, appropriate and harmonious variety, creative design, and a better environment.

B. A PAD may be established where tracts suitable in location, area, and character for the uses and structures proposed will be planned and developed on a unified basis. Suitability of tracts for the development proposed shall be determined with reference to the General Plan, and to the existing and prospective character of surrounding development.

1. Scope

- a. The development of a PAD may proceed by increments to be called "development units."
- b. The PAD is intended to replace traditional rigid zoning regulations with development standards suited to the individual development. The permitted uses allowed, the yard, height, area requirements, and other requirements within the district shall be those approved in the preliminary and final development plans. In cases where requirements are not specified in the development plans, the requirements of the equivalent zoning district shall apply. PAD regulations shall apply generally to the initiation and regulations of all PAD Districts. Where there are conflicts between special PAD regulations, these PAD regulations shall apply in the PAD unless the Commission or Town Council shall find in the particular case, at the time of re-zoning applications, that the provisions herein do not serve the public to a degree at least equivalent to such general zoning, or other regulations.

- c. Where actions, designs or solutions are not literally in accord with applicable PAD or general regulations, but the Commission makes a finding in the particular case that the public is served to an equivalent or greater degree, the Commission may recommend specific modifications of the regulations.

2. Planned Area Development Defined

For the purpose of this Ordinance, a Planned Area Development shall:

- a. Be a single development operation or a definitely programmed series of development operations.
- b. Be for principal and accessory structures and uses substantially related to the character and purposes of the district.
- c. Be developed according to a preliminary development plan that includes the locations of land uses, streets, utilities, and final development plans for all buildings, and other uses and improvements on the land as related to the buildings.
- d. Include a program for provision, operation, and maintenance of any areas, facilities, and improvements designated for common use.

3. Uses Permitted

The Planned Area Development shall be used only for the following:

- a. Single family, two-family, multi-family, detached, semi-detached and attached dwellings.
- b. Mobil home parks and subdivisions in accordance with the provisions of this Ordinance and any additional requirements of the Commission or Town Council may deem necessary to fulfill the intent of the requirements herein.
- c. Home occupations when indicated as part of the development plan or with approval of a use permit.
- d. Community facilities and public areas such as schools, parks and playgrounds.

- e. Neighborhood retail uses and other non-residential uses limited to those enumerated in the C and CB Districts may be specifically and selectively authorized as to type and size only when integrated by design as an essential element of the development, and only in areas proposed for said uses as approved in the preliminary development plan.
 - f. Industrial uses in accordance with the provisions of the Industrial District.
 - g. Accessory uses and structures; such uses and structures may be located in the front one-half (½) of a lot, provided they are not nearer the front lot line than the main building or buildings.
 - h. Public Utility Installations.
 - i. Signs when submitted as part of the development plan or within the following general sign provisions.
4. Lot and Yard Requirements
- a. The yard requirements for a PAD shall be those approved in the preliminary development plan. In cases where yard requirements are not specified in the development plan, the yard requirements of the equivalent zoning district shall apply.
 - b. The average overall density of residential areas in the PAD shall not exceed that indicated by the Density Chart for PADS. Open spaces and recreational areas within the PAD may be included in land totals to calculate the average overall density.

The Density for PADS shall be set forth below:

TABLE 3 - DENSITY CHART

<u>District</u>	<u>Units per Acre</u>
PAD - 1	0.75
PAD - 2	1.00
PAD - 3	1.35
PAD - 4	1.75
PAD - 5	2.20
PAD - 6	2.75
PAD - 7	3.50
PAD - 8	4.75
PAD - 9	6.00
PAD-10	8.00
PAD-11	10.00
PAD-12	12.00

