



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, JANUARY 14, 2020, AT 7:00 P.M.

<p>ITEM #1:</p>	<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 7:05 pm.</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; Melanie Atkin, Accounting Clerk; Marty Boland, Public Works Director; Rusty Blair, Fire Chief; Allen Muma, Police Chief; Kathleen Jarvis, Head Librarian; and Rosa Cays, Deputy Clerk.</p> <p>Mayor or Mayor's designee to lead the Pledge of Allegiance.</p> <p>Dr. Dillenberg led the pledge.</p> <p>Mayor Barber rearranged the agenda and moved Items #9A, 9B, 9C, and 9D, 8D to immediately follow Item #5, Approval of Minutes. The items have been kept in their original agenda order in these minutes.</p>																																										
<p>ITEM #2: 7:07 (02:11)</p>	<p>FINANCIAL REPORTS</p> <p>Budget to Actual reports, vendor ledger and balance sheet for December 2019</p> <p><u>Motion to Approve the Financial Reports</u></p> <table border="1" data-bbox="435 911 1256 1031"> <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>X</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	X				HARVEY		X	X				MOORE			X				WORTH			X			
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<p>ITEM #3: 8:11 (1:06:11)</p>	<p>STAFF AND COUNCIL REPORTS</p> <p>Written staff reports for December activity from the Town Manager/Clerk, Accounting Clerk, Fire Chief, Utilities Clerk, Town Magistrate, Head Librarian, Police Chief, Building Inspector, Zoning Administrator, Public Works Director, and verbal reports from Councilmembers.</p> <p>Ms. Gallagher read from her report.</p> <p>Ms. Worth asked about the Prop. 202 funding that we had applied for. Ms. Gallagher has not heard back yet.</p> <p>Ms. Worth asked about the Charger up for public auction and asked if Council needed to do anything procedurally.</p> <p>Ms. Gallagher will bring it to Council to vote on it as public surplus.</p> <p>Mayor Barber shared some of the statistics from the Jerome Fire Department report and gave much thanks "to all the volunteers who help keep our town safe."</p> <p><u>Motion to Approve Staff and Council Reports</u></p> <table border="1" data-bbox="435 1455 1271 1572"> <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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<p>ITEM #4: 8:18 (1:14:47)</p>	<p>ZONING ADMINISTRATOR'S PLANNING AND ZONING AND DESIGN REVIEW REPORT AND MINUTES</p> <p>Minutes are provided for the information of Council and do not require action.</p> <p>Mr. Knight read from his report. Site plans for two single-family homes have been approved this month. He talked about the North Drive home and the status of the Cuban Queen project. Three vacancies are coming up on our boards and he asked Council members to please help spread the word.</p> <p>Vice Mayor Harvey asked if any applications have been submitted.</p> <p>Mr. Knight said a couple of current board members have shown interest in serving again.</p> <p>Vice Mayor Harvey asked when Council will start seeing the applications.</p> <p>Ms. Gallagher said that this would be on the regular February meeting agenda. If necessary, we will schedule a special meeting toward the end of February. She'll post again on social media.</p> <p>Ms. Worth asked about the renovation at 860 Hampshire and if it has all been approved, and Mr. Knight confirmed that it has.</p>																																										

Ms. Worth asked about code enforcement regarding the political signs that have been showing up around Jerome.

Mr. Knight said that there's been discussion about whether some of the signs, flags, etc., are free speech or political signs. He is continuing discussions with the Town Attorney. They agree that it's a controversial subject and are backing off a bit for the moment until they have more information. Discussion ensued about how to deal with the signs and what signs are on display.

It was agreed to discuss signs at the March Council meeting.

ITEM #5:
8:25 (1:21:55)

APPROVAL OF MINUTES

December 10, 2019 regular meeting – open session; December 10, 2019 special meeting – open and closed sessions; December 19, 2019 special meeting

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

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

Motion to Approve the Special Meeting – Open Session Minutes of December 10, 2019

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

Motion to Approve the Special Meeting – Closed Session Minutes of December 10, 2019

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

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

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

ITEM #6:
8:28 (1:24:15)

PETITIONS FROM THE PUBLIC

There were no petitions from the public.

