



TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331
 (928) 634-7943
www.jerome.az.gov

AGENDA

(REVISED 4/6/22)

REGULAR MEETING OF THE JEROME TOWN COUNCIL COUNCIL CHAMBERS, JEROME TOWN HALL 600 CLARK STREET, JEROME, ARIZONA

TUESDAY, APRIL 12, 2022, 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 Kristen Muenz, 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 Mayor/Chairperson to call meeting to order. Town Clerk to call and record the roll.	
ITEM #2:	FINANCIAL REPORTS Financial reports for March 2022	Discussion/Possible Action
ITEM #3:	STAFF AND COUNCIL REPORTS Reports by the Town Manager/Clerk, Deputy Town Clerk, Utilities Clerk, Accounting Clerk, Public Works Department, Building Inspector, Library, Municipal Court, Police Chief, Fire Chief, and Council members.	Discussion/Possible Action
ITEM #4:	ZONING ADMINISTRATOR'S REPORT/PLANNING & ZONING AND DESIGN REVIEW BOARD MINUTES Minutes are provided for the information of Council and do not require action.	Discussion/Possible Direction
ITEM #5:	APPROVAL OF MINUTES February 22, 2022 special joint meeting; March 8, 2022 regular meeting; March 14, 2022 special meeting	Discussion/Possible Action
ITEM #6:	PETITIONS FROM THE PUBLIC <i>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.</i>	Discussion/Possible Direction
ITEM #7:	ORDINANCES AND RESOLUTIONS	
	ITEM #7A: RESOLUTION NO. 637, A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF JEROME, ARIZONA, AWARDED CONTRACT FOR WATERLINE IMPROVEMENTS AND HYDRANT INSTALLATION Council may approve Resolution No. 637, awarding a contract for waterline improvements and hydrant installation on Dundee Avenue. The project will be funded by a CDBG grant and ARPA funds.	Sponsored by Mayor Jack Dillenberg Discussion; Possible Action
	ITEM #7B: RESOLUTION NO. 638, A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF JEROME, ARIZONA, AWARDED CONTRACT FOR DRAINAGE IMPROVEMENTS Council may approve Resolution No. 638, awarding a contract for drainage improvements. The project will be funded by HURF Exchange monies.	Sponsored by Mayor Jack Dillenberg Discussion; Possible Action
	ITEM #7C: RESOLUTION NO. 639, A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF JEROME, ARIZONA, DECLARING AS A PUBLIC RECORD THAT CERTAIN DOCUMENT FILED WITH THE TOWN CLERK AND ENTITLED "INTERNATIONAL RESIDENTIAL CODE FOR ONE- AND TWO-FAMILY DWELLINGS, 2018 EDITION," TOGETHER WITH AMENDMENTS THERETO Council may approve Resolution No. 639.	Sponsored by Mayor Jack Dillenberg Discussion; Possible Action
	ITEM #7D: FIRST READING - ORDINANCE NO. 482, AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AMENDING ARTICLE 7-1 OF THE JEROME TOWN CODE TO ADOPT THE 2018 INTERNATIONAL RESIDENTIAL CODE FOR ONE- AND TWO-FAMILY DWELLINGS, TOGETHER WITH AMENDMENTS THERETO Council may conduct the first reading of Ordinance No. 482.	Sponsored by Mayor Jack Dillenberg Discussion; Possible Action

ITEM #8:	UNFINISHED BUSINESS	
	ITEM #8A: DESIGN GUIDELINES Council will review recommendations by the Planning & Zoning Commission, Design Review Board, Historical Society and Zoning Administrator regarding design guidelines prepared by Bill Otwell & Associates.	Sponsored by Mayor Jack Dillenberg Discussion; Possible Direction
	ITEM #8B: APPROVING CHANGES TO BYLAWS FOR DESIGN REVIEW BOARD AND PLANNING & ZONING COMMISSION Council may approve changes to the bylaws of the Planning & Zoning Commission and Design Review Board regarding regular meeting dates.	Sponsored by Mayor Jack Dillenberg Discussion; Possible Action
	ITEM #8C: COUNCIL VACANCY Council will discuss the process for filling the vacancy resulting from the resignation of Vice Mayor Mandy Worth.	Sponsored by Councilmember Sage Harvey Discussion/Possible Action
ITEM #9:	NEW BUSINESS	
	ITEM #9A: CONDITIONAL USE PERMIT – 511 MAIN STREET (CADEN WILLIAMS) Council will review and may approve a Conditional Use Permit for the use of three residential apartments at 511 Main Street in the C-1 Zone. This CUP was recommended for approval by Council by the Planning & Zoning Commission on March 16, 2022.	Sponsored by Mayor Jack Dillenberg Discussion; Possible Action
	ITEM #9B: AGREEMENTS FOR PROFESSIONAL ENGINEERING SERVICES Council will review and may approve agreements with the Town Engineer, Southwestern Environmental Consultants, Inc., as follows: <ul style="list-style-type: none"> • Post-design work, Dundee waterline improvements • Construction staking, Dundee waterline improvements • Post-design work, drainage improvements • Construction staking, drainage improvements 	Sponsored by Mayor Jack Dillenberg Discussion; Possible Action
	ITEM #9C: PROCLAMATION: FAIR HOUSING MONTH Council may approve a proclamation declaring the month of April 2022 as Fair Housing Month.	Sponsored by Mayor Jack Dillenberg Discussion; Possible Action
ITEM #10:	TO AND FROM THE COUNCIL Council may direct staff regarding items to be placed on a future agenda.	Discussion; Possible Direction
ITEM #11:	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 7 p.m. on _____ in accordance with the statement filed by the Jerome Town Council with the Jerome Town Clerk: (1) 970 Gulch Road, side of Gulch Fire Station, exterior posting case; (2) 600 Clark Street, Jerome Town Hall, exterior posting case; (3) 120 Main Street, Jerome Post office, interior posting case.

 Kristen Muenz, Deputy Town Clerk

Town of Jerome
Budget to Actual Summary
22-Mar

Fund	Department	Current Period			YTD		
		Revenue	Budget	Variance	Revenue	Budget	Variance
10	GF Revenue	\$ 142,071.19	\$ 156,049.09	\$ (13,977.90)	\$ 1,756,770.18	\$ 1,453,843.88	\$ 302,926.30
	Total	\$ 142,071.19	\$ 156,049.09	\$ (13,977.90)	\$ 1,756,770.18	\$ 1,453,843.88	\$ 302,926.30
		Expense	Budget	Variance	Expense	Budget	Variance
11	Admin	\$ 57,535.67	\$ 52,695.05	\$ (4,840.62)	\$ 397,692.39	\$ 476,517.04	\$ 78,824.65
12	Court	\$ 8,763.91	\$ 9,028.29	\$ 264.38	\$ 65,010.82	\$ 85,901.13	\$ 20,890.31
13	Police	\$ 51,622.94	\$ 48,840.40	\$ (2,782.54)	\$ 447,588.74	\$ 495,607.80	\$ 48,019.06
14	Fire	\$ 36,439.69	\$ 32,786.31	\$ (3,653.38)	\$ 284,875.12	\$ 347,889.60	\$ 63,014.48
15	Library	\$ 10,287.55	\$ 7,455.20	\$ (2,832.35)	\$ 70,338.51	\$ 72,336.40	\$ 1,997.89
16	P&Z	\$ 7,877.83	\$ 9,248.86	\$ 1,371.03	\$ 53,220.46	\$ 88,099.42	\$ 34,878.96
17	Parks	\$ 1,964.48	\$ 1,819.03	\$ (145.45)	\$ 11,403.80	\$ 16,576.41	\$ 5,172.61
18	Properties	\$ 19,961.46	\$ 18,902.05	\$ (1,059.41)	\$ 106,936.43	\$ 172,685.35	\$ 65,748.92
	Total	\$ 194,453.53	\$ 180,775.19	\$ (13,678.34)	\$ 1,437,066.27	\$ 1,755,613.15	\$ 318,546.88
General	Net Income (Loss)	\$ (52,382.34)	\$ (24,726.10)	\$ (27,656.24)	\$ 319,703.91	\$ (301,769.27)	\$ 621,473.18
		Revenue	Budget	Variance	Revenue	Budget	Variance
50	Water	\$ 17,230.80	\$ 18,833.32	\$ (1,602.52)	\$ 165,732.98	\$ 169,500.04	\$ (3,767.06)
51	Sewer	\$ 16,731.63	\$ 19,212.48	\$ (2,480.85)	\$ 162,044.77	\$ 172,912.56	\$ (10,867.79)
52	Trash	\$ 14,704.94	\$ 15,833.33	\$ (1,128.39)	\$ 132,820.02	\$ 142,500.01	\$ (9,679.99)
	Total	\$ 48,667.37	\$ 53,879.13	\$ (5,211.76)	\$ 460,597.77	\$ 484,912.61	\$ (24,314.84)
		Expense	Budget	Variance	Expense	Budget	Variance
50	Water	\$ 27,721.78	\$ 36,684.49	\$ 8,962.71	\$ 164,863.75	\$ 206,962.03	\$ 42,098.28
51	Sewer	\$ 19,995.65	\$ 22,965.51	\$ 2,969.86	\$ 160,405.14	\$ 224,441.97	\$ 64,036.83
52	Trash	\$ 18,065.78	\$ 20,531.18	\$ 2,465.40	\$ 153,549.77	\$ 174,478.96	\$ 20,929.19
	Total	\$ 65,783.21	\$ 80,181.18	\$ 14,397.97	\$ 478,818.66	\$ 605,882.96	\$ 127,064.30
Utilities	Net Income (Loss)	\$ (17,115.84)	\$ (26,302.05)	\$ 9,186.21	\$ (18,220.89)	\$ (120,970.35)	\$ 102,749.46
		Revenue	Budget	Variance	Revenue	Budget	Variance
30	HURF	\$ 10,740.56	\$ 15,652.83	\$ (4,912.27)	\$ 104,824.36	\$ 92,475.51	\$ 12,348.85
		Expense	Budget	Variance	Expense	Budget	Variance
		\$ 10,740.56	\$ 14,034.33	\$ 3,293.77	\$ 104,824.36	\$ 188,124.51	\$ 83,300.15
Road	Net Income (Loss)	\$ -	\$ 1,618.50	\$ (1,618.50)	\$ -	\$ (95,649.00)	\$ 95,649.00
		Revenue	Budget	Variance	Revenue	Budget	Variance
35	Parking	\$ 38,362.05	\$ 20,833.33	\$ 17,528.72	\$ 243,810.60	\$ 187,500.01	\$ 56,310.59
		Expense	Budget	Variance	Expense	Budget	Variance
		\$ 18,677.24	\$ 17,671.72	\$ (1,005.52)	\$ 204,844.95	\$ 196,609.34	\$ (8,235.61)
Parking	Net Income (Loss)	\$ 19,684.81	\$ 3,161.61	\$ 16,523.20	\$ 38,965.65	\$ (9,109.33)	\$ 48,074.98
		Current Month			Year To Date		
	Total Revenue	\$ 239,841.17			\$ 2,566,002.91		
	Less Total Expense	\$ 289,654.54			\$ 2,225,554.24		
	Net Income (Loss)	\$ (49,813.37)			\$ 340,448.67		

*There were three pay periods in March. Almost all General & Administrative Expenses for every fund are over-budget because of this.

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 3/1/2022 Through 3/31/2022

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

	Current Period				Year To Date			
	Actual	Budget	Variance	%	Actual	Budget	Variance	%
Revenues								
Property Taxes	\$561.80	\$0.00	\$561.80	0.0%	\$31,426.14	\$26,350.00	\$5,076.14	19.3%
City Sales Taxes	80,928.35	92,700.00	(11,771.65)	(12.7)	1,061,156.95	750,500.00	310,656.95	41.4
State Sales Taxes	5,478.32	4,452.00	1,026.32	23.1	47,246.54	40,068.00	7,178.54	17.9
Urban Revenue Share	16,485.43	16,309.50	175.93	1.1	148,017.01	146,785.50	1,231.51	0.8
Yavapai County for Library	0.00	0.00	0.00	0.0	12,353.19	12,360.50	(7.31)	(0.1)
Vehicle License Tax	3,138.63	2,901.33	237.30	8.2	27,896.03	26,112.01	1,784.02	6.8
Fines and Forfeitures	3,895.56	6,083.33	(2,187.77)	(36.0)	48,145.94	54,750.01	(6,604.07)	(12.1)
Court Security Fund Revenue	680.00	833.33	(153.33)	(18.4)	7,961.01	7,500.01	461.00	6.1
Building Permits	786.25	666.66	119.59	17.9	8,716.62	6,000.02	2,716.60	45.3
Planning & Zoning Fees	0.00	416.66	(416.66)	(100.0)	3,825.00	3,750.02	74.98	2.0
Business Licenses	610.00	416.66	193.34	46.4	3,594.75	3,750.02	(155.27)	(4.1)
Commercial Filming Fees	500.00	29.16	470.84	1614.7	500.00	262.52	237.48	90.5
Fire Dept Services Rev	168.00	833.33	(665.33)	(79.8)	1,248.00	7,500.01	(6,252.01)	(83.4)
Franchise Fees	0.00	0.00	0.00	0.0	11,498.69	11,250.00	248.69	2.2
PD Parking Citation Revenue	4,962.35	1,666.66	3,295.69	197.7	26,922.60	15,000.02	11,922.58	79.5
PD Revenue From Parking Fund	2,500.00	2,500.00	0.00	0.0	22,500.00	22,500.00	0.00	0.0
Police Officer Safety Equip Rev	132.06	166.66	(34.60)	(20.8)	1,671.91	1,500.02	171.89	11.5
Police Services	200.00	1,666.66	(1,466.66)	(88.0)	10,282.34	15,000.02	(4,717.68)	(31.5)
Rents	6,603.51	6,543.50	60.01	0.9	59,291.59	58,891.50	400.09	0.7
Utility Reimbursements	544.47	375.00	169.47	45.2	3,333.78	3,375.00	(41.22)	(1.2)
Wildland Fire Fees	0.00	0.00	0.00	0.0	51,450.00	51,450.00	0.00	0.0
Wildlands Wage Reimbursement	0.00	0.00	0.00	0.0	31,790.65	31,790.65	0.00	0.0
Firewise Wage Reimbursement	0.00	2,500.00	(2,500.00)	(100.0)	6,210.00	22,500.00	(16,290.00)	(72.4)
Contributions	0.00	125.00	(125.00)	(100.0)	2,713.00	1,125.00	1,588.00	141.2
Library Contributions	0.00	83.33	(83.33)	(100.0)	829.00	750.01	78.99	10.5
Interest	157.80	125.00	32.80	26.2	1,323.89	1,125.00	198.89	17.7
Sale of Assets	0.00	625.00	(625.00)	(100.0)	0.00	5,625.00	(5,625.00)	(100.0)
Miscellaneous Revenues	0.00	291.66	(291.66)	(100.0)	1,217.40	2,625.02	(1,407.62)	(53.6)
Administrative Charges	13,738.66	13,738.66	0.00	0.0	123,648.15	123,648.02	0.13	0.0
Net Revenues	\$142,071.19	\$156,049.09	\$(13,977.90)	(9.0)%	\$1,756,770.18	\$1,453,843.88	\$302,926.30	20.8 %
Net Income (Loss)	\$142,071.19	\$156,049.09	\$(13,977.90)	(9.0)%	\$1,756,770.18	\$1,453,843.88	\$302,926.30	20.8%

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 3/1/2022 Through 3/31/2022

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

	Current Period				Year To Date			
	Actual	Budget	Variance	%	Actual	Budget	Variance	%
<u>Program Expenses</u>								
Accounting and Auditing	\$0.00	\$0.00	\$0.00	0.0%	\$14,700.00	\$15,000.00	\$300.00	2.0%
Advertising, Printing, & Publishing	1,592.99	0.00	(1,592.99)	0.0	10,152.19	4,500.00	(5,652.19)	(125.6)
Contract Services	0.00	409.09	409.09	100.0	5,094.00	8,172.73	3,078.73	37.7
Conventions and Seminars	0.00	0.00	0.00	0.0	3,344.30	3,718.19	373.89	10.1
Training & Education	0.00	229.16	229.16	100.0	639.00	2,062.52	1,423.52	69.0
Dues, Subs & Memberships	125.00	0.00	(125.00)	0.0	6,559.08	5,850.00	(709.08)	(12.1)
TPT Collection Fee Exp	0.00	0.00	0.00	0.0	0.00	1,200.00	1,200.00	100.0
Fuel	0.00	0.00	0.00	0.0	45.28	0.00	(45.28)	0.0
Insurance	5,037.91	7,820.00	2,782.09	35.6	14,539.94	17,500.00	2,960.06	16.9
Insurance Deductible Exp	0.00	83.33	83.33	100.0	200.00	750.01	550.01	73.3
COVID Expenses	0.00	75.00	75.00	100.0	0.00	675.00	675.00	100.0
Legal Exp - Gen Gov	1,111.50	1,166.66	55.16	4.7	10,980.00	10,500.02	(479.98)	(4.6)
Miscellaneous	196.36	472.16	275.80	58.4	853.56	4,249.52	3,395.96	79.9
Bank Fees - Gen Admin	138.52	150.00	11.48	7.7	1,237.37	1,350.00	112.63	8.3
Bank Fees / Merch Svcs	488.87	833.33	344.46	41.3	6,340.74	7,500.01	1,159.27	15.5
Office Supplies	440.98	165.00	(275.98)	(167.3)	6,265.61	5,505.00	(760.61)	(13.8)
Copier & Equip Lease Expense	933.54	625.00	(308.54)	(49.4)	5,072.63	5,625.00	552.37	9.8
Software Support Exp - GG	1,884.07	918.66	(965.41)	(105.1)	15,824.46	14,906.02	(918.44)	(6.2)
Computer Hardware & Service	603.75	833.33	229.58	27.5	5,592.34	7,500.01	1,907.67	25.4
Operating Supplies - Gen Gov	0.00	83.33	83.33	100.0	895.84	750.01	(145.83)	(19.4)
Postage	294.99	416.66	121.67	29.2	2,101.91	3,750.02	1,648.11	43.9
Rep and Maint - Vehicles	0.00	41.66	41.66	100.0	0.00	375.02	375.02	100.0
Shuttle Expenses	230.96	125.00	(105.96)	(84.8)	3,619.43	1,125.00	(2,494.43)	(221.7)
Small Tools and Equipment	0.00	583.33	583.33	100.0	0.00	5,250.01	5,250.01	100.0
Telephone	356.28	250.00	(106.28)	(42.5)	1,862.05	2,250.00	387.95	17.2
Travel	0.00	0.00	0.00	0.0	896.67	500.00	(396.67)	(79.3)
Tourism 1% Bed Tax	0.00	0.00	0.00	0.0	10,126.33	10,000.00	(126.33)	(1.3)
Community Health	0.00	41.66	41.66	100.0	0.00	375.02	375.02	100.0
Preservation of Historic Buildings	0.00	4,166.66	4,166.66	100.0	0.00	37,500.02	37,500.02	100.0
Vehicles, Cap Outlay, Gen Gov	0.00	0.00	0.00	0.0	0.00	10,000.00	10,000.00	100.0
Transfers Out	7,207.13	5,784.71	(1,422.42)	(24.6)	28,289.07	42,145.87	13,856.80	32.9
Total Program Expenses	\$20,642.85	\$25,273.73	\$4,630.88	18.3 %	\$155,231.80	\$230,585.00	\$75,353.20	32.7 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$27,390.52	\$19,828.83	(\$7,561.69)	(38.1)%	\$176,620.28	\$178,459.51	\$1,839.23	1.0%
Longevity Bonus	0.00	0.00	0.00	0.0	829.00	1,024.00	195.00	19.0

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 3/1/2022 Through 3/31/2022

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

	Current Period				Year To Date			
	Actual	Budget	Variance	%	Actual	Budget	Variance	%
Payment in Lieu of Medical Benefits	800.19	577.91	(222.28)	(38.5)	5,334.60	5,201.27	(133.33)	(2.6)
FICA Match	2,104.52	1,570.08	(534.44)	(34.0)	13,631.92	14,130.76	498.84	3.5
Retirement Match	1,945.63	1,456.50	(489.13)	(33.6)	13,066.47	13,108.50	42.03	0.3
Health/Life Insurance	4,619.37	3,646.00	(973.37)	(26.7)	32,077.26	32,814.00	736.74	2.2
Workers Compensation	0.00	314.00	314.00	100.0	583.00	942.00	359.00	38.1
Unemployment Insurance	32.59	28.00	(4.59)	(16.4)	318.06	252.00	(66.06)	(26.2)
Total General & Administrative Expenses	\$36,892.82	\$27,421.32	\$(9,471.50)	(34.5)%	\$242,460.59	\$245,932.04	\$3,471.45	1.4 %
Total Expenses	\$57,535.67	\$52,695.05	\$(4,840.62)	(9.2)%	\$397,692.39	\$476,517.04	\$78,824.65	16.5%
Net Income (Loss)	\$(57,535.67)	\$(52,695.05)	\$(4,840.62)	(9.2)%	(\$397,692.39)	\$(476,517.04)	\$78,824.65	16.5%

4/4/22
2:04:54 PM

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 3/1/2022 Through 3/31/2022

Fund: (1) General
Department: (12) Court

	Current Period				Year To Date			
	Actual	Budget	Variance	%	Actual	Budget	Variance	%
<u>Program Expenses</u>								
Court Security Fund Expenses	\$0.00	\$833.33	\$833.33	100.0%	\$0.00	\$7,500.01	\$7,500.01	100.0%
Accounting and Auditing	0.00	0.00	0.00	0.0	2,500.00	2,200.00	(300.00)	(13.6)
Contract Services	0.00	583.33	583.33	100.0	2,345.47	5,250.01	2,904.54	55.3
Training & Education	0.00	43.75	43.75	100.0	0.00	393.75	393.75	100.0
Dues and Subscriptions	0.00	26.66	26.66	100.0	333.64	240.02	(93.62)	(39.0)
Miscellaneous	0.00	25.00	25.00	100.0	18.99	225.00	206.01	91.6
Office Supplies	50.94	16.66	(34.28)	(205.8)	80.34	150.02	69.68	46.4
Copier & Equip Lease Exp	0.00	0.00	0.00	0.0	2,363.91	2,310.00	(53.91)	(2.3)
Operating Supplies - Court	0.00	0.00	0.00	0.0	27.01	0.00	(27.01)	0.0
Telephone	141.36	75.00	(66.36)	(88.5)	574.40	675.00	100.60	14.9
Travel	0.00	75.00	75.00	100.0	203.72	675.00	471.28	69.8
Total Program Expenses	\$192.30	\$1,678.73	\$1,486.43	88.5 %	\$8,447.48	\$19,618.81	\$11,171.33	56.9 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$7,686.06	\$6,569.66	\$(1,116.40)	(17.0)%	\$50,329.62	\$59,127.02	\$8,797.40	14.9%
Longevity Bonus	0.00	0.00	0.00	0.0	529.00	529.00	0.00	0.0
FICA and Medicare	587.97	505.91	(82.06)	(16.2)	3,889.83	4,553.27	663.44	14.6
Retirement	264.00	192.33	(71.67)	(37.3)	1,603.84	1,731.01	127.17	7.3
Worker's Compensation	0.00	65.50	65.50	100.0	100.00	196.50	96.50	49.1
Unemployment	33.58	16.16	(17.42)	(107.8)	111.05	145.52	34.47	23.7
Total General & Administrative Expenses	\$8,571.61	\$7,349.56	\$(1,222.05)	(16.6)%	\$56,563.34	\$66,282.32	\$9,718.98	14.7 %
Total Expenses	\$8,763.91	\$9,028.29	\$264.38	2.9%	\$65,010.82	\$85,901.13	\$20,890.31	24.3%
Net Income (Loss)	\$(8,763.91)	\$(9,028.29)	\$264.38	2.9%	(\$65,010.82)	\$(85,901.13)	\$20,890.31	24.3%

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 3/1/2022 Through 3/31/2022

Fund: (1) General
Department: (13) Police

	Current Period				Year To Date			
	Actual	Budget	Variance	%	Actual	Budget	Variance	%
<u>Program Expenses</u>								
Advertising, Printing, & Publishing	\$0.00	\$0.00	\$0.00	0.0%	\$99.00	\$0.00	\$(99.00)	0.0%
Contract Services	0.00	41.66	41.66	100.0	0.00	375.02	375.02	100.0
Training & Education	0.00	83.33	83.33	100.0	149.00	750.01	601.01	80.1
Dispatch Fees	0.00	3,106.87	3,106.87	100.0	25,581.68	27,534.39	1,952.71	7.1
Dues and Subscriptions	0.00	0.00	0.00	0.0	743.25	1,200.00	456.75	38.1
Fuel	711.07	750.00	38.93	5.2	7,317.62	6,750.00	(567.62)	(8.4)
Prosecutor Exp	1,353.00	2,000.00	647.00	32.4	10,131.00	18,000.00	7,869.00	43.7
Miscellaneous	0.00	50.00	50.00	100.0	427.43	450.00	22.57	5.0
Software Service & Support	220.96	558.33	337.37	60.4	3,044.16	5,025.01	1,980.85	39.4
Computer Hardware & Service	0.00	291.66	291.66	100.0	1,328.71	2,625.02	1,296.31	49.4
Operating Supplies - Police	94.60	58.33	(36.27)	(62.2)	2,367.67	2,125.01	(242.66)	(11.4)
Postage	9.45	16.66	7.21	43.3	161.49	150.02	(11.47)	(7.6)
Rep and Maint - Vehicles	0.00	625.00	625.00	100.0	5,134.98	5,625.00	490.02	8.7
Rep and Maint - Equipment	779.24	625.00	(154.24)	(24.7)	7,713.44	6,875.00	(838.44)	(12.2)
Police Officer Safety Equip Exp	0.00	0.00	0.00	0.0	3,197.38	2,000.00	(1,197.38)	(59.9)
Small Tools and Equipment	0.00	583.33	583.33	100.0	2,676.30	5,250.01	2,573.71	49.0
Telephone	989.28	433.33	(555.95)	(128.3)	5,136.41	3,900.01	(1,236.40)	(31.7)
Uniforms	0.00	125.00	125.00	100.0	0.00	1,125.00	1,125.00	100.0
Vehicles, Cap Outlay, Police	0.00	0.00	0.00	0.0	32,808.72	37,300.00	4,491.28	12.0
Total Program Expenses	\$4,157.60	\$9,348.50	\$5,190.90	55.5 %	\$108,018.24	\$127,059.50	\$19,041.26	15.0 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$35,701.01	\$28,606.00	\$(7,095.01)	(24.8)%	\$241,752.67	\$257,454.00	\$15,701.33	6.1%
Longevity Bonus	0.00	0.00	0.00	0.0	1,209.00	1,359.00	150.00	11.0
FICA and Medicare	2,613.05	2,200.08	(412.97)	(18.8)	17,707.91	19,800.76	2,092.85	10.6
Retirement	2,687.51	2,635.16	(52.35)	(2.0)	20,695.50	23,716.52	3,021.02	12.7
Health Insurance	6,422.58	6,012.50	(410.08)	(6.8)	47,949.99	54,112.50	6,162.51	11.4
Worker's Compensation	0.00	0.00	0.00	0.0	10,173.00	11,762.00	1,589.00	13.5
Unemployment	41.19	38.16	(3.03)	(7.9)	308.34	343.52	35.18	10.2
Payroll Adjustment-Police	0.00	0.00	0.00	0.0	(225.91)	0.00	225.91	0.0
Total General & Administrative Expenses	\$47,465.34	\$39,491.90	\$(7,973.44)	(20.2)%	\$339,570.50	\$368,548.30	\$28,977.80	7.9 %
Total Expenses	\$51,622.94	\$48,840.40	\$(2,782.54)	(5.7)%	\$447,588.74	\$495,607.80	\$48,019.06	9.7%
Net Income (Loss)	\$(51,622.94)	\$(48,840.40)	\$(2,782.54)	(5.7)%	\$(447,588.74)	\$(495,607.80)	\$48,019.06	9.7%

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Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 3/1/2022 Through 3/31/2022

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	\$41.66	\$41.66	100.0%	\$0.00	\$375.02	\$375.02	100.0%
Training & Education	1,314.50	400.00	(914.50)	(228.6)	3,506.48	4,500.00	993.52	22.1
Dispatch Fees	0.00	537.50	537.50	100.0	4,482.64	4,837.50	354.86	7.3
Dues and Subscriptions	279.99	125.00	(154.99)	(124.0)	613.21	1,125.00	511.79	45.5
Fuel	787.49	416.66	(370.83)	(89.0)	4,623.53	3,750.02	(873.51)	(23.3)
Legal Exp - Fire	0.00	41.66	41.66	100.0	0.00	375.02	375.02	100.0
Medical Expenses	0.00	83.33	83.33	100.0	162.58	750.01	587.43	78.3
Medical Supplies Exp	254.96	284.09	29.13	10.3	3,036.61	3,647.73	611.12	16.8
Miscellaneous	481.10	125.00	(356.10)	(284.9)	579.24	1,125.00	545.76	48.5
Software Service & Support	145.98	75.00	(70.98)	(94.6)	745.98	675.00	(70.98)	(10.5)
Operating Supplies - Fire Dept	0.00	125.00	125.00	100.0	755.92	1,125.00	369.08	32.8
Rep and Maint - Vehicles	3,346.11	1,666.66	(1,679.45)	(100.8)	12,548.22	15,000.02	2,451.80	16.3
Rep and Maint - Equipment	1,783.33	416.66	(1,366.67)	(328.0)	2,105.53	3,750.02	1,644.49	43.9
Small Tools and Equipment	1,840.82	1,477.28	(363.54)	(24.6)	10,167.00	10,000.00	(167.00)	(1.7)
Telephone	501.84	333.33	(168.51)	(50.6)	2,102.13	3,000.01	897.88	29.9
Training Center Assessment	0.00	0.00	0.00	0.0	2,692.00	2,700.00	8.00	0.3
Total Program Expenses	\$10,736.12	\$6,148.83	\$(4,587.29)	(74.6)%	\$48,121.07	\$56,735.35	\$8,614.28	15.2 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$15,385.53	\$14,338.91	\$(1,046.62)	(7.3)%	\$107,073.38	\$129,050.27	\$21,976.89	17.0%
Wildland Personnel	0.00	0.00	0.00	0.0	27,625.59	28,318.19	692.60	2.4
Volunteer-Employee Per Call Personnel	1,242.00	2,583.33	1,341.33	51.9	10,814.00	23,250.01	12,436.01	53.5
Firewise Personnel	1,272.00	3,333.33	2,061.33	61.8	15,231.50	30,000.01	14,768.51	49.2
Longevity Bonus	228.00	0.00	(228.00)	0.0	446.00	466.00	0.00	0.0
FICA and Medicare	1,217.75	1,682.58	464.83	27.6	11,596.89	15,143.26	3,546.37	23.4
Retirement	1,249.08	947.58	(301.50)	(31.8)	20,567.29	20,528.26	(39.03)	(0.2)
Health Insurance	5,084.16	3,699.00	(1,385.16)	(37.4)	33,894.40	33,291.00	(603.40)	(1.8)
Worker's Compensation	0.00	0.00	0.00	0.0	9,270.00	10,652.50	1,382.50	13.0
Unemployment	25.05	52.75	27.70	52.5	235.00	474.75	239.75	50.5
Total General & Administrative Expenses	\$25,703.57	\$26,637.48	\$933.91	3.5 %	\$236,754.05	\$291,154.25	\$54,400.20	18.7 %
Total Expenses	\$36,439.69	\$32,786.31	\$(3,653.38)	(11.1)%	\$284,875.12	\$347,889.60	\$63,014.48	18.1%
Net Income (Loss)	\$(36,439.69)	\$(32,786.31)	\$(3,653.38)	(11.1)%	\$(284,875.12)	\$(347,889.60)	\$63,014.48	18.1%

