

TOWN OF JEROME

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

AGENDA

REGULAR MEETING OF THE JEROME TOWN COUNCIL JEROME CIVIC CENTER - 600 CLARK STREET - COUNCIL CHAMBERS

TUESDAY, APRIL 14, 2020, AT 7:00 P.M.

IN ACCORDANCE WITH AN EXECUTIVE ORDER BY GOVERNOR DUCEY, IN-PERSON ATTENDANCE AT PUBLIC MEETINGS HAS BEEN SUSPENDED UNTIL FURTHER NOTICE.

WATCH LIVE-STREAMED MEETINGS AT https://www.facebook.com/TownofJeromeAZ

Notice is hereby given pursuant to A.R.S. 38-431.02 that members of the Town Council and staff will attend by audio/video conference call.

PUBLIC PARTICIPATION IN THE MEETING

THIS MEETING WILL BE HELD BY REMOTE PARTICIPATION ONLY.

Members of the public are encouraged to participate in the meeting via the following options:

- 1. Zoom Conference
 - a. Computer: https://us04web.zoom.us/j/9286347943
 - b. Telephone: 1 669 900 6833 Meeting ID: 928 634 7943
- 2. Submitting questions and comments:
 - a. If attending by Zoom video conference, click the chat button and enter your name and the agenda item you would like to address.
 - b. Email <u>c.gallagher@jerome.az.gov</u> (Please submit comments at least one hour prior to the meeting.)
- 3. View the live stream at https://www.facebook.com/TownofJeromeAZ. Please note that comments submitted via Facebook may not be seen or acknowledged during the meeting itself.

NOTE: FOR THOSE WITHOUT HOME INTERNET: A drive-up internet hotspot is now available in the parking lot in front of the Jerome Public Library. Bring your device and access the internet while sitting in your car. The network is **Sparklight Yavapai Free WIFI** and no password is required.

ITEM #1:	CALL TO ORDER/ROLL CALL	
	Mayor/Chairperson to call meeting to order.	
	Town Clerk to call and record the roll.	1
ITEM #2:	FINANCIAL REPORTS	Discouries (Describe
	Financial reports for March 2020	Discussion/Possible Action
ITEM #3:	STAFF AND COUNCIL REPORTS	
	Written staff reports by the Town Manager/Clerk, Deputy Town Clerk, Utilities Clerk, Accounting Clerk, Public Works Department, Building Inspector, Library, Municipal Court, Police Chief, and Fire Chief, and verbal reports from Council members.	Discussion/Possible Action
ITEM #4:	ZONING ADMINISTRATOR'S PLANNING AND ZONING AND DESIGN REVIEW REPORT AND MINUTES	
	Minutes are provided for the information of Council and do not require action.	Discussion/Possible Direction
ITEM #5:	APPROVAL OF MINUTES	
	March 10, 2020 regular meeting; March 10, 2020 special meeting; March 10, 2020 Closed Session; March 17, 2020 special meeting; March 24, 2020 special meeting	
	If necessary, Council may enter into executive session, pursuant to A.R.S. §38-431.01(A)(2), for the discussion or consideration of records exempt by law from public inspection.	Discussion/Possible Action

ITEM #6:	ORDINANCES	
	ITEM #6A: SECOND READING AND FINAL ADOPTION – ORDINANCE NO. 460, AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, APPROVING AMENDMENT TO ZONING MAP TO ESTABLISH R-2 (SINGLE- AND TWO-FAMILY RESIDENTIAL) ZONE	
	Council may conduct the second reading of, and possibly adopt, Ordinance No. 460, adopting an amended zoning map for the Town of Jerome. The new map will include a new R-2 Zone and rezone certain properties from R1-5 to R-2. This change was recommended by the Planning and Zoning Commission on February 12.	Sponsored by Mayor Alex Barber Discussion; Possible Action
ITEM #7:	UNFINISHED BUSINESS	
	ITEM #7A: RESOLUTION NO. 596, A RESOLUTION AUTHORIZING AND SUPPORTING AN APPLICATION FOR A USDA RURAL DEVELOPMENT SEARCH GRANT TO FINANCE ENGINEERING FOR THE WASTEWATER TREATMENT PLANT Council may approve Resolution 596, authorizing an application to USDA Rural Development for	Sponsored by Mayor Alex Barber
	a \$30,000 SEARCH grant to finance engineering for the wastewater treatment plant.	Discussion; Possible Action
	ITEM #7B: RESOLUTION NO. 597, AUTHORIZING A SETTLEMENT AGREEMENT WITH THE CUBAN QUEEN BORDELLO, LLC, JOSH LINDER AND WINDY JONES	Sponsored by Mayor Alex Barber
İ	Council may approve a settlement agreement with the Cuban Queen Bordello, LLC (Windy Jones and Josh Lindner) related to parking requirements for development at 324 Queen Street.	Discussion; Possible Action
	ITEM #7C: MEETING TIME FOR DESIGN REVIEW BOARD AND PLANNING & ZONING COMMISSION	Sponsored by Councilmember
	Council may revisit their former rejection of the change to a 6 p.m. meeting time for the Design Review Board and the Planning & Zoning Commission.	Jack Dillenberg Discussion; Possible Action
ITEM #8:	NEW BUSINESS	
	ITEM #8A: PROFESSIONAL LEGAL SERVICES – TOWN PROSECUTOR Council may approve a renewed agreement with Andrew Jolley, Town Prosecutor.	Sponsored by Mayor Alex Barber Discussion; Possible Action
	ITEM #8B: PROFESSIONAL LEGAL SERVICES – TOWN ATTORNEY Council may approve a renewed agreement with Bill Sims, Town Attorney.	Sponsored by Mayor Alex Barber Discussion; Possible Action
	ITEM #8C: TOWN RENTAL PROPERTIES/COVID-19 Council will consider requests by tenants of Town-owned properties for deferred and/or reduced rental fees during the COVID-19 pandemic.	Sponsored by Mayor Alex Barber Discussion; Possible Action
	ITEM #8D: COMMUNITY GARDEN AND VIRTUAL HOME GARDENING WORKSHOP Council will discuss options for a community garden and the possibility of airing a virtual home gardening workshop led by Zoning Administrator and home gardener John Knight.	Sponsored by Mayor Alex Barber Discussion; Possible Action
	ITEM #8E: DISCUSSION – POSSIBLE AMENDMENTS TO ZONING ORDINANCE Council will discuss possible amendments to the Jerome Zoning Ordinance and may initiate the process to amend the ordinance. Possible changes include but are not limited to: Regulations regarding temporary and political signage Definitions of Boarding House and Hotel	Sponsored by Mayor Alex Barber Discussion; Possible
	Council will discuss possible amendments to the Jerome Zoning Ordinance and may initiate the process to amend the ordinance. Possible changes include but are not limited to: Regulations regarding temporary and political signage Definitions of Boarding House and Hotel Definition of small projects that can be approved administratively	Mayor Alex Barber Discussion; Possible Action
	Council will discuss possible amendments to the Jerome Zoning Ordinance and may initiate the process to amend the ordinance. Possible changes include but are not limited to: Regulations regarding temporary and political signage Definitions of Boarding House and Hotel	Mayor Alex Barber Discussion; Possible
ITEM #9:	Council will discuss possible amendments to the Jerome Zoning Ordinance and may initiate the process to amend the ordinance. Possible changes include but are not limited to: Regulations regarding temporary and political signage Definitions of Boarding House and Hotel Definition of small projects that can be approved administratively ITEM #8F: FAIR HOUSING PROCLAMATION	Mayor Alex Barber Discussion; Possible Action Sponsored by Mayor Alex Barber Discussion; Possible

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 April 6, 2020 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.