ITEM #7:
8:28 (1:24:28)

ORDINANCES

ITEM #7A: SECOND READING AND POSSIBLE ADOPTION – ORDINANCE NO. 459, AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AMENDING SECTION 106, “DESIGN REVIEW BOARD,” OF THE JEROME ZONING ORDINANCE, REGARDING THE BOARD’S COMPOSITION

Council may conduct the second reading of, and may approve, Ordinance No. 459, which would eliminate, effective March 1, 2020, the current provision that one member of the Design Review Board shall be a member of the Planning & Zoning Commission.

Mayor Barber read Ordinance No. 458 in title only.

Motion to Approve Zoning Ordinance No. 459

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

8:29 (1:25:23)

ITEM #7B: DISCUSSION ONLY: ORDINANCE REGARDING SMALL CELL SITES

Council will discuss the creation of an ordinance to regulate cellular sites within Jerome and may direct staff regarding same.

Mayor Barber suggested tabling this item for now to allow more time to review the vast information provided to Council.

(1:28:40)

Motion for a Break at 8:31 p.m.

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

ITEM #8: UNFINISHED BUSINESS

8:36 (1:31:12)

ITEM #8A: TRANSFER OF HISTORIC RECORDS

Council may approve an agreement with the Jerome Historical Society (JHS) regarding the transfer to them of certain historic records previously located in the Hotel Jerome.

Vice Mayor Harvey said that she does approve of the loan agreement but would like Council to have access to the information and to retain the Hotel Jerome plans.

Discussion ensued.

Mayor Barber said that direction to staff would be to come back with a more complete loan agreement, with a comprehensive list of what the town is loaning, but not to include the original Hotel Jerome plans. She would like to also see included in the loan agreement a provision about access to the records for town staff and Council.

After further discussion, Ms. Gallagher recommended approving the transfer of records via a loan agreement, subject to inclusion of the suggested provisions.

Ms. Moore suggested stating that free access would be provided to Town staff, the Mayor or the Mayor's designee.

Motion to Approve Transfer of Historic Records via a Loan Agreement with the Jerome Historical Society, including Suggested Provisions

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

8:48 (1:43:13)

ITEM #8B: SIDEWALK ENCROACHMENT POLICY

Council will review input from the Planning & Zoning Commission and Design Review Board regarding a sidewalk encroachment policy, will discuss what regulations to include, and may initiate the process to create an ordinance.

Mr. Knight explained how this subject came up back in September. There is no current ordinance on this topic, and even though the sidewalks are town property, it is still a P&Z issue. He shared his thoughts on the matter and pointed out some of the photo images included in the council packets. P&Z and DRB would both be interested in a process to address this.

Motion to Initiate Creation of the Sidewalk Encroachment Policy through Planning & Zoning

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

Councilmember Moore noted that the Town Code deals with encroachments on Town right-of-way. This was discussed briefly.

Mr. Knight reminded Council that this policy is focused on sidewalks in the C-1 district, not in the residential zones.

8:53 (1:48:37)

ITEM #8C: SELF-HELP CLINIC AT TOWN HALL

Council will resume discussion of the possibility of creating a "self-help" medical clinic on the upper floor of Town Hall.

Mayor Barber noted that we do have an architectural plan from Steve Knowlton, and suggested that this be discussed at budget time.

Dr. Dillenberg updated everyone on interested people and organizations who he's talked with about ideas in the works, volunteers, etc. Jerome resident Jessica Laurel Reese is in the process of becoming a nurse practitioner and is interested in the health clinic. Dr. Dillenberg shared a few more ideas and said he'll have more information at the next meeting.

Ms. Gallagher reminded Council that the Yavapai-Apache Nation has given Jerome a grant for a health-related project, and that money is in hand.

Mr. Knight commented that his wife Wendy may want to volunteer for a "Questions with a Nurse" workshop.

7:51 (48:29)

ITEM #8D: PAID PARKING – SIGNAGE, DELINEATION AND PAVING

Council will discuss the need for additional signage, delineation of spaces and paving in the paid parking areas and may direct staff in this regard.

Vice Mayor Harvey referred to photos of the parking lot across from the Spirit Room (which had been included in the packet) and pointed out problems with that lot. It was supposed to have been paved before it became paid parking. There is still funding for it. Cars are blocking the motorcycle parking area. The spot in front of the recycling trailer needs to be a loading zone.