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 3/1/2022 Through 3/31/2022

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

	Current Period				Year To Date			
	Actual	Budget	Variance	%	Actual	Budget	Variance	%
<u>Program Expenses</u>								
Advertising, Printing, & Publishing	\$0.00	\$25.00	\$25.00	100.0%	\$0.00	\$225.00	\$225.00	100.0%
Contract Services	0.00	104.16	104.16	100.0	0.00	937.52	937.52	100.0
Miscellaneous	0.00	20.83	20.83	100.0	51.46	187.51	136.05	72.6
Office Supplies	34.94	20.83	(14.11)	(67.7)	34.94	187.51	152.57	81.4
Operating Supplies - Library	334.45	0.00	(334.45)	0.0	3,328.66	3,000.00	(328.66)	(11.0)
Print and Non-Print Materials	89.50	325.00	235.50	72.5	1,100.55	2,925.00	1,824.45	62.4
Rep and Maint - Equipment	0.00	8.33	8.33	100.0	0.00	75.01	75.01	100.0
Small Tools and Equipment	417.42	0.00	(417.42)	0.0	1,313.30	1,500.00	186.70	12.4
Telephone	163.10	75.00	(88.10)	(117.5)	813.58	675.00	(138.58)	(20.5)
E-Rate Exp	42.95	66.66	23.71	35.6	586.55	600.02	13.47	2.2
Total Program Expenses	\$1,082.36	\$645.81	\$(436.55)	(67.6)%	\$7,229.04	\$10,312.57	\$3,083.53	29.9 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$7,299.28	\$5,416.66	\$(1,882.62)	(34.8)%	\$49,476.17	\$48,750.02	\$(726.15)	(1.5)%
Longevity Bonus	0.00	0.00	0.00	0.0	608.00	608.00	0.00	0.0
Library Benefit Stipend	800.19	577.91	(222.28)	(38.5)	5,334.60	5,201.27	(133.33)	(2.6)
FICA and Medicare	618.81	463.08	(155.73)	(33.6)	4,234.57	4,167.76	(66.81)	(1.6)
Retirement	410.31	296.33	(113.98)	(38.5)	2,735.40	2,667.01	(68.39)	(2.6)
Health Insurance	61.83	41.00	(20.83)	(50.8)	412.20	369.00	(43.20)	(11.7)
Worker's Compensation	0.00	0.00	0.00	0.0	119.00	131.00	12.00	9.2
Unemployment	14.77	14.41	(0.36)	(2.5)	189.53	129.77	(59.76)	(46.1)
Total General & Administrative Expenses	\$9,205.19	\$6,809.39	\$(2,395.80)	(35.2)%	\$63,109.47	\$62,023.83	\$(1,085.64)	(1.8)%
Total Expenses	\$10,287.55	\$7,455.20	\$(2,832.35)	(38.0)%	\$70,338.51	\$72,336.40	\$1,997.89	2.8%
Net Income (Loss)	\$(10,287.55)	\$(7,455.20)	\$(2,832.35)	(38.0)%	(\$70,338.51)	\$72,336.40	\$1,997.89	2.8%

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 3/1/2022 Through 3/31/2022

Fund: (1) General
Department: (16) P & Z

	Current Period				Year To Date			
	Actual	Budget	Variance	%	Actual	Budget	Variance	%
<u>Program Expenses</u>								
Advertising, Printing, & Publishing	\$0.00	\$25.00	\$25.00	100.0%	\$54.03	\$225.00	\$170.97	76.0%
Contract Services	0.00	0.00	0.00	0.0	400.00	0.00	(400.00)	0.0
Conventions and Seminars	0.00	41.66	41.66	100.0	0.00	375.02	375.02	100.0
Training & Education	0.00	166.66	166.66	100.0	0.00	1,500.02	1,500.02	100.0
Legal Exp - P&Z	931.50	1,125.00	193.50	17.2	14,855.50	14,625.00	(230.50)	(1.6)
Map Upgrades and Materials	0.00	20.83	20.83	100.0	0.00	187.51	187.51	100.0
Miscellaneous	0.00	9.33	9.33	100.0	0.00	84.01	84.01	100.0
Software Maintenance & Support	75.00	226.25	151.25	66.9	675.00	2,036.25	1,361.25	66.9
Operating Supplies - P&Z	0.00	20.83	20.83	100.0	0.00	187.51	187.51	100.0
Small Tools and Equipment	0.00	20.83	20.83	100.0	0.00	187.51	187.51	100.0
Telephone	27.90	54.16	26.26	48.5	417.48	487.52	70.04	14.4
Travel	0.00	41.66	41.66	100.0	0.00	375.02	375.02	100.0
Total Program Expenses	\$1,034.40	\$1,752.21	\$717.81	41.0 %	\$16,402.01	\$20,270.37	\$3,868.36	19.1 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$6,317.21	\$5,713.16	\$(604.05)	(10.6)%	\$29,644.69	\$51,418.52	\$21,773.83	42.3%
Longevity Bonus	0.00	0.00	0.00	0.0	228.00	228.00	0.00	0.0
FICA and Medicare	483.29	439.33	(43.96)	(10.0)	2,283.00	3,954.01	1,671.01	42.3
Retirement	0.00	370.58	370.58	100.0	1,262.71	3,335.26	2,072.55	62.1
Health Insurance	0.00	965.00	965.00	100.0	3,135.86	8,685.00	5,549.14	63.9
Worker's Compensation	0.00	0.00	0.00	0.0	152.00	131.00	(21.00)	(16.0)
Unemployment	42.93	8.58	(34.35)	(400.3)	112.19	77.26	(34.93)	(45.2)
Total General & Administrative Expenses	\$6,843.43	\$7,496.65	\$653.22	8.7 %	\$36,818.45	\$67,829.05	\$31,010.60	45.7 %
Total Expenses	\$7,877.83	\$9,248.86	\$1,371.03	14.8%	\$53,220.46	\$88,099.42	\$34,878.96	39.6%
Net Income (Loss)	\$(7,877.83)	\$(9,248.86)	\$1,371.03	14.8%	(\$53,220.46)	\$(88,099.42)	\$34,878.96	39.6%

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Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 3/1/2022 Through 3/31/2022

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

	Current Period				Year To Date			
	Actual	Budget	Variance	%	Actual	Budget	Variance	%
<u>Program Expenses</u>								
Fuel	\$126.71	\$108.33	\$(18.38)	(17.0)%	\$631.24	\$975.01	\$343.77	35.3%
Legal Exp - Parks	0.00	20.83	20.83	100.0	0.00	187.51	187.51	100.0
Miscellaneous	5.01	23.58	18.57	78.8	96.69	212.26	115.57	54.4
Software Service & Support	0.00	0.00	0.00	0.0	79.81	0.00	(79.81)	0.0
Operating Supplies - Parks	21.27	29.16	7.89	27.1	106.20	262.52	156.32	59.5
R&M Building - Parks	0.00	8.33	8.33	100.0	0.00	75.01	75.01	100.0
Rep and Maint - Vehicles	22.72	125.00	102.28	81.8	989.41	1,125.00	135.59	12.1
Rep and Maint - Equipment	0.00	41.66	41.66	100.0	45.90	375.02	329.12	87.8
Rep and Maint - Infrastructure	404.72	333.33	(71.39)	(21.4)	476.45	3,000.01	2,523.56	84.1
Small Tools and Equipment	0.00	25.00	25.00	100.0	68.43	225.00	156.57	69.6
Uniform Exp Parks	0.00	25.00	25.00	100.0	217.94	225.00	7.06	3.1
Utilities	374.24	233.33	(140.91)	(60.4)	1,626.18	2,100.01	473.83	22.6
Lease Payments	43.36	21.75	(21.61)	(99.4)	195.12	195.75	0.63	0.3
Total Program Expenses	\$998.03	\$995.30	\$(2.73)	(0.3)%	\$4,533.37	\$8,958.10	\$4,424.73	49.4 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$652.93	\$558.41	\$(94.52)	(16.9)%	\$4,650.32	\$5,025.77	\$375.45	7.5%
FICA and Medicare	46.71	42.75	(3.96)	(9.3)	328.82	384.75	55.93	14.5
Retirement	52.23	44.25	(7.98)	(18.0)	360.03	398.25	38.22	9.6
Health Insurance	213.78	177.66	(36.12)	(20.3)	1,395.90	1,599.02	203.12	12.7
Worker's Compensation	0.00	0.00	0.00	0.0	129.00	204.50	75.50	36.9
Unemployment	0.80	0.66	(0.14)	(21.2)	6.36	6.02	(0.34)	(5.6)
Total General & Administrative Expenses	\$966.45	\$823.73	\$(142.72)	(17.3)%	\$6,870.43	\$7,618.31	\$747.88	9.8 %
Total Expenses	\$1,964.48	\$1,819.03	\$(145.45)	(8.0)%	\$11,403.80	\$16,576.41	\$5,172.61	31.2%
Net Income (Loss)	\$(1,964.48)	\$(1,819.03)	\$(145.45)	(8.0)%	(\$11,403.80)	\$(16,576.41)	\$5,172.61	31.2%

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 3/1/2022 Through 3/31/2022

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

	Current Period				Year To Date			
	Actual	Budget	Variance	%	Actual	Budget	Variance	%
<u>Program Expenses</u>								
Contract Services	\$100.00	\$875.00	\$775.00	88.6%	\$3,963.21	\$7,875.00	\$3,911.79	49.7%
Engineering Fees	0.00	416.66	416.66	100.0	0.00	3,750.02	3,750.02	100.0
Fuel	41.40	108.33	66.93	61.8	388.99	975.01	586.02	60.1
Legal Exp - Properties	0.00	25.00	25.00	100.0	0.00	225.00	225.00	100.0
Miscellaneous	30.91	100.00	69.09	69.1	545.97	900.00	354.03	39.3
Software Service & Support	0.00	0.00	0.00	0.0	79.81	0.00	(79.81)	0.0
Operating Supplies - Properties	83.92	0.00	(83.92)	0.0	1,561.16	800.00	(761.16)	(95.1)
R&M Building - Properties	1,740.39	3,333.33	1,592.94	47.8	18,501.96	30,000.01	11,498.05	38.3
Rep and Maint - Vehicles	22.72	125.00	102.28	81.8	989.41	1,125.00	135.59	12.1
Rep and Maint - Equipment	0.00	20.83	20.83	100.0	186.61	187.51	0.90	0.5
Rep and Maint - Infrastructure	5,948.92	5,250.00	(698.92)	(13.3)	6,270.18	47,250.00	40,979.82	86.7
Small Tools and Equipment	0.00	0.00	0.00	0.0	980.02	500.00	(480.02)	(96.0)
Uniform Exp Properties	0.00	25.00	25.00	100.0	217.94	225.00	7.06	3.1
Utilities	5,965.17	3,500.00	(2,465.17)	(70.4)	31,038.70	31,500.00	461.30	1.5
Lease Payments	43.36	21.75	(21.61)	(99.4)	195.12	195.75	0.63	0.3
Total Program Expenses	\$13,976.79	\$13,800.90	\$(175.89)	(1.3)%	\$64,919.08	\$125,508.30	\$60,589.22	48.3 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$4,043.15	\$3,458.08	\$(585.07)	(16.9)%	\$28,337.84	\$31,122.76	\$2,784.92	8.9%
FICA and Medicare	289.23	264.58	(24.65)	(9.3)	2,036.22	2,381.26	345.04	14.5
Retirement	323.46	274.08	(49.38)	(18.0)	2,229.50	2,466.76	237.26	9.6
Health Insurance	1,323.87	1,100.25	(223.62)	(20.3)	8,644.32	9,902.25	1,257.93	12.7
Worker's Compensation	0.00	0.00	0.00	0.0	730.00	1,266.50	536.50	42.4
Unemployment	4.96	4.16	(0.80)	(19.2)	39.47	37.52	(1.95)	(5.2)
Total General & Administrative Expenses	\$5,984.67	\$5,101.15	\$(883.52)	(17.3)%	\$42,017.35	\$47,177.05	\$5,159.70	10.9 %
Total Expenses	\$19,961.46	\$18,902.05	\$(1,059.41)	(5.6)%	\$106,936.43	\$172,685.35	\$65,748.92	38.1%
Net Income (Loss)	\$(19,961.46)	\$(18,902.05)	\$(1,059.41)	(5.6)%	(\$106,936.43)	\$(172,685.35)	\$65,748.92	38.1%

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 3/1/2022 Through 3/31/2022

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Revenues								
Connection Fees	\$0.00	\$416.66	\$(416.66)	(100.0)%	\$5,800.00	\$3,750.02	\$2,049.98	54.7%
Water Usage Fees	13,627.47	15,000.00	(1,372.53)	(9.2)	128,377.93	135,000.00	(6,622.07)	(4.9)
Miscellaneous	270.00	83.33	186.67	224.0	1,555.00	750.01	804.99	107.3
Transfers In	3,333.33	3,333.33	0.00	0.0	30,000.05	30,000.01	0.04	0.0
Net Revenues	\$17,230.80	\$18,833.32	\$(1,602.52)	(8.5)%	\$165,732.98	\$169,500.04	\$(3,767.06)	(2.2)%
Program Expenses								
Advertising, Printing, & Publishing	\$0.00	\$0.00	\$0.00	0.0%	\$36.02	\$0.00	\$(36.02)	0.0%
Contract Services	900.00	900.00	0.00	0.0	7,200.00	8,100.00	900.00	11.1
Training & Education	0.00	41.66	41.66	100.0	0.00	375.02	375.02	100.0
Permit Fee Exp - Water	0.00	150.00	150.00	100.0	500.00	1,350.00	850.00	63.0
Engineering Fees	0.00	250.00	250.00	100.0	0.00	2,250.00	2,250.00	100.0
Fuel	115.51	166.66	51.15	30.7	1,013.29	1,500.02	486.73	32.4
Insurance	1,988.64	3,750.00	1,761.36	47.0	4,799.04	7,500.00	2,700.96	36.0
Legal Exp - Water	994.50	145.83	(848.67)	(582.0)	1,986.50	1,312.51	(673.99)	(51.4)
Miscellaneous	5.01	0.00	(5.01)	0.0	450.72	299.00	(151.72)	(50.7)
Software Support Exp - Water	0.00	0.00	0.00	0.0	4,980.65	5,017.00	36.35	0.7
Operating Supplies - Water	1,226.38	250.00	(976.38)	(390.6)	2,533.21	2,250.00	(283.21)	(12.6)
R&M Building - Water	0.00	41.66	41.66	100.0	0.00	375.02	375.02	100.0
Rep and Maint - Vehicles	122.91	166.66	43.75	26.3	1,089.60	1,500.02	410.42	27.4
Rep and Maint - Equipment	0.00	0.00	0.00	0.0	3,339.20	2,500.00	(839.20)	(33.6)
Rep and Maint - Infrastructure	7,247.20	16,708.33	9,461.13	56.6	21,351.35	33,375.01	12,023.66	36.0
Springs Security Exp	54.93	416.66	361.73	86.8	781.52	13,750.02	12,968.50	94.3
Service Tests/System Testing	15.00	83.33	68.33	82.0	423.00	750.01	327.01	43.6
Small Tools and Equipment	0.00	125.00	125.00	100.0	203.65	1,125.00	921.35	81.9
DWR Fee Exp	0.00	75.00	75.00	100.0	0.00	675.00	675.00	100.0
Uniform Exp Water	0.00	25.00	25.00	100.0	217.94	225.00	7.06	3.1
Utilities Exp - Water	70.21	41.66	(28.55)	(68.5)	332.30	375.02	42.72	11.4
Administrative Charge	4,272.93	4,272.91	(0.02)	0.0	38,456.41	38,456.27	(0.14)	0.0
Lease Payments	151.76	75.91	(75.85)	(99.9)	682.92	683.27	0.35	0.1
Total Program Expenses	\$17,164.98	\$27,686.27	\$10,521.29	38.0 %	\$90,377.32	\$123,743.19	\$33,365.87	27.0 %
General & Administrative Expenses								
Salaries and Wages	\$7,132.03	\$6,099.91	\$(1,032.12)	(16.9)%	\$49,919.79	\$54,899.27	\$4,979.48	9.1%
FICA and Medicare	510.18	466.66	(43.52)	(9.3)	3,591.76	4,200.02	608.26	14.5
Retirement	570.56	483.41	(87.15)	(18.0)	3,932.80	4,350.77	417.97	9.6

4/4/22
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Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 3/1/2022 Through 3/31/2022

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

	Current Period				Year To Date			
	Actual	Budget	Variance	%	Actual	Budget	Variance	%
Health Insurance	2,335.29	1,940.83	(394.46)	(20.3)	15,248.48	17,467.51	2,219.03	12.7
Worker's Compensation	0.00	0.00	0.00	0.0	1,724.00	2,234.50	510.50	22.8
Unemployment	8.74	7.41	(1.33)	(17.9)	69.60	66.77	(2.83)	(4.2)
Total General & Administrative Expenses	\$10,556.80	\$8,998.22	\$(1,558.58)	(17.3)%	\$74,486.43	\$83,218.84	\$8,732.41	10.5 %
Total Expenses	\$27,721.78	\$36,684.49	\$8,962.71	24.4%	\$164,863.75	\$206,962.03	\$42,098.28	20.3%
Net Income (Loss)	\$(10,490.98)	\$(17,851.17)	\$7,360.19	41.2%	\$869.23	\$(37,461.99)	\$38,331.22	102.3%

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 3/1/2022 Through 3/31/2022

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Revenues								
Connection Fees	\$0.00	\$458.33	\$(458.33)	(100.0)%	\$5,500.00	\$4,125.01	\$1,374.99	33.3%
Sewer Usage Fees	13,398.30	15,416.66	(2,018.36)	(13.1)	126,544.72	138,750.02	(12,205.30)	(8.8)
Interest and Investment Earnings	0.00	4.16	(4.16)	(100.0)	0.00	37.52	(37.52)	(100.0)
Transfers In	3,333.33	3,333.33	0.00	0.0	30,000.05	30,000.01	0.04	0.0
Net Revenues	\$16,731.63	\$19,212.48	\$(2,480.85)	(12.9)%	\$162,044.77	\$172,912.56	\$(10,867.79)	(6.3)%
Program Expenses								
Contract Services	\$3,200.00	\$3,200.00	\$0.00	0.0%	\$25,600.00	\$28,800.00	\$3,200.00	11.1%
Permit Fee Exp - Sewer	0.00	0.00	0.00	0.0	7,324.41	1,150.00	(6,174.41)	(536.9)
Engineering Fees	0.00	1,239.99	1,239.99	100.0	16,762.27	21,280.03	4,517.76	21.2
Fuel	212.15	166.66	(45.49)	(27.3)	1,267.95	1,500.02	232.07	15.5
Insurance	2,253.80	5,000.00	2,746.20	54.9	5,438.92	10,000.00	4,561.08	45.6
Legal Exp - Sewer	0.00	100.00	100.00	100.0	0.00	900.00	900.00	100.0
Miscellaneous	5.01	26.58	21.57	81.2	139.52	239.26	99.74	41.7
Software Support Exp - Sewer	0.00	0.00	0.00	0.0	4,980.65	5,020.00	39.35	0.8
Operating Supplies - Sewer	1,982.59	833.33	(1,149.26)	(137.9)	4,441.19	7,500.01	3,058.82	40.8
R&M Building - Sewer	0.00	41.66	41.66	100.0	0.00	375.02	375.02	100.0
Rep and Maint - Vehicles	22.72	166.66	143.94	86.4	989.41	1,500.02	510.61	34.0
Rep and Maint - Equipment	0.00	333.33	333.33	100.0	0.00	3,000.01	3,000.01	100.0
Rep and Maint - Infrastructure	0.00	1,250.00	1,250.00	100.0	470.63	44,250.00	43,779.37	98.9
Service Tests/System Testing	1,573.20	812.50	(760.70)	(93.6)	10,282.20	9,562.50	(719.70)	(7.5)
Small Tools & Equipment (under \$5,000)	150.44	291.66	141.22	48.4	1,351.52	2,625.02	1,273.50	48.5
Uniform Exp Sewer	0.00	25.00	25.00	100.0	217.94	225.00	7.06	3.1
Utilities	446.59	250.00	(196.59)	(78.6)	1,629.19	2,250.00	620.81	27.6
Administrative Charge	4,272.93	4,272.91	(0.02)	0.0	38,456.41	38,456.27	(0.14)	0.0
Lease Payments	151.76	75.91	(75.85)	(99.9)	682.92	683.27	0.35	0.1
Total Program Expenses	\$14,271.19	\$18,086.19	\$3,815.00	21.1 %	\$120,035.13	\$179,316.43	\$59,281.30	33.1 %
General & Administrative Expenses								
Salaries and Wages	\$3,867.38	\$3,307.75	\$(559.63)	(16.9)%	\$27,109.62	\$29,769.75	\$2,660.13	8.9%
FICA and Medicare	276.65	253.00	(23.65)	(9.3)	1,947.65	2,277.00	329.35	14.5
Retirement	309.39	262.16	(47.23)	(18.0)	2,132.57	2,359.52	226.95	9.6
Health Insurance	1,266.30	1,052.41	(213.89)	(20.3)	8,268.42	9,471.77	1,203.35	12.7
Worker's Compensation	0.00	0.00	0.00	0.0	874.00	1,211.50	337.50	27.9
Unemployment	4.74	4.00	(0.74)	(18.5)	37.75	36.00	(1.75)	(4.9)
Total General & Administrative Expenses	\$5,724.46	\$4,879.32	\$(845.14)	(17.3)%	\$40,370.01	\$45,125.54	\$4,755.53	10.5 %

4/4/22
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Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 3/1/2022 Through 3/31/2022

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Total Expenses	<u>\$19,995.65</u>	<u>\$22,965.51</u>	<u>\$2,969.86</u>	<u>12.9%</u>	<u>\$160,405.14</u>	<u>\$224,441.97</u>	<u>\$64,036.83</u>	<u>28.5%</u>
Net Income (Loss)	<u>\$(3,264.02)</u>	<u>\$(3,753.03)</u>	<u>\$489.01</u>	<u>13.0%</u>	<u>\$1,639.63</u>	<u>\$(51,529.41)</u>	<u>\$53,169.04</u>	<u>103.2%</u>

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 3/1/2022 Through 3/31/2022

Fund: (2) Utilities
Department: (52) Sanitation

	Current Period				Year To Date			
	Actual	Budget	Variance	%	Actual	Budget	Variance	%
Revenues								
Sanitation Usage Fees	\$14,704.94	\$15,750.00	\$(1,045.06)	(6.6)%	\$132,820.02	\$141,750.00	\$(8,929.98)	(6.3)%
Miscellaneous	0.00	83.33	(83.33)	(100.0)	0.00	750.01	(750.01)	(100.0)
Net Revenues	\$14,704.94	\$15,833.33	\$(1,128.39)	(7.1)%	\$132,820.02	\$142,500.01	\$(9,679.99)	(6.8)%
Program Expenses								
Recycling Contract Exp	\$0.00	\$208.33	\$208.33	100.0%	\$360.00	\$1,875.01	\$1,515.01	80.8%
Training & Education	0.00	66.66	66.66	100.0	0.00	600.02	600.02	100.0
Equipment Rentals	0.00	83.33	83.33	100.0	0.00	750.01	750.01	100.0
Fuel	400.13	541.66	141.53	26.1	4,596.67	4,875.02	278.35	5.7
Insurance	2,651.53	5,000.00	2,348.47	47.0	6,398.73	10,000.00	3,601.27	36.0
Landfill Tipping Fees	1,408.80	2,041.66	632.86	31.0	13,581.40	18,375.02	4,793.62	26.1
Miscellaneous	5.02	29.00	23.98	82.7	159.68	261.00	101.32	38.8
Software Support Exp - Trash	0.00	0.00	0.00	0.0	3,712.56	5,020.00	1,307.44	26.0
Operating Supplies - Trash	76.17	41.66	(34.51)	(82.8)	493.68	375.02	(118.66)	(31.6)
Rep and Maint - Vehicles	144.10	0.00	(144.10)	0.0	9,970.21	7,750.00	(2,220.21)	(28.6)
Rep and Maint - Equipment	0.00	41.66	41.66	100.0	301.51	375.02	73.51	19.6
Small Tools and Equipment	0.00	416.66	416.66	100.0	68.50	3,750.02	3,681.52	98.2
Uniform Exp Trash	0.00	25.00	25.00	100.0	218.01	225.00	6.99	3.1
Administrative Charge	4,272.93	4,272.91	(0.02)	0.0	38,456.41	38,456.27	(0.14)	0.0
Transfers Out	0.00	0.00	0.00	0.0	10,000.00	10,000.00	0.00	0.0
Total Program Expenses	\$8,958.68	\$12,768.53	\$3,809.85	29.8 %	\$88,317.36	\$102,687.41	\$14,370.05	14.0 %
General & Administrative Expenses								
Salaries and Wages	\$6,152.63	\$5,262.25	\$(890.38)	(16.9)%	\$43,076.72	\$47,360.25	\$4,283.53	9.0%
FICA and Medicare	440.12	402.58	(37.54)	(9.3)	3,098.54	3,623.26	524.72	14.5
Retirement	492.21	417.08	(75.13)	(18.0)	3,392.70	3,753.76	361.06	9.6
Health Insurance	2,014.59	1,674.33	(340.26)	(20.3)	13,154.40	15,069.01	1,914.61	12.7
Worker's Compensation	0.00	0.00	0.00	0.0	2,450.00	1,927.50	(522.50)	(27.1)
Unemployment	7.55	6.41	(1.14)	(17.8)	60.05	57.77	(2.28)	(3.9)
Total General & Administrative Expenses	\$9,107.10	\$7,762.65	\$(1,344.45)	(17.3)%	\$65,232.41	\$71,791.55	\$6,559.14	9.1 %
Total Expenses	\$18,065.78	\$20,531.18	\$2,465.40	12.0%	\$153,549.77	\$174,478.96	\$20,929.19	12.0%
Net Income (Loss)	\$(3,360.84)	\$(4,697.85)	\$1,337.01	28.5%	(\$20,729.75)	\$(31,978.95)	\$11,249.20	35.2%

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 3/1/2022 Through 3/31/2022

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Revenues								
HURF Revenue	\$3,494.82	\$3,277.83	\$216.99	6.6%	\$34,237.37	\$29,500.51	\$4,736.86	16.1%
Interest and Investment Earnings	38.61	50.00	(11.39)	(22.8)	329.46	450.00	(120.54)	(26.8)
Transfers In	7,207.13	12,325.00	(5,117.87)	(41.5)	70,257.53	62,525.00	7,732.53	12.4
Net Revenues	\$10,740.56	\$15,652.83	\$(4,912.27)	(31.4)%	\$104,824.36	\$92,475.51	\$12,348.85	13.4 %
Program Expenses								
Engineering Fees	\$0.00	\$416.66	\$416.66	100.0%	\$0.00	\$3,750.02	\$3,750.02	100.0%
Equipment Rentals - HURF	0.00	83.33	83.33	100.0	0.00	750.01	750.01	100.0
Fuel	418.36	108.33	(310.03)	(286.2)	755.83	975.01	219.18	22.5
Insurance	1,325.78	2,500.00	1,174.22	47.0	3,199.38	5,000.00	1,800.62	36.0
COVID Expenses - Portajohns	0.00	1,250.00	1,250.00	100.0	9,928.00	13,250.00	3,322.00	25.1
Miscellaneous	5.01	38.91	33.90	87.1	119.30	350.27	230.97	65.9
Software Service & Support	0.00	0.00	0.00	0.0	757.56	1,108.00	350.44	31.6
Operating Supplies - HURF	21.30	58.33	37.03	63.5	131.54	525.01	393.47	74.9
Public Restroom Supplies	0.00	233.33	233.33	100.0	603.42	2,100.01	1,496.59	71.3
R&M Building - HURF	0.00	41.66	41.66	100.0	0.00	375.02	375.02	100.0
Rep and Maint - Vehicles	22.72	125.00	102.28	81.8	989.41	1,125.00	135.59	12.1
Rep and Maint - Equipment	0.00	41.66	41.66	100.0	0.00	375.02	375.02	100.0
Rep and Maint - Infrastructure	0.00	1,666.66	1,666.66	100.0	13,260.00	30,000.02	16,740.02	55.8
Small Tools and Equipment	0.00	41.66	41.66	100.0	106.67	375.02	268.35	71.6
Street Lights	1,040.29	1,083.33	43.04	4.0	9,101.17	9,750.01	648.84	6.7
Street Supplies	571.81	0.00	(571.81)	0.0	12,401.84	10,000.00	(2,401.84)	(24.0)
Uniform Exp - HURF	0.00	25.00	25.00	100.0	217.94	225.00	7.06	3.1
Administrative Charge	919.87	919.83	(0.04)	0.0	8,278.92	8,278.51	(0.41)	0.0
Capital Outlay	0.00	0.00	0.00	0.0	0.00	50,000.00	50,000.00	100.0
Lease Payments	43.38	21.75	(21.63)	(99.4)	195.21	195.75	0.54	0.3
Total Program Expenses	\$4,368.52	\$8,655.44	\$4,286.92	49.5 %	\$60,046.19	\$138,507.68	\$78,461.49	56.6 %
General & Administrative Expenses								
Salaries and Wages	\$4,685.99	\$3,958.66	\$(727.33)	(18.4)%	\$32,797.75	\$35,628.02	\$2,830.27	7.9%
FICA and Medicare	342.27	302.83	(39.44)	(13.0)	2,405.20	2,725.51	320.31	11.8
Retirement	261.17	221.33	(39.84)	(18.0)	1,800.23	1,992.01	191.78	9.6
Health Insurance	1,068.96	888.41	(180.55)	(20.3)	6,979.88	7,995.77	1,015.89	12.7
Worker's Compensation	0.00	0.00	0.00	0.0	726.00	1,206.50	480.50	39.8
Unemployment	13.65	7.66	(5.99)	(78.2)	69.11	69.02	(0.09)	(0.1)
Total General & Administrative Expenses	\$6,372.04	\$5,378.89	\$(993.15)	(18.5)%	\$44,778.17	\$49,616.83	\$4,838.66	9.8 %

4/4/22
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Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 3/1/2022 Through 3/31/2022

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Total Expenses	\$10,740.56	\$14,034.33	\$3,293.77	23.5%	\$104,824.36	\$188,124.51	\$83,300.15	44.3%
Net Income (Loss)	\$0.00	\$1,618.50	\$(1,618.50)	(100.0)%	\$0.00	\$(95,649.00)	\$95,649.00	100.0%

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 3/1/2022 Through 3/31/2022

Fund: (3) Road
Department: (35) Parking

	Current Period				Year To Date			
	Actual	Budget	Variance	%	Actual	Budget	Variance	%
Revenues								
Parking Kiosk Revenue	\$38,362.05	\$20,833.33	\$17,528.72	84.1%	\$243,810.60	\$187,500.01	\$56,310.59	30.0%
Net Revenues	\$38,362.05	\$20,833.33	\$17,528.72	84.1 %	\$243,810.60	\$187,500.01	\$56,310.59	30.0 %
Program Expenses								
Miscellaneous	\$0.00	\$20.00	\$20.00	100.0%	\$0.00	\$180.00	\$180.00	100.0%
Credit Card Processing Fees	3,821.00	3,333.33	(487.67)	(14.6)	31,978.02	30,000.01	(1,978.01)	(6.6)
Software Service and Support	1,297.88	447.50	(850.38)	(190.0)	4,022.42	4,765.50	743.08	15.6
Operating Supplies	0.00	250.00	250.00	100.0	626.46	2,250.00	1,623.54	72.2
Telephone	347.12	166.66	(180.46)	(108.3)	2,363.86	1,500.02	(863.84)	(57.6)
Capital Outlay	0.00	0.00	0.00	0.0	20,441.70	15,000.00	(5,441.70)	(36.3)
Allow for Additional Capital Purchases	0.00	166.66	166.66	100.0	0.00	1,500.02	1,500.02	100.0
Transfers Out	9,166.66	10,712.50	1,545.84	14.4	123,790.81	117,862.50	(5,928.31)	(5.0)
Total Program Expenses	\$14,632.66	\$15,096.65	\$463.99	3.1 %	\$183,223.27	\$173,058.05	\$(10,165.22)	(5.9)%
General & Administrative Expenses								
Salaries and Wages	\$3,733.56	\$2,384.08	\$(1,349.48)	(56.6)%	\$19,709.86	\$21,456.76	\$1,746.90	8.1%
FICA Match	285.61	182.41	(103.20)	(56.6)	1,515.39	1,641.77	126.38	7.7
Worker's Compensation	0.00	0.00	0.00	0.0	302.00	375.50	73.50	19.6
Unemployment	25.41	8.58	(16.83)	(196.2)	94.43	77.26	(17.17)	(22.2)
Total General & Administrative Expenses	\$4,044.58	\$2,575.07	\$(1,469.51)	(57.1)%	\$21,621.68	\$23,551.29	\$1,929.61	8.2 %
Total Expenses	\$18,677.24	\$17,671.72	\$(1,005.52)	(5.7)%	\$204,844.95	\$196,609.34	\$(8,235.61)	(4.2)%
Net Income (Loss)	\$19,684.81	\$3,161.61	\$16,523.20	522.6%	\$38,965.65	\$(9,109.33)	\$48,074.98	527.8%

4/5/22
7:36:47 AM

Town of Jerome
Balance Sheet
As of 3/31/2022
Fund: (1) General

Assets

Current Assets

LGIP	\$1,705.08	
Petty Cash - General Gov	275.00	
Auto Lieu Taxes	1,703.09	
City Sales Taxes	159,335.89	
Franchise Fees	3,806.58	
GF Accounts Receivable	(2,339.62)	
Property Taxes	2,314.93	
State Sales Taxes	2,658.34	
Court - Checking & Bond Acct	99,163.31	
Court - JCEF Acct	13,793.90	
Court - FTG Acct	8,060.05	
Petty Cash - Fire Dept	150.00	
Petty Cash - Library	150.00	
General Fund PrePaid Exp	(4,493.76)	
NBA Checking	37,696.29	
OAZ Checking	314,993.43	
OAZ General Savings	897,103.33	
OAZ CTL Business Savings	5.00	
Total Current Assets		\$1,536,080.84