- c. Buildings located on sloping lots are permitted an extra story on the downhill side, provided the height does not exceed the maximum height in feet allowed.
- d. Non-residential buildings and structures exceeding fifteen (15) feet in height shall be set back from the side and rear boundaries, if adjoining residentially zoned property, a distance equal to the required yard setback plus one (1) additional foot for each foot of height above (15) feet, except where specific setbacks are approved in the preliminary development plan.
- e. Zero lot line setbacks may be allowed under the following circumstances;
 - 1. The lot adjacent to the zero (0) setback side yard must be under the same ownership at the time of initial construction (ensuring that a developer does not infringe on the property rights of owners of adjacent tracts).
 - 2. The setback on the adjacent lot must be either zero (0) feet or greater than ten (10) feet.
 - 3. The opposite side yard of no less than ten (10) feet must be kept perpetually free of permanent obstructions (such as a storage shed or fence without a gate).
 - 4. Similar zero (0) lot line exceptions can be made for the rear yard, but not for both the side and rear yards of the same lot.
 - 5. In considering a proposed PAD, the Commission and/or Town Council may approve modifications of these requirements. Justification for such modification shall be supplied by the applicant in written form as part of the hearing application procedure.

5. Other Requirements

The Commission and/or Town Council shall insure that the public welfare and safety is preserved, and that provision is made for harmonious and appropriate development of the land by requiring as needed:

- a. Declaration of public use space for parks, schools, recreation areas, etc.
- b. Coordination of street layout with existing or planned streets.

- c. Preservation of natural features, such as trees, hilltops, water courses, and archaeological sites.
- d. Architectural plans of building design in addition to a final development plan for the PAD.
- e. Proof of adequate sanitary sewage and water system.
- f. Adequate fire protection.
- g. Schedule of plan implementation.
- h. Additional issues of public interest.

6. Amendments

The following procedure shall be followed for any amendment to a PAD including amendments to the development phasing schedule.

a. Major Amendments

- 1. A PAD applicant or his successors in interest may file a request for a major amendment with the Community Development Department.
- 2. The change will be deemed major if it involves any one of the following:
 - I. An increase in the approved totals of dwelling units or gross leaseable area for the PAD.
 - II. A significant change in land use boundaries from those approved for the PAD as determined by the Community Development Director.
 - III. Any change which could have significant impact on areas adjoining the PAD as determined by the Community Development Director.
 - IV. Any change which could have a significant traffic impact on roadways adjacent or external to the PAD as determined by the Community Development Director.
- 3. The Community Development Department will bring the major amendment before the Planning Commission and Town Council and will submit background material and recommendations.

b. Minor Amendments

1. A PAD applicant or his successors in interest may file a request for a minor amendment with the Community Development Department.
2. The request will be routed for comment to any affected Town departments or other agencies for comment.
3. Upon receipt of comments, the Community Development Director will determine whether the requested change is minor or major.
4. If the requested change is determined to be minor, an amended plan shall be submitted for public record.

c. Interpretations

In the event that it becomes necessary to interpret stipulations within the PAD, the Board of Adjustment shall hold a hearing and make such interpretations.

7. Application & Development Plan**a. Application**

An application to establish a PAD shall be submitted and processed in the same manner as that for re-zoning amendments. Every application shall be accompanied by a fee as required, except when filed by the Commission.

An application to establish a PAD shall be filed by either:

1. The owner or owners having title to all of the property in the area proposed for the PAD.
2. The Clarkdale Planning Commission

b. Development Plans Required**1. Preliminary Development Plan**

An application for a PAD shall be accompanied by a preliminary development plan including the following information:

- I. A legal description of the parcel;
- II. An area map showing existing zoning & land uses surrounding the site;

- III. The location and type of land uses, and their area in acres; The proposed residential density of each residential area, and a calculation of the average overall density;
- IV. The proposed intensity (in floor area ratio or square footage) for non-residential uses;
- V. The proposed site development standards for each area of use;
- VI. The proposed circulation system;
- VII. The proposed methods for water, sewer and drainage; and
- VIII. The proposed phasing plan, indicating development units if appropriate.

2. Final Development Plan

Prior to development, a final development plan must be approved by the Town Council. The final development plan (s) shall adhere to the development standards approved under the preliminary development plan, and shall conform to the requirements and format of a preliminary subdivision plat, as delineated in the Subdivision Regulations for the Town of Clarkdale.

If a PAD is to be developed in phases or “development units,” a final development plan shall be required for each unit, and separate hearings shall be held to review each final development plan. An approved final development plan shall be binding upon applicants and their successors or assignees. No building permit shall be issued for any building, structures, or use not in accord with the final development plan, except that temporary construction facilities shall be permitted.