Mayor Barber agreed that a loading zone is needed. It would also be helpful for the Public Works crew when accessing the trailer.

Vice Mayor Harvey said that, currently, when other spaces are taken, musicians and hotel guests are parking in the fire zone to unload at the northeast corner of Jerome Avenue and Hwy 89A, so having

a loading zone would also help Connor Hotel guests. She added that motorcycle parking needs to be one way in, one way out.

Mayor Barber suggested a second loading zone so that motorcycle parking would not be blocked.

Ms. Worth asked for Chief Muma's take on these ideas.

(53:26) Chief Muma said that we need to pave the area so it can be adequately marked. From a safety perspective, he said, it all makes sense.

Vice Mayor Harvey said that meters also need to be marked so people know what they're paying for and how much.

(54:40) Chief Muma said that this was taken care a few weeks ago—signs have been ordered and posted. We may need one more sign to direct parking. He talked about the problems they've had with parking.

Dr. Dillenberg asked if they were ready to give direction to staff to pave and mark the lot, get needed signage, and establish loading zones. Discussion continued about parking signs in other areas of the business district.

(57:12) Chief Muma and Dr. Dillenberg discussed other sign projects in the works. The Chief does not want to see FREE PARKING and ADDITIONAL PARKING signs everywhere, as it just makes congestion worse. He shared revenue numbers and other data and gave Janice Pontious kudos for her work with the kiosk instructions.

Ms. Gallagher asked for clarification of the direction to staff.

Mayor Barber asked how Council felt about adding two loading zones to the parking area.

(1:00:13) Chief Blair shared his observations about people parking in paid spots even when free spots are open.

Vice Mayor Harvey asked Chief Muma about some of the statistics in his staff report.

(1:00:55) Chief Muma said that enforcement software is coming, so fewer handwritten tickets will need to be issued.

Council thanked Chief Muma, Chief Blair, and Marty Boland for their work.

Direction to Staff: Pave and mark the lot and establish two loading zones, one in front of the recycling trailer and one next to it.

8:43 (1:29:36)

ITEM #8E: PARKING OVERLAY DISTRICT

The Zoning Administrator will provide an update regarding the proposed Parking Overlay District. The Council may direct staff to proceed with the survey work and the Council may initiate the process to create an ordinance.

Vice Mayor Harvey moved that this item be tabled due to recently received correspondence and to address the concerns of neighboring businesses.

Mr. Knight reminded Council that members of the public were present because of this item.

Ms. Worth said that she would like to direct staff to meet with interested parties for further discussion and information to be brought to Council, so that they can have a fuller and complete picture in order to move forward in a proper and expedient way.

Motion to Table Item #8E: Parking Overlay District

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

ITEM #9:

NEW BUSINESS

7:10 (2:52)

ITEM #9A: PUBLIC HEARING REGARDING USE OF CDBG FUNDS

Council will conduct the second of two required public hearings regarding potential projects for the use of Community Development Block Grant (CDBG) funding.

Mayor Barber opened the public hearing regarding the CDBG grant.

Ms. Gallagher introduced Isabel Rollins of NACOG, then read the list of potential projects that could be considered for CDBG funding. Ms. Rollins was asked to clarify the two upcoming funding rounds (guaranteed CDBG funding and the competitive SSP funding).

(5:40) Fire Chief Rusty Blair noted that, although they're two separate roads, he sees the water line work on Dundee and Deception as one project.

(5:57) Ms. Rollins asked if it could be done for less than \$350K. Chief Blair said that he believes that it could.

(6:06) Chief Blair explained that water line extensions and more fire hydrants are needed to improve water flow and better protect residents, and he provided some technical information about the work that would be done. He feels that Dundee and Deception are the priority, with work on Holly Avenue close behind, and added that the Public Works department agrees with this. As for the competitive grant, Chief Blair said that his choice would be to make the Hotel Jerome a priority—the town needs affordable housing, especially if it continues to be required that department heads live in town. The Hotel needs fire escapes and sprinklers.

(10:17) Police Chief Allen Muma agreed with Chief Blair on the priority projects and said that we need to improve our water supply.