Rosa Cays,	Deputy	Town	Clerk

Town of Jerome Budget to Actual Summary 20-Mar

					Cu	rrent Period						YTD		
Fund		Department		<u>venue</u>		dget_	Va	<u>riance</u>	_	<u>venue</u>		<u>dget</u>	Var	<u>iance</u>
	10	GF Revenue	\$	174,487.29	\$	164,907.96	\$	9,579.33	\$:	1,502,500.21	\$ 1	1,400,310.12	\$	102,190.09
		Total	\$	174,487.29	\$	164,907.96	\$	9,579.33	\$:	1,502,500.21	\$ 1	1,400,310.12	\$	102,190.09
			Ex	pense	Вι	ıdget	Va	riance	Ex	pense	Bu	ıdget	Va	riance
	11	Admin	\$	54,976.87	\$	70,900.74	\$	15,923.87	\$	496,693.06	\$	583,796.85	\$	87,103.79
	12	Court	\$	6,319.88	\$	7,727.89	\$	1,408.01	\$	53,320.48	\$	61,947.12	\$	8,626.64
	13	Police	\$	27,948.57	\$	36,175.62	\$	8,227.05	\$	333,752.89	\$	379,592.14	\$	45,839.25
	14	Fire	Ś	15,210.78	\$	30,089.59	\$	14,878.81	\$	235,765.66	\$	287,657.48	\$	51,891.82
	15	Library	\$	7,535.77	\$	7,717.53	\$	181.76	\$	70,984.77	Ś	71,778.41	\$	793.64
	16	P&Z	\$	7,144.64	\$	8,739.37	\$	1,594.73	\$	65,083.97	\$	79,559.14	\$	14,475.17
	17	Parks	\$	765.18	\$	1,653.92	\$	888.74	\$	52,662.73	\$	64,743.24	\$	12,080.51
	18	Properties	Ś	12,328.80	\$	18,344.59	\$	6,015.79	\$	190,219.67	\$	241,861.73	\$	51,642.06
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		Total	\$	132,230.49	\$	181,349.25	\$	49,118.76	\$:	1,498,483.23	\$ 1	1,770,936.11	\$	272,452.88
General	Net Inc	ome (Loss)	\$	42,256.80	\$	(16,441.29)	\$	58,698.09	\$	4,016.98	\$	(370,625.99)	\$	374,642.97
			Re	venue	Βι	ıdget	Va	riance	Re	evenue	Bu	dget	Va	riance
	50	Water	\$	24,215.34	\$	25,250.00	\$	(1,034.66)	\$	224,313.80	\$	227,250.00	\$	(2,936.20)
	51	Sewer	\$	20,031.52	\$	21,258.32	\$	(1,226.80)	\$	188,164.51	\$	191,325.04	\$	(3,160.53)
	52	Trash	\$	14,621.98	\$	15,916.66	\$	(1,294.68)	\$	139,504.93	\$	143,250.02	\$	(3,745.09)
		Total	\$	58,868.84	\$	62,424.98	\$	(3,556.14)	\$	551,983.24	\$	561,825.06	\$	(9,841.82)
			Ex	pense	Вι	ıdget	Va	riance	Ex	pense	Bu	ıdget	Va	riance
	50	Water	\$	19,108.44	\$	23,433.48	\$	4,325.04	\$	154,399.23	\$	195,633.63	\$	41,234.40
	51	Sewer	\$	19,109.74	\$	25,381.76	\$	6,272.02	\$	146,681.20	\$	201,950.22	\$	55,269.02
	52	Trash	\$	14,653.61	\$	22,526.35	\$	7,872.74	\$	132,345.80	\$	157,333.52	\$	24,987.72
		Total	\$	52,871.79	\$	71,341.59	\$	18,469.80	\$	433,426.23	\$	554,917.37	\$	121,491.14
Utilities	Net Inc	ome (Loss)	\$	5,997.05	\$	(8,916.61)	\$	14,913.66	\$	118,557.01	\$	6,907.69	\$	111,649.32
			Re	venue	Βι	ıdget	Va	riance	Re	venue	Bu	ıdget	Va	riance
	30	HURF	\$	8,955.78	\$	9,415.98	\$	(460.20)	\$	262,635.92	\$	282,546.06	\$	(19,910.14)
				pense		ıdget		riance		pense		ıdget		riance
			\$	8,955.78	\$	10,600.25	\$	1,644.47	\$	70,363.40	\$	93,566.57	\$	23,203.17
Road	Net Inc	ome (Loss)	\$	-	\$	(1,184.27)	\$	1,184.27	\$	192,272.52	\$	188,979.49	\$	3,293.03
	Total R	evenue	\$	242,311.91					\$ 2	2,317,119.37				
		tal Expense		194,058.06						2,002,272.86				
		ome (Loss)	\$	48,253.85					\$	314,846.51				

Income Statement

(Original Budget to Actual Comparison)
For the period of 3/1/2020 Through 3/31/2020

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

		Current Period				Year To Date		
	Actual	Budget	Variance	%	Actual	Budget	Variance	%
Program Expenses								
Accounting and Auditing	\$0.00	\$0.00	\$0.00	0.0%	\$13,200.00	\$17,500.00	\$4,300.00	24.6%
Advertising, Printing, & Publishing	38.31	333.33	295.02	88.5	4,081.91	3,000.01	(1,081.90)	(36.1)
Contract Services	228.63	525.00	296.37	56.5	6,457.26	5,925.00	(532.26)	(9.0)
Conventions and Seminars	0.00	125.00	125.00	100.0	928.51	1,125.00	196.49	17.5
Training & Education	0.00	208.33	208.33	100.0	786.15	1,875.01	1,088.86	58.1
Dues, Subs & Memberships	648.08	150.00	(498.08)	(332.1)	7,062.70	6,150.00	(912.70)	(14.8)
TPT Collection Fee Exp	0.00	0.00	0.00	0.0	1,195.19	1,218.00	22.81	1.9
Fuel	0.00	0.00	0.00	0.0	39.15	0.00	(39.15)	0.0
Insurance	6,788.32	12,066.66	5,278.34	43.7	8,293.33	13,633.34	5,340.01	39.2
Insurance Deductible Exp	0.00	41.66	41.66	100.0	0.00	375.02	375.02	100.0
Legal Exp - Gen Gov	819.00	1,000.00	181.00	18.1	8,950.50	9,000.00	49.50	0.6
Miscellaneous	(39.91)	0.00	39.91	0.0	4,165.29	3,403.00	(762.29)	(22.4)
Bank Fees - Gen Admin	119.19	141.66	22.47	15.9	1,339.18	1,275.02	(64.16)	(5.0)
Bank Fees / Merch Svcs	394.24	566.66	172.42	30.4	4,894.02	5,100.02	206.00	4.0
Office Supplies	297.22	500.00	202.78	40.6	4,216.74	4,500.00	283.26	6.3
Copier & Equip Lease Expense	682.07	625.00	(57.07)	(9.1)	6,271.72	5,625.00	(646.72)	(11.5)
Software Support Exp - GG	425.76	541.66	115.90	21.4	6,779.51	6,375.02	(404.49)	(6.3)
Computer Hardware & Service	0.00	458.33	458.33	100.0	8,124.87	8,625.01	500.14	5.8
Operating Supplies - Gen Gov	0.00	83.33	83.33	100.0	757.71	750.01	(7.70)	(1.0)
Postage	65.20	458.33	393.13	85.8	2,500.25	4,125.01	1,624.76	39.4
Rep and Maint - Vehicles	79.73	41.66	(38.07)	(91.4)	79.73	375.02	295.29	78.7
Shuttle Expenses	135.92	125.00	(10.92)	(8.7)	1,363.98	1,125.00	(238.98)	(21.2)
Small Tools and Equipment	0.00	83.33	83.33	100.0	102.65	750.01	647.36	86.3
Telephone	56.59	375.00	318.41	84.9	1,614.42	3,375.00	1,760.58	52.2
Travel	118.45	125.00	6.55	5.2	2,105.40	1,125.00	(980.40)	(87.1)
Tourism 1% Bed Tax	0.00	108.33	108.33	100.0	4,639.45	5,475.01	835.56	15.3
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
Transfers Out	21,348.05	22,000.00	651.95	3.0	176,130.46	198,000.00	21,869.54	11.0
Total Program Expenses	\$32,204.85	\$44,891.59	\$12,686.74	28.3 %	\$276,080.08	\$347,679.55	\$71,599.47	20.6 %
General & Administrative Expenses								
Salaries and Wages	\$17,217.64	\$19,667.83	\$2,450.19	12.5%	\$167,213.85	\$177,010.51	\$9,796.66	5.5%
Longevity Bonus	0.00	0.00	0.00	0.0	829.15	834.00	4.85	0.6
Payment in Lieu of Medical Benefits	397.60	433.75	36.15	8.3	3,813.35	3,903.75	90.40	2.3
FICA Match	1,294.80	1,546.33	251.53	16.3	12,722.56	13,917.01	1,194.45	8.6

Income Statement

(Original Budget to Actual Comparison)
For the period of 3/1/2020 Through 3/31/2020

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

		Current Period				Year To Date				
	Actual	Budget	Variance	%	Actual	Budget	Variance	%		
Retirement Match	1,216.38	1,412.66	196.28	13.9	11,689.09	12,714.02	1,024.93	8.1		
Health/Life Insurance	2,554.24	2,895.75	341.51	11.8	22,913.73	26,061.75	3,148.02	12.1		
Workers Compensation	0.00	0.00	0.00	0.0	781.00	1,200.75	419.75	35.0		
Unemployment Insurance	91.36	52.83	(38.53)	(72.9)	650.25	475.51	(174.74)	(36.7)		
Total General & Administrative Expenses	\$22,772.02	\$26,009.15	\$3,237.13	12.4 %	\$220,612.98	\$236,117.30	\$15,504.32	6.6 %		
Total Expenses	\$54,976.87	\$70,900.74	\$15,923.87	22.5%	\$496,693.06	\$583,796.85	\$87,103.79	14.9%		
Net Income (Loss)	\$(54,976.87)	\$(70,900.74)	\$15,923.87	22.5%	(\$496,693.06)	\$(583,796.85)	\$87,103.79	14.9%		

Income Statement

(Original Budget to Actual Comparison)
For the period of 3/1/2020 Through 3/31/2020

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

		Current Period				Year To Date		
	Actual	Budget	Variance	<u></u> %	Actual	Budget	Variance	%
Program Expenses								
Contract Services	\$0.00	\$458.33	\$458.33	100.0%	\$63.65	\$4,125.01	\$4,061.36	98.5%
Conventions and Seminars	0.00	8.33	8.33	100.0	0.00	75.01	75.01	100.0
Training & Education	0.00	43.75	43.75	100.0	0.00	393.75	393.75	100.0
Dues and Subscriptions	0.00	20.83	20.83	100.0	284.10	187.51	(96.59)	(51.5)
Miscellaneous	0.00	25.00	25.00	100.0	200.77	225.00	24.23	10.8
Office Supplies	0.00	0.00	0.00	0.0	76.79	0.00	(76.79)	0.0
Copier & Equip Lease Exp	1,125.00	1,125.00	0.00	0.0	2,250.00	2,250.00	0.00	0.0
Telephone	0.00	70.00	70.00	100.0	564.81	630.00	65.19	10.3
Travel	0.00	79.16	79.16	100.0	67.36	712.52	645.16	90.5
Total Program Expenses	\$1,125.00	\$1,830.40	\$705.40	38.5 %	\$3,507.48	\$8,598.80	\$5,091.32	59.2 %
General & Administrative Expenses								
Salaries and Wages	\$4,625.80	\$5,251.16	\$625.36	11.9%	\$44,046.40	\$47,260.52	\$3,214.12	6.8%
Longevity Bonus	0.00	0.00	0.00	0.0	464.00	464.00	0.00	0.0
FICA and Medicare	353.86	404.66	50.80	12.6	3,412.62	3,642.02	229.40	6.3
Retirement	160.00	174.83	14.83	8.5	1,538.24	1,573.51	35.27	2.2
Worker's Compensation	0.00	0.00	0.00	0.0	134.00	207.75	73.75	35.5
Unemployment	55.22	66.84	11.62	17.4	217.74	200.52	(17.22)	(8.6)
Total General & Administrative Expenses	\$5,194.88	\$5,897.49	\$702.61	11.9 %	\$49,813.00	\$53,348.32	\$3,535.32	6.6 %
Total Expenses	\$6,319.88	\$7,727.89	\$1,408.01	18.2%	\$53,320.48	\$61,947.12	\$8,626.64	13.9%
Net Income (Loss)	\$(6,319.88)	\$(7,727.89)	\$1,408.01	18.2%	(\$53,320.48)	\$(61,947.12)	\$8,626.64	13.9%