Other Assets

Due From Other Funds	\$1,295,990.83	
Total Other Assets		1,295,990.83

Total Assets

\$2,832,071.67

Liabilities and Net Assets

Current Liabilities

Accounts Payable	\$2,930.99	
Federal WH & FICA	1,067.81	
Health Insurance	4,608.45	
457G Retirement	(0.01)	
PSPRS	(0.06)	
Customer Deposits	6,760.72	
FD Per Call Payable	4,900.50	
Ganishments Payable	1,735.51	
Wages Payable	30,589.12	
Due To Other Funds	1,503,561.27	
Court Liabilities	10,404.08	
Total Current Liabilities		\$1,566,558.38
Total Liabilities		\$1,566,558.38

Net Assets

Unrestricted Funds	638,873.64	
Current Year Net Assets	626,639.65	
Total Net Assets		1,265,513.29
Total Liabilities and Net Assets		\$2,832,071.67

4/5/22
7:38:26 AM

Town of Jerome
Balance Sheet
As of 3/31/2022
Fund: (2) Utilities

Assets

Current Assets

Allowance for Doubtful Accts	\$(15,000.00)	
Utilities A/R	54,667.38	
Miscellaneous	27.21	
Construction WIP	72,959.00	
Total Current Assets		\$112,653.59

Property, Plant & Equipment

Buildings-Prop, Plant, Equip	\$2,166,541.66	
Operating Equipment-Prop, Plant, Equip	205,764.78	
Buildings-Acc Depreciation	(1,615,986.98)	
Operating Equipment-Acc Depreciation	(162,494.20)	
Infrastructure	1,399,746.06	
Total Property, Plant & Equipment		1,993,571.32

Other Assets

Due From Other Funds	\$623,213.71	
Total Other Assets		623,213.71

Total Assets

\$2,729,438.62

Liabilities and Net Assets

Current Liabilities

Sales Tax Payable	\$526.35	
Customer Deposits	26,849.83	
Compensated Absences	5,461.24	
Other Liabilities	4,040.76	
Due To Other Funds	528,655.06	
Accrued Payroll	4,996.84	
Total Current Liabilities		\$570,530.08

Total Liabilities

\$570,530.08

Net Assets

Unrestricted Fund Balance	768,669.00	
Unrestricted Fund Balance	(142,984.00)	
Unrestricted Fund Balance	1,556,567.24	
Current Year Net Assets	(23,343.70)	
Total Net Assets		2,158,908.54
Total Liabilities and Net Assets		\$2,729,438.62

4/5/22
7:39:15 AM

Town of Jerome
Balance Sheet
As of 3/31/2022

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

Assets

Current Assets

HURF Accounts Receivable	\$3,934.32	
OAZ HURF Savings	455,649.20	
Total Current Assets		\$459,583.52

Other Assets

Due From Other Funds	\$96,791.23	
Total Other Assets		96,791.23

Total Assets

\$556,374.75

Liabilities and Net Assets

Current Liabilities

Due To Other Funds	\$446,930.21	
Accrued Payroll	1,287.17	
Total Current Liabilities		\$448,217.38

Total Liabilities

\$448,217.38

Net Assets

Unrestricted Fund Balance	153,174.00	
Current Year Net Assets	(45,016.63)	

Total Net Assets

108,157.37

Total Liabilities and Net Assets

\$556,374.75

4/5/22
7:39:47 AM

Town of Jerome
Balance Sheet
As of 3/31/2022

Fund: (3) Road
Department: (35) Parking

Assets

Other Assets

Due From	\$484,897.93	
Total Other Assets		\$484,897.93
Total Assets		\$484,897.93

Liabilities and Net Assets

Current Liabilities

Due To	\$329,605.97	
Wages Payable	387.54	
Total Current Liabilities		\$329,993.51
Total Liabilities		\$329,993.51

Net Assets

Current Year Net Assets	\$154,904.42	
Total Net Assets		154,904.42
Total Liabilities and Net Assets		\$484,897.93

4/5/22
7:40:13 AM

Town of Jerome
Balance Sheet
As of 3/31/2022

Fund: (4) Firefighters Pension & Relief

Assets

Current Assets

Investments - Pension & Relief	\$206,837.23	
Total Current Assets		\$206,837.23

Other Assets

Due From Other Funds	\$39,403.59	
Total Other Assets		39,403.59

Total Assets		\$246,240.82
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Liabilities and Net Assets

Current Liabilities

Due To Other Funds	\$27,372.89	
Total Current Liabilities		\$27,372.89

Total Liabilities		\$27,372.89
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Net Assets

Unrestricted Fund Balance	163,876.90	
Current Year Net Assets	54,991.03	

Total Net Assets		218,867.93
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Total Liabilities and Net Assets		\$246,240.82
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4/5/22
7:40:36 AM

Town of Jerome
Balance Sheet
As of 3/31/2022

Fund: (5) Operating Grants

Assets

Current Assets

Opr Grants Receivable	\$2,431.47	
Inventory	13,193.06	
Total Current Assets		\$15,624.53

Other Assets

Due From Other Funds	\$123,376.00	
Total Other Assets		123,376.00

Total Assets

\$139,000.53

Liabilities and Net Assets

Current Liabilities

Due To Other Funds	\$39,196.53	
Deferred Revenue - Opr Grants	51,303.51	
Total Current Liabilities		\$90,500.04

Total Liabilities

\$90,500.04

Net Assets

Unrestricted Fund Balance	32,586.67	
Current Year Net Assets	15,913.82	

Total Net Assets

48,500.49

Total Liabilities and Net Assets

\$139,000.53

4/5/22
7:41:09 AM

Town of Jerome
Balance Sheet
As of 3/31/2022

Fund: (6) Capital Grants

Assets

Current Assets

Cap Grants Receivable	\$74,159.08	
Total Current Assets		\$74,159.08

Other Assets

Due From Other Funds	\$141,193.43	
Total Other Assets		141,193.43

Total Assets

\$215,352.51

Liabilities and Net Assets

Current Liabilities

Deferred Revenue - Cap Grants	\$109,069.87	
Due To Other Funds	62,888.64	
Accounts Payable - Cap Grants	89.56	
Total Current Liabilities		\$172,048.07

Total Liabilities

\$172,048.07

Net Assets

Restricted Fund Balance	\$141,447.16	
Unrestricted Fund Balance	(128,623.24)	
Current Year Net Assets	30,480.52	

Total Net Assets

43,304.44

Total Liabilities and Net Assets

\$215,352.51

4/5/22
7:41:37 AM

Town of Jerome
Balance Sheet
As of 3/31/2022

Fund: (7) GF Contingencies

Assets

Current Assets

Wildland Fees Receivable	\$44,766.74	
Total Current Assets		\$44,766.74

Other Assets

Due From Other Funds	\$112,816.66	
Total Other Assets		112,816.66

Total Assets		\$157,583.40
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Liabilities and Net Assets

Current Liabilities

Due To Other Funds	\$86,399.98	
Total Current Liabilities		\$86,399.98

Total Liabilities		\$86,399.98
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Net Assets

Unrestricted Fund Balance	\$80,916.63	
Current Year Net Assets	(9,733.21)	

Total Net Assets		71,183.42
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Total Liabilities and Net Assets		\$157,583.40
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4/5/22
7:42:01 AM

Town of Jerome
Balance Sheet
As of 3/31/2022

Fund: (8) UF Contingencies

Assets

Other Assets

Due From Other Funds	\$75,980.48	
Total Other Assets		\$75,980.48
Total Assets		\$75,980.48

Liabilities and Net Assets

Current Liabilities

Due To Other Funds	\$500.00	
Total Current Liabilities		\$500.00
Total Liabilities		\$500.00

Net Assets

Current Year Net Assets	\$75,480.48	
Total Net Assets		75,480.48
Total Liabilities and Net Assets		\$75,980.48

4/5/22
7:42:28 AM

Town of Jerome
Balance Sheet
As of 3/31/2022
Fund: (9) Capital

Assets

Current Assets

OAZ Capital Improvements
Total Current Assets

\$60,778.75

\$60,778.75

Other Assets

Due From Other Funds
Total Other Assets

\$32,124.44

32,124.44

Total Assets

\$92,903.19

Net Assets

Unrestricted Fund Balance
Current Year Net Assets

\$77,812.73

15,090.46

92,903.19

Total Net Assets

Total Liabilities and Net Assets

\$92,903.19

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

Ledger as of : 3/1/2022 to 3/31/2022

Invoice Number	Inv.Date	Post.Date	Due.Date		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
Description		Account									
VENDOR: 1002 - XEROX FINANCIAL SERVICES											\$0.00
3222MA13	03/02/22	03/02/22	04/01/22								
020-0098114-001, Inv 3108608 Copier		1.10.1045 - General Fund PrePaid Exp		\$321.03	\$0.00	\$321.03	03/02/22	12607	ASCUCK	\$0.00	
		INVOICE 3222MA13 TOTALS:		\$321.03	\$0.00	\$321.03				\$0.00	
33022MA12	03/30/22	03/30/22	04/29/22								
020-0098114-001, Inv 3163484 Copier		1.10.1045 - General Fund PrePaid Exp		\$321.03	\$0.00	\$321.03	03/30/22	12666	ASCUCK	\$0.00	
		INVOICE 33022MA12 TOTALS:		\$321.03	\$0.00	\$321.03				\$0.00	
		XEROX FINANCIAL SERVICES TOTALS:		\$642.06	\$0.00	\$642.06				\$0.00	
VENDOR: 1028 - YAVAPAI CO. EDUCATION TECH											\$460.07
3822MA5	03/08/22	03/08/22	04/07/22								
Inv 21-1262 Internet Access GG		1.11.6192 - Software Support Exp - GG		\$120.00	\$0.00	\$120.00	03/08/22	12621	ASCUCK	\$0.00	
Inv 21-1262 Internet Access PW		1.16.6192 - Software Maintenance & Suppor		\$75.00	\$0.00	\$75.00	03/08/22	12621	ASCUCK	\$0.00	
Inv 21-1262 Internet Access FD		1.14.6192 - Software Service & Support		\$75.00	\$0.00	\$75.00	03/08/22	12621	ASCUCK	\$0.00	
Inv 21-1262 Internet Access PD		1.13.6192 - Software Service & Support		\$150.00	\$0.00	\$150.00	03/08/22	12621	ASCUCK	\$0.00	
Inv 21-1261 E-Rate LB		1.15.6266 - E-Rate Exp		\$42.95	\$0.00	\$42.95	03/08/22	12621	ASCUCK	\$0.00	
		INVOICE 3822MA5 TOTALS:		\$462.95	\$0.00	\$462.95				\$0.00	
		YAVAPAI CO. EDUCATION TECH TOTALS:		\$462.95	\$0.00	\$462.95				\$460.07	
VENDOR: 1036 - AZ DEPT OF FORESTRY & FIRE MGT											\$0.00
3822MA9	03/08/22	03/08/22	04/07/22								
Inv GSA 22-024 Balance Due		7.25.6276 - Wildlands Exp - Contingency		\$196.59	\$0.00	\$196.59	03/08/22	12622	ASCUCK	\$0.00	
		INVOICE 3822MA9 TOTALS:		\$196.59	\$0.00	\$196.59				\$0.00	
		AZ DEPT OF FORESTRY & FIRE MGT TOTALS:		\$196.59	\$0.00	\$196.59				\$0.00	
VENDOR: 1054 - PARKEON											\$0.00
3222MA11	03/02/22	03/02/22	04/01/22								
S0131335, Flowbird Fees		3.35.6192 - Software Service and Support		\$41.74	\$0.00	\$41.74	03/02/22	12608	ASCUCK	\$0.00	
		INVOICE 3222MA11 TOTALS:		\$41.74	\$0.00	\$41.74				\$0.00	
31722MA5	03/17/22	03/17/22	04/16/22								
S0131335, Inv IV127898 Parkfolio Fe		3.35.6192 - Software Service and Support		\$375.69	\$0.00	\$375.69	03/17/22	12642	ASCUCK	\$0.00	
S0131335, Inv IV126080 Parkfolio Fe		3.35.6192 - Software Service and Support		\$375.69	\$0.00	\$375.69	03/17/22	12642	ASCUCK	\$0.00	
S0131335, Inv IV125421 Flowbird Fee		3.35.6192 - Software Service and Support		\$47.78	\$0.00	\$47.78	03/17/22	12642	ASCUCK	\$0.00	
		INVOICE 31722MA5 TOTALS:		\$799.16	\$0.00	\$799.16				\$0.00	
33022MA14	03/30/22	03/30/22	04/29/22								
S0131335, Inv IV126999 Flowbird Fee		3.35.6192 - Software Service and Support		\$40.92	\$0.00	\$40.92	03/30/22	12667	ASCUCK	\$0.00	
S0131335, Inv IV128216 Flowbird Fee		3.35.6192 - Software Service and Support		\$40.37	\$0.00	\$40.37	03/30/22	12667	ASCUCK	\$0.00	
S0131335, Inv IV127269 Parkfolio Fe		3.35.6192 - Software Service and Support		\$375.69	\$0.00	\$375.69	03/30/22	12667	ASCUCK	\$0.00	
		INVOICE 33022MA14 TOTALS:		\$456.98	\$0.00	\$456.98				\$0.00	
		PARKEON TOTALS:		\$1,297.88	\$0.00	\$1,297.88				\$0.00	

*V - Denotes Voided Check Entries

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

Ledger as of : 3/1/2022 to 3/31/2022

Invoice Number	Inv.Date	Post.Date	Due.Date		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
Description		Account									
VENDOR: 1079 - O'REILLY AUTOMOTIVE, INC.											\$0.00
3822MA20	03/08/22	03/08/22	04/07/22								
Trans # 3492108769 Air Filter, Wate		2.50.6220 - Rep and Maint - Vehicles		\$13.97	\$0.00	\$13.97	03/08/22	12623	ASCUCK	\$0.00	
		INVOICE 3822MA20 TOTALS:		\$13.97	\$0.00	\$13.97				\$0.00	
		O'REILLY AUTOMOTIVE, INC. TOTALS:		\$13.97	\$0.00	\$13.97				\$0.00	
VENDOR: 109 - AFLAC											\$0.00
31722MA15	03/17/22	03/17/22	03/17/22								
Acct # DN513, Inv. 572751 March Bil		1.10.2405 - AFLAC		\$154.80	\$0.00	\$154.80	03/17/22	12643	ASCUCK	\$0.00	
		INVOICE 31722MA15 TOTALS:		\$154.80	\$0.00	\$154.80				\$0.00	
		AFLAC TOTALS:		\$154.80	\$0.00	\$154.80				\$0.00	
VENDOR: 1098 - PROCOPY											\$0.00
3222MA1	03/02/22	03/02/22	04/01/22								
Inv 3394395 Copier Lease March 2022		1.11.6191 - Copier & Equip Lease Expense		\$336.18	\$0.00	\$336.18	03/02/22	12609	ASCUCK	\$0.00	
Inv 3394396 Copier Use 12/1/21-2/28		1.11.6191 - Copier & Equip Lease Expense		\$597.36	\$0.00	\$597.36	03/02/22	12609	ASCUCK	\$0.00	
		INVOICE 3222MA1 TOTALS:		\$933.54	\$0.00	\$933.54				\$0.00	
		PROCOPY TOTALS:		\$933.54	\$0.00	\$933.54				\$0.00	
VENDOR: 1105 - ANGELA BRADSHAW NAPPER											\$0.00
3822MA6	03/08/22	03/08/22	04/07/22								
Reimburse For Name Stamp		1.12.6190 - Office Supplies		\$50.94	\$0.00	\$50.94	03/08/22	12624	ASCUCK	\$0.00	
		INVOICE 3822MA6 TOTALS:		\$50.94	\$0.00	\$50.94				\$0.00	
		ANGELA BRADSHAW NAPPER TOTALS:		\$50.94	\$0.00	\$50.94				\$0.00	
VENDOR: 1106 - SOUTHWEST HAZARD PROTECTION											\$0.00
33022MA1	03/30/22	03/30/22	04/29/22								
Inv 8513 SCBA Air Compressor Servic		1.14.6225 - Rep and Maint - Equipment		\$280.00	\$0.00	\$280.00	03/30/22	12668	ASCUCK	\$0.00	
Inv 8513 SCBA Air Compressor Servic		1.14.6225 - Rep and Maint - Equipment		\$411.02	\$0.00	\$411.02	03/30/22	12668	ASCUCK	\$0.00	
		INVOICE 33022MA1 TOTALS:		\$691.02	\$0.00	\$691.02				\$0.00	
33022MA2	03/30/22	03/30/22	04/29/22								
Inv 8511 SCBA Servicing/Fit Test La		1.14.6225 - Rep and Maint - Equipment		\$1,075.00	\$0.00	\$1,075.00	03/30/22	12668	ASCUCK	\$0.00	
Inv 8511 SCBA Servicing/Fit Test Pa		1.14.6225 - Rep and Maint - Equipment		\$17.31	\$0.00	\$17.31	03/30/22	12668	ASCUCK	\$0.00	
		INVOICE 33022MA2 TOTALS:		\$1,092.31	\$0.00	\$1,092.31				\$0.00	
		SOUTHWEST HAZARD PROTECTION TOTALS:		\$1,783.33	\$0.00	\$1,783.33				\$0.00	
VENDOR: 1107 - CASCADE FIRE EQUIPMENT											\$0.00
33022MA4	03/30/22	03/30/22	04/29/22								
Inv 122287 G-Force Nozzles		1.14.6250 - Small Tools and Equipment		\$1,310.00	\$0.00	\$1,310.00	03/30/22	12669	ASCUCK	\$0.00	

*V - Denotes Voided Check Entries

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

Ledger as of : 3/1/2022 to 3/31/2022

Invoice Number	Inv.Date	Post.Date	Due.Date		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
Description		Account									
INVOICE 33022MA4 TOTALS:					\$1,310.00	\$0.00	\$1,310.00				\$0.00
CASCADE FIRE EQUIPMENT TOTALS:					\$1,310.00	\$0.00	\$1,310.00				\$0.00
VENDOR: 1108 - FITZGIBBONS LAW OFFICES, PLC											\$0.00
33022MA7	03/30/22	03/30/22	04/29/22								
Inv 163602 Legal, PZ		1.16.6170 - Legal Exp - P&Z			\$112.50	\$0.00	\$112.50	03/30/22	12670	ASCUCK	\$0.00
INVOICE 33022MA7 TOTALS:					\$112.50	\$0.00	\$112.50				\$0.00
FITZGIBBONS LAW OFFICES, PLC TOTALS:					\$112.50	\$0.00	\$112.50				\$0.00
VENDOR: 113 - ALL-MED EQUIPMENT & SERVICES											\$0.00
3822MA19	03/08/22	03/08/22	03/08/22								
Inv 687029 Monthly Tank Rental Fee		1.14.6181 - Medical Supplies Exp			\$107.52	\$0.00	\$107.52	03/08/22	12625	ASCUCK	\$0.00
INVOICE 3822MA19 TOTALS:					\$107.52	\$0.00	\$107.52				\$0.00
33022MA3	03/30/22	03/30/22	03/30/22								
Inv 191258 O2 Bottle Swap		1.14.6181 - Medical Supplies Exp			\$75.00	\$0.00	\$75.00	03/30/22	12671	ASCUCK	\$0.00
INVOICE 33022MA3 TOTALS:					\$75.00	\$0.00	\$75.00				\$0.00
ALL-MED EQUIPMENT & SERVICES TOTALS:					\$182.52	\$0.00	\$182.52				\$0.00
VENDOR: 119 - APS											\$0.00
3222MA7	03/02/22	03/02/22	03/17/22								
8061950 Sunshine Hill Water Tank		2.50.6285 - Utilities Exp - Water			\$35.63	\$0.00	\$35.63	03/02/22	12610	ASCUCK	\$0.00
2353720 Gulch Fire Station		1.18.6285 - Utilities			\$93.03	\$0.00	\$93.03	03/02/22	12610	ASCUCK	\$0.00
2383901 Upper Park		1.17.6285 - Utilities			\$36.73	\$0.00	\$36.73	03/02/22	12610	ASCUCK	\$0.00
6109570 Perkinsville RD		1.18.6285 - Utilities			\$143.32	\$0.00	\$143.32	03/02/22	12610	ASCUCK	\$0.00
5613490 Upper Park 2		1.17.6285 - Utilities			\$55.40	\$0.00	\$55.40	03/02/22	12610	ASCUCK	\$0.00
8468241 Middle Park		1.17.6285 - Utilities			\$37.45	\$0.00	\$37.45	03/02/22	12610	ASCUCK	\$0.00
6506951 Police Station		1.18.6285 - Utilities			\$148.85	\$0.00	\$148.85	03/02/22	12610	ASCUCK	\$0.00
3216010 Hotel Jerome		1.18.6285 - Utilities			\$36.73	\$0.00	\$36.73	03/02/22	12610	ASCUCK	\$0.00
0024240 Lower Park		1.17.6285 - Utilities			\$37.15	\$0.00	\$37.15	03/02/22	12610	ASCUCK	\$0.00
4246290 WWTP		2.51.6285 - Utilities			\$230.73	\$0.00	\$230.73	03/02/22	12610	ASCUCK	\$0.00
3601574879 Panel Park		1.17.6285 - Utilities			\$7.33	\$0.00	\$7.33	03/02/22	12610	ASCUCK	\$0.00
7575770 Town Hall		1.18.6285 - Utilities			\$779.91	\$0.00	\$779.91	03/02/22	12610	ASCUCK	\$0.00
7575770 Town Hall Solar Credit		1.18.6285 - Utilities			(\$312.50)	\$0.00	(\$312.50)	03/02/22	12610	ASCUCK	\$0.00
0421621 Fire Station		1.18.6285 - Utilities			\$399.63	\$0.00	\$399.63	03/02/22	12610	ASCUCK	\$0.00
INVOICE 3222MA7 TOTALS:					\$1,729.39	\$0.00	\$1,729.39				\$0.00
3222MA8	03/02/22	03/02/22	03/17/22								
283980 Ghost Pepper		1.18.6285 - Utilities			\$148.40	\$0.00	\$148.40	03/02/22	12610	ASCUCK	\$0.00
197652 Co-Op		1.18.6285 - Utilities			\$173.44	\$0.00	\$173.44	03/02/22	12610	ASCUCK	\$0.00
INVOICE 3222MA8 TOTALS:					\$321.84	\$0.00	\$321.84				\$0.00
3822MA13	03/08/22	03/08/22	03/23/22								
9438060 Hull St Roof		1.18.6285 - Utilities			\$13.38	\$0.00	\$13.38	03/08/22	12626	ASCUCK	\$0.00

*V - Denotes Voided Check Entries

Town of Jerome

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

Ledger as of : 3/1/2022 to 3/31/2022

Invoice Number	Inv.Date	Post.Date	Due.Date	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
Description	Account									
INVOICE 3822MA13 TOTALS:				\$13.38	\$0.00	\$13.38				\$0.00
32422MA3	03/24/22	03/24/22	04/08/22							
1490440 Street Lights		3.30.6255 - Street Lights		\$1,040.29	\$0.00	\$1,040.29	03/24/22	12660	ASCUCK	\$0.00
INVOICE 32422MA3 TOTALS:				\$1,040.29	\$0.00	\$1,040.29				\$0.00
32422MA7	03/24/22	03/24/22	04/08/22							
6109570 Perkinsville Rd		1.18.6285 - Utilities		\$174.57	\$0.00	\$174.57	03/24/22	12659	ASCUCK	\$0.00
2383901 Upper Park		1.17.6285 - Utilities		\$35.50	\$0.00	\$35.50	03/24/22	12659	ASCUCK	\$0.00
3216010 Hotel Jerome		1.18.6285 - Utilities		\$35.50	\$0.00	\$35.50	03/24/22	12659	ASCUCK	\$0.00
5613490 Upper Park 2		1.17.6285 - Utilities		\$53.28	\$0.00	\$53.28	03/24/22	12659	ASCUCK	\$0.00
2839800 Ghost Pepper		1.18.6285 - Utilities		\$140.24	\$0.00	\$140.24	03/24/22	12659	ASCUCK	\$0.00
1976520 Co-Op		1.18.6285 - Utilities		\$172.07	\$0.00	\$172.07	03/24/22	12659	ASCUCK	\$0.00
7575770 Town Hall		1.18.6285 - Utilities		\$760.61	\$0.00	\$760.61	03/24/22	12659	ASCUCK	\$0.00
7575770 Town Hall Solar Credit		1.18.6285 - Utilities		(\$312.50)	\$0.00	(\$312.50)	03/24/22	12659	ASCUCK	\$0.00
8061950 Sunshine Hill Water Tank		2.50.6285 - Utilities Exp - Water		\$34.58	\$0.00	\$34.58	03/24/22	12659	ASCUCK	\$0.00
6506951 Police Station		1.18.6285 - Utilities		\$137.36	\$0.00	\$137.36	03/24/22	12659	ASCUCK	\$0.00
8468241 Middle Park		1.17.6285 - Utilities		\$35.50	\$0.00	\$35.50	03/24/22	12659	ASCUCK	\$0.00
0421621 Fire Station		1.18.6285 - Utilities		\$368.49	\$0.00	\$368.49	03/24/22	12659	ASCUCK	\$0.00
0024240 Lower Park		1.17.6285 - Utilities		\$36.08	\$0.00	\$36.08	03/24/22	12659	ASCUCK	\$0.00
2353720 Gulch Fire Station		1.18.6285 - Utilities		\$89.30	\$0.00	\$89.30	03/24/22	12659	ASCUCK	\$0.00
4246290 WWTP		2.51.6285 - Utilities		\$215.86	\$0.00	\$215.86	03/24/22	12659	ASCUCK	\$0.00
INVOICE 32422MA7 TOTALS:				\$1,976.44	\$0.00	\$1,976.44				\$0.00
33022MA5	03/30/22	03/30/22	04/14/22							
3601574879 Main St Panel Parks		1.17.6285 - Utilities		\$39.82	\$0.00	\$39.82	03/30/22	12672	ASCUCK	\$0.00
INVOICE 33022MA5 TOTALS:				\$39.82	\$0.00	\$39.82				\$0.00
APS TOTALS:				\$5,121.16	\$0.00	\$5,121.16				\$0.00
VENDOR: 122 - AT&T										\$0.00
31722MA13	03/17/22	03/17/22	04/16/22							
287307080989x02262022 Phone, PD		1.13.6265 - Telephone		\$187.08	\$0.00	\$187.08	03/17/22	12644	ASCUCK	\$0.00
287307080989x02262022 Phone, Kiosks		3.35.6265 - Telephone		\$187.08	\$0.00	\$187.08	03/17/22	12644	ASCUCK	\$0.00
INVOICE 31722MA13 TOTALS:				\$374.16	\$0.00	\$374.16				\$0.00
33022MA13	03/30/22	03/30/22	04/29/22							
287251435682x03152022 Phone, PD		1.13.6265 - Telephone		\$46.13	\$0.00	\$46.13	03/30/22	12673	ASCUCK	\$0.00
INVOICE 33022MA13 TOTALS:				\$46.13	\$0.00	\$46.13				\$0.00
AT&T TOTALS:				\$420.29	\$0.00	\$420.29				\$0.00
VENDOR: 127 - ARIZONA BLUE STAKE, INC										\$0.00
31722MA6	03/17/22	03/17/22	04/16/22							
Inv 2022-AA0342 Annual Assessment P		1.17.6185 - Miscellaneous		\$5.01	\$0.00	\$5.01	03/17/22	12645	ASCUCK	\$0.00
Inv 2022-AA0342 Annual Assessment P		1.18.6185 - Miscellaneous		\$5.01	\$0.00	\$5.01	03/17/22	12645	ASCUCK	\$0.00
Inv 2022-AA0342 Annual Assessment P		2.50.6185 - Miscellaneous		\$5.01	\$0.00	\$5.01	03/17/22	12645	ASCUCK	\$0.00
Inv 2022-AA0342 Annual Assessment P		2.51.6185 - Miscellaneous		\$5.01	\$0.00	\$5.01	03/17/22	12645	ASCUCK	\$0.00

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Town of Jerome

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Ledger as of : 3/1/2022 to 3/31/2022

Invoice Number	Inv.Date	Post.Date	Due.Date	Description	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
Inv 2022-AA0342 Annual Assessment P		2.52.6185		Miscellaneous		\$5.02	\$0.00	\$5.02	03/17/22	12645	ASCUCK	\$0.00
Inv 2022-AA0342 Annual Assessment P		3.30.6185		Miscellaneous		\$5.01	\$0.00	\$5.01	03/17/22	12645	ASCUCK	\$0.00
INVOICE 31722MA6 TOTALS:						\$30.07	\$0.00	\$30.07				\$0.00
ARIZONA BLUE STAKE, INC TOTALS:						\$30.07	\$0.00	\$30.07				\$0.00
VENDOR: 167 - OFFICE DEPOT												\$0.00
31722MA8	03/17/22	03/17/22	05/16/22									
63266436, Inv 229608091001 Envelope		1.11.6190		Office Supplies		\$33.09	\$0.00	\$33.09	03/17/22	12646	ASCUCK	\$0.00
63266436, Inv 232110373001 Pens		1.11.6190		Office Supplies		\$18.41	\$0.00	\$18.41	03/17/22	12646	ASCUCK	\$0.00
63266436, Inv 232086879001 Paper		1.11.6190		Office Supplies		\$149.84	\$0.00	\$149.84	03/17/22	12646	ASCUCK	\$0.00
63266436, Inv 232110370001 Coffee		1.11.6190		Office Supplies		\$11.67	\$0.00	\$11.67	03/17/22	12646	ASCUCK	\$0.00
63266436, Inv 232110374001 Cleaner		1.11.6190		Office Supplies		\$11.94	\$0.00	\$11.94	03/17/22	12646	ASCUCK	\$0.00
INVOICE 31722MA8 TOTALS:						\$224.95	\$0.00	\$224.95				\$0.00
OFFICE DEPOT TOTALS:						\$224.95	\$0.00	\$224.95				\$0.00
VENDOR: 168 - CENTURY LINK												\$0.00
3222MA3	03/02/22	03/02/22	03/17/22									
928 634 2245 PD		1.13.6265		Telephone		\$34.31	\$0.00	\$34.31	03/02/22	12611	ASCUCK	\$0.00
928 634 7943 GG		1.11.6265		Telephone		\$163.27	\$0.00	\$163.27	03/02/22	12611	ASCUCK	\$0.00
928 634 8992 PD		1.13.6265		Telephone		\$173.92	\$0.00	\$173.92	03/02/22	12611	ASCUCK	\$0.00
928 639 0574 LB		1.15.6265		Telephone		\$83.19	\$0.00	\$83.19	03/02/22	12611	ASCUCK	\$0.00
928 649 2776 PD		1.13.6265		Telephone		\$40.19	\$0.00	\$40.19	03/02/22	12611	ASCUCK	\$0.00
928 649 3034 FD		1.14.6265		Telephone		\$124.78	\$0.00	\$124.78	03/02/22	12611	ASCUCK	\$0.00
928 649 3250 CT		1.12.6265		Telephone		\$70.70	\$0.00	\$70.70	03/02/22	12611	ASCUCK	\$0.00
INVOICE 3222MA3 TOTALS:						\$690.36	\$0.00	\$690.36				\$0.00
31722MA17	03/17/22	03/17/22	04/01/22									
Inv 284540918 Phone, GG		1.11.6265		Telephone		\$6.20	\$0.00	\$6.20	03/17/22	12647	ASCUCK	\$0.00
INVOICE 31722MA17 TOTALS:						\$6.20	\$0.00	\$6.20				\$0.00
32422MA6	03/24/22	03/24/22	04/08/22									
928 634 2245 PD		1.13.6265		Telephone		\$34.28	\$0.00	\$34.28	03/24/22	12661	ASCUCK	\$0.00
928 634 7943 GG		1.11.6265		Telephone		\$163.23	\$0.00	\$163.23	03/24/22	12661	ASCUCK	\$0.00
928 634 8992 PD		1.13.6265		Telephone		\$173.86	\$0.00	\$173.86	03/24/22	12661	ASCUCK	\$0.00
928 639 0574 LB		1.15.6265		Telephone		\$79.91	\$0.00	\$79.91	03/24/22	12661	ASCUCK	\$0.00
928 649 2776 PD		1.13.6265		Telephone		\$40.17	\$0.00	\$40.17	03/24/22	12661	ASCUCK	\$0.00
928 649 3034 FD		1.14.6265		Telephone		\$125.34	\$0.00	\$125.34	03/24/22	12661	ASCUCK	\$0.00
928 649 3250 CT		1.15.6265		Telephone		\$70.66	\$0.00	\$70.66	03/24/22	12661	ASCUCK	\$0.00
INVOICE 32422MA6 TOTALS:						\$687.45	\$0.00	\$687.45				\$0.00
CENTURY LINK TOTALS:						\$1,384.01	\$0.00	\$1,384.01				\$0.00
VENDOR: 207 - HOME DEPOT CREDIT SERVICES												\$0.00
3222MA9	03/02/22	03/02/22	03/22/22									
3429 Ref #6522932 Duct Wrap Insulat		2.50.6230		Rep and Maint - Infrastructure		\$48.78	\$0.00	\$48.78	03/02/22	12612	ASCUCK	\$0.00