(11:04) Marty Boland, Public Works director, provided more details on the problems with the Dundee/Deception water lines and agreed that they are a priority for the town.

(12:05) Resident Charlotte Page asked for clarification on which projects are priorities for the town, and if the sewer plant was on the list, as it has been a priority in the recent past.

Councilmember Jane Moore replied that the sewer plant was an item topic later on this agenda, and that an engineer is being hired to assess what upgrades are needed. The cost has not been determined, so it is premature to consider it for the CDBG grants.

Vice Mayor Sage Harvey agreed that the water lines are a priority.

Ms. Gallagher asked Ms. Rollins to speak about which projects would be better qualified for the two types of funding.

(14:33) Ms. Rollins said that the competitive grant, not yet announced, is tough—many aspects of the project (architectural, engineering, matched funds, etc.) need to be finalized in order to qualify.

Ms. Gallagher asked what the deadline was for the competitive grant.

(14:49) Ms. Rollins said that the deadline has not been determined. Council would have time to choose projects at the next meeting. Discussion ensued about timing.

Councilmember Worth asked what else Council should keep in mind to prepare for applying for the grants. She asked Ms. Rollins if she thought the Hotel Jerome would be a good project to pursue for funding.

(17:33) Ms. Rollins said that the Hotel Jerome would need to be closer to completion in order to qualify for the competitive grant.

Vice Mayor Harvey asked if the Hotel would qualify for the guaranteed grant. Ms. Rollins replied that, again, it would need to be closer to completion.

Councilmember Dillenberg said he supported Chief Blair's choices for projects and emphasized the need for funding to also repair the water lines along Holly Avenue.

Ms. Worth asked Ms. Rollins which project on the list is best suited for the competitive grant.

(20:10) Ms. Rollins said that infrastructure projects are always "easier." Some of the project names were vague so she was unsure what they entailed. Ms. Rollins mentioned the sewer plant.

Ms. Moore said the sewer plant project could possibly be ready to qualify for the SSP grant in the next four months. Comments were made.

Chief Blair said that he and the Town Engineer walked along Center and School Streets and identified infrastructure projects that may be ready in time to apply for the SSP grant.

Mayor Barber asked if this could be a finished project within the required timeframe.

Ms. Gallagher pointed out that School Street had not been discussed at the first public hearing, so another public hearing may need to be scheduled in order to consider that. It was noted that "general infrastructure improvements" WAS on the list, however and could include that.

Mayor Barber brought up the health clinic as a possible SSP project, then suggested tabling the SSP grant for now since there's still time to apply.

(22:40) Ms. Rollins said that the health clinic would not qualify for SSP funds but could work for the guaranteed grant.

(23:27) Ms. Rollins said that she could approach the Dept. of Housing about the School Street project. Another public hearing would be needed, but not necessarily another Council meeting.

(23:46) Chief Blair talked further about the Center Street and School Street projects.

It was discussed and generally agreed to hold off on any decision regarding the SSP funding round. The Mayor said that she feels that the water line extension projects are our priority. Mayor Barber then closed the public hearing.

7:37 (27:27)

ITEM #9B: RESOLUTION NO. 589, A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF JEROME, ARIZONA, AUTHORIZING THE SUBMISSION OF AN APPLICATION FOR FY2020 STATE COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS, CERTIFYING THAT SAID APPLICATION MEETS THE COMMUNITY'S PREVIOUSLY IDENTIFIED HOUSING AND COMMUNITY DEVELOPMENT NEEDS AND THE REQUIREMENTS OF THE STATE CDBG PROGRAM, AND AUTHORIZING ALL ACTIONS NECESSARY TO IMPLEMENT AND COMPLETE THE ACTIVITIES OUTLINED IN SAID APPLICATION

Council may adopt Resolution No. 589, authorizing the submission of an application for FY20 funding.