Income Statement

(Original Budget to Actual Comparison) For the period of 3/1/2020 Through 3/31/2020

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

		Current Period				Year To Date)	
	Actual	Budget	Variance	%	Actual	Budget	Variance	%
Program Expenses								
Advertising, Printing, & Publishing	\$0.00	\$16.66	\$16.66	100.0%	\$0.00	\$150.02	\$150.02	100.0%
Contract Services	0.00	250.00	250.00	100.0	0.00	2,250.00	2,250.00	100.0
Training & Education	0.00	208.33	208.33	100.0	285.00	1,875.01	1,590.01	84.8
Dispatch Fees	0.00	0.00	0.00	0.0	17,500.00	17,550.00	50.00	0.3
Dues and Subscriptions	0.00	41.66	41.66	100.0	1,117.89	375.02	(742.87)	(198.1)
Fuel	415.08	666.66	251.58	37.7	5,820.52	6,000.02	179.50	3.0
Prosecutor Exp	2,491.50	2,500.00	8.50	0.3	17,056.00	22,500.00	5,444.00	24.2
Miscellaneous	0.00	50.00	50.00	100.0	489.96	450.00	(39.96)	(8.9)
Software Service & Support	300.00	0.00	(300.00)	0.0	2,974.62	1,000.00	(1,974.62)	(197.5)
Computer Hardware & Service	0.00	416.66	416.66	100.0	100.00	3,750.02	3,650.02	97.3
Operating Supplies - Police	0.00	208.33	208.33	100.0	559.57	1,875.01	1,315.44	70.2
Postage	22.65	8.33	(14.32)	(171.9)	140.86	75.01	(65.85)	(87.8)
Rep and Maint - Vehicles	0.00	0.00	0.00	0.0	6,825.29	5,500.00	(1,325.29)	(24.1)
Rep and Maint - Equipment	0.00	0.00	0.00	0.0	1,762.32	1,200.00	(562.32)	(46.9)
Police Officer Safety Equip Exp	0.00	175.00	175.00	100.0	0.00	1,575.00	1,575.00	100.0
Small Tools and Equipment	0.00	250.00	250.00	100.0	66.12	2,250.00	2,183.88	97.1
Telephone	45.47	333.33	287.86	86.4	2,385.16	3,000.01	614.85	20.5
Uniforms	0.00	125.00	125.00	100.0	191.91	1,125.00	933.09	82.9
Vehicles, Cap Outlay, Police	0.00	0.00	0.00	0.0	11,185.58	11,500.00	314.42	2.7
Total Program Expenses	\$3,274.70	\$5,249.96	\$1,975.26	37.6 %	\$68,460.80	\$84,000.12	\$15,539.32	18.5 %
General & Administrative Expenses								
Salaries and Wages	\$17,439.56	\$22,403.75	\$4,964.19	22.2%	\$185,512.41	\$201,633.75	\$16,121.34	8.0%
Longevity Bonus	0.00	0.00	0.00	0.0	1,215.00	1,208.00	(7.00)	(0.6)
FICA and Medicare	1,243.81	1,723.58	479.77	27.8	13,595.03	15,512.26	1,917.23	12.4
Retirement	1,931.99	2,867.75	935.76	32.6	22,395.01	25,809.75	3,414.74	13.2
Health Insurance	4,005.28	3,860.00	(145.28)	(3.8)	33,130.87	34,740.00	1,609.13	4.6
Worker's Compensation	0.00	0.00	0.00	0.0	10,562.00	16,053.00	5,491.00	34.2
Unemployment	53.23	70.58	17.35	24.6	771.69	635.26	(136.43)	(21.5)
Payroll Adjustment-Police	0.00	0.00	0.00	0.0	(1,889.92)	0.00	1,889.92	0.0
Total General & Administrative Expenses	\$24,673.87	\$30,925.66	\$6,251.79	20.2 %	\$265,292.09	\$295,592.02	\$30,299.93	10.3 %
Total Expenses	\$27,948.57	\$36,175.62	\$8,227.05	22.7%	\$333,752.89	\$379,592.14	\$45,839.25	12.1%
Net Income (Loss)	\$(27,948.57)	\$(36,175.62)	\$8,227.05	22.7%	(\$333,752.89)	\$(379,592.14)	\$45,839.25	12.1%

Income Statement

(Original Budget to Actual Comparison) For the period of 3/1/2020 Through 3/31/2020

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

		Current Period				Year To Date		
	Actual	Budget	Variance	<u></u> %	Actual	Budget	Variance	%
Program Expenses								
Contract Services	\$0.00	\$333.33	\$333.33	100.0%	\$100.00	\$3,000.01	\$2,900.01	96.7%
Training & Education	0.00	0.00	0.00	0.0	9,896.80	6,000.00	(3,896.80)	(64.9)
Dispatch Fees	508.25	508.33	0.08	0.0	4,574.25	4,575.01	0.76	0.0
Dues and Subscriptions	0.00	125.00	125.00	100.0	686.76	1,125.00	438.24	39.0
Fuel	211.04	416.66	205.62	49.3	3,650.53	3,750.02	99.49	2.7
Legal Exp - Fire	0.00	41.66	41.66	100.0	0.00	375.02	375.02	100.0
Medical Expenses	0.00	0.00	0.00	0.0	715.00	500.00	(215.00)	(43.0)
Medical Supplies Exp	326.59	0.00	(326.59)	0.0	2,818.16	3,000.00	181.84	6.1
Miscellaneous	(75.00)	125.00	200.00	160.0	724.25	1,125.00	400.75	35.6
Operating Supplies - Fire Dept	0.00	83.33	83.33	100.0	566.11	750.01	183.90	24.5
Rep and Maint - Vehicles	0.00	0.00	0.00	0.0	34,195.86	16,000.00	(18,195.86)	(113.7)
Rep and Maint - Equipment	0.00	416.66	416.66	100.0	1,103.76	3,750.02	2,646.26	70.6
Small Tools and Equipment	0.00	722.22	722.22	100.0	6,910.15	7,833.34	923.19	11.8
Telephone	208.17	416.66	208.49	50.0	2,912.54	3,750.02	837.48	22.3
Training Center Assessment	0.00	0.00	0.00	0.0	2,492.00	2,700.00	208.00	7.7
Utilities	0.00	0.00	0.00	0.0	106.70	0.00	(106.70)	0.0
Total Program Expenses	\$1,179.05	\$3,188.85	\$2,009.80	63.0 %	\$71,452.87	\$58,233.45	\$(13,219.42)	(22.7)%
General & Administrative Expenses								
Salaries and Wages	\$9,210.20	\$10,356.08	\$1,145.88	11.1%	\$85,966.77	\$93,204.76	\$7,237.99	7.8%
Wildland Personnel	0.00	6,350.00	6,350.00	100.0	0.00	19,050.00	19,050.00	100.0
Volunteer-Employee Volunteer Personnel	1,242.00	2,000.00	758.00	37.9	11,535.75	18,000.00	6,464.25	35.9
Firewise Personnel	0.00	3,600.00	3,600.00	100.0	15,860.00	32,400.00	16,540.00	51.0
Longevity Bonus	0.00	0.00	0.00	0.0	218.00	218.00	0.00	0.0
FICA and Medicare	695.31	1,372.50	677.19	49.3	8,049.92	12,352.50	4,302.58	34.8
Retirement	552.88	806.50	253.62	31.4	18,270.41	19,258.50	988.09	5.1
Health Insurance	2,258.70	2,295.00	36.30	1.6	18,069.60	20,655.00	2,585.40	12.5
Worker's Compensation	0.00	0.00	0.00	0.0	5,580.00	13,199.25	7,619.25	57.7
Unemployment	72.64	120.66	48.02	39.8	762.34	1,086.02	323.68	29.8
Total General & Administrative Expenses	\$14,031.73	\$26,900.74	\$12,869.01	47.8 %	\$164,312.79	\$229,424.03	\$65,111.24	28.4 %
Total Expenses	\$15,210.78	\$30,089.59	\$14,878.81	49.4%	\$235,765.66	\$287,657.48	\$51,891.82	18.0%
Net Income (Loss)	\$(15,210.78)	\$(30,089.59)	\$14,878.81	49.4%	(\$235,765.66)	\$(287,657.48)	\$51,891.82	18.0%

Income Statement

(Original Budget to Actual Comparison) For the period of 3/1/2020 Through 3/31/2020