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Invoice Number	Inv.Date	Post.Date	Due.Date	Description	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
3429 Ref #5540725		1.17.6230		Sprinklers	- Rep and Maint - Infrastructure	\$170.84	\$0.00	\$170.84	03/02/22	12612	ASCUCK	\$0.00
3429 Ref #6525227		1.18.6230		Zone Controllers	- Rep and Maint - Infrastructure	\$115.28	\$0.00	\$115.28	03/02/22	12612	ASCUCK	\$0.00
3429 Ref #1525847		1.18.6195		Wedge Anchors	- Operating Supplies - Properties	\$23.09	\$0.00	\$23.09	03/02/22	12612	ASCUCK	\$0.00
3429 Ref #1542533		1.18.6195		Wedge Anchor	- Operating Supplies - Properties	\$21.99	\$0.00	\$21.99	03/02/22	12612	ASCUCK	\$0.00
INVOICE 3222MA9 TOTALS:						\$379.98	\$0.00	\$379.98				\$0.00
33022MA11	03/30/22	03/30/22	04/19/22									
3429 Ref 1032277		1.18.6230		80 lbs of Concrete	- Rep and Maint - Infrastructure	\$80.25	\$0.00	\$80.25	03/30/22	12674	ASCUCK	\$0.00
INVOICE 33022MA11 TOTALS:						\$80.25	\$0.00	\$80.25				\$0.00
HOME DEPOT CREDIT SERVICES TOTALS:						\$460.23	\$0.00	\$460.23				\$0.00
VENDOR: 218 - VERIZON WIRELESS												\$0.00
3822MA12	03/08/22	03/08/22	04/02/22									
928 301 4380		1.13.6265		PD	- Telephone	\$52.23	\$0.00	\$52.23	03/08/22	12628	ASCUCK	\$0.00
928 301 9672		1.13.6265		PD	- Telephone	\$52.23	\$0.00	\$52.23	03/08/22	12628	ASCUCK	\$0.00
928 451 2174		3.35.6265		Kiosk Phone	- Telephone	\$40.01	\$0.00	\$40.01	03/08/22	12628	ASCUCK	\$0.00
928 451 2402		3.35.6265		Kiosk Phone	- Telephone	\$40.01	\$0.00	\$40.01	03/08/22	12628	ASCUCK	\$0.00
928 451 2436		3.35.6265		Kiosk Phone	- Telephone	\$40.01	\$0.00	\$40.01	03/08/22	12628	ASCUCK	\$0.00
928 821 0736		3.35.6265		Kiosk Phone	- Telephone	\$40.01	\$0.00	\$40.01	03/08/22	12628	ASCUCK	\$0.00
INVOICE 3822MA12 TOTALS:						\$264.50	\$0.00	\$264.50				\$0.00
3822MA21	03/08/22	03/08/22	04/02/22									
928 300 5987		1.16.6265		PZ	- Telephone	\$27.90	\$0.00	\$27.90	03/08/22	12627	ASCUCK	\$0.00
928 300 8701		1.14.6265		FD	- Telephone	\$56.83	\$0.00	\$56.83	03/08/22	12627	ASCUCK	\$0.00
928 821 0133		1.11.6265		Shuttle	- Telephone	\$23.58	\$0.00	\$23.58	03/08/22	12627	ASCUCK	\$0.00
928 821 3155		1.13.6265		PD	- Telephone	\$77.44	\$0.00	\$77.44	03/08/22	12627	ASCUCK	\$0.00
928 821 6402		1.13.6265		PD	- Telephone	\$77.44	\$0.00	\$77.44	03/08/22	12627	ASCUCK	\$0.00
928 821 4154		1.14.6265		FD	- Telephone	\$77.44	\$0.00	\$77.44	03/08/22	12627	ASCUCK	\$0.00
928 821 4392		1.14.6265		FD	- Telephone	\$77.44	\$0.00	\$77.44	03/08/22	12627	ASCUCK	\$0.00
928 963 4958		1.14.6265		FD	- Telephone	\$40.01	\$0.00	\$40.01	03/08/22	12627	ASCUCK	\$0.00
INVOICE 3822MA21 TOTALS:						\$458.08	\$0.00	\$458.08				\$0.00
VERIZON WIRELESS TOTALS:						\$722.58	\$0.00	\$722.58				\$0.00
VENDOR: 224 - LEGEND												\$0.00
3822MA7	03/08/22	03/08/22	04/07/22									
Acct 00-0001475, Inv. 2203077		2.51.6240		Sewer	- Service Tests/System Testing	\$75.00	\$0.00	\$75.00	03/08/22	12629	ASCUCK	\$0.00
Acct 00-0001475, Inv. 2203076		2.51.6240		Sewer	- Service Tests/System Testing	\$75.00	\$0.00	\$75.00	03/08/22	12629	ASCUCK	\$0.00
Acct 00-0001475, Inv. 2203075		2.50.6240		Water	- Service Tests/System Testing	\$15.00	\$0.00	\$15.00	03/08/22	12629	ASCUCK	\$0.00
Acct 00-0001475, Inv. 2203075		2.51.6240		Sewer	- Service Tests/System Testing	\$277.00	\$0.00	\$277.00	03/08/22	12629	ASCUCK	\$0.00
INVOICE 3822MA7 TOTALS:						\$442.00	\$0.00	\$442.00				\$0.00
31722MA12	03/17/22	03/17/22	04/16/22									
Acct 00-0001475, Inv. 2202090		2.51.6240		Sewer	- Service Tests/System Testing	\$1,016.20	\$0.00	\$1,016.20	03/17/22	12648	ASCUCK	\$0.00
INVOICE 31722MA12 TOTALS:						\$1,016.20	\$0.00	\$1,016.20				\$0.00
32422MA4	03/24/22	03/24/22	04/23/22									

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Town of Jerome

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Description		Account									
Acct 00-0001475, Inv. 2204379		2.51.6240 - Service Tests/System Testing			\$75.00	\$0.00	\$75.00	03/24/22	12662	ASCUCK	\$0.00
INVOICE 32422MA4 TOTALS:					\$75.00	\$0.00	\$75.00				\$0.00
LEGEND TOTALS:					\$1,533.20	\$0.00	\$1,533.20				\$0.00
VENDOR: 237 - UNISOURCE ENERGY SERVICES											\$0.00
31722MA16	03/17/22	03/17/22	04/06/22								
750593 Town Hall		1.18.6285 - Utilities			\$740.49	\$0.00	\$740.49	03/17/22	12649	ASCUCK	\$0.00
055982 Fire Station		1.18.6285 - Utilities			\$238.78	\$0.00	\$238.78	03/17/22	12649	ASCUCK	\$0.00
435334 Town Yard		1.18.6285 - Utilities			\$346.53	\$0.00	\$346.53	03/17/22	12649	ASCUCK	\$0.00
693726 Police Station		1.18.6285 - Utilities			\$40.92	\$0.00	\$40.92	03/17/22	12649	ASCUCK	\$0.00
235334 Co-Op		1.18.6285 - Utilities			\$183.64	\$0.00	\$183.64	03/17/22	12649	ASCUCK	\$0.00
INVOICE 31722MA16 TOTALS:					\$1,550.36	\$0.00	\$1,550.36				\$0.00
UNISOURCE ENERGY SERVICES TOTALS:					\$1,550.36	\$0.00	\$1,550.36				\$0.00
VENDOR: 238 - VERDE VALLEY HARDWARE											\$0.00
3822MA14	03/08/22	03/08/22	03/23/22								
2860 Inv 40062 Gloves, Paint		1.17.6230 - Rep and Maint - Infrastructure			\$25.22	\$0.00	\$25.22	03/08/22	12630	ASCUCK	\$0.00
2860 Inv 40092 PVC, Coupler		1.17.6230 - Rep and Maint - Infrastructure			\$48.49	\$0.00	\$48.49	03/08/22	12630	ASCUCK	\$0.00
2860 Inv 40204 Trash Bags		2.52.6195 - Operating Supplies - Trash			\$54.90	\$0.00	\$54.90	03/08/22	12630	ASCUCK	\$0.00
2860 Inv 40304 Trash Bags For Cemet		1.18.6195 - Operating Supplies - Properties			\$17.57	\$0.00	\$17.57	03/08/22	12630	ASCUCK	\$0.00
2860 Inv 40487 Grass seed		1.17.6230 - Rep and Maint - Infrastructure			\$50.51	\$0.00	\$50.51	03/08/22	12630	ASCUCK	\$0.00
2860 Inv 40579 Fuel Abatement Suppl		7.25.6276 - Wildlands Exp - Contingency			\$133.52	\$0.00	\$133.52	03/08/22	12630	ASCUCK	\$0.00
2860 Inv 40641 Blower Service Kits		1.17.6230 - Rep and Maint - Infrastructure			\$55.89	\$0.00	\$55.89	03/08/22	12630	ASCUCK	\$0.00
2860 Inv 40718 Brush, Window Cleane		1.18.6185 - Miscellaneous			\$25.90	\$0.00	\$25.90	03/08/22	12630	ASCUCK	\$0.00
2860 Inv 40938 Blower/Weed Eater Pa		1.17.6230 - Rep and Maint - Infrastructure			\$53.77	\$0.00	\$53.77	03/08/22	12630	ASCUCK	\$0.00
INVOICE 3822MA14 TOTALS:					\$465.77	\$0.00	\$465.77				\$0.00
VERDE VALLEY HARDWARE TOTALS:					\$465.77	\$0.00	\$465.77				\$0.00
VENDOR: 247 - HILL BROTHERS CHEMICAL CO											\$0.00
31722MA7	03/17/22	03/17/22	04/16/22								
4842000, Inv 07122420 Water Op Sup		2.50.6195 - Operating Supplies - Water			\$1,205.11	\$0.00	\$1,205.11	03/17/22	12650	ASCUCK	\$0.00
INVOICE 31722MA7 TOTALS:					\$1,205.11	\$0.00	\$1,205.11				\$0.00
HILL BROTHERS CHEMICAL CO TOTALS:					\$1,205.11	\$0.00	\$1,205.11				\$0.00
VENDOR: 249 - POSTMASTER											\$0.00
3222MA5	03/02/22	03/02/22	03/02/22								
Postage Newsletter March/April		1.11.6200 - Postage			\$62.99	\$0.00	\$62.99	03/02/22	12613	ASCUCK	\$0.00
INVOICE 3222MA5 TOTALS:					\$62.99	\$0.00	\$62.99				\$0.00
POSTMASTER TOTALS:					\$62.99	\$0.00	\$62.99				\$0.00
VENDOR: 252 - NAPA AUTO PARTS											\$0.00

*V - Denotes Voided Check Entries

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

Ledger as of : 3/1/2022 to 3/31/2022

Invoice Number	Inv.Date	Post.Date	Due.Date		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
Description		Account									
31722MA1	03/17/22	03/17/22	04/06/22								
31380, Inv 282234, 282237, 282584 P		1.17.6220 - Rep and Maint - Vehicles		\$22.72	\$0.00	\$22.72	03/17/22	12651	ASCUCK	\$0.00	
31380, Inv 282234, 282237, 282584 P		1.18.6220 - Rep and Maint - Vehicles		\$22.72	\$0.00	\$22.72	03/17/22	12651	ASCUCK	\$0.00	
31380, Inv 282234, 282237, 282584 P		2.50.6220 - Rep and Maint - Vehicles		\$22.72	\$0.00	\$22.72	03/17/22	12651	ASCUCK	\$0.00	
31380, Inv 282234, 282237, 282584 P		2.51.6220 - Rep and Maint - Vehicles		\$22.72	\$0.00	\$22.72	03/17/22	12651	ASCUCK	\$0.00	
31380, Inv 282234, 282237, 282584 P		2.52.6220 - Rep and Maint - Vehicles		\$22.75	\$0.00	\$22.75	03/17/22	12651	ASCUCK	\$0.00	
31380, Inv 282234, 282237, 282584 P		3.30.6220 - Rep and Maint - Vehicles		\$22.72	\$0.00	\$22.72	03/17/22	12651	ASCUCK	\$0.00	
31380, Inv 282996 Exhaust Manifold		2.50.6220 - Rep and Maint - Vehicles		\$86.22	\$0.00	\$86.22	03/17/22	12651	ASCUCK	\$0.00	
INVOICE 31722MA1 TOTALS:				\$222.57	\$0.00	\$222.57				\$0.00	
NAPA AUTO PARTS TOTALS:				\$222.57	\$0.00	\$222.57				\$0.00	
VENDOR: 254 - VERDE VALLEY NEWSPAPERS											\$0.00
3222MA10	03/02/22	03/02/22	03/12/22								
Yearly Newspaper Renewal		1.11.6185 - Miscellaneous		\$118.00	\$0.00	\$118.00	03/02/22	12615	ASCUCK	\$0.00	
INVOICE 3222MA10 TOTALS:				\$118.00	\$0.00	\$118.00				\$0.00	
3222MA2	03/02/22	03/02/22	03/12/22								
11366 Inv 162325 Legal Notices		1.11.6105 - Advertising, Printing, & Publishin		\$481.99	\$0.00	\$481.99	03/02/22	12614	ASCUCK	\$0.00	
INVOICE 3222MA2 TOTALS:				\$481.99	\$0.00	\$481.99				\$0.00	
VERDE VALLEY NEWSPAPERS TOTALS:				\$599.99	\$0.00	\$599.99				\$0.00	
VENDOR: 265 - CONTRACT WASTEWATER OPERATIONS											\$0.00
3822MA16	03/08/22	03/08/22	04/02/22								
Inv 1015168 Walnut Springs Clean Up		2.50.6230 - Rep and Maint - Infrastructure		\$6,925.00	\$0.00	\$6,925.00	03/08/22	12631	ASCUCK	\$0.00	
Inv 1015164Monthly Spring Maint Feb		2.50.6110 - Contract Services		\$900.00	\$0.00	\$900.00	03/08/22	12631	ASCUCK	\$0.00	
Inv 1015164Monthly WWTP Maint Feb 2		2.51.6110 - Contract Services		\$3,200.00	\$0.00	\$3,200.00	03/08/22	12631	ASCUCK	\$0.00	
Inv 1015164 Legend Transport Fee		2.51.6240 - Service Tests/System Testing		\$55.00	\$0.00	\$55.00	03/08/22	12631	ASCUCK	\$0.00	
Inv 1015164 WWTP Chlorinating Tabs		2.51.6195 - Operating Supplies - Sewer		\$1,919.60	\$0.00	\$1,919.60	03/08/22	12631	ASCUCK	\$0.00	
INVOICE 3822MA16 TOTALS:				\$12,999.60	\$0.00	\$12,999.60				\$0.00	
CONTRACT WASTEWATER OPERATIONS TOTALS:				\$12,999.60	\$0.00	\$12,999.60				\$0.00	
VENDOR: 277 - JEROME CHAMBER OF COMMERCE											\$0.00
3822MA8	03/08/22	03/08/22	03/15/22								
Membership Dues		1.11.6125 - Dues, Subs & Memberships		\$125.00	\$0.00	\$125.00	03/08/22	12632	ASCUCK	\$0.00	
INVOICE 3822MA8 TOTALS:				\$125.00	\$0.00	\$125.00				\$0.00	
JEROME CHAMBER OF COMMERCE TOTALS:				\$125.00	\$0.00	\$125.00				\$0.00	
VENDOR: 309 - PETE'S DIESEL SERVICE											\$0.00
33022MA9	03/30/22	03/30/22	03/30/22								
Brakes Checked on Trash Truck Labor		2.52.6220 - Rep and Maint - Vehicles		\$120.00	\$0.00	\$120.00	03/30/22	12675	ASCUCK	\$0.00	
Brakes Checked on Trash Truck Parts		2.52.6220 - Rep and Maint - Vehicles		\$1.35	\$0.00	\$1.35	03/30/22	12675	ASCUCK	\$0.00	
INVOICE 33022MA9 TOTALS:				\$121.35	\$0.00	\$121.35				\$0.00	

*V - Denotes Voided Check Entries

Town of Jerome

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

Ledger as of : 3/1/2022 to 3/31/2022

Invoice Number	Inv.Date	Post.Date	Due.Date		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
Description		Account									
PETE'S DIESEL SERVICE TOTALS:					\$121.35	\$0.00	\$121.35				\$0.00
VENDOR: 349 - ALERT											\$0.00
31722MA14	03/17/22	03/17/22	04/16/22								
10-140, Inv 22-1022 PADAR Cert Test		1.13.6225 - Rep and Maint - Equipment		\$440.00	\$0.00	\$440.00	03/17/22	12652	ASCUCK	\$0.00	
10-140, Inv 22-1022 PADAR Cert Test		1.13.6225 - Rep and Maint - Equipment		\$339.24	\$0.00	\$339.24	03/17/22	12652	ASCUCK	\$0.00	
INVOICE 31722MA14 TOTALS:					\$779.24	\$0.00	\$779.24				\$0.00
ALERT TOTALS:					\$779.24	\$0.00	\$779.24				\$0.00
VENDOR: 356 - SMELTER CITY IRON WORKS, LTD											\$0.00
31722MA10	03/17/22	03/17/22	04/16/22								
Inv 79182 Pipe, Weld Plates		2.50.6230 - Rep and Maint - Infrastructure		\$273.42	\$0.00	\$273.42	03/17/22	12653	ASCUCK	\$0.00	
INVOICE 31722MA10 TOTALS:					\$273.42	\$0.00	\$273.42				\$0.00
SMELTER CITY IRON WORKS, LTD TOTALS:					\$273.42	\$0.00	\$273.42				\$0.00
VENDOR: 375 - PERSONNEL SAFETY ENTERPRISES											\$0.00
3222MA14	03/02/22	03/02/22	04/01/22								
80001143, Inv 102843 First Aid, Par		1.17.6195 - Operating Supplies - Parks		\$21.27	\$0.00	\$21.27	03/02/22	12616	ASCUCK	\$0.00	
80001143, Inv 102843 First Aid, Pro		1.18.6195 - Operating Supplies - Properties		\$21.27	\$0.00	\$21.27	03/02/22	12616	ASCUCK	\$0.00	
80001143, Inv 102843 First Aid, Wat		2.50.6195 - Operating Supplies - Water		\$21.27	\$0.00	\$21.27	03/02/22	12616	ASCUCK	\$0.00	
80001143, Inv 102843 First Aid, Sew		2.51.6195 - Operating Supplies - Sewer		\$21.27	\$0.00	\$21.27	03/02/22	12616	ASCUCK	\$0.00	
80001143, Inv 102843 First Aid, Tra		2.52.6195 - Operating Supplies - Trash		\$21.27	\$0.00	\$21.27	03/02/22	12616	ASCUCK	\$0.00	
80001143, Inv 102843 First Aid, HUR		3.30.6195 - Operating Supplies - HURF		\$21.30	\$0.00	\$21.30	03/02/22	12616	ASCUCK	\$0.00	
INVOICE 3222MA14 TOTALS:					\$127.65	\$0.00	\$127.65				\$0.00
PERSONNEL SAFETY ENTERPRISES TOTALS:					\$127.65	\$0.00	\$127.65				\$0.00
VENDOR: 399 - YAVAPAI COLLEGE											\$0.00
3822MA2	03/08/22	03/08/22	04/07/22								
Classes/Hernandez		1.14.6116 - Training & Education		\$732.00	\$0.00	\$732.00	03/08/22	12633	ASCUCK	\$0.00	
Classes/Whiting		1.14.6116 - Training & Education		\$366.00	\$0.00	\$366.00	03/08/22	12633	ASCUCK	\$0.00	
Classes/Wessel Dudley		1.10.1120 - GF Accounts Receivable		\$1,220.00	\$0.00	\$1,220.00	03/08/22	12633	ASCUCK	\$0.00	
INVOICE 3822MA2 TOTALS:					\$2,318.00	\$0.00	\$2,318.00				\$0.00
YAVAPAI COLLEGE TOTALS:					\$2,318.00	\$0.00	\$2,318.00				\$0.00
VENDOR: 450 - #1 FOOD STORE											\$0.00
31722MA4	03/17/22	03/17/22	03/17/22								
Fuel, PD		1.13.6145 - Fuel		\$104.78	\$0.00	\$104.78	03/17/22	12654	ASCUCK	\$0.00	
Fuel, FD		1.14.6145 - Fuel		\$787.49	\$0.00	\$787.49	03/17/22	12654	ASCUCK	\$0.00	
INVOICE 31722MA4 TOTALS:					\$892.27	\$0.00	\$892.27				\$0.00
#1 FOOD STORE TOTALS:					\$892.27	\$0.00	\$892.27				\$0.00

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Ledger as of : 3/1/2022 to 3/31/2022

Invoice Number	Inv.Date	Post.Date	Due.Date		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
Description		Account									
VENDOR: 513 - HANSON AGGREGATES LLC											\$0.00
31722MA3	03/17/22	03/17/22	04/16/22								
Inv 1148682 ABC		3.30.6260 - Street Supplies		\$62.53	\$0.00	\$62.53	03/17/22	12655	ASCUCK	\$0.00	
Inv 1148757 Asphalt Hot Mix		3.30.6260 - Street Supplies		\$448.98	\$0.00	\$448.98	03/17/22	12655	ASCUCK	\$0.00	
Inv 1149811 Mag ABC		3.30.6260 - Street Supplies		\$60.30	\$0.00	\$60.30	03/17/22	12655	ASCUCK	\$0.00	
INVOICE 31722MA3 TOTALS:				\$571.81	\$0.00	\$571.81				\$0.00	
HANSON AGGREGATES LLC TOTALS:				\$571.81	\$0.00	\$571.81				\$0.00	
VENDOR: 548 - JC CULLEN INC											\$0.00
3822MA18	03/08/22	03/08/22	04/07/22								
Inv 149485 Port Services, PD		1.13.6192 - Software Service & Support		\$35.48	\$0.00	\$35.48	03/08/22	12634	ASCUCK	\$0.00	
Inv 149485 Port Services, FD		1.14.6192 - Software Service & Support		\$35.49	\$0.00	\$35.49	03/08/22	12634	ASCUCK	\$0.00	
INVOICE 3822MA18 TOTALS:				\$70.97	\$0.00	\$70.97				\$0.00	
32422MA1	03/24/22	03/24/22	04/23/22								
Inv 149485 Port services PD		1.13.6192 - Software Service & Support		\$35.48	\$0.00	\$35.48	03/24/22	12663	ASCUCK	\$0.00	
Inv 149485 Port services FD		1.14.6192 - Software Service & Support		\$35.49	\$0.00	\$35.49	03/24/22	12663	ASCUCK	\$0.00	
INVOICE 32422MA1 TOTALS:				\$70.97	\$0.00	\$70.97				\$0.00	
JC CULLEN INC TOTALS:				\$141.94	\$0.00	\$141.94				\$0.00	
VENDOR: 704 - MINGUS ELECTRIC											\$0.00
31722MA2	03/17/22	03/17/22	04/16/22								
Inv 1246 Fire Depo Cooler Repair La		1.18.6215 - R&M Building - Properties		\$500.00	\$0.00	\$500.00	03/17/22	12656	ASCUCK	\$0.00	
Inv 1246 Fire Depo Cooler Repair Pa		1.18.6215 - R&M Building - Properties		\$90.00	\$0.00	\$90.00	03/17/22	12656	ASCUCK	\$0.00	
Inv 1355 Electrical for Kitchen FD		5.40.6238 - Fire Dept Exp - Opr Grants		\$700.00	\$0.00	\$700.00	03/17/22	12656	ASCUCK	\$0.00	
Inv 1355 Electrical for Kitchen FD		5.40.6238 - Fire Dept Exp - Opr Grants		\$274.25	\$0.00	\$274.25	03/17/22	12656	ASCUCK	\$0.00	
Inv 1257 Electrical Line/Panel Park		1.17.6230 - Rep and Maint - Infrastructure		\$2,200.00	\$0.00	\$2,200.00	03/17/22	12656	ASCUCK	\$0.00	
Inv 1257 Electrical Line/Panel Park		1.17.6230 - Rep and Maint - Infrastructure		\$3,553.39	\$0.00	\$3,553.39	03/17/22	12656	ASCUCK	\$0.00	
Inv 1374 Outlets for Shop Labor		1.18.6215 - R&M Building - Properties		\$900.00	\$0.00	\$900.00	03/17/22	12656	ASCUCK	\$0.00	
Inv 1374 Outlets for Shop Parts		1.18.6215 - R&M Building - Properties		\$250.39	\$0.00	\$250.39	03/17/22	12656	ASCUCK	\$0.00	
INVOICE 31722MA2 TOTALS:				\$8,468.03	\$0.00	\$8,468.03				\$0.00	
MINGUS ELECTRIC TOTALS:				\$8,468.03	\$0.00	\$8,468.03				\$0.00	
VENDOR: 725 - DIESEL DIRECT WEST											\$0.00
3822MA1	03/08/22	03/08/22	03/23/22								
18583, Inv 84435641 Fuel, Water		2.50.6145 - Fuel		\$23.55	\$0.00	\$23.55	03/08/22	12635	ASCUCK	\$0.00	
18583, Inv 84435641 Fuel, Sewer		2.51.6145 - Fuel		\$23.55	\$0.00	\$23.55	03/08/22	12635	ASCUCK	\$0.00	
18583, Inv 84435641 Fuel, Trash		2.52.6145 - Fuel		\$188.40	\$0.00	\$188.40	03/08/22	12635	ASCUCK	\$0.00	
INVOICE 3822MA1 TOTALS:				\$235.50	\$0.00	\$235.50				\$0.00	
32422MA2	03/24/22	03/24/22	04/08/22								
18583, Inv 84457185 Fuel, Water		2.50.6145 - Fuel		\$47.11	\$0.00	\$47.11	03/24/22	12664	ASCUCK	\$0.00	
18583, Inv 84457185 Fuel, Sewer		2.51.6145 - Fuel		\$47.11	\$0.00	\$47.11	03/24/22	12664	ASCUCK	\$0.00	
18583, Inv 84457185 Fuel, Trash		3.30.6145 - Fuel		\$376.96	\$0.00	\$376.96	03/24/22	12664	ASCUCK	\$0.00	

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Town of Jerome

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

Ledger as of : 3/1/2022 to 3/31/2022

Invoice Number	Inv.Date	Post.Date	Due.Date		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
Description		Account									
INVOICE 32422MA2 TOTALS:					\$471.18	\$0.00	\$471.18				\$0.00
DIESEL DIRECT WEST TOTALS:					\$706.68	\$0.00	\$706.68				\$0.00
VENDOR: 735 - FOUR-D LLC											\$0.00
3822MA11	03/08/22	03/08/22	04/07/22								
Inv 834 IT Work Completed Feb 2022		1.11.6193 - Computer Hardware & Service			\$603.75	\$0.00	\$603.75	03/08/22	12636	ASCUCK	\$0.00
INVOICE 3822MA11 TOTALS:					\$603.75	\$0.00	\$603.75				\$0.00
FOUR-D LLC TOTALS:					\$603.75	\$0.00	\$603.75				\$0.00
VENDOR: 747 - TOWN OF JEROME PR											\$0.00
3822MA4	03/08/22	03/08/22	03/08/22								
Monthly Payroll Transfer		1.10.2999 - Suspense Account			\$90,000.00	\$0.00	\$90,000.00	03/08/22	12637	ASCUCK	\$0.00
INVOICE 3822MA4 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											\$0.00
31722MA11	03/17/22	03/17/22	04/16/22								
Inv 33648 Legal, GG		1.11.6170 - Legal Exp - Gen Gov			\$1,111.50	\$0.00	\$1,111.50	03/17/22	12657	ASCUCK	\$0.00
Inv 33648 Legal, PZ		1.16.6170 - Legal Exp - P&Z			\$819.00	\$0.00	\$819.00	03/17/22	12657	ASCUCK	\$0.00
Inv 33648 Legal, Water		2.50.6170 - Legal Exp - Water			\$994.50	\$0.00	\$994.50	03/17/22	12657	ASCUCK	\$0.00
INVOICE 31722MA11 TOTALS:					\$2,925.00	\$0.00	\$2,925.00				\$0.00
SIMS MACKIN, LTD TOTALS:					\$2,925.00	\$0.00	\$2,925.00				\$0.00
VENDOR: 754 - ARIZONA BUG COMPANY											\$0.00
3222MA15	03/02/22	03/02/22	04/01/22								
Inv 180329 Pest Control, 10101 prop		1.18.6110 - Contract Services			\$50.00	\$0.00	\$50.00	03/02/22	12617	ASCUCK	\$0.00
INVOICE 3222MA15 TOTALS:					\$50.00	\$0.00	\$50.00				\$0.00
32422MA5	03/24/22	03/24/22	04/23/22								
Inv 180875 Pest Control, 10101 prop		1.18.6110 - Contract Services			\$50.00	\$0.00	\$50.00	03/24/22	12665	ASCUCK	\$0.00
INVOICE 32422MA5 TOTALS:					\$50.00	\$0.00	\$50.00				\$0.00
ARIZONA BUG COMPANY TOTALS:					\$100.00	\$0.00	\$100.00				\$0.00
VENDOR: 773 - AZ MUNICIPAL RISK RET POOL P&C											\$0.00
3822MA10	03/08/22	03/08/22	03/08/22								
40001406, Inv 03032022 Insurance GG		1.11.6155 - Insurance			\$5,037.91	\$0.00	\$5,037.91	03/08/22	12638	ASCUCK	\$0.00
40001406, Inv 03032022 Insurance Wa		2.50.6155 - Insurance			\$1,988.64	\$0.00	\$1,988.64	03/08/22	12638	ASCUCK	\$0.00
40001406, Inv 03032022 Insurance Se		2.51.6155 - Insurance			\$2,253.80	\$0.00	\$2,253.80	03/08/22	12638	ASCUCK	\$0.00
40001406, Inv 03032022 Insurance Tr		2.52.6155 - Insurance			\$2,651.53	\$0.00	\$2,651.53	03/08/22	12638	ASCUCK	\$0.00
40001406, Inv 03032022 Insurance HU		3.30.6155 - Insurance			\$1,325.78	\$0.00	\$1,325.78	03/08/22	12638	ASCUCK	\$0.00
INVOICE 3822MA10 TOTALS:					\$13,257.66	\$0.00	\$13,257.66				\$0.00