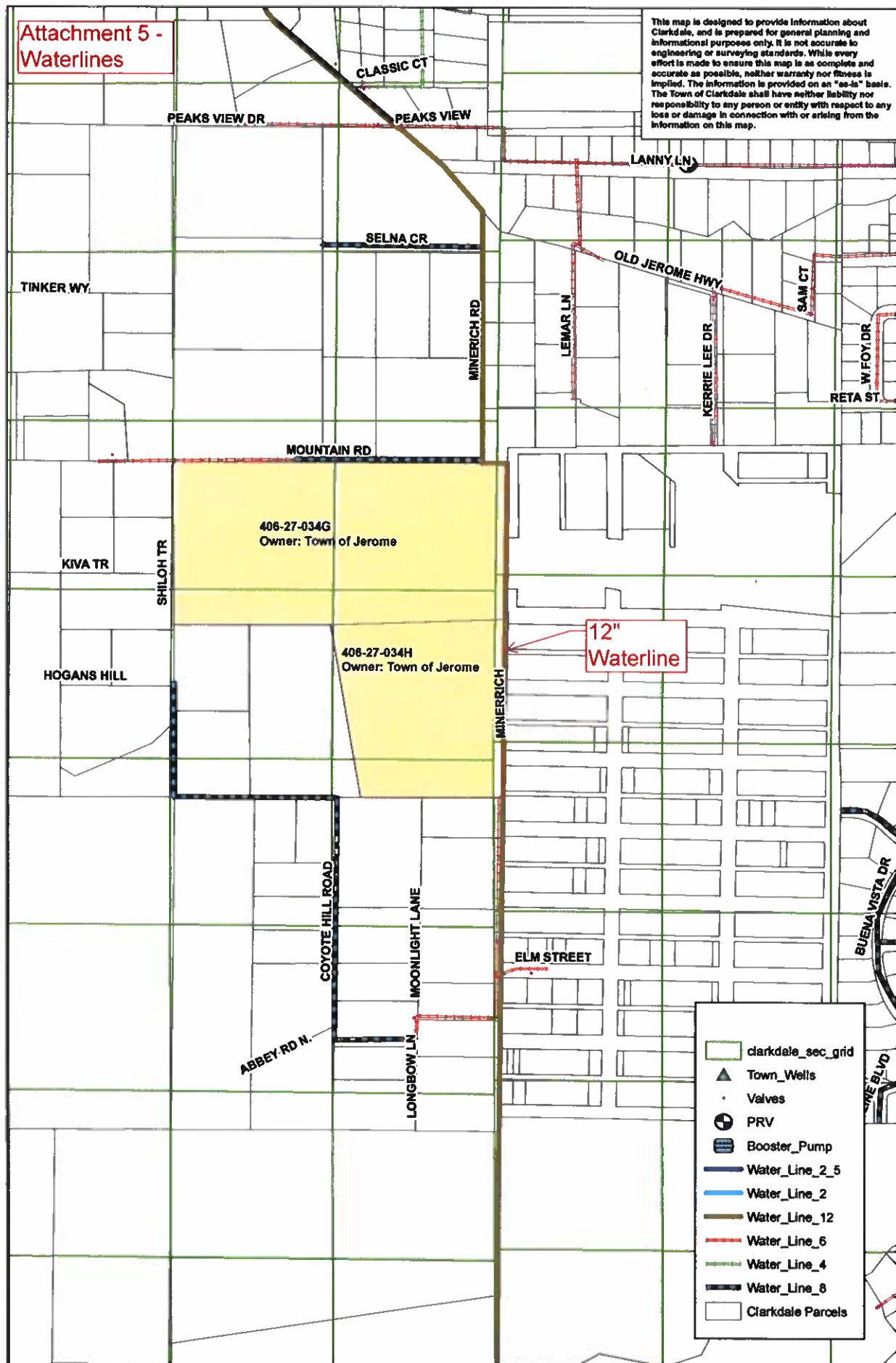
8. Enforceability

- a. The PAD Program shall continue to be implemented and maintained for the total acreage of the PAD, even though ownership may subsequently be transferred in whole or in part:
 - 1. It is the responsibility of the owner to notify all prospective purchasers of all or part of the property within the district of the existence of the PAD and the PAD Program contained therein.