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

		Current Period				Year To Date		
	Actual	Budget	Variance	%	Actual	Budget	Variance	%
Program Expenses								
Contract Services	\$0.00	\$104.16	\$104.16	100.0%	\$0.00	\$937.52	\$937.52	100.0%
Miscellaneous	208.00	41.66	(166.34)	(399.3)	208.00	375.02	167.02	44.5
Office Supplies	0.00	25.00	25.00	100.0	211.41	225.00	13.59	6.0
Operating Supplies - Library	777.61	333.33	(444.28)	(133.3)	3,083.90	3,000.01	(83.89)	(2.8)
Print and Non-Print Materials	230.85	199.16	(31.69)	(15.9)	2,948.66	3,292.52	343.86	10.4
Rep and Maint - Equipment	0.00	16.66	16.66	100.0	0.00	150.02	150.02	100.0
Small Tools and Equipment	0.00	83.33	83.33	100.0	4,221.01	750.01	(3,471.00)	(462.8)
Telephone	0.00	83.33	83.33	100.0	642.09	750.01	107.92	14.4
E-Rate Exp	40.07	25.00	(15.07)	(60.3)	560.63	225.00	(335.63)	(149.2)
Total Program Expenses	\$1,256.53	\$911.63	\$(344.90)	(37.8)%	\$11,875.70	\$9,705.11	\$(2,170.59)	(22.4)%
General & Administrative Expenses								
Salaries and Wages	\$4,870.62	\$5,272.08	\$401.46	7.6%	\$44,914.84	\$47,448.76	\$2,533.92	5.3%
Longevity Bonus	0.00	0.00	0.00	0.0	563.30	592.00	28.70	4.8
FICA and Medicare	363.78	407.66	43.88	10.8	3,417.26	3,669.02	251.76	6.9
Retirement	263.16	285.08	21.92	7.7	2,594.28	2,565.76	(28.52)	(1.1)
Health Insurance	752.90	810.00	57.10	7.0	7,152.55	7,290.00	137.45	1.9
Worker's Compensation	0.00	0.00	0.00	0.0	148.00	228.00	80.00	35.1
Unemployment	28.78	31.08	2.30	7.4	318.84	279.76	(39.08)	(14.0)
Total General & Administrative Expenses	\$6,279.24	\$6,805.90	\$526.66	7.7 %	\$59,109.07	\$62,073.30	\$2,964.23	4.8 %
Total Expenses	\$7,535.77	\$7,717.53	\$181.76	2.4%	\$70,984.77	\$71,778.41	\$793.64	1.1%
Net Income (Loss)	\$(7,535.77)	\$(7,717.53)	\$181.76	2.4%	(\$70,984.77)	\$(71,778.41)	\$793.64	1.1%

Income Statement

(Original Budget to Actual Comparison)
For the period of 3/1/2020 Through 3/31/2020

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

		Current Period				Year To Date	•	
	Actual	Budget	Variance	%	Actual	Budget	Variance	%
Program Expenses								
Advertising, Printing, & Publishing	\$0.00	\$34.54	\$34.54	100.0%	\$0.00	\$896.38	\$896.38	100.0%
Contract Services	0.00	125.00	125.00	100.0	0.00	1,125.00	1,125.00	100.0
Training & Education	255.00	125.00	(130.00)	(104.0)	614.00	1,125.00	511.00	45.4
Legal Exp - P&Z	1,248.00	249.99	(998.01)	(399.2)	17,394.00	12,250.03	(5,143.97)	(42.0)
Miscellaneous	0.00	25.00	25.00	100.0	88.39	225.00	136.61	60.7
Operating Supplies - P&Z	0.00	20.83	20.83	100.0	375.33	187.51	(187.82)	(100.2)
Small Tools and Equipment	0.00	20.83	20.83	100.0	109.84	187.51	77.67	41.4
Telephone	59.70	50.00	(9.70)	(19.4)	476.55	450.00	(26.55)	(5.9)
Travel	0.00	41.66	41.66	100.0	106.72	375.02	268.30	71.5
Total Program Expenses	\$1,562.70	\$692.85	\$(869.85)	(125.5)%	\$19,164.83	\$16,821.45	\$(2,343.38)	(13.9)%
General & Administrative Expenses								
Salaries and Wages	\$4,455.09	\$6,121.72	\$1,666.63	27.2%	\$37,425.83	\$49,623.84	\$12,198.01	24.6%
Health Benefit Stipend	416.92	0.00	(416.92)	0.0	2,709.98	0.00	(2,709.98)	0.0
FICA and Medicare	372.71	470.45	97.74	20.8	3,081.87	3,813.65	731.78	19.2
Retirement	326.14	493.33	167.19	33.9	2,049.52	2,960.01	910.49	30.8
Health Insurance	5.22	944.44	939.22	99.4	33.93	5,666.68	5,632.75	99.4
Worker's Compensation	0.00	0.00	0.00	0.0	273.00	524.25	251.25	47.9
Unemployment	5.86	16.58	10.72	64.7	345.01	149.26	(195.75)	(131.1)
Total General & Administrative Expenses	\$5,581.94	\$8,046.52	\$2,464.58	30.6 %	\$45,919.14	\$62,737.69	\$16,818.55	26.8 %
Total Expenses	\$7,144.64	\$8,739.37	\$1,594.73	18.2%	\$65,083.97	\$79,559.14	\$14,475.17	18.2%
Net Income (Loss)	\$(7,144.64)	\$(8,739.37)	\$1,594.73	18.2%	(\$65,083.97)	\$(79,559.14)	\$14,475.17	18.2%

Income Statement

(Original Budget to Actual Comparison)
For the period of 3/1/2020 Through 3/31/2020

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

		Current Period				Year To Date	ı	
	Actual	Budget	Variance	%	Actual	Budget	Variance	%
Program Expenses								
Fuel	\$3.39	\$4.16	\$0.77	18.5%	\$31.25	\$37.52	\$6.27	16.7%
Legal Exp - Parks	0.00	125.00	125.00	100.0	0.00	1,125.00	1,125.00	100.0
Miscellaneous	(64.48)	16.66	81.14	487.0	167.02	150.02	(17.00)	(11.3)
Software Service & Support	12.50	33.33	20.83	62.5	100.00	300.01	200.01	66.7
Operating Supplies - Parks	0.00	41.66	41.66	100.0	83.42	375.02	291.60	77.8
R&M Building - Parks	0.00	8.33	8.33	100.0	0.00	75.01	75.01	100.0
Rep and Maint - Vehicles	24.91	208.33	183.42	88.0	1,289.34	1,875.01	585.67	31.2
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	166.66	166.66	100.0	0.00	1,500.02	1,500.02	100.0
Small Tools and Equipment	0.00	25.00	25.00	100.0	55.02	225.00	169.98	75.5
Telephone	2.81	16.66	13.85	83.1	2.81	150.02	147.21	98.1
Uniform Exp Parks	0.00	41.66	41.66	100.0	126.67	375.02	248.35	66.2
Utilities	187.35	208.33	20.98	10.1	1,630.77	1,875.01	244.24	13.0
Purchase of Real Estate-Parks	0.00	0.00	0.00	0.0	43,468.30	48,500.00	5,031.70	10.4
Lease Payments	21.68	25.00	3.32	13.3	173.44	1,225.00	1,051.56	85.8
Total Program Expenses	\$188.16	\$962.44	\$774.28	80.4 %	\$47,128.04	\$58,162.68	\$11,034.64	19.0 %
General & Administrative Expenses								
Salaries and Wages	\$419.38	\$498.16	\$78.78	15.8%	\$3,985.83	\$4,483.52	\$497.69	11.1%
FICA and Medicare	30.63	38.08	7.45	19.6	299.76	342.76	43.00	12.5
Retirement	28.61	39.33	10.72	27.3	270.91	354.01	83.10	23.5
Health Insurance	95.88	114.58	18.70	16.3	785.74	1,031.26	245.52	23.8
Worker's Compensation	0.00	0.00	0.00	0.0	172.00	357.00	185.00	51.8
Unemployment	2.52	1.33	(1.19)	(89.5)	20.45	12.01	(8.44)	(70.3)
Total General & Administrative Expenses	\$577.02	\$691.48	\$114.46	16.6 %	\$5,534.69	\$6,580.56	\$1,045.87	15.9 %
Total Expenses	\$765.18	\$1,653.92	\$888.74	53.7%	\$52,662.73	\$64,743.24	\$12,080.51	18.7%
Net Income (Loss)	\$(765.18)	\$(1,653.92)	\$888.74	53.7%	(\$52,662.73)	\$(64,743.24)	\$12,080.51	18.7%

Income Statement

(Original Budget to Actual Comparison) For the period of 3/1/2020 Through 3/31/2020