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Description		Account									
AZ MUNICIPAL RISK RET POOL P&C TOTALS:					\$13,257.66	\$0.00	\$13,257.66				\$0.00
VENDOR: 793 - TOWN OF JEROME - UTILITIES											\$0.00
3222MA4	03/02/22	03/02/22	04/01/22								
7002-01 Town Hall		1.18.6285 - Utilities		\$194.51	\$0.00	\$194.51	03/02/22	12618	ASCUCK	\$0.00	
7015-01 Fire Station		1.18.6285 - Utilities		\$672.71	\$0.00	\$672.71	03/02/22	12618	ASCUCK	\$0.00	
7054-01 Police Station		1.18.6285 - Utilities		\$177.32	\$0.00	\$177.32	03/02/22	12618	ASCUCK	\$0.00	
7060-01 Town Yard		1.18.6285 - Utilities		\$180.44	\$0.00	\$180.44	03/02/22	12618	ASCUCK	\$0.00	
INVOICE 3222MA4 TOTALS:					\$1,224.98	\$0.00	\$1,224.98				\$0.00
TOWN OF JEROME - UTILITIES TOTALS:					\$1,224.98	\$0.00	\$1,224.98				\$0.00
VENDOR: 806 - PRESCOTT LAW GROUP, PLC											\$0.00
31722MA9	03/17/22	03/17/22	04/16/22								
2011-00019 Inv 5064 Legal, PD		1.13.6172 - Prosecutor Exp		\$1,353.00	\$0.00	\$1,353.00	03/17/22	12658	ASCUCK	\$0.00	
INVOICE 31722MA9 TOTALS:					\$1,353.00	\$0.00	\$1,353.00				\$0.00
PRESCOTT LAW GROUP, PLC TOTALS:					\$1,353.00	\$0.00	\$1,353.00				\$0.00
VENDOR: 839 - DIGITAL-ALLY											\$0.00
33022MA15	03/30/22	03/30/22	04/29/22								
Inv 1119905 FVPRO 3yr Plans/License		5.40.6236 - RICO Exp - Opr Grants		\$6,267.47	\$0.00	\$6,267.47	03/30/22	12676	ASCUCK	\$0.00	
INVOICE 33022MA15 TOTALS:					\$6,267.47	\$0.00	\$6,267.47				\$0.00
DIGITAL-ALLY TOTALS:					\$6,267.47	\$0.00	\$6,267.47				\$0.00
VENDOR: 866 - DEERE CREDIT, INC.											\$0.00
3222MA12	03/02/22	03/02/22	04/01/22								
510001614248 JD 210L Parks		1.17.8040 - Lease Payments		\$21.68	\$0.00	\$21.68	03/02/22	12619	ASCUCK	\$0.00	
510001614248 JD 210L Prop		1.18.8040 - Lease Payments		\$21.68	\$0.00	\$21.68	03/02/22	12619	ASCUCK	\$0.00	
510001614248 JD 210L Water		2.50.8040 - Lease Payments		\$75.88	\$0.00	\$75.88	03/02/22	12619	ASCUCK	\$0.00	
510001614248 JD 210L Sewer		2.51.8040 - Lease Payments		\$75.88	\$0.00	\$75.88	03/02/22	12619	ASCUCK	\$0.00	
510001614248 JD 210L HURF		3.30.8040 - Lease Payments		\$21.69	\$0.00	\$21.69	03/02/22	12619	ASCUCK	\$0.00	
INVOICE 3222MA12 TOTALS:					\$216.81	\$0.00	\$216.81				\$0.00
33022MA10	03/30/22	03/30/22	04/29/22								
510001614248 JD 210L Parks		1.17.8040 - Lease Payments		\$21.68	\$0.00	\$21.68	03/30/22	12677	ASCUCK	\$0.00	
510001614248 JD 210L Prop		1.18.8040 - Lease Payments		\$21.68	\$0.00	\$21.68	03/30/22	12677	ASCUCK	\$0.00	
510001614248 JD 210L Water		2.50.8040 - Lease Payments		\$75.88	\$0.00	\$75.88	03/30/22	12677	ASCUCK	\$0.00	
510001614248 JD 210L Sewer		2.51.8040 - Lease Payments		\$75.88	\$0.00	\$75.88	03/30/22	12677	ASCUCK	\$0.00	
510001614248 JD 210L HURF		3.30.8040 - Lease Payments		\$21.69	\$0.00	\$21.69	03/30/22	12677	ASCUCK	\$0.00	
INVOICE 33022MA10 TOTALS:					\$216.81	\$0.00	\$216.81				\$0.00
DEERE CREDIT, INC. TOTALS:					\$433.62	\$0.00	\$433.62				\$0.00
VENDOR: 923 - IAN HANEY											\$0.00

*V - Denotes Voided Check Entries

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

Ledger as of : 3/1/2022 to 3/31/2022

Invoice Number	Inv.Date	Post.Date	Due.Date		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
Description		Account									
33022MA6	03/30/22	03/30/22	04/29/22								
Haney 457G Cash-Out		1.10.2999 - Suspense Account			\$5,319.92	\$0.00	\$5,319.92	03/30/22	12678	ASCUCK	\$0.00
Haney 457G Cash-Out 20% Fed WH		1.10.2401 - Federal WH & FICA			(\$1,063.98)	\$0.00	(\$1,063.98)	03/30/22	12678	ASCUCK	\$0.00
		INVOICE 33022MA6 TOTALS:			\$4,255.94	\$0.00	\$4,255.94				\$0.00
		IAN HANEY TOTALS:			\$4,255.94	\$0.00	\$4,255.94				\$0.00
VENDOR: 952 - KAIROS HEALTH ARIZONA, INC.											\$0.00
3822MA3	03/08/22	03/08/22	04/07/22								
Health Insurance - March 2022 Billi		1.10.2406 - Health Insurance			\$17,758.26	\$0.00	\$17,758.26	03/08/22	12639	ASCUCK	\$0.00
		INVOICE 3822MA3 TOTALS:			\$17,758.26	\$0.00	\$17,758.26				\$0.00
		KAIROS HEALTH ARIZONA, INC. TOTALS:			\$17,758.26	\$0.00	\$17,758.26				\$0.00
VENDOR: 968 - PATRIOT DISPOSAL, INC.											\$0.00
3822MA15	03/08/22	03/08/22	04/07/22								
0040, Ticket 259330		2.52.6165 - Landfill Tipping Fees			\$337.20	\$0.00	\$337.20	03/08/22	12640	ASCUCK	\$0.00
0040, Ticket 259786		2.52.6165 - Landfill Tipping Fees			\$335.20	\$0.00	\$335.20	03/08/22	12640	ASCUCK	\$0.00
0040, Ticket 260257		2.52.6165 - Landfill Tipping Fees			\$365.20	\$0.00	\$365.20	03/08/22	12640	ASCUCK	\$0.00
0040, Ticket 260752		2.52.6165 - Landfill Tipping Fees			\$371.20	\$0.00	\$371.20	03/08/22	12640	ASCUCK	\$0.00
		INVOICE 3822MA15 TOTALS:			\$1,408.80	\$0.00	\$1,408.80				\$0.00
		PATRIOT DISPOSAL, INC. TOTALS:			\$1,408.80	\$0.00	\$1,408.80				\$0.00
VENDOR: ONETIM - BRADEN SANTARCANGELO											\$0.00
3222MA6	03/02/22	03/02/22	04/01/22								
Partial Refund of P20753		1.10.4061 - PD Parking Citation Revenue			\$12.50	\$0.00	\$12.50	03/02/22	12620	ASCUCK	\$0.00
		INVOICE 3222MA6 TOTALS:			\$12.50	\$0.00	\$12.50				\$0.00
		BRADEN SANTARCANGELO TOTALS:			\$12.50	\$0.00	\$12.50				\$0.00
VENDOR: ONETIM - NANCY DRIVER											\$0.00
33022MA8	03/30/22	03/30/22	04/29/22								
Reimbursement For Battery		1.15.6190 - Office Supplies			\$34.94	\$0.00	\$34.94	03/30/22	12679	ASCUCK	\$0.00
		INVOICE 33022MA8 TOTALS:			\$34.94	\$0.00	\$34.94				\$0.00
		NANCY DRIVER TOTALS:			\$34.94	\$0.00	\$34.94				\$0.00
VENDOR: ONETIM - NANCY OR TRACY WEISEL											\$0.00
3822MA17	03/08/22	03/08/22	04/07/22								
LMP Deposit Refund Acct 6021-01		2.00.2600 - Customer Deposits			\$32.82	\$0.00	\$32.82	03/08/22	12641	ASCUCK	\$0.00
		INVOICE 3822MA17 TOTALS:			\$32.82	\$0.00	\$32.82				\$0.00
		NANCY OR TRACY WEISEL TOTALS:			\$32.82	\$0.00	\$32.82				\$0.00

*V - Denotes Voided Check Entries

Town of Jerome

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

Ledger as of : 3/1/2022 to 3/31/2022

Invoice Number	Inv.Date	Post.Date	Due.Date							
Description		Account		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
LEDGER TOTALS:				<u>\$188,338.09</u>	<u>\$0.00</u>	<u>\$188,338.09</u>				<u>\$460.07</u>

*V - Denotes Voided Check Entries

For the meeting of April 12, 2022

MONTHLY STAFF REPORT TO THE MAYOR AND COUNCIL

Candace B. Gallagher, Town Manager/Clerk

My activities over the past month have included:

- Updated Town Code and Zoning Ordinance with all ordinances adopted and effective to date. The online documents are up to date and hard copies are available upon request.
- Attended bid openings for Dundee water line improvements and HURF-funded drainage projects. There are resolutions on this agenda to award contracts for both.
- Continued to gather resumes submitted for the position of Town Manager/Town Clerk and arranged interviews with qualified applicants.
- Assisted Judge Napper with advertising for Municipal Court Clerk. Michaela Brewer was hired and began work on April 5.
- Completed submission for a \$30,000 USDA SEARCH grant to cover cost of the Preliminary Engineering Report prepared by PACE Engineering regarding our wastewater treatment plant. We should be receiving those funds shortly.
- Prepared and submitted a grant application to Sen. Mark Kelly's office for funding to cover the cost of water line improvements on Deception Lane, Holly Avenue and the remainder of Dundee. These are the portions of the CDBG-funded waterline improvement project that were eliminated when the project scope was reduced and rebid after initial bids came in above budget. As they are shovel-ready infrastructure projects, I am hopeful that we will receive this funding through Congress.
- Received \$15,980.57 in Prop 202 funding from the Yavapai Apache Nation. We had applied for up to \$20,000 to go toward a new shuttle van and/or the public restroom project.
- Provided support to new Zoning Administrator and to Kristen Muenz in her new position as Deputy Clerk.
- Accepted nomination papers and petitions for Council candidates and provided information to Yavapai County Elections department for the primary election ballot.
- Continued work on FY23 budget. I anticipate beginning budget meetings in early May.
- Prepared and compiled materials for Council meeting packets.
- Continued attendance at various virtual meetings and webinars with local officials and others.
- 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 support for Planning & Zoning and public records requests.

Following is an accounting of sales tax revenues through February, and a water flows report.

As always, please feel free to contact me with any questions or concerns.

Candace

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

	FY2022 BUDGET	FY2022 actual	Budget +/-	FY2021 actual	Compared to prior year +/-
July	80,500	117,605	37,105	84,065	33,540
August	78,000	118,436	40,436	81,343	37,093
September	74,100	81,826	7,726	77,127	4,699
October	85,600	140,055	54,455	89,557	50,498
November	101,700	160,051	58,351	107,091	52,960
December	97,000	124,708	27,708	102,005	22,703
January	69,600	123,149	53,549	72,290	50,859
February	71,300	85,855	14,555	74,062	11,793
March	92,700			97,302	
April	113,900			133,377	
May	114,200			133,613	
June	121,400			141,472	
Total YTD	1,100,000	951,685	293,885	1,193,304	264,145

TOWN OF JEROME, AZ

Comparison of Restaurant/Bar, Accomodation and Retail Sales Tax Revenues
 FY2022 vs FY2021

	RESTAURANTS/BARS (Bus Class 11)			ACCOMMODATION (Bus Class 44/144)			RETAIL (Bus Class 17)		
	FY2022 actual	FY2021 actual	+/-	FY2022 actual	FY2021 actual	+/-	FY2022 actual	FY2021 actual	+/-
July	38,281	30,997	7,284	18,467	12,545	5,922	47,339	31,882	15,457
August	41,580	27,677	13,903	18,024	12,215	5,809	47,731	26,169	21,562
September	26,920	28,733	(1,813)	14,684	12,548	2,136	28,573	27,630	943
October	45,726	29,686	16,040	20,051	14,078	5,973	58,351	37,015	21,336
November	53,186	39,092	14,094	25,622	17,604	8,018	68,645	41,909	26,736
December	42,240	31,036	11,204	19,769	17,514	2,255	51,239	43,545	7,694
January	36,189	20,729	15,460	17,289	12,071	5,218	48,750	30,776	17,974
February	28,416	26,693	1,723	12,954	12,132	822	32,562	24,068	8,494
March		34,952			13,831			38,250	
April		49,265			21,947			50,849	
May		39,869			21,324			60,061	
June		54,832			20,516			54,061	
Total YTD		413,561	77,895		188,325	36,153		466,215	120,196

Added 1% Bed Tax

		TOTAL TO DATE
July	2,841	2,841
August	2,773	5,614
September	2,259	7,873
October	3,085	10,958
November	3,942	14,900
December	3,041	17,941
January	2,660	20,601
February	1,993	22,594
March		
April		
May		
June		

WATER FLOWS REPORT

Reading Date		WALNUT GPM	VERDE GPM
2021	1-Mar	77	185
	8-Mar	77	188
	15-Mar	77	190
	22-Mar	77	104
	29-Mar	77	104
	6-Apr	77	109
	12-Apr	82	102
	19-Apr	77	180
	26-Apr	71	194
	7-May	77	196
	11-May	77	190
	17-May	66	193
	24-May	71	189
	1-June	66	182
	8-June	60	250
	15-June	57	248
	21-June	57	242
	28-June	57	244
	6-July	52	248
	12-July	57	240
	14-July	48	243
	19-July	52	180
	28-July	83	177
	2-Aug	101	108
	11-Aug	77	175
	16-Aug	172	180
	23-Aug	72	175
	30-Aug	66	170
	8-Sept	61	168
	13-Sept	57	170
	20-Sept	57	148
	27-Sept	61	162
	4-Oct	57	160
	11-Oct	61	162
	18-Oct	71	165
	25-Oct	71	160
	1-Nov	66	152
	8-Nov	61	159
	19-Nov	71	158
	22-Nov	71	155
	29-Nov	61	158
	6-Dec	66	155
	14-Dec	71	156
	20-Dec	71	144
	23-Dec	71	142
	27-Dec	71	144
2022	3-Jan	71	140
	18-Jan	68	145
	24-Jan	71	150
	31-Jan	77	141
	7-Feb	77	137
	14-Feb	57	134
	28-Feb	57	139
	14-Mar	52	148
	21-Mar	48	135
	28-Mar	48	129



JEROME POLICE DEPARTMENT

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



April 2, 2022

TO: Honorable Mayor and Jerome Town Council

FROM: Allen Muma, Chief of Police

Attached please find the police activity reports for March 2022.

The March "Calls for Service" report contained no significant single incidents to reports. We did have a number of medical calls. Call volume for March was about average.

The parking kiosks brought in \$34,443.30 (as well as cash in the approximate amount of \$1,681.00 at the PD) for the month of March 2021. In comparison to last year's revenue of \$25,442.40 for the same time period. Fiscal year to date kiosk revenue is \$233,009.21 (which does not include cash taken at office).

There were 448 parking citations that were issued for the month of March. Parking kiosk maintenance continues to be a problem. The new modems arrived and I installed them on the two most problematic kiosks, we monitored the system for a week and encountered the same problems. Parkeon believes it has something to do with the cellular arrays that were changed out in July of 2021. I am dealing with a high level technician now and we changed the way the system "batches" and that seems to help. It is still a work in progress. I still want to install a kiosk at the PD that will take coin, dollars and CCs, but that is hardwired into our local area network so that when a person has a problem, that kiosk would always be working, I would like to take the money out of the contingency budget, cost about \$6,000.00. Currently when we have problems it is a manpower intensive temporary fix. I am also enrolling us in a "Text to park" with Parkeon, a simpler way to pay via text messaging.

We have received our new body cameras, the system is working and I am working out the bugs from the new "cloud based" system.

Both speed feedback signs are installed. For the month of March an average of 5,649 vehicles traveled uphill past the sign daily. I would like to use about \$5,000.00 in contingency budget to purchase one more to place on Clark Street near the eagles nest for downhill traffic.

I believe I have come up with a solution for the problem residence on Holley Street. I will advise further after I have completed the necessary actions.

I am still seeking a replacement for the officer who resigned from full-time status in November.

Allen L. Muma, Chief of Police



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

Date : **04/05/2022**
 Page : **1**
 Agency : **JPD**

Calls For Service Totals By Call Type

03/01/2022 to 03/31/2022

Call Type	Totals	
10-34	Motorist Assist	2
205	Trespass	4
410	Criminal Damage	2
415B	Vandalism	1
459A	Burglar Alarm	1
476	Animal Control Problem	1
500	Welfare Check	1
647A	Suspicious Person	1
692	DUI	2
903	Follow-Up	4
908F	Found Property	7
908L	Lost or Stolen Property	3
961	Accident - No injuries	4
AA	Agency Assist	1
AC	Animal Cruelty	1
ACPD	Assist Clarkdale PD	5
ADPS	Assist DPS	1
AF	Assist Fire Department	5
AYCSO	Assist YCSO	7
CA	Citizen Assist	2
CO	Call Out	1
DIS	Disorderly Conduct	1
DRAL	Dogs Running at Large	3
FP	Foot Patrol	3
FPF	Fingerprinting	1
HSE	Hampshire Speed Enforcement	1
INFO	Information	6
LFA	Low Flying Aircraft	1
LIT	Littering	1
ME	Medical Emergency	2
NE	Noise Enforcement Activities	1
OT	Oversize Truck	6
PARK	Parking Complaint	1
PE	Parking Enforcement	29
PKM	Parking Kiosk Maintenance	2
PN	Public Nuisance	1
SC	Security Check	28
SLC	Street Light Check	1



JEROME POLICE DEPARTMENT

305 MAIN STREET

JEROME, AZ 86331

(928) 634-8992

Date : **04/05/2022**

Page : **2**

Agency : **JPD**

Calls For Service Totals By Call Type

03/01/2022 to 03/31/2022

Call Type		Totals
SS	Suspicious Situation	5
TCD	Traffic Control Duties	1
TF	Trip & Fall / Slip & Fall	1
TO	Traffic Offense	2
TRN	Training	2
WA	Warrant Arrest	1
Grand Total for all calls		156



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: March Year: 2022

Calls by Type	Number	Resident	Non-Resident
EMS Calls	16	9	7
Residential Fire	0	0	0
Commercial Fire	0	0	0
Wildland	2	1	1
Still Assignment	4	3	1
Station Staffing	6	6	0
Citizen Assist	4	2	2
Agency Assist	2	0	2
Special Duty	5	5	0
Snake Removal	0	0	0
Tech Rope Rescue	0	0	0
MVA/Rescue	0	0	0
HazMat	1	1	0
Dispatch Error	0	0	0
Totals:	40	27	11
Total Calls Chief on Scene	27		
Total JFD Meetings Chief Attended	6		

Department Meetings and Drills	Number
Officer's Meeting	0
Work Session	1
Rope Drill	1
Drills	5

JVFD Hours Worked (No Salaried Hours Included in these totals)	Total Hours: 333
--	------------------

Fire Chief Meetings	Date
Fire Marshals Meeting	3/2/22
Chief's Meeting	3/2/22
Council Meeting	3/8/22
Advisory Board Meeting	3/30/22

Education, Summer Semester:

- 2 Members have began classes for Yavapai's Colleges Spring Semester.
- Ricardo Hernandez for Fire Prevention and Fire Department Co Officer.

- Carl Whiting for Firefighter Safety and building construction.
- Hernandez, Dudley, Lazaro, have all finished various classes in the Wildland academy between March 12th and 17th.

Additional Training:

- On Thursday 5PM March 3rd we had a Business meeting and Bloodborne Pathogen Training, conducted by Blair and Muma.
- On Thursday 5PM March 10th we conducted Training on Situational awareness with Whiting
- On Thursday 5PM March 17th we conducted training on Ladders with Kinsella and Giles.
- On Thursday 5PM March 24th we conducted Truck Checks with Muma.
- On Saturday 9AM March 26th we conducted Sycamore canyon Rope Training with Muma and Lee.
- On Thursday 5PM March 31st we conducted training on the truck's equipment and general use.

Department Affairs and On-going Projects

- Our March call volume is up by 10 calls over last March's calls, totaling 40 calls this month. Our year-to-date call volume is 96 compared with 87 calls YTD 2021. Our Fire Department personnel are performing their tasks in a professional manner with no injuries occurring.
- On March 15th an overflow of the upper men's toilet occurred and caused water damage from bathrooms down to the EMS room. Over the next several weeks Servpro will be in and out restoring the Bathrooms, the middle storage room, and the EMS Room. We are fully covered by our insurance and our deductible was paid by Ropes that Rescue.
- JFD Sent a Crew out to Texas on an Eighteen Day Assignment. Texas 2022 Initial Attack. Crews are back safely, and E-126 (Formerly B-111) has been rehabbed back in service, however we will be performing some standard servicing after deployment.

Prevention

- We have had a total of 27 Firewise activities and visits to the burn pile in March with 40 loads of trimmings, slash, and brush for a total of 92 combined Jerome's citizen hours. As well as 49 total hours from our Fuels Crew. If you need assistance, and have not filled out a Firewise application, they can be obtained at the Town Hall or the Fire Department.
- 11 Business license inspections were performed.
- At both the Jerome Cemetery in Clarkdale off of Minerich Rd. as well as our Upper Cemetery off of cemetery rd. The Jerome Fire Department has been performing Fuel Mitigation as well as restoration and cataloging of the gravesites.

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.

March Fire and EMS Report:

Incident	Date	Time	Day	Select Type	Additional Info	#
22-36	3/1/22	7:00:00 PM	Tue	Special Duty Resident	Vehicle Lockout	1
29	3/2/22	8:41:00 AM	Wed	EMS Resident	75 YOM Unknown Medical	6
30	3/2/22	3:06:00 PM	Wed	EMS Non Resident	15 YOF - Syncope	5
31	3/5/22	3:39:00 PM	Sat	EMS Non Resident	Canceled Enroute	2

22-37	3/5/22	3:45:00 PM	Sat	EMS Non Resident	77 YOM Basic First Aid	2
22-38	3/6/22	8:00:00 AM	Sun	Citizen Assist Resident	Disabled Vehicle	1
22-39	3/6/22	10:15:00 AM	Sun	Agency Assist Non-Resident	Oversized Vehicle	3
32	3/11/22	9:23:00 AM	Fri	EMS Non Resident	Canceled Enroute	8
22-40	3/11/22	9:45:00 AM	Fri	Citizen Assist Non-Resident	Disabled Vehicle	2
22-41	3/11/22	10:15:00 AM	Fri	Citizen Assist Non-Resident	Vehicle Lockout	3
22-42	3/14/22	4:00:00 PM	Mon	Still Assignment Non-Resident	Smoking tire	2
22-43	3/16/22	8:00:00 AM	Wed	Wildland	Prepare for IA Assignment	5
33	3/16/22	8:48:00 AM	Wed	Wildland	Mutual Aid Texas IA	3
22-44	3/17/22	12:00:00 PM	Thurs	Special Duty Resident	Firewise assessment.	2
22-45	3/17/22	12:30:00 PM	Thurs	EMS Resident	72 YOF Basic First Aid	2
22-46	3/17/22	12:45:00 PM	Thurs	Special Duty Resident	Fuel Abatement	2
22-47	3/17/22	3:00:00 PM	Thurs	Still Assignment Resident	Check Smoke In area.	2
22-48	3/18/22	8:30:00 AM	Fri	Special Duty Resident	Removed Biohazard from Area.	1
22-49	3/18/22	9:00:00 AM	Fri	Hazmat	Clean Up transmission fluid.	1
34	3/18/22	10:49:00 AM	Fri	EMS Resident	78 YOF Unknown Medical.	5
35	3/21/22	12:10:00 PM	Mon	EMS Non Resident	61 YOF - Fall	4
22-50	3/19/22	8:00:00 AM	Sat	Station Staffing	Staffing Rope Class	2
22-51	3/20/22	8:00:00 AM	Sun	Station Staffing	Staffing Rope Class	2
22-52	3/21/22	8:00:00 AM	Mon	Station Staffing	Staffing Rope Class	3
22-53	3/22/22	8:00:00 AM	Tue	Station Staffing	Staffing Rope Class	1
22-54	3/22/22	8:15:00 AM	Tue	EMS Resident	73 YOF Assist W/ Oxygen	2
22-55	3/22/22	6:21:00 PM	Tue	Special Duty Resident	Clean up after Flood	5
36	3/23/22	8:49:00 AM	Wed	EMS Non Resident	47 YOM - Breathing Issues	8
37	3/23/22	11:25:00 AM	Wed	EMS Resident	73 YOF - Shortness of Breath	6
22-56	3/23/22	8:00:00 AM	Wed	Station Staffing	Staffing	1
38	3/26/22	5:03:00 PM	Sat	EMS Resident	Canceled Enroute	5
22-57	3/27/22	1:30:00 PM	Sun	Station Staffing	Staffing Rope Class	2
22-58	3/28/22	3:00:00 PM	Mon	Agency Assist Non-Resident	Assist W/ Oversized Vehicle	1
22-59	3/29/22	8:45:00 AM	Tue	Still Assignment Resident	Burn the burn pile	2
22-60	3/29/22	10:45:00 AM	Tue	Citizen Assist Resident	Lockout	2
39	3/30/22	1:07:00 PM	Wed	EMS Resident	73 YOF - Lift Assist	3
22-61	3/30/22	3:22:00 PM	Wed	Still Assignment Resident	Put out hotspots o burn pile	2
40	3/30/22	7:34:00 PM	Wed	EMS Non Resident	70 YOF Syncope/ Nausea	3
41	3/31/22	4:19:00 AM	Thurs	EMS Resident	73 YOF - Fall	4
22-62	3/31/22	1:51:00 PM	Thurs	EMS Resident	73 YOF - Assist Hospice	2
Incident	Date	Time	Day of week	Select Type	Additional Info	#

March 2021 Burn Pile Log

JC stands for Jerome citizens

Date	Address	Adult Prob.	# Crew Firewise	FW Hrs.	Firewise Total Hrs.	# Loads	JC# crew	JC# Hrs.	JC Total Hrs.
3/3/2022	880 Hampshire				0	2	1	4	4
3/4/2022	628 Verde				0	2	1	4	4
3/4/2022	128 Dundee				0	2	1	4	4
3/5/2022	Mine Rich Rd. CK Cemetery		1	7	7				0
3/6/2022	Mine Rich Rd. CK Cemetery		1	7	7				0
3/8/2022	222 Dundee				0	2	1	3	3
3/11/2022	508 School St.				0	2	1	6	6
3/12/2022	Jerome Cemetery		1	7	7				0
3/5/2022	Mine Rich Rd. CK Cemetery		2	3	6				0
3/14/2022	295 Dundee				0	3	2	4	8
3/13/2022	Jerome Cemetery		1	7	7				0
3/17/2022	156 Dundee				0	2	2	4	8
3/17/2022	778 East Ave		2	3	6	3			0
3/18/2022	295 Dundee				0	2	2	4	8
3/18/2022	838 Gulch Ave.				0				0
3/22/2022	Mine Rich Rd. CK Cemetery				0	1	1	1	1
3/22/2022	Flume Ditch				0	1	2	2	4
3/23/2022	Flume Ditch				0	4	2	4	8
2/24/2022	Flume Ditch				0	2	2	3	6
3/27/2022	778 East Ave		2	7	14	3			0
3/28/2022	858 Hampshire				0	2	2	4	8
3/29/2022	100 UVX Burn		2	8	16				0
3/29/2022	201 Main - Upper Park				0	1	2	1	2
3/31/2022	30 Magnolia				0	4	2	6	12
3/31/2022	699 Holly St.				0	1	2	2	4
3/31/2022	725 East Ave.				0	1	1	2	2
	Totals	0	12	49	70	40	27	58	92
	Jerome Citizen Hours-	Adult Prob.	Firewise	FW Hrs.	Firewise Total Hrs.	# Loads	JC# Crew	JC# Hrs.	JC Total Hrs.

**Thank you for your continuing support
Rusty Blair Chief JVFD**



TOWN OF JEROME, ARIZONA
POST OFFICE BOX 335, JEROME,
ARIZONA 86331

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

MARCH 2022 STAFF REPORT

From: Melanie Atkin, Finance Manager

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 postings for Admin Charges and supplemented Water, Sewer, Police, and HURF departments with transfers from the Parking Fund.
- ❖ Ran monthly fund, departmental, and vendor reports.
- ❖ Created a March summary budget to actual report for General, Utility, Road, and Parking funds.

HR Duties:

- ❖ Submitted paperwork to KAIROS begin the open enrollment process for health benefits. Our representative will be in town on April 6th for any questions.
- ❖ We filled positions for Court Clerk, Utilities Clerk, and Public Works Crewmember this month. The court clerk and PW crewmember will begin the first week of April.
- ❖ Helped some employees with benefit related questions.



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April 2022 Staff Report for March activity

Respectfully submitted by Kristen Muenz, Deputy Town Clerk

- ⚙ Started training new Utilities Clerk, Terri Card, in her duties, including answering phones and email communications, processing payments, assisting members of the public with accessing applications and forms, retrieving, sorting, and sending mail, and opening and closing utilities accounts. Ms. Card has been very eager to learn and will be a great member of the team.
- ⚙ Assisted Zoning Administrator Will Blodgett with BOA, P&Z and DRB-related business, answering general questions, arranging meeting times, and gathering information.
- ⚙ Posted town notices and meeting agendas throughout the month at the three locations in town (Gulch Road, post office, town hall).
- ⚙ Prepared agenda packets for P&Z and DRB meetings with support from Candace Gallagher and Will Blodgett and assisted in preparing the Council meeting agenda packets. Took and transcribed the minutes for all open sessions of Council, DRB, and P&Z meetings.
- ⚙ Assisted staff members, department heads, board members, residents, service agents, and contractors with a range of inquiries or tasks and helped answer the phone when needed.
- ⚙ Continued to assist Finance Manager Melanie Atkin with record-keeping for payables.
- ⚙ Maintained record retention duties, as explained by previous Deputy Clerk, Rosa Cays, for Ordinances, Resolutions and Minutes, and started to settle into the new office.



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

April 2022 staff report for March activity submitted by Terri Card.

Utilities

- Current debt (45 days past due):

2 accounts were on the shut-off list at the beginning of March. No accounts were shut off due to the short month of February and staffing changes.

Balance owed on shut-off accounts from February billing: \$756.19

Balance owed at end of March: \$756.19

- A copy of the April AR Aging report is attached.

Business Licenses

Applications submitted: 10

Issued: 2

In process: 14

Renewal reminders went out to 9 businesses whose licenses expire at the end of April. We also received an application for a new business.

Rentals

All renters have made their rental payments and are on track.

Charge Item Summary By User Type

ChargeItem	Future	Current	Age2	Age3	Age4	Age5	Balance
UserType: Commercial							
Credit	\$0.00	(\$2,821.44)	(\$3,751.32)	(\$224.88)	(\$500.00)	(\$1,133.46)	(\$8,431.10)
Water	\$0.00	\$4,071.45	\$216.24	\$158.24	\$0.00	\$270.39	\$4,716.32
Sewer	\$0.00	\$5,214.40	\$216.00	\$144.00	\$0.00	\$522.58	\$6,096.98
Trash	\$0.00	\$7,469.24	\$366.98	\$134.16	\$0.00	\$848.07	\$8,818.45
Tax	\$0.00	\$396.01	\$21.33	\$15.61	\$0.00	\$39.24	\$472.19
Misc	\$0.00	\$0.00	\$0.00	\$15.00	\$0.00	\$0.00	\$15.00
Late Fee	\$0.00	\$40.00	\$0.00	\$10.00	\$10.00	\$2,170.00	\$2,230.00
LMP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
UserType: Commercial (8)	-----	-----	-----	-----	-----	-----	-----
Subtotal --->	\$0.00	\$14,369.66	(\$2,930.77)	\$252.13	(\$490.00)	\$2,716.82	\$13,917.84
UserType: Residential							
Credit	\$0.00	(\$790.73)	(\$1,008.54)	\$0.00	(\$188.15)	(\$2,650.64)	(\$4,638.06)
Water	\$0.00	\$7,932.86	\$1,432.18	\$800.88	\$219.06	\$2,192.17	\$12,577.15
Sewer	\$0.00	\$6,942.07	\$1,317.46	\$666.85	\$205.94	\$3,742.48	\$12,874.80
Trash	\$0.00	\$5,451.89	\$1,084.60	\$615.14	(\$13.86)	\$2,178.74	\$9,316.51
Tax	\$0.00	\$770.39	\$138.45	\$78.93	\$21.58	\$298.22	\$1,307.57
Misc	\$0.00	\$15.00	\$0.00	\$0.00	\$0.00	\$38.55	\$53.55
Late Fee	\$0.00	\$360.00	\$170.00	\$125.00	\$110.00	\$5,190.20	\$5,955.20
LMP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
UserType: Residential (8)	-----	-----	-----	-----	-----	-----	-----
Subtotal --->	\$0.00	\$20,681.48	\$3,134.15	\$2,286.80	\$354.57	\$10,989.72	\$37,446.72
UserType: Municipal							
Credit	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Water	\$0.00	\$168.72	\$0.00	\$0.00	\$0.00	\$0.00	\$168.72
Sewer	\$0.00	\$211.64	\$0.00	\$0.00	\$0.00	\$0.00	\$211.64
Trash	\$0.00	\$141.20	\$0.00	\$0.00	\$0.00	\$0.00	\$141.20
Tax	\$0.00	\$16.64	\$0.00	\$0.00	\$0.00	\$0.00	\$16.64
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	\$538.20	\$0.00	\$0.00	\$0.00	\$0.00	\$538.20

Charge Item Summary By User Type

ChargeItem	Future	Current	Age2	Age3	Age4	Age5	Balance
UserType: Commercial							
Credit	\$0.00	\$0.00	(\$120.00)	(\$60.00)	(\$60.00)	(\$30.75)	(\$270.75)
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	\$5,011.23	\$3.91	\$0.00	\$0.00	\$347.36	\$5,362.50
Gas	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Electric	\$0.00	\$140.24	\$0.00	\$0.00	\$0.00	\$0.00	\$140.24
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	\$5,151.47	(\$116.09)	(\$60.00)	(\$60.00)	\$316.61	\$5,231.99
UserType: Default							
Credit	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$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	\$0.00	\$0.00	\$0.00	\$0.00
Grand Total (35)							
=====>	\$0.00	\$40,740.81	\$87.29	\$2,478.93	(\$195.43)	\$14,023.15	\$57,134.75

Charge Item Summary

ChargeItem	Future	Current	Age2	Age3	Age4	Age5	Balance
Credit	\$0.00	(\$3,612.17)	(\$4,879.86)	(\$284.88)	(\$748.15)	(\$3,814.85)	(\$13,339.91)
Water	\$0.00	\$12,173.03	\$1,648.42	\$959.12	\$219.06	\$2,462.56	\$17,462.19
Sewer	\$0.00	\$12,368.11	\$1,533.46	\$810.85	\$205.94	\$4,265.06	\$19,183.42
Trash	\$0.00	\$13,062.33	\$1,451.58	\$749.30	(\$13.86)	\$3,026.81	\$18,276.16
Tax	\$0.00	\$1,183.04	\$159.78	\$94.54	\$21.58	\$337.46	\$1,796.40
Misc	\$0.00	\$15.00	\$0.00	\$15.00	\$0.00	\$38.55	\$68.55
Late Fee	\$0.00	\$400.00	\$170.00	\$135.00	\$120.00	\$7,360.20	\$8,185.20
Rent	\$0.00	\$5,011.23	\$3.91	\$0.00	\$0.00	\$347.36	\$5,362.50
Gas	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Electric	\$0.00	\$140.24	\$0.00	\$0.00	\$0.00	\$0.00	\$140.24
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	\$40,740.81	\$87.29	\$2,478.93	(\$195.43)	\$14,023.15	\$57,134.75

Customer Count = 379



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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 123rd Anniversary
1899 - 2022

MARCH 2022 PUBLIC WORKS MONTHLY REPORT

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

- Clean out the box of the garbage truck
- Repair fence at Walnut
- Process dirt for repairing the road to Walnut.
- Install drainpipes in the wash and build a road across them at Walnut.
- Dig for water leak on School St.
- Put a new exhaust manifold on the F-350.
- Oil changes on all the town vehicles and maintenance on the equipment.
- Rebuild and repair/maintenance on the weed eaters and blowers.
- Grade the sewer road, Dundee, and Gulch Rd.
- Clean out weeds and brush in the flume ditch.
- Fill potholes.
- Remove graffiti throughout town, and on the wall down on Douglas.
- Fix and reinstall "Paid Parking" signs.
- Repaint "No Fireworks" sign for the Fire department.
- Repair the wooden steps next to the CO-OP heading down to Rich St.
- Build a new bench/desk in the town yard office.