2. Conformance with the PAD shall be enforced by recordations of the appropriate deed restrictions for each parcel of property within the district, prior to the issuance of building permits, for each development unit.
 3. Notification and recordation as provided above shall be required in order to retain the unitary aspect of the district
- b. Following approval of a final development plan, development shall commence, within two (2) years of the date upon which the final development was approved. Applications for approval of final plans shall be made in accordance with the development phasing schedule contained in the PAD Program.
 - c. Failure to commence development within the two (2) year time period shall cause the final development plan to become null and void, without further action by the Town Council.
 - d. As such time that the Planning Commission shall determine that the applicant is not proceeding to develop in accordance with the PAD Program, it shall notify the applicant in writing of such deficiency and shall, simultaneously, notice a hearing to determine the cause of the delay.
 - I. The hearing shall be held within thirty (30) days of the date of the written notice and shall follow Commission procedure for hearings.
 - II. The Commission may determine good cause for such deficiencies and may, in conjunction therewith, entertain an application to amend the development phasing schedule.
 - III. The Commission may determine that there is not good cause for such deficiency, and in such event may impose additional restrictions on the applicant to ensure future compliance with the PAD Program including, but not limited to, the filing of such periodic reports as the Commission shall require to enforce this provision.
 - e. At such time that the Commission shall determine that the current owner of any portion of the Planned Area Development District is not in compliance with a provision of the PAD Program or the public dedication or improvement schedules, no further approval of final development plans or subdivision plats shall occur for that portion. Such determination of noncompliance shall be at a public hearing. The applicant and current owner(s) shall receive written notice of hearing.

Attachment 5 - Waterlines

This map is designed to provide information about Clarkdale, and is prepared for general planning and informational purposes only. It is not accurate to engineering or surveying standards. While every effort is made to ensure this map is as complete and accurate as possible, neither warranty nor fitness is implied. The information is provided on an "as-is" basis. The Town of Clarkdale shall have neither liability nor responsibility to any person or entity with respect to any loss or damage in connection with or arising from the information on this map.



The Town of Clarkdale
Water Department
PO Box 20015 • 100 West
Clarkdale, AZ 85301
928-638-2020

Color Coded Water Lines



0 0.025 0.05 0.1 0.15 0.2 Miles

Updated on
July 16, 2019

GIS/Esri

This map is designed to provide information about Clarkdale, and is prepared for general planning and informational purposes only. It is not accurate to engineering or surveying standards. While every effort is made to ensure the map is as complete and accurate as possible, neither warranty nor license is implied. The information is provided on an "as-is" basis. The Town of Clarkdale shall have neither liability nor responsibility to any person or entity with respect to any loss or damage in connection with or arising from the information on this map.

Attachment 6 - Sewer Lines

- Clarkdale_sec_grid
- Manholes
- Sewer_Line_15
- Sewer_Line_12
- Sewer_Line_10
- Sewer_Line_8
- Sewer_Line_6
- Clarkdale_10_23_2019



The Town of Clarkdale
Utilities Department
PO Box 308/15 N. 1st Street
Clarkdale, AZ 85304
(908) 638-2520

Color Coded Sewer Lines



0.02 0.055 0.11 0.165 0.22 Miles

Update on
July 16, 2019

National Flood Hazard Layer FIRMette



34°45'8.54"N



**Attachment 7 -
Flood Zones**

Legend

SEE FIS REPORT FOR DETAILED LEGEND AND INDEX MAP FOR FIRM PANEL LAYOUT

SPECIAL FLOOD HAZARD AREAS

- Without Base Flood Elevation (BFE)
Zone A, V, AE
- With BFE or Depth Zone AE, AD, AH, VE, AP
- Regulatory Floodway

OTHER AREAS OF FLOOD HAZARD

- 0.2% Annual Chance Flood Hazard, Areas of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile Zone X
- Future Conditions 1% Annual Chance Flood Hazard Zone X
- Area with Reduced Flood Risk due to Levee. See Notes. Zone X
- Area with Flood Risk due to Levee Zone D

OTHER AREAS

- Area of Minimal Flood Hazard Zone X
- Effective LOMR
- Area of Undetermined Flood Hazard Zone D

GENERAL STRUCTURES

- Channel, Culvert, or Storm Sewer
- Levee, Dike, or Floodwall

OTHER FEATURES

- Cross Sections with 1% Annual Chance Water Surface Elevation
- Coastal Transsect
- Base Flood Elevation Line (BFE)
- Limit of Study
- Jurisdiction Boundary
- Coastal Transsect Baseline
- Profile Baseline
- Hydrographic Feature

MAP PANELS

- Digital Data Available
- No Digital Data Available
- Unmapped

The pin displayed on the map is an approximate point selected by the user and does not represent an authoritative property location.