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

		Current Period				Year To Date		
	Actual	Budget	Variance	%	Actual	Budget	Variance	%
Program Expenses								
Contract Services	\$50.00	\$466.66	\$416.66	89.3%	\$4,240.98	\$7,500.02	\$3,259.04	43.5%
Engineering Fees	0.00	416.66	416.66	100.0	0.00	3,750.02	3,750.02	100.0
Equipment Rentals - Properties	0.00	8.33	8.33	100.0	0.00	75.01	75.01	100.0
Fuel	6.77	8.33	1.56	18.7	34.63	75.01	40.38	53.8
Legal Exp - Properties	0.00	41.66	41.66	100.0	0.00	375.02	375.02	100.0
Miscellaneous	434.48	83.33	(351.15)	(421.4)	1,569.81	750.01	(819.80)	(109.3)
Software Service & Support	12.50	33.33	20.83	62.5	100.00	300.01	200.01	66.7
Operating Supplies - Properties	512.05	125.00	(387.05)	(309.6)	900.59	1,125.00	224.41	19.9
R&M Building - Properties	96.00	1,666.66	1,570.66	94.2	27,366.16	34,000.02	6,633.86	19.5
Rep and Maint - Vehicles	24.91	208.33	183.42	88.0	1,356.42	1,875.01	518.59	27.7
Rep and Maint - Equipment	0.00	20.83	20.83	100.0	0.00	187.51	187.51	100.0
Rep and Maint - Infrastructure	57.48	250.00	192.52	77.0	4,576.24	11,250.00	6,673.76	59.3
Parking Kiosks Expenses	3,545.44	6,812.50	3,267.06	48.0	84,000.36	103,562.50	19,562.14	18.9
Small Tools and Equipment	76.88	20.83	(56.05)	(269.1)	260.53	187.51	(73.02)	(38.9)
Telephone	2.82	0.00	(2.82)	0.0	2.82	0.00	(2.82)	0.0
Uniform Exp Properties	0.00	41.66	41.66	100.0	126.67	375.02	248.35	66.2
Utilities	3,914.75	3,833.33	(81.42)	(2.1)	31,333.04	34,500.01	3,166.97	9.2
Lease Payments	21.68	25.00	3.32	13.3	173.44	1,225.00	1,051.56	85.8
Total Program Expenses	\$8,755.76	\$14,062.44	\$5,306.68	37.7 %	\$156,041.69	\$201,112.68	\$45,070.99	22.4 %
General & Administrative Expenses								
Salaries and Wages	\$2,596.89	\$3,084.75	\$487.86	15.8%	\$24,681.61	\$27,762.75	\$3,081.14	11.1%
FICA and Medicare	189.69	236.00	46.31	19.6	1,856.19	2,124.00	267.81	12.6
Retirement	177.07	243.66	66.59	27.3	1,677.21	2,193.02	515.81	23.5
Health Insurance	593.77	709.33	115.56	16.3	4,865.19	6,384.01	1,518.82	23.8
Worker's Compensation	0.00	0.00	0.00	0.0	971.00	2,209.50	1,238.50	56.1
Unemployment	15.62	8.41	(7.21)	(85.7)	126.78	75.77	(51.01)	(67.3)
Total General & Administrative Expenses	\$3,573.04	\$4,282.15	\$709.11	16.6 %	\$34,177.98	\$40,749.05	\$6,571.07	16.1 %
Total Expenses	\$12,328.80	\$18,344.59	\$6,015.79	32.8%	\$190,219.67	\$241,861.73	\$51,642.06	21.4%
Net Income (Loss)	\$(12,328.80)	\$(18,344.59)	\$6,015.79	32.8%	(\$190,219.67)	\$(241,861.73)	\$51,642.06	21.4%

Income Statement

(Original Budget to Actual Comparison) For the period of 3/1/2020 Through 3/31/2020

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

		Current Period				Year To Date		
	Actual	Budget	Variance	%	Actual	Budget	Variance	%
<u>Revenues</u>								
Water Usage Fees	\$13,945.34	\$15,000.00	\$(1,054.66)	(7.0)%	\$132,173.80	\$135,000.00	\$(2,826.20)	(2.1)%
Miscellaneous	270.00	250.00	20.00	8.0	2,140.00	2,250.00	(110.00)	(4.9)
Transfers In	10,000.00	10,000.00	0.00	0.0	90,000.00	90,000.00	0.00	0.0
Net Revenues	\$24,215.34	\$25,250.00	\$(1,034.66)	(4.1)%	\$224,313.80	\$227,250.00	\$(2,936.20)	(1.3)%
Program Expenses								
Contract Services	\$900.00	\$916.66	\$16.66	1.8%	\$7,500.30	\$8,250.02	\$749.72	9.1%
Training & Education	0.00	41.66	41.66	100.0	98.50	375.02	276.52	73.7
Dues and Subscriptions	0.00	16.66	16.66	100.0	0.00	150.02	150.02	100.0
Permit Fee Exp - Water	0.00	0.00	0.00	0.0	1,766.01	400.00	(1,366.01)	(341.5)
Engineering Fees	0.00	112.50	112.50	100.0	0.00	1,012.50	1,012.50	100.0
Equipment Rentals	0.00	16.66	16.66	100.0	0.00	150.02	150.02	100.0
Fuel	201.71	166.66	(35.05)	(21.0)	1,387.33	1,500.02	112.69	7.5
Insurance	2,679.60	5,766.66	3,087.06	53.5	3,189.90	6,333.34	3,143.44	49.6
Legal Exp - Water	1,590.00	1,250.00	(340.00)	(27.2)	4,705.50	11,250.00	6,544.50	58.2
Miscellaneous	0.00	56.50	56.50	100.0	192.19	508.50	316.31	62.2
Software Support Exp - Water	12.50	208.33	195.83	94.0	1,515.73	1,875.01	359.28	19.2
Operating Supplies - Water	0.00	250.00	250.00	100.0	2,659.40	2,250.00	(409.40)	(18.2)
R&M Building - Water	0.00	16.66	16.66	100.0	0.00	150.02	150.02	100.0
Rep and Maint - Vehicles	193.71	208.33	14.62	7.0	1,443.00	1,875.01	432.01	23.0
Rep and Maint - Equipment	0.00	208.33	208.33	100.0	83.49	1,875.01	1,791.52	95.5
Rep and Maint - Infrastructure	2,971.74	2,083.33	(888.41)	(42.6)	9,388.86	18,750.01	9,361.15	49.9
Service Tests/System Testing	30.00	91.66	61.66	67.3	105.00	825.02	720.02	87.3
Small Tools and Equipment	0.00	125.00	125.00	100.0	575.42	1,125.00	549.58	48.9
Telephone Exp - Water	2.82	83.33	80.51	96.6	149.71	750.01	600.30	80.0
DWR Fee Exp	0.00	75.00	75.00	100.0	0.00	675.00	675.00	100.0
Uniform Exp Water	0.00	41.66	41.66	100.0	126.74	375.02	248.28	66.2
Utilities Exp - Water	38.32	41.66	3.34	8.0	307.81	375.02	67.21	17.9
Administrative Charge	4,019.33	4,019.33	0.00	0.0	36,173.97	36,174.01	0.04	0.0
Lease Payments	75.88	83.33	7.45	8.9	607.04	1,750.01	1,142.97	65.3
Vehicle Purchase-Water	90.07	0.00	(90.07)	0.0	21,272.81	25,000.00	3,727.19	14.9
Total Program Expenses	\$12,805.68	\$15,879.91	\$3,074.23	19.4 %	\$93,248.71	\$123,753.59	\$30,504.88	24.6 %
General & Administrative Expenses								
Salaries and Wages	\$4,580.86	\$5,441.41	\$860.55	15.8%	\$43,777.75	\$48,972.77	\$5,195.02	10.6%
FICA and Medicare	334.61	416.25	81.64	19.6	3,292.63	3,746.25	453.62	12.1
Retirement	312.35	429.83	117.48	27.3	2,958.58	3,868.51	909.93	23.5

Income Statement

(Original Budget to Actual Comparison)
For the period of 3/1/2020 Through 3/31/2020

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

		Current Period				Year To Date	•	
	Actual	Budget	Variance	%	Actual	Budget	Variance	%
Health Insurance	1,047.38	1,251.33	203.95	16.3	8,582.04	11,262.01	2,679.97	23.8
Worker's Compensation	0.00	0.00	0.00	0.0	2,311.00	3,897.75	1,586.75	40.7
Unemployment	27.56	14.75	(12.81)	(86.8)	228.52	132.75	(95.77)	(72.1)
Total General & Administrative Expenses	\$6,302.76	\$7,553.57	\$1,250.81	16.6 %	\$61,150.52	\$71,880.04	\$10,729.52	14.9 %
Total Expenses	\$19,108.44	\$23,433.48	\$4,325.04	18.5%	\$154,399.23	\$195,633.63	\$41,234.40	21.1%
Net Income (Loss)	\$5,106.90	\$1,816.52	\$3,290.38	181.1%	\$69,914.57	\$31,616.37	\$38,298.20	121.1%

Income Statement

(Original Budget to Actual Comparison) For the period of 3/1/2020 Through 3/31/2020