Jerome Library Staff Report, March, 2022

The Yavapai County Free Library District FY23 contribution amounts are now available.

For Jerome, we are looking at an approximate 1.5% increase which brings us to \$25,123 from last year's \$24,706. This is an increase of \$528.00.

Changes to Aspen, the new online catalog includes the ability for patrons to view, edit and remove linked accounts. Also, patrons will be able to view holds and checkouts.

The Summer of Possibilities program has been released by the AZ State Library

Programming will offer STEM activities. Library staff are reviewing materials that have been received in the past year for teen and pre-teen activities.

The Anne Bassett exhibit is now available for viewing. Members of the Jerome community have added additional prints by Anne for the exhibit.

Community Art Program

Now that library staff are comfortable offering Art classes again we have some new and exciting classes to offer.

The Art room is happy to offer Folk Art this year.

Boro Sashiko, the 500-year-old Japanese technique of decorative but functional mending.

The history of Boro Sashiko is equally as interesting as the craft as the Chinese government once banned the practice due to the impoverished look of the mended clothing. Peasants stuffed their sashiko treasures under floorboards and inside walls to hide them.

Basketry /wickerwork and Broom-making using broom corn will be offered during several classes this Spring and Summer.

Respectfully, Kathleen Jarvis



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Town of Jerome, Zoning Administrators Report

Town Council: Wednesday, April 12, 2022
Prepared by: William Blodgett, Zoning Administrator

Planning & Zoning Commission-

- ▶ Caden Williams requested a conditional use permit at 511 Main Street to allow for three residential apartments within the C-1 district, one unit reverting back to residential use after having been used as retail. The permit was approved.

Board of Adjustment-

- ▶ March 30th special meeting was postponed. The Zoning Administrator is working closely with the town Attorney and with the petitioner, continuing to explore the issues and gathering additional information.

Code Enforcement-

- ▶ No new or additional complaints at this time.
- ▶ Investigation of “illegal recovery home” on Holly is still ongoing.

Administrative Approvals-

- ▶ **03.16.2022**-Approved a temporary structure for Cameron Sinclair and Bethany Halbreich at 300 Queen Street in conjunction with the start of foundation work. The structure has been allowed for 6 months and then must be removed or else shown that work is continuing and the permit can be renewed at that time.
- ▶ **03.22.2022**-Approved a “like-for-like” repair and replacement of siding for James Leblanc at 810 Hampshire Ave. No changes in color or in material.

Other Business-

- ▶ Working on the Town’s new design review guidelines produced by Otwell Associates, and in contact with Arizona State historic preservation office to assist in producing a final product that is useable and concise.



TOWN OF JEROME

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

Regular Meeting of the Town of Jerome

DESIGN REVIEW BOARD

Monday, April 4, 2022, 6:00 pm

600 Clark Street, Jerome, AZ

DRAFT MINUTES

6:03 (0:14) Item 1: Call to order

Chair Tyler Christensen called the meeting to order at 6:03 p.m.

Deputy Town Clerk Kristen Muenz called the roll. Present were Chair Christensen, Vice Chair Brice Wood, and board members John McDonald, and Carol Wittner. Board member Mimi Romberger joined the meeting via phone.

Also present were staff members Zoning Administrator Will Blodgett and Deputy Town Clerk Kristen Muenz.

6:03 (0:58) Item 2: Petitions from the public – There were no petitions from the public.

6:04 (1:10) Item 3: Approval of Minutes: Minutes of the regular meeting of February 7, 2022

Discussion/Possible Action

Motion to approve the minutes of the regular meeting of February 7, 2022

BOARD MEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
CHRISTENSEN			X			
MCDONALD			X			
ROMBERGER			X			
WITTNER		X	X			
WOOD	X		X			

Continued Items/Old Business: none

New Business:

6:05 (2:04) Item 4: Discussion of amendment to DRB bylaws: meeting dates

The Board will consider and may approve a change to the Bylaws which would provide that regular DRB meetings would take place on the fourth Tuesday of each month.

Discussion/Possible Action

Chair Tyler Christensen makes a note that they would have elected a new Chair and Vice Chair at today's meeting. However, due to staff changes, it was not on the agenda. Mr. Christensen explains that there needs to be a 24-hour notice, so the election will need to wait until the next regular meeting when it can be put on the agenda. Zoning Administrator Will Blodgett apologized for the delay and states the election will be on the next agenda.

Mr. Christensen reads the recommendation from Town Council, which would change the DRB bylaws to hold regular meetings on the 4th Tuesday of each month instead of the 1st Monday. He states that he has no schedule conflicts and is fine with the suggestion.

Ms. Wittner and Mr. Wood agree it is a good idea.

Mr. Christensen comments that it will streamline the minutes so that Council is better prepared, and the Design Review Board will not have to wait a month behind for things to go through the approval process.

Motion to approve Amendment of DRB bylaws: meeting dates

BOARD MEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
CHRISTENSEN			X			
MCDONALD	X		X			
ROMBERGER			X			
WITTNER		X	X			
WOOD			X			

Meeting Updates:

6:08 (5:05) Updates of Recent and Upcoming Meetings – Kristen Muenz, Deputy Town Clerk

- a) **March 8th Council meeting** – Certificates of appreciation were presented to David Garner and John Passeno for their work at the Jerome Pioneer Cemetery; adopted Ordinance No. 481- "International Fire Code;" adopted Ordinance No. 476 to remove the residency requirements for the positions of Town Clerk and Town Manager; approved Conditional Use Permits for 515 Main Street for a residential apartment and a winetasting facility;

approved solicitation of bids for a garbage truck.

- b) **March 16h P & Z meeting** – Approved a Conditional Use Permit for 3 residential apartments in the C-1 zone for 511 Main Street; approved an amendment to P&Z bylaws: meeting dates.
- c) **March 14th Special Council meeting** – Approved a letter of support for the Clarkdale Cement Plant Road Extension and New Bitter Creek Bridge; discussed wastewater treatment plant improvements.

Ms. Muenz shared highlights of recent meetings. As a point of order, Mr. Christensen pointed out that Ms. Muenz mistakenly read “505” and she corrected herself to say “515 Main Street.”

6:10 (6:48) Item 5: Future DRB Agenda Items for next meeting, date to be determined: Election of new Chair and Vice Chair.

Ms. Wittner asked if there was still time to get an item on the agenda if they were to hold the next meeting, as suggested, on April 26th. Mr. Blodgett stated that it is a possibility if an item was turned in by the end of the week. He would be in contact with the board members if that were to happen. Mr. Christensen asked if everyone would be available on that date. Mr. McDonald suggests that, rather than holding a special meeting just for the election, waiting for the regular May meeting if there are no other items ready for the agenda. Ms. Wittner agrees that is a good idea. It is agreed that the next meeting will be held in May if no other agenda items are ready.

Item 6: Adjourn

Motion to adjourn at 6:12 p.m.

BOARD MEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
CHRISTENSEN			X			
MCDONALD	X		X			
ROMBERGER			X			
WITTNER		X	X			
WOOD			X			

Approved: _____ Date: _____
Tyler Christensen, Design Review Board Chair

Attest: _____ Date: _____
Kristen Muenz, Deputy Town Clerk

DRAFT MINUTES
Regular Meeting of the Planning and Zoning Commission
Wednesday, March 16, 2022, 6:00 pm
CONDUCTED VIA ZOOM

6:06 (0:06) Item 1: Call to order

Chair Ready called the meeting to order at 6:06 p.m.

Deputy Town Clerk Kristen Muenz called the roll. Present were Chair Jeanie Ready, Vice Chair Lance Schall, and Commissioners Chuck Romberger and Jera Peterson. Also present were Zoning Administrator Will Blodgett and Town Manager/Clerk Candace Gallagher.

6:07 (0:12) Item 2: Petitions from the public – There were no petitions from the public.

6:08 (1:17) Item 3: Approval of Minutes – Regular meeting of February 16, 2022

Zoning Administrator Will Blodgett explains that the February 16th minutes were left out of the meeting packets mistakenly, and the Commissioners can table the approval until the next meeting.

Motion to table the minutes of the February 16, 2022 regular P&Z meeting

Commissioner	Moved	Second	Aye	Nay	Absent	Abstain
Peterson	X		X			
Ready			X			
Riley					X	
Romberger			X			
Schall		X	X			

Old (continued) Business: none

New Business:

6:09 (2:53) Item 4: Conditional Use Permit (CUP) for Apartments in C-1

Applicant/Owner: Caden Williams

Zone: C-1

Address: 511 Main Street

APN: 401-06-089

Applicant is seeking a conditional use permit for three residential apartments within the C-1 zone.

Discussion/Possible Action

ZA Blodgett reads the summary from the applicant, Caden Williams, for 511 Main/School Street.

Commissioner Peterson asks for some clarification on the packet, whether it is meant to be section 302, or section 501 for a nonconforming situation.

Blodgett states that may be an oversight that he needs to correct.

Chair Ready ask if the building was previously a nonconforming use.

Blodgett states that, yes, it was a nonconforming use in C-1 zone.

Peterson asks for clarification on if it is a combination of nonconforming and conditional use

Blodgett explains that the apartment is a nonconforming use.

Commissioner Schall asks if the building has been 2 apartments and 1 bookstore and is now proposed to be 3 apartments.

Blodgett confirms that is the case.

Schall brings up the parking. He reads from the application "Applicant wishes to apply for 3 off-street parking spaces for apartments."

He states that this board does not grant parking and that it's a separate issue.

There is some discussion as to the current parking permit application process.

Ready comments that it's just a matter if it conforms to the ordinance for required parking spaces. Since its not changing use, it has same parking required as before.

Schall says as the use is less intensive, there wouldn't be any additional parking requirements.

Ready agrees.

Peterson comments that it seems the building is going back to how it was originally used.

Motion to approve the conditional use permit for apartments in C-1 Zone

Commissioner	Moved	Second	Aye	Nay	Absent	Abstain
Peterson		X	X			
Ready			X			
Riley					X	
Romberger			X			
Schall	X		X			

6:17 (10:50) Item 5: Amendment to P&Z Bylaws re: Meeting Dates

The Commission will review a proposed change in regular meeting dates from the third Wednesday of each month to the third Tuesday of each month and may approve a change to the Commission's bylaws in this regard.

ZA Blodgett explains the proposal is to change the dates from the 3rd Wednesday to the 3rd Tuesday to normalize the structure of the meetings for Town Council, Design Review Board and the Planning & Zoning Commission.

Schall comments that the proposal sounds good, the meetings would be in the right order

Peterson asks for clarification of the order.

Candace clarifies that Council will be on the 2nd Tuesday of each month, P&Z on the 3rd and DRB on the 4th, which would give staff 2 weeks to get the minutes together for the council packets.

There is some discussion to confirm that everyone understands the proposed schedule changes, and no one has a conflict with the day of the week

Motion to approve Amendment to P&Z Bylaws re: Meeting Dates

Commissioner	Moved	Second	Aye	Nay	Absent	Abstain
Peterson	X		X			
Ready			X			
Riley					X	
Romberger			X			
Schall		X	X			

Meeting Updates:

6:22 (15:35) Item 6: Updates of recent and upcoming meetings

- **February 17 BOA meeting – variance approved for setback on 776 East Avenue.**
- **March 7 DRB meeting – Canceled**
- **March 8 Council meeting –** Second reading and adoption of the 2018 International Fire Code, second reading and adoption of new residency requirements for Town Manager and Clerk. Renewed appointments to the planning and zoning commission and the board of adjustment. Approval of two conditional use permits for 515 Main Street, a winetasting room and a residential apartment in the C-1 district. Council noted needed changes to definitions in the Zoning Ordinance regarding Spiritous Liquor Tasting Facilities and dining room seating. *ZA Blodgett gave updates on recent meetings. Schall asks if the residency requirement is the removal of the requirement that the Town Manager live in town. Blodgett confirms this is the case. Peterson asks what changes were needed to the spiritous liquor and dining room seating. Blodgett explains that Council requested more specific definitions of the two items in the Zoning Ordinance.*

6:27 (20:34) Item 7: Potential items for Tuesday, April 19, 2022 – New definitions for Spiritous Liquor Tasting Facility and Dining Room Seating.

Item 8: Adjourn

Motion to adjourn at 6:28 p.m.

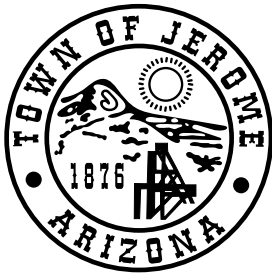
Commissioner	Moved	Second	Aye	Nay	Absent	Abstain
Peterson		X	X			
Ready	X		X			
Riley					X	
Romberger			X			
Schall			X			

Approved: _____ Date: _____

Chair Ready, Planning & Zoning Commission Chair

Attest: _____ Date: _____

Kristen Muenz, Deputy Town Clerk



TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331
(928) 634-7943 www.jerome.az.gov

MINUTES

SPECIAL JOINT MEETING OF THE JEROME TOWN COUNCIL, THE JEROME PLANNING & ZONING COMMISSION, and THE JEROME DESIGN REVIEW BOARD

VIA ZOOM

TUESDAY, FEBRUARY 22, 2022 at 4:00 PM

<p>ITEM #1: 4:00 pm (0:10)</p>	<p>CALL TO ORDER/ROLL CALL</p> <p>Mayor/Chairperson to call meeting to order.</p> <p><i>Mayor Jack Dillenberg called the meeting to order at 4:00 p.m.</i></p> <p>Town Clerk to call and record the roll for Town Council.</p> <p><i>Town Manager/Clerk Candace Gallagher performed the roll call for Council. Mayor Jack Dillenberg and Councilmembers Alex Barber, Sage Harvey and Jane Moore were present. Vice Mayor Mandy Worth was not present.</i></p> <p>Deputy Clerk to call and record the roll for Planning & Zoning Commission and Design Review Board.</p> <p><i>Deputy Town Clerk Rosa Cays performed the roll call for the Design Review Board and Planning and Zoning Commission. Present were P&Z Chair Lance Schall, Vice Chair Chuck Romberger, and Commissioner Jera Peterson. Present for DRB were Chair Tyler Christensen, Vice Chair Brice Wood, and Board members Carol Wittner, Mimi Romberger, and John McDonald. Not present were P&Z Commissioners Jeanie Ready and Lori Riley.</i></p>
<p>ITEM #2: 4:04 pm (2:22)</p>	<p>RESOLUTIONS AND OTHER ITEMS OF MUTUAL INTEREST</p> <p>Members of the Jerome Town Council, Planning & Zoning Commission, and Design Review Board will discuss the use of resolutions and other items of mutual interest.</p> <p><i>Mayor Jack Dillenberg thanked all the board members for attending. Ms. Gallagher introduced the topic at hand and asked Councilmember Jane Moore to speak of the concerns over the use of resolutions by the boards brought up by herself and Board of Adjustment member Margie Hardie.</i></p> <p><i>(3:35) Councilmember Moore explained that what they receive in their council packets for P&Z and DRB includes the resolution number and whether it was approved. There's nothing for them to review as far as discussion goes, without going to the audio files, to learn about the actions taken by the boards. (5:00) She mentioned that Planning and Zoning meetings are often over a week before council meetings, which seems to her to be enough time to get the full minutes. She added that DRB meets right before Council, and there's been discussion about having both those meetings moved to allow for more time. Her biggest objection is that just the resolution noted in the minutes does not allow Council to look at the board's actions and to be able to make decisions.</i></p> <p><i>(6:35) Ms. Moore also commented that the Board of Adjustment is a quasi-judicial board and resolutions may not be appropriate for that board. She suggested that perhaps they need legal advice prior to their meetings.</i></p> <p><i>(7:06) Councilmember Sage Harvey agreed with Ms. Moore and stated that when she looks at the packets and only sees a resolution referenced, she feels she does not have enough information as a councilmember. She said that she thinks it would be beneficial to not have resolutions and would rather see all the information.</i></p> <p><i>(7:42) Councilmember Alex Barber commented that they were previously getting minutes in their entirety and were told that the reason they received abbreviated minutes was lack of staff. The Deputy Clerk was handling Planning and Zoning tasks, but now the Town has a new Zoning Administrator. She stated that the previous ZA, John Knight, was the one who started doing the resolutions. Also, that Al Sengstock, the ZA before Mr. Knight, didn't do resolutions. She agreed with Ms. Moore's and Ms. Harvey's comments and said that when the boards are looking at a resolution, it seems like there is already a thought process behind it. She believes it is better for the boards to have open dialogue, and not to have a resolution that is already stating, as could be perceived, the ZA's opinion for the outcome.</i></p>

(9:55) P&Z Commissioner Jera Peterson agreed that she wants transparency and complete discussion. She believes there is no reason to hurry things through. The Town should be considered, especially the historic part of it.

(10:25) DRB Vice Chair Brice Wood commented that sometimes the language needs a little clarification between what a resolution is, versus an ordinance change, versus what a recommendation is and where these things fit in with public face of the board, as well as what goes on internally.

(10:58) P&Z Chair Schall commented that it seems Council wants more information in their minutes. He believes John Knight started using resolutions for his own recordkeeping process. If a Councilmember is interested in a detail regarding a decision, that information would not be in the resolution or the original motion. Instead, the details regarding what happens during meetings would be filed in P&Z's records. Mr. Schall said that he doesn't believe that resolutions pre-suppose the case, but if that is the impression they give, he believes that is a good reason to stop using them.

(14:40) Ms. Harvey commented that she does feel that the resolutions are leading. She also wants to make sure that Council gets the full information in their packets.

(15:08) DRB Chair Tyler Christensen agreed with Chair Schall. He saw the resolutions as an organizational tool but has no problem doing away with them if they are perceived as an issue.

Mayor Dillenberg then asked Mr. Blodgett if he had any questions.

(15:47) Mr. Blodgett stated that he is willing to follow Council's direction. He agrees with the importance of being open and transparent.

(16:30) P&Z member Chuck Romberger agreed with Chair Schall as well. He commented that the issue with resolutions may be in the name, and perhaps they can be called suggestions. He also agreed that Council should have a full set of notes along with a resolution or proposal in their packets for full information.

(18:07) Ms. Moore explained that Council has a limited amount of time to review decisions by the other boards and, if they wait to see the full minutes in the next meeting, it's too late to send something back. Having a recording in writing of comments that the public makes, or any comments that someone wants to make regarding the proposal, will give Council the opportunity to investigate what people are saying. All they are getting is the resolution and whether it was approved or discussed. She also feels that it takes too much time for Council to have to listen to the audio files for an entire meeting. She thinks resolutions complicate Council's ability to understand the actions taken by the other boards.

(20:10) Chair Christensen asked if DRB needs to change the date of their meetings to accommodate the gathering of information.

Mayor Dillenberg said that this is a great idea.

(21:23) Chair Schall suggested that wording could be added to the resolution to clarify that it may or may not be approved by the commission. He noted that there is a line at the bottom of each resolution for the Commission chair's signature to show that it was reviewed and approved. He said that he does not believe that resolutions were ever intended as a substitution for adequate minutes.

(23:55) Ms. Peterson suggested that if the boards prefer having full minutes first, perhaps change the wording from "resolution," which sounds final, to "recommendation."

(24:30) Mr. Wood commented that decisions of the boards are sometimes simple, and to call them Resolutions sounds like an improvement for the future that is not currently in the ordinance. He agrees that the timing of the meetings could be arranged into a sequence to allow P&Z meetings first, then DRB, and finally Council. He believes it used to be that way.

(27:48) Ms. Gallagher explained that this topic is agendaized for action.

Mayor Dillenberg asked if there is anyone who disagrees with the consensus to do away with resolutions and no one responded.

Ms. Gallagher said that it's just a matter of discontinuing the practice and does not require formal action. She asked if council wants full draft minutes in their packets before they have been approved by the individual boards.

(29:03) Ms. Moore commented that she doesn't believe approval is necessary, and added that she would like to see the actions and comments from the board members and public.

Mayor Dillenberg commented that the draft minutes would still help guide their discussion. He also agreed that it may be necessary to change the dates of the DRB meetings.

Ms. Moore asks for clarification on whether the use of resolutions was voted on and Ms. Gallagher said that it was not.

(32:24) Chair Schall said that they should try to keep their processes as efficient as possible for the applicants.

(36:03) Chair Christensen mentioned that there were some meeting dates that had to be adjusted due to holidays. He suggested that someone puts a new schedule together for the boards to review.

(37:55) Ms. Gallagher confirmed that staff will work on a new schedule to present to council and the boards.

There was general discussion of the best arrangement of the meetings.

(42:41) Ms. Moore said that she attends meetings in other communities and finds reading the minutes helpful, especially the comments from those attending the meeting.

(44:44) Ms. Peterson suggested that all the meetings take place on Tuesdays, one week apart.

ITEM #3 4:48 p.m.	ADJOURNMENT						
	<u>Motion to adjourn at 12:34 p.m.</u>						
	COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
	BARBER			X			
	DILLENBERG			X			
	HARVEY	X		X			
	MOORE		X	X			
WORTH					X		

APPROVE:

ATTEST:

Dr. Jack Dillenberg, Mayor

Candace B. Gallagher, CMC, Town Manager/Clerk

Date: _____



TOWN OF JEROME

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MINUTES

REGULAR MEETING OF THE JEROME TOWN COUNCIL COUNCIL CHAMBERS, JEROME TOWN HALL 600 CLARK STREET, JEROME, ARIZONA

TUESDAY, MARCH 8, 2022, AT 7:00 P.M.

<p>ITEM #1: 7:00 p.m. (0:01)</p>	<p>CALL TO ORDER/ROLL CALL Mayor/Chairperson to call meeting to order. <i>Mayor Jack Dillenberg called the meeting to order at 7:00 p.m.</i> Town Clerk to call and record the roll. <i>Town Manager/Clerk Candace Gallagher called the roll. Present were Mayor Jack Dillenberg, Councilmember Alex Barber, Councilmember Sage Harvey, and Councilmember Jane Moore. Vice Mayor Worth attended via Zoom.</i> <i>Also present were Zoning Administrator Will Blodgett, Finance Manager Melanie Atkin, and Deputy Clerk Kristen Muenz.</i></p>																																										
	<p>*MOMENT OF SILENCE* and acknowledgement of the passing of Nancy Rayne Smith <i>A moment of silence was observed for the passing of Nancy Rayne Smith, citizen of Jerome.</i> <i>Councilmember Barber recounted fond memories of Ms. Smith and her work for the Historical Society, the Town Council and the Fire Department Auxiliary as Treasurer.</i> <i>Ms. Gallagher read a letter about Nancy Rayne Smith by Fire Chief Rusty Blair.</i> <i>Councilmember Moore recounted her fondness for Ms. Smith.</i> <i>Councilmember Harvey commented on Ms. Smith's passion for the Town of Jerome and Jerome's children.</i> <i>Vice Mayor Worth spoke on Smith's willingness, passion, and ability to share Jerome history.</i></p>																																										
<p>ITEM #2: 7:06 p.m. (6:25)</p>	<p>FINANCIAL REPORTS Financial reports for February 2022 <u>Motion to accept the February 2022 Financial Reports</u></p> <table border="1" data-bbox="386 1155 1390 1281"> <thead> <tr> <th>COUNCILMEMBER</th> <th>MOTION</th> <th>SECOND</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	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN	BARBER		X	X				DILLENBERG			X				HARVEY	X		X				MOORE			X				WORTH			X			
COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN																																					
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DILLENBERG			X																																								
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MOORE			X																																								
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<p>ITEM #3: 7:07 p.m. (7:08)</p>	<p>STAFF AND COUNCIL REPORTS Reports by the Town Manager/Clerk, Deputy Town Clerk, Utilities Clerk, Accounting Clerk, Public Works Department, Building Inspector, Library, Municipal Court, Police Chief, Fire Chief, and Council members. <i>Ms. Gallagher read from her staff report. She noted that there are time capsules, one of which is to be opened now and the other in 100 years. She suggested that the town might set up an event for the capsule that will be opened soon. Ms. Gallagher also announced that a new Utility Clerk, Terri Card, has been hired. She congratulated Mark Boan for five years of service and the Court Clerk, Ronda Brockman, for 10 years of service.</i> <u>Motion to accept the February 2022 Staff Reports</u></p> <table border="1" data-bbox="386 1537 1390 1663"> <thead> <tr> <th>COUNCILMEMBER</th> <th>MOTION</th> <th>SECOND</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	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN	BARBER		X	X				DILLENBERG			X				HARVEY	X		X				MOORE			X				WORTH			X			
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MOORE			X																																								
WORTH			X																																								
<p>ITEM #4: 7:13 p.m. (13:28)</p>	<p>ZONING ADMINISTRATOR'S REPORT/PLANNING & ZONING AND DESIGN REVIEW BOARD MINUTES Minutes are provided for the information of Council and do not require action. <i>Zoning Administrator Will Blodgett read from his staff report. Mr. Blodgett also brought attention to an email from the town attorney which was added to the meeting packet per Councilmember Jane Moore's request.</i> <i>Council expressed appreciation for Mr. Blodgett's report and for the inclusion of minutes and thanked him for his work.</i></p>																																										

ITEM #5: APPROVAL OF MINUTES
7:17 p.m. (17:09)
 January 18, 2022 special meeting (open and closed sessions); January 27, 2022 special meeting (open and closed sessions); February 3, 2022 special meeting (open and closed sessions); February 8 regular meeting (open session)


Motion to approve the minutes of the January 18, 2022 special Council meeting (open and closed sessions), January 27, 2022 special meeting (open and closed sessions); February 3, 2022 special meeting (open and closed sessions); and February 8 regular meeting (open session) (all as submitted)

COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
BARBER			X			
DILLENBERG			X			
HARVEY	X		X			
MOORE			X			
WORTH		X	X			

ITEM #6: PETITIONS FROM THE PUBLIC
7:18 p.m.
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.

There were no petitions from the public.

ITEM #7: PRESENTATIONS
7:19 p.m. (19:09)
ITEM #7A: CERTIFICATES OF APPRECIATION
 Certificates of Appreciation will be presented to David Garner and John Passeno for their work cleaning up the Jerome Pioneer Cemetery.



Present were David Garner and John Passeno, along with Mrs. Passeno. Mayor Dillenberg expressed gratitude for Mr. Garner and Mr. Passeno's incredible service to Jerome and the deceased in residence at the Jerome Pioneer Cemetery. Framed Certificates of Appreciation were presented to Mr. Garner and Mr. Passeno and there was a round of applause in recognition for their volunteer work.

ITEM #8: ORDINANCES AND RESOLUTIONS
7:22 p.m. (22:27)
ITEM #8A: SECOND READING AND POSSIBLE ADOPTION - ORDINANCE NO. 481, AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AMENDING ARTICLE 7-9, "INTERNATIONAL FIRE CODE" OF THE JEROME TOWN CODE TO ADOPT THE INTERNATIONAL FIRE CODE, 2018 EDITION, INCLUDING APPENDIXES B, C, D, E, F AND G, TOGETHER WITH AMENDMENTS THERETO

Council may conduct the second reading of, and may adopt, Ordinance No. 481.
 Mayor Dillenberg read Ordinance No. 481 in title only.

Motion to adopt Ordinance No. 481

COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
BARBER			X			
DILLENBERG			X			
HARVEY	X		X			
MOORE		X	X			
WORTH			X			

7:24 p.m. (24:42)
ITEM #8B: SECOND READING AND POSSIBLE ADOPTION - ORDINANCE NO. 476, AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AMENDING ARTICLE 3-1, "OFFICERS IN GENERAL," OF THE JEROME TOWN CODE TO REMOVE THE RESIDENCY REQUIREMENT FOR THE POSITIONS OF TOWN CLERK AND TOWN MANAGER

Council may conduct the second reading of, and may adopt, Ordinance No. 476.
 Mayor Dillenberg read Ordinance No. 476 in title only.

Ms. Gallagher explained that final adoption of this ordinance was previously delayed while research was done into a possible voter initiative. The search, assisted by the County Elections Department, found no reason not to go forward and the town attorney recommended doing so.

Motion to adopt Ordinance No. 476

COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
BARBER			X			
DILLENBERG			X			
HARVEY	X		X			
MOORE			X			
WORTH		X	X			

ITEM #9: NEW BUSINESS

7:26 p.m.
(26:00)

ITEM #9A: APPOINTMENTS TO PLANNING & ZONING COMMISSION AND BOARD OF ADJUSTMENT

Council may renew appointments for three-year terms ending February 28, 2025 as follows: Planning & Zoning Commission – Lance Schall; Board of Adjustment – Gary Shapiro.

Councilmember Harvey asked if these gentlemen were willing to renew their terms.
Mayor Dillenberg confirmed that they were.

Motion to Renew appointments to Planning & Zoning Commission and Board of Adjustment for Lance Schall and Gary Shapiro

COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
BARBER	X		X			
DILLENBERG			X			
HARVEY		X	X			
MOORE			X			
WORTH			X			

7:27 p.m.
(27:10)

ITEM #9B: CONDITIONAL USE PERMIT – RESIDENTIAL APARTMENT IN C-1 ZONE

Council may approve a Conditional Use Permit for a residential apartment in the C-1 Zone at 515 Main Street.
Member of the public and applicant, Doajo Hicks, was present.

Vice Mayor Worth asked for clarification that the CUP is for the 2nd floor of the building.
Applicant Doajo Hicks confirmed that to be the case.

Motion to approve Conditional Use Permit-Residential apartment in C-1 zone

COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
BARBER		X	X			
DILLENBERG			X			
HARVEY	X		X			
MOORE			X			
WORTH			X			

7:29 p.m.
(28:58)

ITEM #9C: CONDITIONAL USE PERMIT – CORONADO VINEYARDS

Council may approve a Conditional Use Permit for a winetasting facility at 515 Main Street.
Councilmember Harvey asked if the applicant has addressed the P&Z condition on changing the dining tables.