This map complies with FEMA's standards for the use of digital flood maps if it is not void as described below. The basemap shown complies with FEMA's basemap accuracy standards.

The flood hazard information is derived directly from the authoritative NFHL web services provided by FEMA. This map was exported on 11/4/2019 at 8:01:28 PM and does not reflect changes or amendments subsequent to this date and time. The NFHL and effective information may change or become superseded by new data over time.

This map image is void if the one or more of the following map elements do not appear: basemap imagery, flood zone labels, legend, scale bar, map creation date, community identifiers, FIRM panel number, and FIRM effective date. Map images for unmapped and unmodernized areas cannot be used for regulatory purposes.



USGS The National Map: Orthorectified Data released April 2018



JEROME POLICE DEPARTMENT

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



November 2, 2019

TO: Honorable Mayor and Jerome Town Council

FROM: Allen Muma, Chief of Police

Attached please find the police activity reports for October 2019.

The October "Calls for Service" report contained no significant calls. There continues to be a significant number of parking related calls. We made it through the super busy month of October. We did get extra patrol help from the Arizona Rangers on several of the days throughout October.

We continue to work on the accreditation program for the police department.

We are still working on updated hardware and software for parking enforcement operations. I have managed the ISP changes along with all the assorted network changes in the police department network. We are now on the fiber network and it is running smoothly.

I continue working on the paid parking program. The kiosks arrived and were installed on October 14, 2109. Final testing and debugging completed on the 15th. While we did have some initial issues involving some industry codes within the processing system, those have been worked out for the most part. There are still some banks that see our small charge as an attempt at fraud and block the transaction. Our current rate of card failure is running about 6% of all transactions by bank card. I am sure we will always have some complaints on the kiosks, more often from the older visitors, but I have spent almost every day out there and for the most part, I have received very few complaints. To date, from October 14 through November 6th, the system has brought in \$14,688.45 through the kiosks, plus an additional amount in cash that has been paid by persons who do not wish to pay by card or coin. We seem to average about \$500 on weekday days and \$900 on weekend days, if that average plays out for the year, we can expect around \$223,300.00 annually.

Shortly after starting the system, I realized I needed somebody out in the field helping people with these transactions. I hired retired officer Charles Harris as a parking monitor and at this point, I fully believe that his presence is paid for by a higher rate of compliance that occurs when he is on. He is able to take cash and validate the visitors parking that way. He is only working Friday, Saturday and Sunday from 10 AM till 4 PM, on the other days and times Janice or myself take care of them. Time will provide me with a better understanding of manpower needs.

At this point, due to the number of visitors who want to use cash, as well as the card rejection rate, I am recommending that we purchase one additional kiosk for placement in the police department, this kiosk should be configured to take currency.

The mobile phone application has only been up and running since October 22, but I am seeing more users weekly using that platform to pay for the parking as well.

I provided user access for town hall personnel to review operations of the system. I provided some very basic training, once we have a month or so of operations, I will be arranging webinar training in the software as well.

We have some additional smaller signs coming that will go directly below the main paid parking signs that tell the hours and the price. Also, a couple more signs as well as posters and brochures telling about the mobile application and how to use it. I am sure we will have more changes as we continue to monitor the operation and correct those things we discover as problems.

The system has only been up and running for a little over three weeks, I will have a better handle on it after a month or two of operation. There have been a few bumps, I have gotten through them. I am sure there will be more, but we will get through those as well. The visitors have been generally accepting of the new system, some frustrated at the technical end of things, others just not really wanting to pay the \$3.00 (but even these people generally accept it when I tell them what it is for). I even had a \$20.00 donation after telling somebody that the funds were restricted and told them about it.