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

		Current Period				Year To Date)	
	Actual	Budget	Variance	%	Actual	Budget	Variance	%
Revenues								
Sewer Usage Fees	\$14,193.65	\$15,416.66	\$(1,223.01)	(7.9)%	\$135,623.76	\$138,750.02	\$(3,126.26)	(2.3)%
Interest and Investment Earnings	4.54	8.33	(3.79)	(45.5)	40.78	75.01	(34.23)	(45.6)
Transfers In	5,833.33	5,833.33	0.00	0.0	52,499.97	52,500.01	(0.04)	0.0
Net Revenues	\$20,031.52	\$21,258.32	\$(1,226.80)	(5.8)%	\$188,164.51	\$191,325.04	\$(3,160.53)	(1.7)%
Program Expenses								
Advertising, Printing, & Publishing	\$0.00	\$0.00	\$0.00	0.0%	\$16.21	\$0.00	\$(16.21)	0.0%
Contract Services	3,200.00	3,200.00	0.00	0.0	25,870.00	28,800.00	2,930.00	10.2
Training & Education	0.00	8.33	8.33	100.0	0.00	75.01	75.01	100.0
Permit Fee Exp - Sewer	0.00	104.16	104.16	100.0	0.00	937.52	937.52	100.0
Engineering Fees	0.00	1,666.66	1,666.66	100.0	1,350.00	15,000.02	13,650.02	91.0
Equipment Rentals	0.00	16.66	16.66	100.0	0.00	150.02	150.02	100.0
Fuel	42.77	175.00	132.23	75.6	1,158.40	1,575.00	416.60	26.5
Insurance	3,036.88	6,400.00	3,363.12	52.5	3,615.22	7,000.00	3,384.78	48.4
Legal Exp - Sewer	0.00	16.66	16.66	100.0	19.50	150.02	130.52	87.0
Miscellaneous	0.00	27.16	27.16	100.0	166.10	244.52	78.42	32.1
Software Support Exp - Sewer	12.50	208.33	195.83	94.0	1,515.73	1,875.01	359.28	19.2
Operating Supplies - Sewer	4,124.11	1,250.00	(2,874.11)	(229.9)	5,179.62	11,250.00	6,070.38	54.0
R&M Building - Sewer	0.00	8.33	8.33	100.0	0.00	75.01	75.01	100.0
Rep and Maint - Vehicles	68.07	100.00	31.93	31.9	1,594.50	900.00	(694.50)	(77.2)
Rep and Maint - Equipment	0.00	625.00	625.00	100.0	1,222.71	5,625.00	4,402.29	78.3
Rep and Maint - Infrastructure	149.48	2,083.33	1,933.85	92.8	1,665.14	18,750.01	17,084.87	91.1
Service Tests/System Testing	778.40	791.66	13.26	1.7	9,689.00	8,625.02	(1,063.98)	(12.3)
Small Tools and Equipment	0.00	125.00	125.00	100.0	3,384.12	1,125.00	(2,259.12)	(200.8)
Telephone Exp - Sewer	2.81	75.00	72.19	96.3	149.70	675.00	525.30	77.8
Uniform Exp Sewer	0.00	41.66	41.66	100.0	126.74	375.02	248.28	66.2
Utilities	181.83	250.00	68.17	27.3	1,827.80	2,250.00	422.20	18.8
Administrative Charge	4,019.33	4,019.33	0.00	0.0	36,173.97	36,174.01	0.04	0.0
Sewer Principal Expense	0.00	0.00	0.00	0.0	11,742.43	12,000.00	257.57	2.1
Sewer Interest Expense	0.00	0.00	0.00	0.0	6,680.04	7,500.00	819.96	10.9
Lease Payments	75.88	83.33	7.45	8.9	607.04	1,750.01	1,142.97	65.3
Total Program Expenses	\$15,692.06	\$21,275.60	\$5,583.54	26.2 %	\$113,753.97	\$162,881.20	\$49,127.23	30.2 %
General & Administrative Expenses								
Salaries and Wages	\$2,483.98	\$2,950.58	\$466.60	15.8%	\$23,608.47	\$26,555.26	\$2,946.79	11.1%
FICA and Medicare	181.44	236.00	54.56	23.1	1,775.52	2,124.00	348.48	16.4
Retirement	169.38	233.08	63.70	27.3	1,604.30	2,097.76	493.46	23.5

Income Statement

(Original Budget to Actual Comparison)
For the period of 3/1/2020 Through 3/31/2020

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

		Current Period				Year To Date		
	Actual	Budget	Variance	%	Actual	Budget	Variance	%
Health Insurance	567.94	678.50	110.56	16.3	4,653.63	6,106.50	1,452.87	23.8
Worker's Compensation	0.00	0.00	0.00	0.0	1,164.00	2,113.50	949.50	44.9
Unemployment	14.94	8.00	(6.94)	(86.8)	121.31	72.00	(49.31)	(68.5)
Total General & Administrative Expenses	\$3,417.68	\$4,106.16	\$688.48	16.8 %	\$32,927.23	\$39,069.02	\$6,141.79	15.7 %
Total Expenses	\$19,109.74	\$25,381.76	\$6,272.02	24.7%	\$146,681.20	\$201,950.22	\$55,269.02	27.4%
Net Income (Loss)	\$921.78	\$(4,123.44)	\$5,045.22	122.4%	\$41,483.31	\$(10,625.18)	\$52,108.49	490.4%

Income Statement

(Original Budget to Actual Comparison) For the period of 3/1/2020 Through 3/31/2020

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

		Current Period				Year To Date		
	Actual	Budget	Variance	%	Actual	Budget	Variance	%
Revenues								
Sanitation Usage Fees	\$14,621.98	\$15,833.33	\$(1,211.35)	(7.7)%	\$139,180.93	\$142,500.01	\$(3,319.08)	(2.3)%
Miscellaneous	0.00	83.33	(83.33)	(100.0)	324.00	750.01	(426.01)	(56.8)
Net Revenues	\$14,621.98	\$15,916.66	\$(1,294.68)	(8.1)%	\$139,504.93	\$143,250.02	\$(3,745.09)	(2.6)%
Program Expenses								
Contract Services	\$0.00	\$41.66	\$41.66	100.0%	\$0.00	\$375.02	\$375.02	100.0%
Recycling Contract Exp	120.00	166.66	46.66	28.0	1,320.00	1,500.02	180.02	12.0
Training & Education	0.00	25.00	25.00	100.0	0.00	225.00	225.00	100.0
Equipment Rentals	0.00	83.33	83.33	100.0	0.00	750.01	750.01	100.0
Fuel	426.10	708.33	282.23	39.8	5,267.45	6,375.01	1,107.56	17.4
Insurance	3,572.80	7,566.66	3,993.86	52.8	4,253.20	8,333.34	4,080.14	49.0
Landfill Tipping Fees	1,459.60	1,958.33	498.73	25.5	13,353.60	17,625.01	4,271.41	24.2
Miscellaneous	0.00	20.00	20.00	100.0	88.15	180.00	91.85	51.0
Software Support Exp - Trash	12.50	0.00	(12.50)	0.0	1,188.26	0.00	(1,188.26)	0.0
Operating Supplies - Trash	0.00	16.66	16.66	100.0	83.46	150.02	66.56	44.4
R&M Building - Trash	0.00	12.50	12.50	100.0	0.00	112.50	112.50	100.0
Rep and Maint - Vehicles	(396.78)	1,000.00	1,396.78	139.7	6,418.52	9,000.00	2,581.48	28.7
Rep and Maint - Equipment	0.00	166.66	166.66	100.0	71.47	1,500.02	1,428.55	95.2
R&M Trash - Infrastructure	0.00	0.00	0.00	0.0	52.01	0.00	(52.01)	0.0
Small Tools and Equipment	0.00	108.33	108.33	100.0	5,005.85	5,975.01	969.16	16.2
Telephone Exp - Trash	2.82	75.00	72.18	96.2	149.73	675.00	525.27	77.8
Uniform Exp Trash	0.00	41.66	41.66	100.0	126.74	375.02	248.28	66.2
Administrative Charge	4,019.33	4,019.33	0.00	0.0	36,173.97	36,174.01	0.04	0.0
Lease Payments	0.00	0.00	0.00	0.0	0.00	1,000.00	1,000.00	100.0
Transfers Out	0.00	0.00	0.00	0.0	5,000.00	5,000.00	0.00	0.0
Total Program Expenses	\$9,216.37	\$16,010.11	\$6,793.74	42.4 %	\$78,552.41	\$95,324.99	\$16,772.58	17.6 %
General & Administrative Expenses								
Salaries and Wages	\$3,951.80	\$4,694.16	\$742.36	15.8%	\$37,558.99	\$42,247.52	\$4,688.53	11.1%
FICA and Medicare	288.66	359.08	70.42	19.6	2,824.66	3,231.76	407.10	12.6
Retirement	269.46	370.75	101.29	27.3	2,552.29	3,336.75	784.46	23.5
Health Insurance	903.55	1,079.50	175.95	16.3	7,403.50	9,715.50	2,312.00	23.8
Worker's Compensation	0.00	0.00	0.00	0.0	3,261.00	3,362.25	101.25	3.0
Unemployment	23.77	12.75	(11.02)	(86.4)	192.95	114.75	(78.20)	(68.1)
Total General & Administrative Expenses	\$5,437.24	\$6,516.24	\$1,079.00	16.6 %	\$53,793.39	\$62,008.53	\$8,215.14	13.2 %
Total Expenses	\$14,653.61	\$22,526.35	\$7,872.74	34.9%	\$132,345.80	\$157,333.52	\$24,987.72	15.9%

Income Statement

(Original Budget to Actual Comparison)
For the period of 3/1/2020 Through 3/31/2020

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

		Current Period				Year To I	Year To Date		
	Actual	Budget	Variance	%	Actual	Budget	Variance	%	
Net Income (Loss)	\$(31.63)	\$(6,609.69)	\$6,578.06	99.5%	\$7,159.13	\$(14,083.50)	\$21,242.63	150.8%	

Income Statement

(Original Budget to Actual Comparison) For the period of 3/1/2020 Through 3/31/2020

