



TOWN OF JEROME

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MINUTES
SPECIAL MEETING OF THE JEROME TOWN COUNCIL
COUNCIL CHAMBERS, JEROME TOWN HALL
WITH PUBLIC INVITED VIA ZOOM
THURSDAY, MAY 28, 2020 AT 1:00 PM

ITEM #1:	<p>CALL TO ORDER/ROLL CALL</p> <p>Mayor/Chairperson to call meeting to order. <i>Mayor Alex Barber called the meeting to order at 1:00 pm.</i></p> <p>Town Clerk to call and record the roll. <i>Town Manager/Clerk Candace Gallagher called the roll. Present were Mayor Barber, Vice Mayor Sage Harvey, and Councilmembers Jane Moore and Dr. Jack Dillenberg. Councilmember Mandy Worth was present remotely and joined the meeting physically during review of the budget. Accounting Clerk Melanie Atkin, Public Works Director Marty Boland and Deputy Clerk Rosa Cays were also present.</i></p>																																										
ITEM #2:	<p>PROPOSAL FOR ENGINEERING/DESIGN – DUNDEE/DECEPTION/HOLLY WATER LINES</p> <p>Council will review and may approve a proposal by Southwest Environmental Consultants for design work regarding water lines on Dundee, Deception Lane and Holly. This work will be covered by an upcoming CDBG grant.</p> <p style="text-align: center;">Motion to approve proposal by Southwestern Environmental Consultants</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th></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 style="text-align: center;">x</td> <td></td> <td style="text-align: center;">x</td> <td></td> <td></td> <td></td> </tr> <tr> <td>DILLENBERG</td> <td></td> <td></td> <td style="text-align: center;">x</td> <td></td> <td></td> <td></td> </tr> <tr> <td>HARVEY</td> <td></td> <td style="text-align: center;">x</td> <td style="text-align: center;">x</td> <td></td> <td></td> <td></td> </tr> <tr> <td>MOORE</td> <td></td> <td></td> <td style="text-align: center;">x</td> <td></td> <td></td> <td></td> </tr> <tr> <td>WORTH</td> <td></td> <td></td> <td style="text-align: center;">x</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>		MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN	BARBER	x		x				DILLENBERG			x				HARVEY		x	x				MOORE			x				WORTH			x			
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ITEM #3:	<p>FY21 BUDGET</p> <p>Council will continue discussion of the FY21 Town budget. Discussion may include any or all aspects of the budget.</p> <p><i>Ms. Gallagher provided updated budget worksheets and explained the changes made following the prior day's discussion:</i></p> <ul style="list-style-type: none"> • <i>A 50% contribution by the Town toward dependent medical coverage. <ul style="list-style-type: none"> ◦ <i>She noted that after printing the worksheets, she realized that this increase had not been factored into the formula for the stipend paid in lieu of medical benefits. That impact was approximately \$1,400, but she is able to incorporate that without changing the budget's bottom line by tweaking other line items.</i> </i> • <i>An across the board COLA increase of 1.6% (consistent with SSA).</i> • <i>A \$1/hour mechanic stipend for two Public Works employees (above and beyond COLA). Mr. Boland spoke again of the value of these two employees to the town, and the money that we have saved through their mechanical abilities.</i> • <i>In the water budget, \$5,000 revenue from sale of the Jeep and spending of that revenue for an ATV. Mr. Boland confirmed that this is a realistic estimate.</i> • <i>In the contingency budget, a provision to purchase a flatbed truck (\$50,000).</i> <p><i>Ms. Gallagher explained that this budget utilizes \$280,500 of General Fund Balance, leaving an estimated \$477,286 remaining. The remainder constitutes 24.4% of general fund operating expenses, close to but \$12,474 under the 25% reserve recommended by prior Councils. However, our current fiscal year's impact to the general fund balance is an estimate at this point, she noted, so the actual reserve percentage may end up varying slightly.</i></p> <p><i>The budget also utilizes \$124,000 of Utility Fund Balance, leaving an estimated \$47,407 remaining. Discussion ensued, the high points of which included:</i></p> <ul style="list-style-type: none"> • <i>Councilmember Dillenberg urged that we move forward with the "Friends of Jerome"</i> 																																										

initiative and will make some contacts in that regard. It could provide a way for people to donate funds to the town.

- Councilmember Moore asked if the town is legally able to donate to the local food bank. Ms. Gallagher will check with the attorney and provide his response to Council.
- Council expressed a desire to see two or three officers on duty here on weekends. They would like to know if the additional full-time officer proposed by Chief Muma (and included in this budget) would already have EMT and Firefighter certifications and police training or if we would have to arrange and pay for those.
- It was noted that the Town is eligible to receive approximately \$52,000 in AZCARES funding to reimburse public safety costs during the pandemic. Ms. Gallagher will factor this into the next draft of the budget.
- There was discussion regarding the need for a paid shuttle driver, as the Chamber no longer wishes to have that come out of the 1% bed tax. That money remains in the budget for now.
 - The use of the shuttle during Artwalk was discussed briefly. It was agreed that, until social distancing recommendations are lifted, we should not have the shuttle operating at all. Ms. Worth suggested establishing makeshift "loading zones" during Artwalk instead.
- Council would like to know how the advertising dollars requested by the Chamber (\$2,800) will be spent. Ms. Gallagher will request that information from the Chamber.
- There was general discussion regarding the tremendous importance of obtaining a full Census count. Our population is a factor in determining our funding level for state and federal assistance.

Council expressed satisfaction with this draft of the budget, commended staff, and agreed that the next budget meeting would be scheduled for Tuesday, June 23 at 6:00 p.m., with the hope that we will have more information by then regarding COVID's impact on our revenues. Council is looking forward to receiving public input on the budget.

ITEM #4:	ADJOURNMENT					
	Motion to adjourn at 2:03 p.m.					
	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: _____