Respectfully,

Allen L. Muma,
Chief of Police



JEROME POLICE DEPARTMENT
305 MAIN STREET
JEROME, AZ 86331
(928) 634-8992

Date : 11/06/2019
Page : 1
Agency : JPD

Calls For Service Totals By Call Type

10/01/2019 to 10/31/2019

Call Type		Totals
10-34	Motorist Assist	2
205	Trespass	1
215	Drug Related	1
459	Burglary	1
487	Theft	1
692	DUI	2
903	Follow-Up	7
908F	Found Property	11
908L	Lost or Stolen Property	7
961	Accident - No injuries	5
962	Accident - With Injuries	2
AA	Agency Assist	7
AAMB	Assist Ambulance	1
AC	Animal Cruelty	2
ACPD	Assist Clarkdale PD	7
AF	Assist Fire Department	2
CA	Citizen Assist	5
CRT	Court Appearance	1
DRAL	Dogs Running at Large	1
ES	Escort Services	1
FPF	Fingerprinting	2
HSE	Hampshire Speed Enforcement	6
INFO	Information	2
MEET	Meeting	1
NOISE	Noise Complaint	1
OT	Oversize Truck	10
PARK	Parking Complaint	11
PARKV	Parking Violation	13
PS	Civil Paper Service	4
REC	Reckless Driver	1
SC	Security Check	18
SS	Suspicious Situation	2
T/S	Traffic Stop	50
TO	Traffic Offense	2
TRN	Training	2
Grand Total for all calls		192



TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331

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

ZONING ADMINISTRATOR REPORT

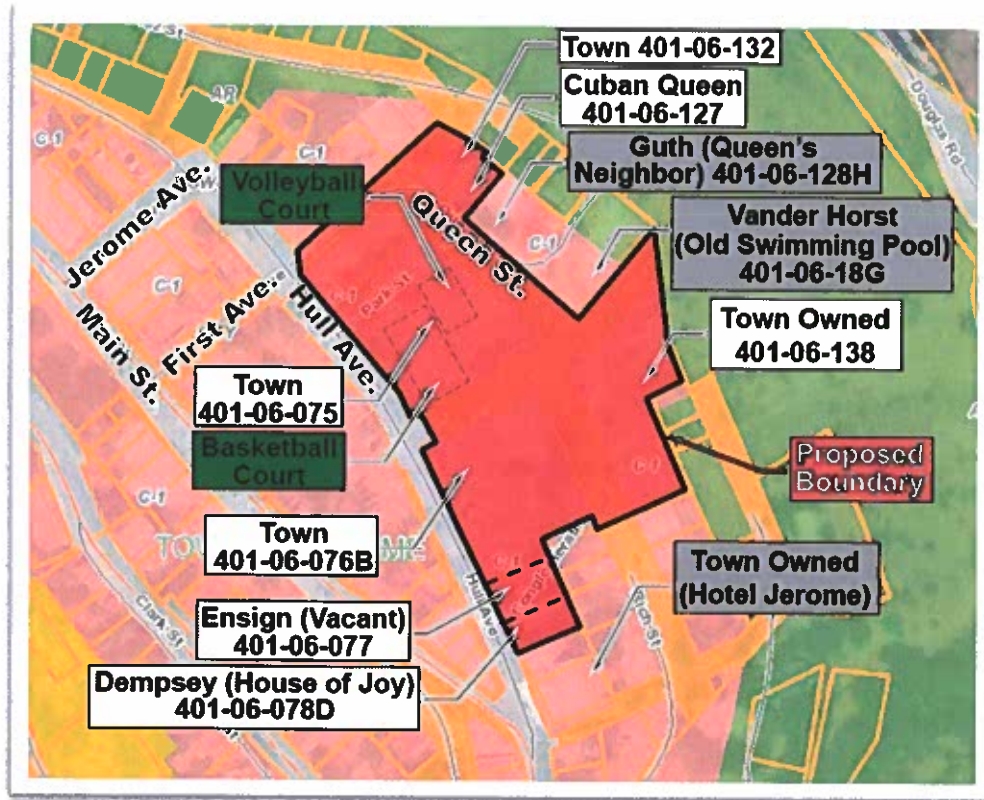
Town Council

November 12, 2019

ITEM 9A: **Parking Overlay District/In-Lieu Fee Pilot Project (Unfinished Business)**
Prepared by: John Knight, Zoning Administrator
Approved by: Candace Gallagher, Town Manager
Action: Initiate Amendment to Zoning Ordinance to Add Sections 510 and 512