Fund: (3) Road

		Current Period				Year To Date	9	
	Actual	Budget	Variance	%	Actual	Budget	Variance	%
Revenues								
HURF Revenue	\$3,332.63	\$3,220.16	\$112.47	3.5%	\$228,156.49	\$226,783.52	\$1,372.97	0.6%
Interest and Investment Earnings	108.43	29.16	79.27	271.8	848.94	262.52	586.42	223.4
Transfers In	5,514.72	6,166.66	(651.94)	(10.6)	33,630.49	55,500.02	(21,869.53)	(39.4)
Net Revenues	\$8,955.78	\$9,415.98	\$(460.20)	(4.9)%	\$262,635.92	\$282,546.06	\$(19,910.14)	(7.0)%
Program Expenses								
Engineering Fees	\$0.00	\$66.66	\$66.66	100.0%	\$0.00	\$1,500.02	\$1,500.02	100.0%
Equipment Rentals - HURF	0.00	125.00	125.00	100.0	0.00	1,125.00	1,125.00	100.0
Fuel	3.39	4.16	0.77	18.5	31.29	37.52	6.23	16.6
Insurance	1,786.40	2,166.66	380.26	17.6	2,126.60	4,333.34	2,206.74	50.9
Miscellaneous	0.00	12.91	12.91	100.0	106.13	116.27	10.14	8.7
Software Service & Support	12.50	33.33	20.83	62.5	100.00	300.01	200.01	66.7
Operating Supplies - HURF	279.95	58.33	(221.62)	(379.9)	363.43	525.01	161.58	30.8
Public Restroom Supplies	0.00	183.33	183.33	100.0	1,069.12	1,650.01	580.89	35.2
R&M Building - HURF	0.00	0.00	0.00	0.0	3,143.15	6,300.00	3,156.85	50.1
Rep and Maint - Vehicles	24.92	200.00	175.08	87.5	1,290.17	1,800.00	509.83	28.3
Rep and Maint - Equipment	0.00	29.16	29.16	100.0	0.00	262.52	262.52	100.0
Rep and Maint - Infrastructure	0.00	1,000.00	1,000.00	100.0	1,702.52	9,000.00	7,297.48	81.1
Small Tools and Equipment	0.00	41.66	41.66	100.0	504.38	375.02	(129.36)	(34.5)
Street Lights	920.46	1,041.66	121.20	11.6	8,331.40	9,375.02	1,043.62	11.1
Street Supplies	963.27	0.00	(963.27)	0.0	5,141.07	3,000.00	(2,141.07)	(71.4)
Telephone	2.81	16.66	13.85	83.1	2.81	150.02	147.21	98.1
Uniform Exp - HURF	0.00	41.66	41.66	100.0	126.77	375.02	248.25	66.2
Administrative Charge	881.17	881.16	(0.01)	0.0	7,930.53	7,930.52	(0.01)	0.0
Lease Payments	21.69	25.00	3.31	13.2	173.52	1,225.00	1,051.48	85.8
Total Program Expenses	\$4,896.56	\$5,927.34	\$1,030.78	17.4 %	\$32,142.89	\$49,380.30	\$17,237.41	34.9 %
General & Administrative Expenses								
Salaries and Wages	\$3,172.08	\$3,612.00	\$439.92	12.2%	\$29,547.62	\$32,508.00	\$2,960.38	9.1%
FICA and Medicare	235.43	276.33	40.90	14.8	2,238.44	2,487.01	248.57	10.0
Retirement	142.98	196.75	53.77	27.3	1,354.30	1,770.75	416.45	23.5
Health Insurance	479.44	572.75	93.31	16.3	3,928.40	5,154.75	1,226.35	23.8
Worker's Compensation	0.00	0.00	0.00	0.0	985.00	2,130.00	1,145.00	53.8
Unemployment	29.29	15.08	(14.21)	(94.2)	166.75	135.76	(30.99)	(22.8)
Total General & Administrative Expenses	\$4,059.22	\$4,672.91	\$613.69	13.1 %	\$38,220.51	\$44,186.27	\$5,965.76	13.5 %
Total Expenses	\$8,955.78	\$10,600.25	\$1,644.47	15.5%	\$70,363.40	\$93,566.57	\$23,203.17	24.8%

Income Statement

(Original Budget to Actual Comparison)
For the period of 3/1/2020 Through 3/31/2020

Fund: (3) Road

		Current Per	iod		Year To Date			
	Actual	Budget	Variance	%	Actual	Budget	Variance	%
Net Income (Loss)	\$0.00	\$(1,184.27)	\$1,184.27	100.0%	\$192,272.52	\$188,979.49	\$3,293.03	1.7%

Balance Sheet As of 3/31/2020

Fund: (1) General

<u>Current Assets</u>		
LGIP	\$1,672.26	
Petty Cash - General Gov	275.00	
Auto Lieu Taxes	1,209.00	
City Sales Taxes	138,908.63	
Franchise Fees	3,596.84	
GF Accounts Receivable	30.00	
Property Taxes	11,657.97	
Rents	(254.05)	
State Sales Taxes	1,530.91	
Court - Checking & Bond Acct	105,036.50	
Court - JCEF Acct	12,790.38	
Court - FTG Acct	6,167.01	
Petty Cash - Fire Dept	150.00	
Petty Cash - Library	150.00	
NBA Checking	129,881.53	
OAZ Checking	293,846.70	
OAZ General Savings	395,247.85	
OAZ CTL Business Savings	5.00	
Total Current Assets	\$1,101,8	901.53
Other Assets		
Due From Other Funds	\$1,198,893.56	
Total Other Assets	1,198,8	393.56
Total Assets	\$2,300,7	795.09
Liab	ilities and Net Assets	
	ilities and Net Assets	
Current Liabilities Accounts Payable	ilities and Net Assets \$1,277.65	
<u>Current Liabilities</u>		
Current Liabilities Accounts Payable	\$1,277.65	
Current Liabilities Accounts Payable Federal WH & FICA	\$1,277.65 (9.81)	
Current Liabilities Accounts Payable Federal WH & FICA Arizona Withholding	\$1,277.65 (9.81) (35.05)	
Current Liabilities Accounts Payable Federal WH & FICA Arizona Withholding Unemployment Taxes	\$1,277.65 (9.81) (35.05) 184.71	
Current Liabilities Accounts Payable Federal WH & FICA Arizona Withholding Unemployment Taxes AFLAC	\$1,277.65 (9.81) (35.05) 184.71 (410.12)	
Current Liabilities Accounts Payable Federal WH & FICA Arizona Withholding Unemployment Taxes AFLAC Health Insurance	\$1,277.65 (9.81) (35.05) 184.71 (410.12) (3,258.09)	
Current Liabilities Accounts Payable Federal WH & FICA Arizona Withholding Unemployment Taxes AFLAC Health Insurance 457G Retirement	\$1,277.65 (9.81) (35.05) 184.71 (410.12) (3,258.09) 66.53	
Current Liabilities Accounts Payable Federal WH & FICA Arizona Withholding Unemployment Taxes AFLAC Health Insurance 457G Retirement PSPRS	\$1,277.65 (9.81) (35.05) 184.71 (410.12) (3,258.09) 66.53 (0.22)	
Current Liabilities Accounts Payable Federal WH & FICA Arizona Withholding Unemployment Taxes AFLAC Health Insurance 457G Retirement PSPRS Customer Deposits	\$1,277.65 (9.81) (35.05) 184.71 (410.12) (3,258.09) 66.53 (0.22) 6,760.72	
Current Liabilities Accounts Payable Federal WH & FICA Arizona Withholding Unemployment Taxes AFLAC Health Insurance 457G Retirement PSPRS Customer Deposits FD Per Call Payable	\$1,277.65 (9.81) (35.05) 184.71 (410.12) (3,258.09) 66.53 (0.22) 6,760.72 6,378.75	
Current Liabilities Accounts Payable Federal WH & FICA Arizona Withholding Unemployment Taxes AFLAC Health Insurance 457G Retirement PSPRS Customer Deposits FD Per Call Payable Ganishments Payable	\$1,277.65 (9.81) (35.05) 184.71 (410.12) (3,258.09) 66.53 (0.22) 6,760.72 6,378.75 1,735.51	
Current Liabilities Accounts Payable Federal WH & FICA Arizona Withholding Unemployment Taxes AFLAC Health Insurance 457G Retirement PSPRS Customer Deposits FD Per Call Payable Ganishments Payable Wages Payable	\$1,277.65 (9.81) (35.05) 184.71 (410.12) (3,258.09) 66.53 (0.22) 6,760.72 6,378.75 1,735.51 16,542.22	
Current Liabilities Accounts Payable Federal WH & FICA Arizona Withholding Unemployment Taxes AFLAC Health Insurance 457G Retirement PSPRS Customer Deposits FD Per Call Payable Ganishments Payable Wages Payable Due To Other Funds	\$1,277.65 (9.81) (35.05) 184.71 (410.12) (3,258.09) 66.53 (0.22) 6,760.72 6,378.75 1,735.51 16,542.22 1,510,957.46	
Current Liabilities Accounts Payable Federal WH & FICA Arizona Withholding Unemployment Taxes AFLAC Health Insurance 457G Retirement PSPRS Customer Deposits FD Per Call Payable Ganishments Payable Wages Payable Due To Other Funds Court Liabilities	\$1,277.65 (9.81) (35.05) 184.71 (410.12) (3,258.09) 66.53 (0.22) 6,760.72 6,378.75 1,735.51 16,542.22 1,510,957.46 10,835.64	056.92
Current Liabilities Accounts Payable Federal WH & FICA Arizona Withholding Unemployment Taxes AFLAC Health Insurance 457G Retirement PSPRS Customer Deposits FD Per Call Payable Ganishments Payable Wages Payable Due To Other Funds Court Liabilities Suspense Account	\$1,277.65 (9.81) (35.05) 184.71 (410.12) (3,258.09) 66.53 (0.22) 6,760.72 6,378.75 1,735.51 16,542.22 1,510,957.46 10,835.64 31.02	
Current Liabilities Accounts Payable Federal WH & FICA Arizona Withholding Unemployment Taxes AFLAC Health Insurance 457G Retirement PSPRS Customer Deposits FD Per Call Payable Ganishments Payable Wages Payable Due To Other Funds Court Liabilities Suspense Account Total Current Liabilities	\$1,277.65 (9.81) (35.05) 184.71 (410.12) (3,258.09) 66.53 (0.22) 6,760.72 6,378.75 1,735.51 16,542.22 1,510,957.46 10,835.64 31.02	
Current Liabilities Accounts Payable Federal WH & FICA Arizona Withholding Unemployment Taxes AFLAC Health Insurance 457G Retirement PSPRS Customer Deposits FD Per Call Payable Ganishments Payable Wages Payable Due To Other Funds Court Liabilities Suspense Account Total Current Liabilities	\$1,277.65 (9.81) (35.05) 184.71 (410.12) (3,258.09) 66.53 (0.22) 6,760.72 6,378.75 1,735.51 16,542.22 1,510,957.46 10,835.64 31.02	
Current Liabilities Accounts Payable Federal WH & FICA Arizona Withholding Unemployment Taxes AFLAC Health Insurance 457G Retirement PSPRS Customer Deposits FD Per Call Payable Ganishments Payable Wages Payable Due To Other Funds Court Liabilities Suspense Account Total Current Liabilities Net Assets	\$1,277.65 (9.81) (35.05) 184.71 (410.12) (3,258.09) 66.53 (0.22) 6,760.72 6,378.75 1,735.51 16,542.22 1,510,957.46 10,835.64 31.02 \$1,551,0	
Current Liabilities Accounts Payable Federal WH & FICA Arizona Withholding Unemployment Taxes AFLAC Health Insurance 457G Retirement PSPRS Customer Deposits FD Per Call Payable Ganishments Payable Wages Payable Due To Other Funds Court Liabilities Suspense Account Total Current Liabilities Net Assets Unrestricted Funds	\$1,277.65 (9.81) (35.05) 184.71 (410.12) (3,258.09) 66.53 (0.22) 6,760.72 6,378.75 1,735.51 16,542.22 1,510,957.46 10,835.64 31.02 \$1,551,0 \$1,551,0	