Motion to Adopt Resolution No. 589 to include water line extensions, hydrants and related road improvements on Dundee, Deception Lane and Holly Avenue

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

7:37 (27:36)

ITEM #9C: RESOLUTION NO. 590, A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF JEROME, ARIZONA, AUTHORIZING THE SUBMISSION OF A COMPETITIVE APPLICATION FOR FY19 AND/OR FY2020 COMMUNITY DEVELOPMENT BLOCK GRANT STATE SPECIAL PROJECT (SSP) FUNDS, CERTIFYING THAT SAID APPLICATION MEETS THE COMMUNITY'S PREVIOUSLY IDENTIFIED HOUSING AND COMMUNITY DEVELOPMENT NEEDS AND THE REQUIREMENTS OF THE STATE CDBG PROGRAM, AND AUTHORIZING ALL ACTIONS NECESSARY TO IMPLEMENT AND COMPLETE THE ACTIVITIES OUTLINED IN SAID APPLICATION.

Council may adopt Resolution No. 590, authorizing the submission of an application for FY19 and/or FY2020 CDBG (Community Development Block Grant) State Special Project (SSP) funding.

Motion to Table Resolution No. 590

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

7:38 (27:54)

ITEM #9D: RICH STREET PARKING SAFETY REVIEW

Council will discuss parking at the intersection of Rich Street and 89A, and review comments from Chief Muma and Chief Blair regarding safety at that location

(28:22) Chief Muma said that his main concern is that there are no procedures in place for taking over public parking. Safety has improved at Rich Street and 89A, but the town lacks protocol regarding control of public parking. Four spaces were recently lost at Main and Rich Street, and without a survey. Chief Muma talked further about rights-of-way in Jerome.

Vice Mayor Harvey said that it is harder to see around the vehicles now that they can park on the "pad," so to her it's less safe than before.

(32:40) Chief Muma said that this is why a mirror was installed across the street 10 years ago. He commented that pulling onto Hwy 89A from Verde Avenue is also difficult.

Mayor Barber commented on the changes and agreed with the Chief that safety is better because cars are now parking on the pad, but it's still dangerous to pull out onto 89A. She suggested perhaps changing the parking spaces (compact cars only, parallel vs pull-in).

(34:29) Chief Muma suggested establishing a "no parking" zone on one side of Rich Street near Barbara Henley's house. There is no perfect solution, he said.

(35:44) Chief Blair concurred with Chief Muma and said that the problem is that more and more cars are coming up to Jerome. Improving access is always good, he said, and agreed with allowing parking on one side only. The need for surveying was discussed and it was suggested that it should be up to the property owner to produce a survey proving ownership.

Vice Mayor Harvey said, "But we can establish red zones?"

(38:52) Chief Blair replied, "Yes, we can establish red zones."

Zoning Administrator John Knight said that it makes sense to survey that area, especially behind the Hotel Jerome.

(40:37) Ms. Page, who lives on Rich Street, wanted clarification on the suggested restricted parking. She suggested restricting parking near the convex mirror so it would not get blocked by high-profile vehicles.

(42:33) Chief Blair said that the parking would be restricted on the right side of Rich Street from the slab (or pad) to the Henley house.

Discussion ensued as to what exactly Council would like staff to do about the parking and safety at this intersection.

Mayor Barber suggested changing how cars are pulled into the spaces, but said that in order to give direction about parking, Council would need to know who owns what property.

(45:29) Chief Muma said that this area is a public thoroughfare and has been used that way for decades. "If someone complains, let them," he said. He agreed with the Mayor's suggestion about changing the parking direction. The Chief said that he can mark and make the east side "no parking." The mirror can be moved or the red zone extended to make it more visible.

Discussion continued about the parking and visibility of the mirror.

Ms. Worth restated: Direction to staff is:

- To implement compact/parallel parking only on Rich Street. Department heads can determine the best way so that it's safe for residents, fire access, and Public Works.
- To extend the red zone on an as-needed basis to allow for visibility of the mirror for exiting Rich Street
- To create a no parking zone (fire lane) on the east side of Rich Street.

8:58 (1:53:23)

ITEM #9E: APPROVING AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES – DRAINAGE IMPROVEMENTS

Council may approve an agreement with Southwestern Environmental Consultants (SEC) for engineering related to drainage improvements to be funded with HURF Exchange funding.

Mayor Barber suggested that this be tabled. More information for this project has come in that needs to be reviewed.