Applicant Doajo Hicks replied that he has addressed the issue of the tables.
Ms. Gallagher confirmed that the revision for the tables is in the meeting packets.
Mr. Hicks commented that they are smaller tables.
Councilmember Barber said, “Our code just says table with chairs around them. Is there a definition for dining room seating? I think we should revisit and make our ordinance clearer.” Ms. Barber added that she thinks bistro sets are closer to what it means.
Zoning Administrator Will Blodgett agreed that the ordinance leaves some gray areas. He found an interpretation by a prior ZA addressing the same issue which described dining table seating as sitting down for a long period of time rather than a coffee shop atmosphere.
Mr. Hicks said that his tables will be coffee tables.
Councilmember Moore mentioned the P&Z minutes, in which couches were suggested, but expressed concern that this may not be able to be enforced. She also mentioned parking compliance based on 900 sq ft of usable space, which would require three spaces.
Ms. Barber clarified that the building has three grandfathered parking spaces, which is sufficient for use.

Motion to approve Conditional Use Permit with the condition that there will be no more than 900 Sq ft of useable space

COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
BARBER			X			
DILLENBERG			X			
HARVEY	X		X			
MOORE		X	X			
WORTH			X			

7:36 p.m.
(37:07)

ITEM #9D: LIQUOR LICENSE – CORONADO VINEYARDS

Council may recommend approval, disapproval, or take no action regarding an application for a Series 19 (Remote Tasting Room) Liquor License for a winetasting facility at 515 Main Street.

Vice Mayor Worth asked why the applicant is listed as David James Smith, not Doajo Hicks, on the application and mentioned that the title 4 training needs to be attached for him if he is the applicant.
Mr. Hicks explained that Mr. Smith is his agent, so he accepts all his forms for him as Mr. Hicks is not a resident of the state of Arizona.
Ms. Worth responded, “I appreciate the clarification.”

Motion to approve the Liquor License for Coronado Vineyards

COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
BARBER			X			
DILLENBERG			X			
HARVEY		X	X			
MOORE			X			
WORTH	X		X			

7:39 p.m. (39:50) ITEM #9E: GARBAGE TRUCK

Council will review a recommendation from the Public Works Director for the purchase or lease purchase of a new garbage truck and may approve the solicitation of sealed bids for same.

Ms. Gallagher said that Public Works Director Marty Boland says we need a new garbage truck, and she agrees. She asked for Council approval to go out to bid, if we are unable to purchase a truck under a State contract.

Councilmember Moore mentioned that the town has been putting aside money for a truck.

Ms. Gallagher said that there is \$60,000 saved for a down payment and Mr. Boland has received a quote of \$224,000 for a truck.

Motion to approve the Solicitation of Bids for a garbage truck

COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
BARBER		X	X			
DILLENBERG			X			
HARVEY	X		X			
MOORE			X			
WORTH			X			

ITEM #10: 7:41 p.m. (41:24) TO AND FROM THE COUNCIL

Council may direct staff regarding items to be placed on a future agenda.

In reference to suggestions from Mr. Blodgett, Ms. Moore agreed that there needs to be clarification for the definition of Spiritous Liquor Facility. Ms. Gallagher said that this can be brought up by him before P&Z. Ms. Moore also mentioned clarification issues as the result of the Board of Adjustment meeting regarding setbacks when it comes to frontage and easements.

Ms. Moore also commented on the concern voiced by many about the removal of historic vegetation on a property in town.

Ms. Gallagher said that she has reached out to other clerks about how their towns address this and will provide their responses.

Mr. Blodgett said that the town may already have some protections available for vegetation and he will investigate that.

Ms. Moore then mentioned some hand railings on Verde Street that need repair, and suggested clarification on parking requirements in the Zoning Ordinance. There is some discussion on updating the parking inventory to have a better idea of exactly how much parking is available for commercial use, she said; the prior Zoning Administrator started that project.

Ms. Harvey commented that the food bank for the last few weeks has been bare. The town did donate some money but if members of the public could step up and also donate to Haven, it would be great.

Ms. Barber mentioned that she will reach out to people in town to work on something to honor Greg Gardemann and Nancy Smith after their passing. She said that a sewer plant tour and walkthrough of the Hotel Jerome need to be set up and added that Fire Chief Rusty Blair has an idea for the Hotel's fire escape.

Vice Mayor Worth asked if we were able to get information on Clarkdale's Resolution 1658. She also said that she appreciates that the updated building code is to be put on the next month's agenda. Ms. Worth asked if Jerome has building permit tracking. In regard to Ms. Harvey's comments, Ms. Worth said that there has been an uptick in people coming to the Haven food pantry, almost 40% more in the last month. She stated that the pantry is serving 33% to 36% of Jerome's adult population and said that she would be happy to provide statistics on that at a future meeting.

Mayor Dillenberg suggested installing an outdoor art display similar to Bisbee, Arizona.

Ms. Barber asked if we have any quotes yet for windows on Hotel Jerome. Ms. Gallagher explained that Mr. Boland is working on this.

Ms. Harvey noted that it is pothole season and several roads are in need of patching. There was general discussion, and Ms. Gallagher said that she would discuss that with Mr. Boland.

ITEM #11: ADJOURNMENT

Motion to adjourn at 7:59 pm

COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
BARBER		X	X			
DILLENBERG			X			
HARVEY	X		X			
MOORE			X			
WORTH			X			

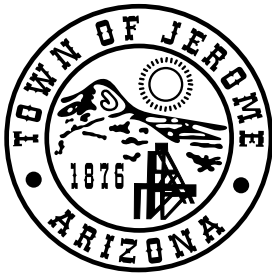
APPROVE:

ATTEST:

Dr. Jack Dillenberg, Mayor

Candace B. Gallagher, CMC, Town Manager/Clerk

Date: _____



TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331
(928) 634-7943 www.jerome.az.gov

MINUTES SPECIAL MEETING OF THE JEROME TOWN COUNCIL JEROME CIVIC CENTER - 600 CLARK STREET - COUNCIL CHAMBERS MONDAY, MARCH 14, 2022 AT 11:00 A.M.

ITEM #1: 11:07 AM (0:10)	CALL TO ORDER/ROLL CALL Mayor/Chairperson to call meeting to order. Town Clerk to call and record the roll. <i>Town Manager/Clerk Candace Gallagher called roll. In attendance were Mayor Jack Dillenberg, Councilmembers Alex Barber, Sage Harvey and Jane Moore, and Vice Mayor Mandy Worth (attending via Zoom). Also present were Deputy Town Clerk Kristen Muenz and Contract Wastewater Operation's Henry MacVittie. At the Mayor's request, Item #3 was moved up and addressed first, but is reflected in these minutes in the order originally agendized.</i>
ITEM #2: 11:18 AM (12:00)	WASTEWATER TREATMENT PLANT IMPROVEMENTS Council will discuss, with representatives of PACE Engineering, proposed improvements to the wastewater treatment plant and options for financing same. <i>PACE Engineer Mike Krebs introduced himself and thanked the Mayor and Council. Taylor Pierce from the firm was also present. Mr. Krebs reviewed the Preliminary Engineering report prepared by his firm and answered questions from Council'. Regarding USDA funding for the project, Mr. Krebs stated that he has been informed that the USDA is looking at a grant of about \$4.8 million and a loan of \$1.8 million at 1.25% over 40 years, however that is not yet official. Those figures must be approved by the national office. Mr. Krebs explained the median household income rate factor, which was calculated based on the census. Councilmember Barber asked questions about table 25, which indicates the sewer rates that would be necessary to fund the project. A revised table showed significantly lower rates than the original table had shown, and the revised rates seem much more manageable, she said, for the people of Jerome. She added that the pandemic changed things for Jerome, and most of our residents do not earn the originally estimated MHI of \$52,000. "As a longtime resident, I find it heartbreaking," she said. "... We are a small town and can't afford this." The only way to make the project attainable, she said, is if we are able to get most of this money in a grant and she and Councilmember Moore met recently with others about this. Ms. Barber then mentioned a "plug and play" option for the sewer plant which has been brought up by a member of the public, and asked Mr. Krebs to discuss that. He stated that they will be talking about that later in the presentation. Councilmember Harvey said that it is concerning that it would be a 40-year loan as it is her understanding that they will need to upgrade the plant every 25 years. A 40-year loan, she said, does not seem to coincide with this very well. Ms. Barber said that she wished Jerome residents were in attendance so that their voices could be heard. Mr. Krebs and Mr. Pierce clarified certain items in their report and expressed appreciation to Council for their having studied it. Ms. Moore brought up concern for people watering vegetation, as sewer rates are currently based on water rates. Mr. Krebs noted that residential rates are not based on usage, and a single-family home would count as one dwelling unit. Commercial users, however, could see an increase in sewer costs. There was discussion about the types of businesses that could be affected. Mr. Krebs noted that there are more residential water users (253) than residential wastewater users (173).</i>

¹ The Preliminary Engineering Report and revised Table 25 referenced in this discussion will be included at the end of these minutes on the Town's website and in the permanent record.

Councilmember Moore explained that several areas use septic tanks. Mr. Krebs added that there are 74 commercial water users and 73 commercial wastewater users.

Ms. Moore asked if they could get a picture of how much this would cost residential users, and Mr. Krebs reviewed the data in Table 25, which showed an annual debt payment of \$58,000.

Ms. Moore asked about the town's annual sewer revenues.

(28:41) Mr. Krebs said that, for the FY 2021 budget, revenues were projected at \$255,000. He then discussed O&M (operating and maintenance costs), noting that they were conservative in their estimates, and explained that the USDA requires that we put aside a certain amount of money every year so that we accumulate some funds. It also requires that we set aside funds as a debt reserve.

Mr. Krebs agreed with Ms. Harvey's comment regarding the 40-year loan vs. a 25-year life cycle and said that there is no penalty for paying the loan off earlier; however, if we converted this to a 25-year loan, the debt service figure would be higher.

Mayor Dillenberg commented that the loan interest rate is low and that this looks like a good investment.

Mr. Krebs then spoke of the creation of a Municipal Property Corporation (MPC), which is an entity that would take the loan on and allow the project to move forward. We do have to move forward with ADEQ, he said, and all of the communities he has worked with utilize an MPC.

(34:35) Ms. Barber asked, if we choose not to create an MPC, is our other choice to take it to the voters and ask if they want us to spend this money on the sewer plant? Mr. Krebs said that it is more an approval to go into debt for the project.

Ms. Barber asks if ADEQ looks more favorably on a MPC than just a town asking for grant monies.

Ms. Gallagher stated that she did some research and found that many cities use MPC's. The Town Attorney has explained that the MPC must have its own attorney.

There was some discussion about MPC's, the costs associated with an attorney and who might fill this role. It was noted that if the Town opted to issue bonds, there is a cost associated with that as well.

Mr. Pierce said that he has spoken with ADEQ, and they suggested some short-term fixes and reaching out to WIFA (Water Infrastructure Finance Authority) for more readily available funds. They could potentially get some work started faster. Mr. Pierce said that he and Ms. Gallagher had a meeting with WIFA about what they could offer. If they can qualify Jerome as a disadvantaged community, there could be competitive alternatives to what USDA can provide. There's no obligation, it's in the application process and all it does is authorize the town for a certain amount of funds, but they have different requirements.

In reference to WIFA, Ms. Moore commented that it's usually more expensive. She asked if we could begin with improving the road and the line that goes to the sewer treatment plant.

Mr. Krebs agreed that this would be a priority and first to be addressed. He then briefly explained the application process and time frame involved with WIFA and added that the EPA requires Davis-Bacon wages, which could increase the cost of the overall project from \$6.6 to \$7 million if funding thru WIFA.

Ms. Moore said that the interest rate for the loan is usually higher as well.

Mr. Krebs noted that WIFA depends on a board decision and the amount could change. In his experience, he said, USDA is easier to work with.

Ms. Gallagher asked if money currently set aside for HURF projects could be used for the sewer plant road.

Mr. Krebs explained that USDA makes a determination with their underwriting that the town can afford a certain amount of loan. If we were to use grant dollars for the project it would not reduce the amount of loan dollars, but it would reduce the grant dollars. The loan dollars have to be used first in USDA funding. If USDA thinks this is the maximum amount of loan the residents can afford, their goal is to come up with the grant. WIFA may not be able to do that.

Mayor Dillenberg commented that it sounds like USDA is the best way forward.

Ms. Barber asked Ms. Gallagher for her opinion regarding the use of an MPC.

Ms. Gallagher responded that she thinks an MPC would be more efficient than placing a question on the ballot, and it appears to be standard practice.

The Mayor said, "I think citizens would appreciate that we're using what the other towns used successfully."

Mr. Krebs explained the process of moving forward. We need the Letter of Conditions from the USDA, which will

define everything including the timeline. Once we have that, the upfront work to get the loan, engineering, permitting, and surveying would take at least 12 months. If we look at the items in the ADEQ consent order, he said, we should have the design to USDA by March of 2023.

Ms. Gallagher asks if the MPC must be in effect before they go any further.

Mr. Krebs responded that we can begin now to put the MPC together; we will need that for the bridge loan.

There was discussion of bridge loans and how they are applied and paid for.

Mr. Pierce noted that we are on track with ADEQ as far as the consent order goes.

Discussion then ensued on the topic of a package plant option mentioned by a member of the public.

Mr. Krebs stated that package plants can be a great option in the right application. They come pre-plumbed and make installation really fast. In remote areas they do a great job. They are generally not the most efficient with oxygen transfer and energy efficiency. Yes, he said, they were considered in their report. Alternative 3 in the Preliminary Engineering Report is a type of package plant. He reached out to Pollution Control Systems for a quote for a plant facility in the size needed. It was going to be \$1.17 million dollars for equipment and shipping. It would cut down construction costs, but we'd still have to do a lot of work preparing the slab, road and pipeline. It would take six shipping containers. At \$1.17 million, it is effectively the same price as the selected alternative which is a concrete SBR (Sequential Batch Reactor) that is more energy efficient and robust long-term. They can't consider a package plant because the project is going to be funded for an SBR system and they can't change what is in the Letter of Conditions. We can't buy a plant for \$400,000, he added.

Mayor Dillenberg said that it's important that Council responded to the question and made sure that it had been considered. They need to make the decision based on what is best for Jerome, he said.

(59:28) Ms. Harvey made a comment for the public. She said that they started the work on this project when COVID hit. "We did look at other systems, we did discuss the 'plug and play,' and we decided we like the concrete better because it's going to stand up and do a better job." Ms. Harvey commented that they went on several trips to wastewater treatment plants, both here in Jerome and in other communities.

Discussion moved on to the topic of filters.

Mr. Pierce explained that "Option 1" is a trickling filter. It is what the town currently uses, and it is no longer able to manage the load. It would need additions to make it efficient.

Ms. Barber described the Option 1 plans, with several additional pieces needed as opposed to the other option. She said that she thinks that Option 1 had fewer annual costs but more building and would like the PACE Engineers to explain to Council why they should choose "Option 2."

Ms. Moore stated, "The beauty of the existing sewer treatment plant is gravity." She believes a gravity system is more sustainable, though she does realize that the current system is not functioning the way it's supposed to. In reference to a computerized system, if there is a power loss, a generator needs to kick in. There's a blower to replace the trickling filters and right now the trickling system does not need a blower.

Mr. Pierce explained that there are not trickling filter systems currently large enough to handle Jerome's flow without the additional measures recommended to meet permit requirements.

Ms. Moore and Ms. Barber mentioned concerns about costs of maintenance.

Henry MacVittie of Contract Wastewater commented that we're still going to run a smaller plant to finish off the oxygen, so we might save a little bit on electricity. The SBR will simplify and allow staff the ability to dial it in with changes in the future to meet the permit. Mr. MacVittie said that he is passionate about wastewater and wants Council to make the best decision for today and future decades. If they set the SBR up correctly, down the road we can expand on it so 10 or 15 years down the road we're not wishing we had built something else.

Council thanked Mr. MacVittie for his service.

(1:10:40) Ms. Barber asked what would happen if there isn't a generator and the power goes out.

Mr. Pierce said that it's a standard requirement to have a backup generator.

Ms. Gallagher asked about the possibility of using solar power.

The PACE engineers said that they would look into that possibility.

Ms. Barber asked if Council can arrange to go to the site to see where these buildings are going.

Mr. Pierce said that he is happy to come back whenever he is needed.

There was some discussion of solar panel locations and costs.

Ms. Moore asked if the increase in gas costs was taken into consideration in their cost estimates.

Mr. Pierce explained that inflation is factored into the breakdown of costs and how they calculated estimated costs over 20 years.

Ms. Moore asked about sludge hauling.

Mr. Pierce said that sludge hauling would still be needed. The reed beds would still be utilized for storage and solids would need to be hauled once per year.

Mr. MacVittie asked Council to keep in mind that the current plant doesn't have an effective way to trap solids. A lot of solids still make it out to the creek. The designs we are looking at going forward are trapping solids, he said, so we are going to be dealing with them a lot more than we currently do.

Ms. Moore mentioned microbreweries and asked about their effects on the system.

(1:18:55) Mr. Pierce recommended establishing a pretreatment program for those.

Ms. Moore asked about additional water needing to be added to the basins due to evaporation.

Mr. Pierce said that is an atypical thing to do -- you don't need to make up for evaporation. There is a small difference between influent flow and effluent flow.

Noise had been mentioned, and Mr. Pierce said that yes, there will be more motors running, as the blowers all have motors. The standard, he said, is 80 decibels from 1 meter away. There are ways to mitigate that, and they come with sound enclosures. They are not as bad as they used to be. They could put them in a building.

Council discussed several issues with noise in Jerome.

Mr. Pierce responded that it is definitely something they can pay close attention in designing the plant.

Council took a 5-minute break at 12:35 pm.

12:42 Back in session (recording 1:28:14)

Mayor Dillenberg asked if there are further questions or discussion on this topic.

Ms. Barber asked if the purchase of a vehicle was included in the cost calculations.

Mr. Pierce explained that the project cost does not include the purchase of a vehicle by the town. Most towns contract for removal, as the trucks are not cheap. He confirmed that the hauling costs are included in the project cost, but not the purchase of a vehicle.

(1:30:04) Ms. Moore asked, if we composted the sludge in the reed beds, could that cost potentially be less?

Mr. Pierce agreed that it is a possibility.

Ms. Moore voiced concern about persistent chemicals.

Mr. Pierce explained that it's hard to measure and track and regulate those kinds of concentrations, they are in parts per million and we can only work on what is regulated.

There was some discussion of reverse osmosis, soil concerns, and the environment.

(1:34:25) Council discussed costs of Option 1 vs. Option 2.

Mr. Pierce stated that there's a lot more excavation needed with Option 1, as we would need to grade out a large portion of land. There will be some fill from cutting the road back. There's no flood impact study for that area, so we don't know if there's a flood plain there. There's a creek, so there is the potential for issues.

Ms. Barber pointed out the area on the map and mentioned that it could be an issue if water flows through the area from the mining company property.

Mr. Pierce noted that there's not anything at the treatment plant contributing extra copper to the effluent.

Regarding Mr. MacVittie's comments, Ms. Barber said that she likes the fact that down the road they can dial in the process, depending on factors at the time. She thinks that the state should be putting more money into making our water clean. Ms. Barber agreed that Option 2 is sounding like a better option, even though the operating cost is higher.

Ms. Moore mentioned her concerns about lowering costs.

Mr. Pierce explained that there are some refinements they can do with the O&M number. The calculation is based

on running a full-sized facility with full capacity, which, based on flow levels, will probably not be the case. Jerome has touched 70,000 before, but it's usually only 40,000.

Council discussed the effects of tourism, busy seasons, and water from rains on the flow levels.

Ms. Moore commented that this is one of the things we want to say to people who ask why we don't buy a \$450,000 plant and save ourselves millions of dollars. She said that she wants to be able to answer the public who are asking, "Why are you spending this kind of money?" The primary reason is not because of rainwater entering the system, she said.

Mr. Pierce agreed that this is not the reason the new system is needed. He noted that the fact that our current wastewater operator is familiar with SBR systems was NOT a deciding factor in their decision. It's a perk, however, that Mr. MacVittie already knows how to operate one.

Ms. Moore again mentioned replacing the trunk line and fixing the road before anything else.

Mayor Dillenberg commented that he believes that we will get the funding and, if the funding is in place, we should go forward.

Ms. Moore then expressed concern for rate payers having their sewer bills raised.

Mayor Dillenberg commented that this is an issue that they as Council need to look at but he doesn't want that to get in the way of doing the right thing for the wastewater. He thinks they can do both. He said that he wants to make sure it's not an imposition for some to have to pay more than they can afford.

(1:46:40) Ms. Gallagher commented that the town's parking revenue has been dedicated by the Council for infrastructure. Certainly, a larger portion of that can go towards sewer.

Ms. Barber mentioned using solar power as a cost cutting measure.

The PACE engineers mentioned some issues that could arise with solar due to location, APS and WIFA funding, but that it is something that can be considered. Council expressed their desire to know if it is an option.

Ms. Moore said, "The beauty of our sewer plant is that it operates off very little energy. I'd like to do as much of that as I can."

Ms. Barber commented that the current system is historic.

Mr. Pierce said that an SBR does work efficiently, it provides equalization all in one basin. It is really an energy efficient system; it just doesn't work entirely from gravity. It flows in by gravity, but there are pumps.

Mayor Dillenberg noted that the current council will be able to work together until the November election.

Ms. Moore asks if there will be a need to move the road from the current location. Mr. Pierce confirmed that the road may need to be addressed.

ITEM #3:
11:08
(1:10)

LETTER OF SUPPORT: CEMENT PLANT ROAD EXTENSION AND NEW BITTER CREEK BRIDGE

Council will review and may approve a request by the Town of Clarkdale for a letter of support for their grant funding proposals to enhance access to the former smelter site and a future industrial/commercial site.

Susan Guthrie, Clarkdale Town Manager, was present and was invited to speak.

Ms. Guthrie explained that the town of Clarkdale is in the process of putting together an application for a federal infrastructure grant. The due date is April 14th. They have a grant writer provided by Local First and a steering committee that is putting the application together.

She explained that the project is regional because they are seeking to open up the industrial area. Right now, the only access is the Bitter Creek bridge, which is 105 years old and one lane. They desire to keep that bridge for pedestrian purposes and will add a parallel bridge that will allow for truck traffic. Also, they plan to create a secondary entrance by extending Cement Plant Road. Currently, this is the only railroad head in the Verde Valley, and it is a tourist destination which brings 100,000 people per year. They also plan to have a freight component, Arizona Central Railroad that ties into Burlington Northern. The supply chain opportunity by allowing access to that railhead is significant, creating industrial areas available for job creation.

They're applying for a planning grant, which will cover all the studies plus design and engineering. It's about a \$4.5 million project and in subsequent years, they would apply for the money to construct in a staged approach.

Councilmember Barber commented that there are two businesses there now. She asked, "Do you have any other people interested right now or are you just looking to help the area?"

Ms. Guthrie explained that it is both. There have been a few people who are interested in the area but have not had

appropriate land, but also existing businesses in the area are interested in expansion and bringing in complementary businesses.

Ms. Barber commented that a few of the buildings were the United Verde Copper buildings, which Ms. Guthrie said would be rehabbed and used. Ms. Barber asked how many buildings are sitting empty now.

Ms. Guthrie said that they are not only empty, but there's also significant rehabbing needed. One has been purchased by an existing business and they are starting the process. The others need analysis to determine what level of rehab will be needed. Part of this project is doing a complete environmental analysis of both the land and the buildings. A big part of the budget is environmental assessment. She confirmed for Ms. Barber that there are three or four buildings there now.

Councilmember Moore asked if they are looking at impacts to the river since it's so close by.

Ms. Guthrie confirmed that they are, and explained that one of the opportunities they are looking at is their treated effluent, which is Grade A. Right now, that is being discharged onto trees but in the future, they are looking at other uses, including industrial uses. A big part of the project, and the budget, is looking at environmental impacts and stakeholder impacts, both with the current conditions and whatever the impacts would be of what they do.

Ms. Barber noted that in the support letter, it states that the train can be used for other purposes. She asked about using the train for public transportation.

Ms. Guthrie responded that the project is mainly focusing on industrial applications.

Motion to approve a letter of support: Cement Plant Road Extension and New Bitter Creek Bridge

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

**ITEM #4:
1:06 PM**

ADJOURNMENT

Motion to adjourn at 1:06 PM

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

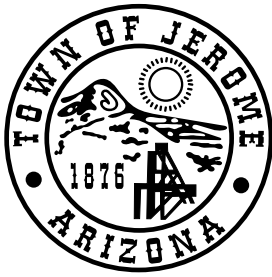
APPROVE:

ATTEST:

Dr. Jack Dillenberg, Mayor

Candace B. Gallagher, CMC, Town Manager/Clerk

Date: _____



TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331
(928) 634-7943 www.jerome.az.gov

RESOLUTION NO. 637

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF JEROME, ARIZONA, AWARDED CONTRACT FOR WATERLINE IMPROVEMENTS AND HYDRANT INSTALLATION

WHEREAS, following public advertisement, three (3) bids were received by the Town of Jerome on March 28, 2022 for waterline improvements and hydrant installation on Dundee Avenue; and

WHEREAS, the project was advertised as follows:

- Phase I: Dundee Avenue from State Route 89A to North Drive
- All Phases: All of Dundee Avenue

WHEREAS, the Town Engineer has reviewed the bids and has recommended that a contract for Phase I construction only be awarded to the low bidder, Yavapai Contracting, LLC of Chino Valley, Arizona for a total price not to exceed \$314,408.48 (Three Hundred Fourteen Thousand Four Hundred Eight Dollars and Forty Eight Cents); and

WHEREAS, funds for this project are available through the Town’s CDBG grant for waterline improvements, supplemented by American Rescue Plan funds received this fiscal year;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Town of Jerome, Arizona, as follows:

1. A contract for Phase I of Dundee Avenue waterline improvements and hydrant installation is hereby awarded to Yavapai Contracting, LLC of Chino Valley, Arizona for a total price not to exceed \$314,408.48 (Three Hundred Fourteen Thousand Four Hundred Eight Dollars and Forty Eight Cents).
2. The Mayor and Town Clerk are hereby authorized to execute an agreement with Yavapai Contracting, LLC, subject to approval of the Town Attorney.

ADOPTED AND APPROVED by a majority vote of the Jerome Town Council on the 12th day of April, 2022.

APPROVED:

Dr. Jack Dillenberg, Mayor

ATTEST:

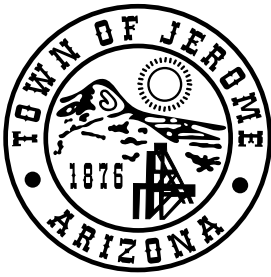
APPROVED AS TO FORM:

Candace Gallagher, Town Manager/Clerk

William J. Sims, Town Attorney

**PRELIMINARY BID RESULTS
TOWN OF JEROME WATERLINE IMPROVEMENTS AND HYDRANT INSTALLATION REBID
MARCH 28, 2022 2:00 PM**

<u>Bidder</u>	<u>PHASE I</u>	<u>ALL PHASES</u>
Mulcaire & Sons Contracting	\$345,715.15	\$551,796.97
Standard Construction Company, Inc.	\$397,099.28	\$484,884.75
Yavapai Contracting, LLC	\$314,408.48	\$511,994.15



TOWN OF JEROME

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RESOLUTION NO. 638

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF JEROME, ARIZONA, AWARDING CONTRACT FOR DRAINAGE IMPROVEMENTS

WHEREAS, following public advertisement, two (2) bids were received by the Town of Jerome on March 31, 2022 for drainage improvements on Douglas Road, Hampshire Avenue and Holly Avenue; and

WHEREAS, the Town Engineer has reviewed the bids and has recommended that a contract for construction only be awarded to the low bidder, Mulcaire & Sons Contracting of Camp Verde, Arizona for a total price not to exceed \$556,717.81 (Five Hundred Fifty Six Thousand Seven Hundred Seventeen Dollars and Eighty One Cents); and

WHEREAS, funds for this project are available through HURF Exchange funding provided through an intergovernmental agreement with the Arizona Department of Transportation;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Town of Jerome, Arizona, as follows:

1. A contract for drainage improvements on Douglas Road, Hampshire Avenue and Holly Avenue is hereby awarded to Mulcaire & Sons Contracting of Camp Verde, Arizona for a total price not to exceed \$556,717.81 (Five Hundred Fifty Six Thousand Seven Hundred Seventeen Dollars and Eighty One Cents)
2. The Mayor and Town Clerk are hereby authorized to execute an agreement with Mulcaire & Sons Contracting, subject to approval of the Town Attorney.

ADOPTED AND APPROVED by a majority vote of the Jerome Town Council on the 12th day of April, 2022.

APPROVED:

Dr. Jack Dillenberg, Mayor

ATTEST:

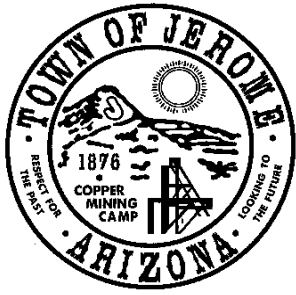
APPROVED AS TO FORM:

Candace Gallagher, Town Manager/Clerk

William J. Sims, Town Attorney

**PRELIMINARY BID RESULTS
TOWN OF JEROME DRAINAGE IMPROVEMENTS
MARCH 31, 2022 2:00 PM**

<u>Bidder</u>	<u>Hampshire Avenue</u>	<u>Holly Avenue</u>	<u>Douglas Road</u>	<u>Total</u>
Mulcaire & Sons Contracting				
Construction	\$138,921.44	\$105,549.83	\$312,246.54	\$556,717.81
Alternate: Staging	\$1,430.00	\$2,490.00	\$4,800.00	\$8,720.00
Standard Construction Company, Inc.				
Construction	\$135,135.31	\$92,241.86	\$370,405.90	\$597,783.07
Alternate: Staging	\$8,220.00	\$9,000.00	\$15,060.00	\$32,280.00



TOWN OF JEROME

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

Founded 1876
Incorporated 1899

ORDINANCE NO. 482

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AMENDING ARTICLE 7-1 OF THE JEROME TOWN CODE TO ADOPT THE 2018 INTERNATIONAL RESIDENTIAL CODE FOR ONE- AND TWO-FAMILY DWELLINGS, TOGETHER WITH AMENDMENTS THERETO

WHEREAS, the Jerome Building Inspector has recommended that the Town adopt the 2018 International Residential Code for One- and Two-Family Dwellings, with certain amendments thereto;

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

Section 1. That certain document known as "International Residential Code for One- and Two-Family Dwellings, 2018 Edition," together with amendments to same as set forth in Resolution No. 639 of the Town of Jerome, Arizona, three copies of which are on file in the office of the Town Clerk of the Town of Jerome, which documents were made public records by said Resolution No. 639, are hereby adopted and made a part hereof as if fully set out in this Ordinance.

Section 2. Paragraph B of Article 7-1, "Building Codes," of the Jerome Town Code is hereby amended as follows (additions underlined; deletions in ~~strikeout text~~):

- B. That certain code entitled the "International Residential Code for One- and Two-Family Dwellings," ~~2012~~ 2018 Edition, as copyrighted by the International Code Council, together with amendments to same as set forth in Resolution No. ~~545~~ 639 of the Town of Jerome, Arizona, is hereby adopted as the Residential Code for one- and two-family dwellings for the incorporated areas of the Town of Jerome, and is made a part of this chapter the same as though said code was specifically set forth in full herein.

Section 3. Penalty clauses included in the amended and adopted Code are set forth below pursuant to A.R.S. § 9-803:

R113.3 Prosecution of violation. If the notice of violation is not complied with in the time prescribed by such notice, the building official is authorized to request the legal counsel of the jurisdiction to institute the appropriate proceeding at law or in equity to restrain, correct or abate such violation, or to require the removal or termination of the unlawful occupancy of the building or structure in violation of the provisions of this code or of the order or direction made pursuant thereto.

R113.4 Violation penalties. Any person who violates a provision of this code or fails to comply with any of the requirements thereof or who erects, constructs, alters or repairs a building

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

or structure in violation of the approved construction documents or directive of the building official, or of a permit or certificate issued under the provisions of this code, shall be subject to penalties as prescribed by law.

R114.2 Unlawful continuance. Any person who shall continue any work in or about the structure after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be subject to penalties as prescribed by law.

Section 4. 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 5. 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 6. 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 _____ 2022.