Background: At the previous Council Meeting on October 8, 2019, the Council directed staff to continue to explore the Parking Overlay District/In-Lieu Fee program. The Council also requested a count of number of parking spaces possible in the Pilot Project boundary. Should the Council wish to proceed with this Pilot Project, a motion will be necessary to initiate the Code Amendment. Note that this would require both a Code Amendment and a Map Amendment.

Discussion: Based on internal discussions, staff has revised the proposed boundaries of the Pilot Project to keep the area as small as possible. See screen capture below and Attachment 1. The boundary could be expanded later if the Pilot Project is successful.



Within the Pilot Project area, staff has done some preliminary analysis of parking demand and available spaces. This is shown in the Table below. An estimated 31 spaces could be provided within the Overlay Boundary. See screen capture below and Attachment 2.

Parcel	Size (sf)	Owner	Demand (Low)	Demand (High)	Spaces Available	Notes
401-06-075	27,443	Town of Jerome	-	-	28	Volleyball Parking Lot - after redesign.
401-06-076B	24,829	Town of Jerome	-	-	-	Existing "Sliding Jail Parking Lot" - spaces already allocated.
401-06-077	3,920	Ensign	5	10	-	Vacant Lot. No plans submitted.
401-06-078D	2,614	Dempsey	0	7	-	Currently in escrow. New owners have not contacted Town with plans.
401-06-126	3,000	Town of Jerome	-	-	3	Property NW of Cuban Queen
401-06-127	2,178	Cuban Queen Bordello	5	10	-	Plans not yet submitted. Parking demand unknown.
401-06-138	19,602	Town of Jerome	-	-	-	Slope area below "Sliding Jail Parking Lot".
Totals	83,586	-	10	27	31	-



Fiscal Impacts: Should the Council choose to initiate the proposed amendment, a more detailed plan will be needed, and improvement costs will be calculated. These costs will be used to establish the in-lieu parking fee. Staff will return at a separate meeting with a fee estimate after obtaining proposals from design consultants. After the design work is completed, a construction cost estimate will need to be prepared. Some of the costs will be offset by construction by applicants and/or payment of in-lieu fees. The cost can be further offset by expanding the Kiosk Parking program to include this area.

Recommendation: Staff recommends the Council initiate a Map and Ordinance Amendment to Sections 510 and 512 to create a Parking Overlay District and associated In-Lieu fee. Should the Council wish to proceed with this project, the next step will be to schedule a Neighborhood Meeting (Workshop) and a Public Hearing with the Planning and Zoning Commission. After review by the Planning and Zoning Commission, the project will return to the Council for a first reading of the Ordinance.

Attachments –

1. Map of Proposed Overlay District Boundaries
2. Concept Plan of “Volleyball Parking Lot”

Suggested Parking Lot Redesign



10 +/-
Parking
Spaces

Add Trees &
Landscaping

New
Multi-purpose
Sport Court

Add
Landscaping

18 +/-
Parking
Spaces

Existing
Volleyball
Court

Existing
Basketball
Court

Add Trees &
Landscaping

Add
Trees

Town
Owned

Town
Right of Way

Town
Owned

Queen's
Neighbor

Vander
Horst
Property
(old Swimming
Pool)

Queen St

Park St

Sliding
Rail

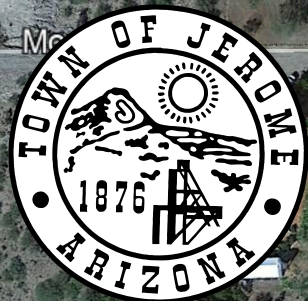
Updated: Oct 30, 2019

Nov. 6, 2019



Clarkdale Cemetery Site Aerial Photo

Updated: Nov. 7, 2019



N

Kiva Trail

Shiloh Trail

406-27-034G - 19.34 ac

Cemetery - 4.5 +/- acres

406-27-034H - 10.25 ac

Aerial Photo
Google Earth
Nov. 4, 2018