<p>8:58 (1:53:55)</p>	<p>ITEM #9F: PROFESSIONAL ENGINEERING SERVICES – WASTEWATER TREATMENT PLANT</p> <p>Council will review recommendations of staff and professionals regarding proposals received from three engineering firms for professional engineering services regarding wastewater treatment plant improvements and may approve entering into negotiations with one of the firms.</p> <p><i>Council briefly discussed and agreed to enter into negotiations with PACE Engineering, as per the advice of staff and professionals.</i></p> <p><u>Motion to Approve Entering into Negotiations with PACE</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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<p>9:03 (1:56:39)</p>	<p>ITEM #9G: RESOLUTION NO. 591, A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF JEROME, ARIZONA, AMENDING A CONDITIONAL USE PERMIT FOR THE CENTRAL HOTEL</p> <p>Council may approve Resolution No. 591, amending a Conditional Use Permit previously granted for the Central Hotel.</p> <p><i>Mayor Barber read the resolution in title only.</i></p> <p><i>Ms. Worth asked for and received confirmation that tenants would still need to observe parking time limits established in our Code.</i></p> <p><u>Motion to Approve Resolution No. 591</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></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> </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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<p>9:05 (1:57:46)</p>	<p>ITEM #9H: JOINT MEETINGS WITH P&Z AND DRB</p> <p>Council may establish a schedule for regular joint meetings of the Council, Planning and Zoning Commission and Design Review Board.</p> <p><i>Discussion ensued on frequency of meetings.</i></p> <p><i>Mr. Knight shared that this helps the boards feel more connected with Council and its decisions. He thinks every six months is a great idea.</i></p> <p><i>Ms. Worth suggested scheduling the joint meetings when new members begin.</i></p> <p><u>Motion to Schedule Joint Meetings with P&Z and DRB every six months with the first meeting set for April 2020</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></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>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				DILLENBERG			X				HARVEY		X	X				MOORE			X				WORTH	X		X			
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<p>9:08 (2:01:04)</p>	<p>ITEM #9I: TOWN LOGO</p> <p>Council will review various versions of a Town Seal logo as enhanced by Zoning Administrator John Knight and may select one for uniform use in Town forms, documents and web presence.</p> <p><i>Mayor Barber pointed out the vast array of logos and fonts currently being used, including in Council chambers. Discussion ensued. Mr. Knight suggested that the more detailed logo could be used for larger items, and the one with less text and details could be used for letterheads, etc.</i></p> <p><i>Councilmembers made suggestions and observations.</i></p> <p><i>Based on this discussion, Mr. Knight will return at the next meeting with two logos for consideration.</i></p>																																										
<p>ITEM #10: 9:15 (2:08:21)</p>	<p>TO AND FROM THE COUNCIL</p> <p>Council may direct staff regarding items to be placed on a future meeting agenda.</p> <p><i>Dr. Dillenberg would like to discuss the Town's participation in Cottonwood Area Transit.</i></p> <p><i>Vice Mayor Harvey thanked the Public Works crew for starting the pothole-filling process. It's not the ideal climate to do this; she watched the crew work and saw how long it took them.</i></p> <p><i>Vice Mayor Harvey would like Council to discuss annexation. It was briefly discussed and agreed that a special workshop meeting could be arranged for this discussion.</i></p> <p><i>Ms. Worth spoke about several topics:</i></p> <ul style="list-style-type: none"> <i>She asked that the six-month review of our paid parking be included on our March meeting agenda, and that Chief Muma be asked to attend, along with parking enforcement officer Chuck Harris, if Chief agrees that this would be helpful.</i> <i>She noted that election season is upon us and encouraged all to meet the candidates.</i> <i>She noted that a new Dean is being hired at the Verde Campus of Yavapai Community College.</i> <p><i>She stressed the need for written succession planning. Mayor Barber recommended that Ms. Worth meet with the Town Manager to begin that process.</i></p>																																										

ITEM #11:	ADJOURNMENT						
	<i>Motion to Adjourn at 9:32 p.m.</i>						
	COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
	BARBER			X			
	DILLENBERG		X	X			
	HARVEY			X			
	MOORE			X			
WORTH	X		X				

APPROVE:

ATTEST:

Christina "Alex" Barber, Mayor

Candace B. Gallagher, CMC, Town Manager/Clerk

Date: _____