Dr. Jack Dillenberg, Mayor

ATTEST:

APPROVED AS TO FORM:

Candace Gallagher, Town Manager/Clerk

William J. Sims, Esq.
Town Attorney

Date of first reading: _____

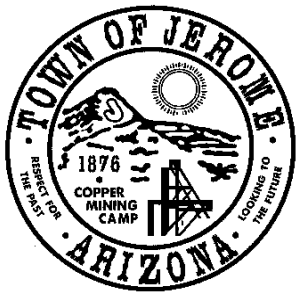
Dates of publication: _____

Date of adoption: _____

Date of posting: _____

Voting record at adoption:

	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
BARBER						
DILLENBERG						
HARVEY						
MOORE						



TOWN OF JEROME

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

Founded 1876
Incorporated 1899

RESOLUTION NO. 639

A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF JEROME, ARIZONA, DECLARING AS A PUBLIC RECORD THAT CERTAIN DOCUMENT FILED WITH THE TOWN CLERK AND ENTITLED "INTERNATIONAL RESIDENTIAL CODE FOR ONE- AND TWO-FAMILY DWELLINGS, 2018 EDITION," TOGETHER WITH AMENDMENTS THERETO

WHEREAS, the Town Council desires to make the International Residential Code for One- and Two-Family Dwellings, 2018 Edition, together with amendments thereto as set forth on Exhibit A, attached, available for review by the public; and

WHEREAS, A.R.S. § 9-802 permits the enactment and publication by reference of a code in the interest of economy; and

WHEREAS, the document entitled "International Residential Code for One- and Two-Family Dwellings, 2018 Edition," together with amendments thereto as set forth on Exhibit A, attached, qualifies for enactment by reference;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Town of Jerome, Arizona, as follows:

1. That document entitled "International Residential Code for One- and Two-Family Dwellings, 2018 Edition," together with amendments thereto as set forth on Exhibit A, attached, is hereby declared to be a public record pursuant to A.R.S. § 9-802.
2. Three copies of "International Residential Code for One- and Two-Family Dwellings, 2018 Edition," and amendments thereto as set forth on Exhibit A, attached, shall be filed in the office of the Town Clerk and kept available for public use and inspection.

ADOPTED AND APPROVED by a majority vote of the Mayor and Common Council on the 12th day of April 2022.

APPROVED:

Dr. Jack Dillenberg, Mayor

ATTEST:

APPROVED AS TO FORM:

Candace Gallagher, Town Manager/Clerk

William J. Sims, Town Attorney



RESOLUTION NO. 639

EXHIBIT A

AMENDMENTS to the International Residential Code for One- and Two-Family Dwellings, 2018 Edition:

CHAPTER 1 – ADMINISTRATION

Sections R101.1, 101.2 and 101.3 are hereby amended to read as follows:

R101.1- Title. These provisions shall be known as the **International Residential Code for One- and Two-Family Dwellings of the Town of Jerome, Arizona**, and shall be cited as such and will be referred to herein as "this code."

R101.2- Scope. The provisions of the International Residential Code for One- and Two-Family Dwellings shall apply to the construction, alteration, movement, enlargement, replacement, repair, equipment, use and occupancy, location, removal and demolition of detached one- and two-family dwellings and multiple single-family dwellings (townhouses) not more than three stories in height with a separate means of egress and their accessory structures.

R101.3- Intent. The purpose of this code is to provide minimum requirements to safeguard life or limb, health and public welfare.

CHAPTER 2 - DEFINITIONS

Section R202, "Definitions," is hereby amended by the addition of the definition for ALLEY to read as follows:

ALLEY - Any public way, thoroughfare, or easement, which has been dedicated or deeded to the public for public use as a secondary means of access to abutting properties.

CHAPTER 3 - BUILDING PLANNING

Table R301.2 (1), "Climatic and Geographic Design Criteria," is hereby amended to read as follows:

Ground Snow Load 5-10 (C.S.)	WIND	SEISMIC DESIGN CATEGORY	SUBJECT TO DAMAGE FROM				WINTER DESIGN TEMP	FLOOD HAZARDS
	Speed (mph)		Weathering	Frost Line Depth	Termite	Decay		
30	70MPH Exposure. A, B, C	B	Negligible Below 2500 Moderate Above 2500	6 inches below 4500 18 inches above 4500	Moderate To Heavy	Slight to Mod	20	N/A

Table R301.5, "Minimum uniformly distributed live loads," is amended to change the live load for "Uninhabitable attics with limited storage" and for "Sleeping Rooms" to 40 pounds per square foot.

CHAPTER 13 - GENERAL MECHANICAL SYSTEM REQUIREMENTS

Section M1307.3, "Elevation of ignition source," is amended by addition of an Exception to read as follows:

Exception: Clothes dryers

COUNCIL MEETING DATES (2nd Tuesday)

No change

Tuesday, April 12, 2022
Tuesday, May 10, 2022
Tuesday, June 14, 2022
Tuesday, July 12, 2022
Tuesday, August 9, 2022
Tuesday, September 13, 2022
Tuesday, October 11, 2022
Tuesday, November 8, 2022
Tuesday, December 13, 2022

PLANNING & ZONING COMMISSION MEETING DATES (3rd Tuesday)

Bylaws change approved by P&Z on 3/16/22

Tuesday, April 19, 2022
Tuesday, May 17, 2022
Tuesday, June 21, 2022
Tuesday, July 19, 2022
Tuesday, August 16, 2022
Tuesday, September 20, 2022
Tuesday, October 18, 2022
Tuesday, November 15, 2022
Tuesday, December 20, 2022

DESIGN REVIEW BOARD MEETING DATES (4th Tuesday)

Bylaws change approved by DRB on 4/4/22

Tuesday, April 26, 2022
Tuesday, May 24, 2022
Tuesday, June 28, 2022
Tuesday, July 26, 2022
Tuesday, August 23, 2022
Tuesday, September 27, 2022
Tuesday, October 25, 2022
Tuesday, November 22, 2022
Tuesday, December 27, 2022



TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331

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

ZONING ADMINISTRATOR ANALYSIS PLANNING & ZONING COMMISSION March 16, 2020

ITEM 6: CUP for Residential Apartments in C-1
Location: 511 Main Street
Applicant: Caden Williams
ZONE: C-1
APN: 401-06-089
Recommendation: Review/Recommend Approval to Council
Prepared by: William Blodgett, Zoning Administrator

Summary: The applicant requests approval of a Conditional Use Permit (CUP) to continue the use of three Apartments on the second, third and fourth floors of 511 Main street in the C-1 zone. The zoning code allows residential in the C-1 with the approval of a CUP, or for continuation of a legal non-conforming use. The Planning and Zoning Commission's role is to make a recommendation to Council. This is tentatively scheduled for review by Council at the April 12, 2022 meeting. The building at 511 Main street was constructed in 1900 with the same corresponding uses; retail on the ground floor with three residential apartments above. A retail establishment, "Kates Books" occupied the 4th floor of the building for many years with access on School street.

Code Compliance:

Section 507.C.13. Conditional Uses: *Residential use of a building, including boarding houses, rooming houses, lodging houses, apartments and Bed and Breakfasts, when in the opinion of the Planning and Zoning Commission, said use has little or no adverse effect on the public health, safety and general welfare. Residential use with historic precedence in the subject buildings are exempt from the well-being criteria but remain subject to nonconforming use clauses.*

Section 501.C.2. Application: *The lawful use of land, buildings or structures existing at the time of the passage of this Ordinance, or amendment thereof, although such does not conform to the provisions hereof for said land, may be continued, but if such a nonconforming uses is discontinued for a period of six (6) months, any future said land or structure shall be in conformity with the provisions of the Ordinance.*

Response: The Commission has the authority to recommend approval of a CUP in the C-1 zone provided a finding is made that the proposed use will *have "no adverse effect on the public health, safety, and general welfare."* The area where the apartment is proposed is an area with a mix of single-family homes, duplexes, and commercial retail establishments.

Section 302.B.1. General Regulations: *Zoning district regulations established elsewhere in this Ordinance specify that certain buildings, structures and uses of land may be authorized by the*

Commission as Permitted Conditional Uses in a given district subject to the provisions of this Section and to requirements set forth in district regulations. The Planning and Zoning Commission is empowered to make recommendations to the Town Council regarding granting or denying applications for use permits and to impose reasonable conditions upon them. Prior to becoming effective, all actions by the Planning and Zoning Commission concerning a use permit application must be acted upon by the Town Council in accordance with the provisions of subsection 302 E.

Response: The Commission is “empowered” to make recommendations to the Council regarding granting or denying the proposed request and may add reasonable conditions.

Section 302.D. Commission Actions and Findings:

- 1. It is the express intent of this Ordinance that any use for which a Conditional Use Permit is required shall be permitted as a Principal Use in the particular zoning district, provided that all special conditions and requirements of this Ordinance are met. Therefore, the action of the Commission shall be one of approval or denial based upon its judgment as to whether the specified conditions have been or will be met. The Commission shall consider not only the nature of the use and the special conditions influencing its location in the particular district, but also the proposed location of buildings, parking and other facilities within the site, the amount of traffic likely to be generated and how it will be accommodated, and the influence that such factors are likely to exert on adjoining properties. The Commission may make such suggestions as it considers desirable and shall provide all possible guidance to the applicant in his preparation of application, plans, and data in such manner as to satisfy the intent of this Section.*
- 2. The Commission shall consider the application at their next regular meeting if the application was filed at least fifteen (15) days prior to such meeting. Otherwise it shall be carried over until the next regularly scheduled meeting. The Commission may reach a decision, continue the matter to a specified date (but not later than the next regularly scheduled meeting), or may set the matter for public hearing. Prior to holding a public hearing, a Neighborhood Meeting may be required in accordance with Section 306 of this Zoning Ordinance. If the Commission does set the matter for public hearing, notice thereof shall be given to the public by publication of a notice in the official newspaper of the Town and by posting the property included in the application not less than fifteen (15) days prior to the hearing. The notice shall set forth the time and place of the hearing and include a general explanation of the matter to be considered and a general description of the area affected.*
- 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.*
- 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.*
- 5. If the Commission finds that the application and supporting data do not indicate that all applicable conditions and requirements of this Ordinance will be met, it shall deny the permit. Notice of denial, including reasons therefore, shall be mailed to the applicant at the address shown in the application, and the Commission shall report its actions to the Council at its next regular meeting.*

6. *If the Commission approves the application it shall direct the Zoning Administrator to draft a Conditional Use Permit setting forth all conditions and requirements governing such use, shall make the approved site plan a part of the record of the case, and shall submit the permit to the Town Council for action at Council's next regular meeting.*
7. *Failure of the applicant to comply with the conditions and safeguards which are a part of the terms under which a Conditional Use Permit is granted shall be deemed a violation of this Ordinance and punishable under Section 109.*

Response: The Commission is required to review the proposed application and make recommendations for approval or denial. The Commission may also add conditions to ensure compliance with the approval.

Section 510.D.I. Off-Street Parking: Off-street parking shall be provided for a residential apartment at the rate of 1.5 spaces per dwelling unit. Off-street parking requirements for retail and service uses is 1 space per 300sq. ft. of useable area.

Response: The applicant provided materials showing one retail space that will be rented out, but as it is requires no additional parking. Once the space is rented out, the retail tenant's plans could constitute an intensification of use, depending on the nature of the business. The retail space on the first floor has 1,518 sq. ft. of useable area which would require 5 spaces for this use. Currently this requirement is met through the "Existing non-conforming" status due to its age and geographic location. The residential apartments also require 5 spaces (1.5 spaces x 3 apartments = 4.5, rounded up.) but has also been met historically with the "existing non-conforming" status. The applicant wishes to apply for 3 on-street parking permits for the Apartments.

Recommendation: The Zoning Administrator requests that the Planning and Zoning Commission review/discuss the proposed application, add/modify conditions if necessary, and make a recommendation to the Town Council.



TOWN OF JEROME, ARIZONA
600 Clark Street, P.O. Box 335, Jerome, AZ 86331
(928) 634-7943

General Land Use Application – Check all that apply

- Site Plan Review \$300 Design Review \$25 to \$500 Conditional Use Permit (CUP) \$500
- Demolition \$50/\$200 Signage/Awning \$50 Paint/Roofing \$25
- Time Extension \$25 to \$200 Other: _____ Other: _____

Note: Refer to the corresponding Project Application Checklist/s for additional submittal requirements.

Applicant:	Owner: <u>Caden Williams</u>
Applicant mailing address:	Property owner mailing address:
	<u>3241 E Camelback RD PHX AZ 85018</u>
Applicant role/title:	
Applicant phone:	Owner phone: <u>480 388 0155</u>
Applicant email:	Owner email: <u>Caden @ CHW DEV. COM</u>
Project address: <u>511 Main St Jerome AZ</u>	Parcel number: <u>401-06-089</u>
Describe project:	<u>36331</u>
<u>• 3 Residential units</u>	

- I understand that review by the Jerome Design Review Board, Planning and Zoning Commission, and Town Council is discretionary.
- I understand that the application fee is due at submission and review will not be scheduled until fee is paid to the Town.
- I understand review criteria are used in evaluation by the Jerome Design Review Board and/or Planning and Zoning Commission. These criteria are included in the Jerome Zoning Ordinance.
- I understand that this application will not be scheduled for consideration until all required materials have been submitted and the application is determined to be complete.

Applicant Signature: _____ Date: _____

Property Owner Signature: Caden Williams Date: 2/24/22

For Town Use Only

Received from: _____ Date: _____

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

By: _____ For: _____

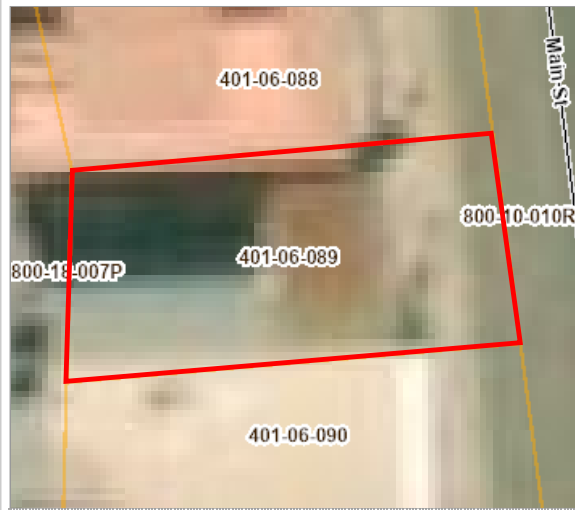
Tentative Meeting Date/s - DRB: _____ P&Z: _____

511 Main Street Jerome, AZ 86331

Project Description:

- Floor 1 (509 Main st), shall remain retail.
- Floors 2 – 4 (510 School st, 511 Main st, 511a Main st) shall be used as residential space. There shall be either long term or short term tenants to occupy the units.
- Hours of Operation: Retail 509 Main st 8am-5pm; 510 School st, 511 and 511a Main st Hours to correspond to tenant use needs.
- Number of employees: 0
 - o 509 Main st will have one retail tenant/ employee of her own business.
- The project is respectfully requesting 3 parking spaces on School st. These parking permits shall correspond to each rental unit. These parking permits shall cooperate with all local traffic laws.

Yavapai County Print Parcel



Parcel ID	401-06-089	Check Digit	3
Owner	Williams Caden &		
Owner's Mailing Address	4636 N Arcadia Dr Phoenix, AZ 85018-2923		
Secondary Owner	Bush Jennifer (Jt)		
Recorded Date	9/1/2018 12:00:00 AM		
Last Transfer Doc Docket	N/A	Last Transfer Doc Page	N/A
Physical Address	511 Main St 509 Main St 510 School St	Incorporated Area	Town of Jerome

Assessor Acres	0.03	Subdivision	Jerome	Subdivision Type	M
School District	Clarkdale-Jerome Elem SD #3		Fire District	N/A	

Improvements (2)	Local Zoning
Type: Apartment <= 3 Stories Floor area: 882 Constructed: 1900 Type: Retail Store Floor area: 1518 Constructed: 1900	Town Of Jerome C-1

Assessment

Starting with the 2015 tax year, the Limited Property Value is the only value considered for taxation purposes, the Full Cash Value is no longer used for taxation.

Tax Year	2023	2022
Assessed Value(ALV)	\$13,304	\$12,888
Limited Value(LPV)	\$91,846	\$87,472
Full Cash(FCV)	\$257,075	\$215,404
Legal Class	Mixed	Mixed
Assessment Ratio	14.5%	14.7%
Usage Code	1210 ?	1210 ?

Taxes	2021 Taxes Billed
Tax Area Code	380
	\$1,199

Recorded Documents & Sales (5)			
Date	Book/Page	Type	Cost
11/22/2021	2021-0083296	Warranty Deed	\$590,000
9/18/2018	2018-0048377	Deed	\$0
9/15/2010	4764-556	Warranty Deed	\$0
11/29/1993	2735-257	Joint Tenants	\$126,800
11/29/1993	2735-257	Joint Tenants	\$0

Disclaimer: Map and parcel information is believed to be accurate but accuracy is not guaranteed. No portion of the information should be considered to be, or used as, a legal document. Users should independently research, investigate and verify all information.

By using this website, the user knowingly assumes all risk of inaccuracy and waives any and all claims for damages against Yavapai County and its officers and employees that may arise from the use of this data and agrees to indemnify and hold harmless Yavapai County and its officers and employees to the fullest extent permitted by law. By using this website, the user also agrees that data and use of this website may not be used for commercial purposes.



**SOUTHWESTERN
ENVIRONMENTAL
CONSULTANTS, INC.**

www.sec-landmgt.com
info@sec-landmgt.com

SEC, Inc.
825 COVE PARKWAY
COTTONWOOD, ARIZONA 86326
(928) 634-5889

March 31, 2022

Candace Gallagher
c.gallagher@jerome.az.gov

RE: PROPOSAL/QUOTE for Town of Jerome, Dundee Water Line, Post Design Services

Dear Candace:

SEC, Inc. is pleased to provide the Town of Jerome with a proposal for assisting the town on project coordination, QA/QC & Approval of Construction (AOC)/Engineer certification of completion (ECC) as required by ADEQ.

Following are the tasks, which SEC proposes to provide to the Client:

Town of Jerome-Dundee-Post Design Services Phase 1

- RFI's- Assumed to be 2 hrs. per week
- Onsite Visits- Assumed to be 6 hrs. per week
- Record Keeping- Assumed to be 2 hrs. per week
- As-built Survey- The contractor is required to provide red lines & as-built shots certified by Arizona RLS. SEC will send the crew to verify some data. Assumed to be 1 site visit
- ECC As-built plans
- ECC Records
- Submitted to ADEQ/ Yavapai County for approval

We estimate Phase 1 work can be completed in **75** days. We propose to complete the above work for an estimated cost of **\$18,732.00**.

Additional work will be charged at current Time & Materials rates. Prior approval will be obtained before proceeding.

Thank you for the opportunity to provide you with this proposal and an estimate of costs for surveying services on this project. If you would like to proceed with the project, please contact us and we will provide a Work Order for you to sign, so we may proceed. If you have any questions, please do not hesitate to contact me at (928) 634-5889. Thank you and we look forward to assisting you with your surveying, engineering, and planning needs.

Sincerely,

A handwritten signature in black ink, appearing to read "Krishan Ginige". The signature is fluid and cursive, with a long horizontal stroke at the end.

Krishan Ginige, P.E.
President
Project #20-0510CE





**SOUTHWESTERN
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info@sec-landmgt.com

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825 COVE PARKWAY
COTTONWOOD, ARIZONA 86326
(928) 634-5889

March 10, 2022

Dear Candace Gallagher
c.gallagher@jerome.az.gov

RE: PROPOSAL/QUOTE for Construction Staking Surveying Services– Town of Jerome-Dundee Water Line Improvement Project

Dear Candace:

SEC, Inc. is pleased to provide you with this proposal and an estimate of costs for construction staking surveying services on the above Town of Jerome-Dundee Water Line Improvement Project. This proposal is based on the construction plans prepared by SEC, Inc. sealed on 2/4/2022.

Following are the tasks, which SEC proposes to provide to the Client:

SURVEY SERVICES Phase 1 STA 0+00 to 7+80

- Construction Staking on the following:
 - Controls
 - Pot hole survey
 - Pipe staking
 - Fittings staking
 - As-built/red line survey data collection

It is assumed that this project will be a total of four (4) site visits. This proposal excludes re-staking, staking for grading and drainage or any other sources not specifically listed under proposed services.

We propose to complete the construction staking for an estimated cost of **\$7,536.00** and as-built survey data collection for an estimated cost of **\$2,592.00**.

Additional work will be charged at current Time & Materials rates. Prior approval will be obtained before proceeding.

Thank you for the opportunity to provide you with this proposal and an estimate of costs for surveying services on this project. If you would like to proceed with the project, please contact us and we will provide a Work Order for you to sign, so we may proceed. If you have any

questions, please do not hesitate to contact me at (928) 634-5889. Thank you and we look forward to assisting you with your surveying, engineering, and planning needs.

Sincerely,

A handwritten signature in black ink, appearing to read "Krishan Ginige". The signature is fluid and cursive, with a long horizontal stroke at the end.

Krishan Ginige, P.E.
President



ADDENDUM #1 TO 4/12/22 COUNCIL MEETING PACKETS:

- **REVISED AGENDA**
- Monthly staff report: Municipal Court
- Item #7D: Ordinance No. 482 – change to first paragraph
- Item #8A: Design Guidelines – Zoning Administrator’s Report
- Item #9B: Agreements for Professional Engineering Services
 - Engineer’s proposals for Post-Design and Staking services – Drainage improvements
- Item #9C: Fair Housing Month Proclamation



JEROME MUNICIPAL COURT

Hon. Angela M. Bradshaw Napper, Magistrate

P O Box 335
Jerome, AZ 86331

600 Clark Street
Phone (928) 649-3250

TO: Jerome Town Council

FROM: Angela M. Bradshaw Napper, Magistrate

SUBJECT: Monthly Staff Report

DATE: April 7, 2022

As always, I am happy to submit a positive report to the council. March was a much busier month than February – Spring has sprung.

The biggest news is a personnel change for the Court. Ronda Brockman, our long-time clerk, gave notice on March 10. Thankfully, she was able to stay through today to help train the new clerk, Micheala Brewer. Micheala comes to us from the Buckeye Municipal Court. She has specifically relevant job experience and will receive additional on-the-job training from the Yavapai County/AOC training officer. I have every confidence in her skills and abilities and think she will be a great fit. Please join me in welcoming her to Jerome.

I met with Bill Sutton from Wise Choice Alternatives, Inc., and was impressed by his company's programs and resources for use in the Court's sentencing options. The courses require participants to engage with a self-selected study "coach" and materials are then graded/reviewed by a company evaluator. The course work is thoughtfully tailored, extremely content rich, and specifically written to address different kinds of offender needs.

My meeting with Chief Muma was quite productive. I have a clearer understanding of his department's needs in terms of an enforcement response to unpaid parking violations. We discussed the citation process, volume of delinquent violations, and current staffing resources. The intention is to continue forward progress.

Other matters: with the help and support of town staff, I was able to complete and submit my budget; I registered to the annual judicial conference to be held in Tucson in June; I have nearly completed clearing and organizing years of old paperwork left by my predecessor.

In the coming weeks, in addition to normal court business, with scheduled court appearances, my goals are as follows:

- complete and submit to AOC a GAP report regarding technology use and needs;
- review current court technology and begin the process of upgrading as appropriate;
- review and begin implementation of improved bookkeeping systems; and
- assess additional chambers & courtroom security needs.

I remain ever grateful for the opportunity to serve the citizens of the Town of Jerome.

CHANGE to first paragraph of Ordinance No. 482:

WHEREAS, the Jerome Building Inspector has recommended that [if the town wants to update their Building Codes, they should](#) ~~the Town~~ adopt the 2018 International Residential Code for One- and Two-Family Dwellings, with certain amendments thereto;



Town of Jerome, Zoning Administrators Report

Town Council: Tuesday, April 12, 2022

Prepared by: William Blodgett, Zoning Administrator

The town of Jerome has asked Otwell Associates Architects to produce a document for the purposes of informing and guiding Town staff and the public in the design review process. In reading and reviewing the October 26 2021 draft version of the document I have identified a number of deficiencies and errors marked further down in this report for correction.

Project Scope:

The project entails developing a set of design guidelines for the entire Town of Jerome. The guidelines would set the tone and vision for the preservation of the historic district and lay out design elements and alternative recommendations. The document will include separate guidelines for the commercial district and each residential neighborhood.

The Audience for the design guidelines will be the Town, the Design Review Board, the Planning and Zoning Commission, businesses and property owners within the Town, as well as the general public interested in the history of Jerome. Once completed, the guidelines will be made available to the Council and boards and will be posted on the Town website.

Products:

The product would be a set of design guidelines developed specifically for use by the DRB, Town staff, and applicants. The guidelines will include separate standards and criteria for the commercial district and distinct neighborhoods. The Town will use the grant funds to produce the main body of the guidelines. Town staff, board members, and the Jerome Historical Society will provide additional assistance in reviewing and writing sections of the document as needed.

Stated goals for the Design guidelines;

Goals and priorities that this document should address for the Town are established within the General Plan. The bullet points for these priorities are as follows;

- A) Protect Historic Assets
- B) Maintain Historic Context
- C) Provide Structure to protect additional assets
- D) Optimize Stewardship of Town of Jerome Property
- E) Provide Municipal Process in Support of Historic Preservation Goals
- F) Involve the Public
- G) Partner with Property Owners
- H) Coordinate with the Federal Government, the State, the County and Bordering Municipalities

Errors flagged for corrective action;

Table of Contents

The table of contents lists; *"I. Historic Content"*,

which should read; *"I. Historic Context"*. The same error is noted in the section heading on page 5.

Section II, Development Guidelines states; *"These guidelines have been developed to further define the purpose of Design Review for Preservation Treatments of historic buildings..."*

Is this specifically talking about only Preservation treatments? What about the other three treatments identified by the secretary of the Interior standards, such as; Rehabilitation, Restoration and Reconstruction? Will these be included?

Section IV. District Qualities and Design Elements:

This section discussing the specific design elements and stylistic elements is extremely limited and could use significant expansion. Discuss the different styles and elements of those styles in the districts. What makes a home on Society hill different, or similar to a home in the gulch. Victorian Home's for example, have a lot of variation and some defining features which should be expanded upon in order to help distinguish the more subtle differences between these areas.

Section V. Secretary of the Interior's Standards for Rehabilitation:

These standards are good, but only lists how about best practice recommendations? These are already available from the SOI however relating best practices in relation to the Town is the goal. Secondly, this is only addressing one Treatment option under the SOI standards, what about the other three treatments such as Preservation, Restoration and Reconstruction?

Section VI. New Construction

This section needs to discuss reconstruction as a historic preservation treatment.

Section VII. District Design Guidelines

This section lists the districts and has photographs but simply provides no useable guidance.

The sections of the document that contain the General Design Principles and Building Design are good, but should be expanded upon and separated by district despite redundant terminology to create a more useable tool. Section C. "Preservation of existing structures" should be part of the Treatments section under the SOI standards in my opinion, along with the other three treatments prescribed by SOI.

Conclusion and recommendations

After discussing the document with the consultant (Bill Otwell, Otwell Associates) informed me that under the agreement he had arranged with the previous Zoning Administrator, that Otwell would craft the basic outline and sections of certain elements while the former ZA would craft the other elements and bulk out the document. This now clearly understood, I am happy and willing to take the document as it exists and apply edits and corrections and expand on missing or substandard sections of the document.

To this effect I have already begun the process of coordinating with the Jerome Historical Society, the Jerome Library and pulling resources from the institutional knowledge of Town staff and private residents, and have already been in contact with Arizona State Office of Historic Preservation with discussion about best practices. The bulk of the applicable regulations are under the secretary of the interior (SOI) standards which are further broken down into four “treatments” which is defined by SOI as; *“Work carried out to achieve a particular historic preservation goal.”* The existing document focuses on Rehabilitation, however I believe sections outlining the purpose and procedures for applying the other three treatments (Restoration, Preservation, Reconstruction) need to be added into the final version of the document. The sections that address the Town’s districts, or neighborhoods needs to be expanded upon describing the past and present structures and architectural styles as well as the cultural landscape. A more intensive study of the similarities, and differences that bind these neighborhoods together and also make them distinct from each other needs to be expanded upon.



**SOUTHWESTERN
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www.sec-landmgt.com
info@sec-landmgt.com

SEC, Inc.
825 COVE PARKWAY
COTTONWOOD, ARIZONA 86326
(928) 634-5889

April 11, 2022

Candace Gallagher
c.gallagher@jerome.az.gov

RE: PROPOSAL/QUOTE for Town of Jerome, Drainage Improvements Holly, Hampshire & Douglas, Post Design Services

Dear Candace:

SEC, Inc. is pleased to provide the Town of Jerome with a proposal for assisting the town on project coordination, QA/QC & and related post design services.

Following are the tasks, which SEC proposes to provide to the Client:

Town of Jerome-Post design services

- RFI's- Assumed to be 4 hrs. per week
- Onsite Visits- Assumed to be 6 hrs. per week
- Record Keeping- Assumed to be 4 hrs. per week
- As-built Survey- The contractor is required to provide red lines & as-built shots certified by Arizona RLS. SEC will send the crew to verify some data. Assumed to be 1 site visit
- As-built plans
- Develop final easement documents for town signature/Town use. The legal language is not a part of the work and need to be developed by the town attorney.

We estimate Phase 1 work can be completed in **90** days. We propose to complete the above work for an estimated cost of **\$ 34,024.00**.

Additional work will be charged at current Time & Materials rates. Prior approval will be obtained before proceeding.

Thank you for the opportunity to provide you with this proposal. If you would like to proceed with the project, please contact us and we will provide a Work Order for you to sign, so we may proceed. If you have any questions, please do not hesitate to contact me at (928) 634-5889. Thank you and we look forward to assisting you with your surveying, engineering, and planning needs.

Sincerely,

A handwritten signature in black ink, appearing to read "Krishan Ginige". The signature is fluid and cursive, with a long horizontal stroke at the end.

Krishan Ginige, P.E.
President
Project #20-0013CE





**SOUTHWESTERN
ENVIRONMENTAL
CONSULTANTS, INC.**

www.sec-landmgt.com
info@sec-landmgt.com

SEC, Inc.
825 COVE PARKWAY
COTTONWOOD, ARIZONA 86326
(928) 634-5889

March 10, 2022

Dear Estimator
Via E-mail

RE: PROPOSAL/QUOTE for Construction Staking Surveying Services– Town of Jerome Project #
FY 22-01

Dear Estimator:

SEC, Inc. is pleased to provide you with this proposal and an estimate of costs for construction staking surveying services on the above Town of Jerome Water Line Improvement Project. This proposal is based on the construction plans prepared by SEC, Inc. sealed on 1/31/2022

Following are the tasks, which SEC proposes to provide to the Client:

Hampshire Ave Construction Staking

➤ Construction Staking on the following:

- Controls
- Catch Basin
- Grates
- Re-No
- Pipe/MH
- As Built

It is assumed that this project will be a total of four (4) site visits. This proposal excludes re-staking, staking for grading and drainage or any other sources not specifically listed under proposed services.

We propose to complete the construction staking for an estimated cost of **\$8,220.00** . Additional work will be charged at current Time & Materials rates. Prior approval will be obtained before proceeding.

Douglas Road Site Construction Staking

- Construction Staking on the following:
 - Controls
 - Inlet
 - Outlet
 - As Built

It is assumed that this project will be a total of eight (8) site visits. This proposal excludes re-staking, staking for grading and drainage or any other sources not specifically listed under proposed services.

We propose to complete the construction staking for an estimated cost of **\$15,060.00**. Additional work will be charged at current Time and Materials rates. Prior approval will be obtained before proceeding.

Holly Ave Construction Staking

- Construction Staking on the following:
 - Controls
 - Catch Basin
 - Grates
 - Re-No
 - As Built

It is assumed that this project will be a total of five (5) site visits. The proposal excludes re-staking, staking for grading and drainage or any other sources not specifically listed under proposed services.

We propose to complete the construction staking for an estimated cost of **\$8,916.00**. Additional work will be charged at current Time & Materials rates. Prior approval will be obtained before proceeding.

Thank you for the opportunity to provide you with this proposal and an estimate of costs for surveying services on this project. If you would like to proceed with the project, please contact us and we will provide a Work Order for you to sign, so we may proceed. If you have any questions, please do not hesitate to contact me at (928) 634-5889. Thank you and we look forward to assisting you with your surveying, engineering, and planning needs.

Sincerely,



Krishan Ginige, P.E.
President
SEC Proposal # 2022-3-82





TOWN OF JEROME

Proclamation

FAIR HOUSING MONTH – APRIL 2022

Whereas, *the National Fair Housing Law of 1986, as amended by the Fair Housing Amendments Act of 1988, prohibits discrimination in housing and declares it a national policy to provide, within constitutional limits, for fair housing in the United States; and*

Whereas, *the principle of Fair Housing is not only national law and national policy, but a fundamental human concept and entitlement for all Americans; and*

Whereas, *April has traditionally been designated as Fair Housing Month in the United States;*

Now, Therefore, *I, Dr. Jack Dillenberg, Mayor of the Town of Jerome, Arizona, do hereby proclaim **April 2022** as **Fair Housing Month** in the Town of Jerome, and urge all citizens of this community to comply with the letter and spirit of the Fair Housing Law.*

Dated this 12th day of April, 2022

Dr. Jack Dillenberg, Mayor