4/2/20 2:44:11 PM **Town of Jerome**

Balance Sheet As of 3/31/2020

Fund: (1) General

Total Liabilities and Net Assets

\$2,300,795.09

Income Statement

(Original Budget to Actual Comparison)
For the period of 3/1/2020 Through 3/31/2020

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

		Current Period				Year To Date	e	
	Actual	Budget	Variance	%	Actual	Budget	Variance	%
Revenues								
Property Taxes	\$565.91	\$3,958.33	\$(3,392.42)	(85.7)%	\$45,977.71	\$35,625.01	\$10,352.70	29.1%
City Sales Taxes	106,859.40	72,600.00	34,259.40	47.2	828,430.75	711,400.00	117,030.75	16.5
State Sales Taxes	3,270.48	3,923.33	(652.85)	(16.6)	35,306.86	35,310.01	(3.15)	0.0
Urban Revenue Share	16,164.31	16,164.33	(0.02)	0.0	145,478.79	145,479.01	(0.22)	0.0
Yavapai County for Library	0.00	0.00	0.00	0.0	9,443.13	8,500.00	943.13	11.1
Vehicle License Tax	2,600.21	2,757.50	(157.29)	(5.7)	24,720.59	24,817.50	(96.91)	(0.4)
Fines and Forfeitures	3,993.29	5,416.66	(1,423.37)	(26.3)	43,841.05	48,750.02	(4,908.97)	(10.1)
Court Security Fund Revenue	570.00	0.00	570.00	0.0	8,430.00	0.00	8,430.00	0.0
Building Permits	1,645.60	458.33	1,187.27	259.0	7,648.82	4,125.01	3,523.81	85.4
Planning & Zoning Fees	0.00	291.66	(291.66)	(100.0)	2,318.00	2,625.02	(307.02)	(11.7)
Parking Revenue	15,861.65	14,921.87	939.78	6.3	90,399.60	80,234.39	10,165.21	12.7
Business Licenses	240.00	750.00	(510.00)	(68.0)	3,650.00	6,750.00	(3,100.00)	(45.9)
Commercial Filming Fees	0.00	41.66	(41.66)	(100.0)	0.00	375.02	(375.02)	(100.0)
Fire Dept Services Rev	536.00	625.00	(89.00)	(14.2)	12,564.26	5,625.00	6,939.26	123.4
Franchise Fees	0.00	0.00	0.00	0.0	17,166.57	13,500.00	3,666.57	27.2
Police Officer Safety Equip Rev	117.84	175.00	(57.16)	(32.7)	1,240.05	1,575.00	(334.95)	(21.3)
Police Services	1,466.00	2,400.00	(934.00)	(38.9)	13,381.22	18,800.00	(5,418.78)	(28.8)
Rents	6,563.51	6,543.50	20.01	0.3	59,251.59	58,891.50	360.09	0.6
Utility Reimbursements	590.29	416.66	173.63	41.7	3,665.81	3,750.02	(84.21)	(2.2)
Wildland Fire Fees	0.00	8,333.33	(8,333.33)	(100.0)	0.00	25,000.01	(25,000.01)	(100.0)
Wildlands Wage Reimbursement	0.00	6,333.33	(6,333.33)	(100.0)	0.00	19,000.01	(19,000.01)	(100.0)
Firewise Wage Reimbursement	0.00	4,333.33	(4,333.33)	(100.0)	21,645.33	20,000.01	1,645.32	8.2
Contributions	0.00	16.66	(16.66)	(100.0)	40.00	150.02	(110.02)	(73.3)
Library Contributions	0.00	250.00	(250.00)	(100.0)	599.00	2,250.00	(1,651.00)	(73.4)
Interest	278.64	133.33	145.31	109.0	1,753.18	1,200.01	553.17	46.1
Sale of Assets	0.00	500.00	(500.00)	(100.0)	2,197.00	4,500.00	(2,303.00)	(51.2)
Miscellaneous Revenues	225.00	583.33	(358.33)	(61.4)	6,898.46	5,250.01	1,648.45	31.4
Ins Dividends, Claims, Reimbursmts	0.00	41.66	(41.66)	(100.0)	0.00	375.02	(375.02)	(100.0)
Administrative Charges	12,939.16	12,939.16	0.00	0.0	116,452.44	116,452.52	(0.08)	0.0
Net Revenues	\$174,487.29	\$164,907.96	\$9,579.33	5.8 %	\$1,502,500.21	\$1,400,310.12	\$102,190.09	7.3 %
Net Income (Loss)	\$174,487.29	\$164,907.96	\$9,579.33	5.8%	\$1,502,500.21	\$1,400,310.12	\$102,190.09	7.3%

4/2/20 2:48:31 PM Town of Jerome

Balance Sheet As of 3/31/2020

Fund: (2) Utilities

Current Assets		
Allowance for Doubtful Accts	\$(15,000.00)	
Utilities A/R	59,923.32	
Bond Account	6,946.85	
Replacement & Extension Acct	70,295.04	
Series 2001 Bond Reserve Acct	30,061.87	
Total Current Assets		\$152,227.08
Property, Plant & Equipment		
Buildings-Prop, Plant, Equip	\$2,166,541.66	
Operating Equipment-Prop, Plant, Equip	189,011.29	
Buildings-Acc Depreciation	(1,477,164.98)	
Operating Equipment-Acc Depreciation	(153,793.20)	
Infrastructure	1,399,746.06	
Total Property, Plant & Equipment		2,124,340.83
Other Assets		
Due From Other Funds	\$609,643.80	
Total Other Assets	·	609,643.80
Total Assets	_	\$2,886,211.71
Liab	ilities and Net Assets	
Current Liabilities		
Accounts Payable	\$112.22	
Sales Tax Payable	831.37	
Customer Deposits	24,152.99	
Compensated Absences	2,328.22	
Bonds Payable	148,445.73	
Other Liabilities	6,909.25	
Due To Other Funds	459,532.75	
Accrued Payroll	2,361.76	
Accrued Interest Payable	3,340.02	
Total Current Liabilities		\$648,014.31
Total Liabilities		\$648,014.31
Net Assets		
Unrestricted Fund Balance	771,622.00	
Unrestriced Fund Balance	(153,829.30)	
Unrestricted Fund Balance	1,544,283.00	
Current Year Net Assets	76,121.70	
Total Net Assets		2,238,197.40
Total Liabilities and Net Assets	_	\$2,886,211.71

4/2/20
2:50:52 PM
Balance Sheet
As of 3/31/2020
Fund: (3) Road

Assets

Current Assets

HURF Accounts Receivable

Total Liabilities and Net Assets		\$634,032.40
Total Net Assets		188,675.85
Current Year Net Assets	\$188,675.85	
Net Assets		
Total Liabilities		\$445,356.55
Total Current Liabilities		\$445,356.55
Accrued Payroll	755.11	
Due To Other Funds	444,564.00	
Accounts Payable	\$37.44	
Current Liabilities		
	Liabilities and Net Assets	
Total Assets	_	\$634,032.40
Total Other Assets		262,339.93
Due From Other Funds	\$262,339.93	
Other Assets		
Total Current Assets		\$371,692.47
OAZ HURF Savings	368,066.69	
HURF Accounts Receivable	\$3,625.78	
<u>Current Assets</u>		

Balance Sheet As of 3/31/2020

Fund: (4) Firefighters Pension & Relief

Current Assets		
Investments - Penison & Relief	\$142,578.23	
Total Current Assets		\$142,578.23
Other Assets		
Due From Other Funds	\$34,885.36	
Total Other Assets		34,885.36
Total Assets	- -	\$177,463.59
	Liabilities and Net Assets	
Current Liabilities		
Due To Other Funds	\$22,854.66	
Total Current Liabilities		\$22,854.66
Total Liabilities	_	\$22,854.66
Net Assets		
Unrestricted Fund Balance	152,044.83	
Current Year Net Assets	2,564.10	
Total Net Assets		154,608.93
Total Liabilities and Net Assets	_	\$177,463.59

Balance Sheet As of 3/31/2020

Fund: (5) Operating Grants

Current Assets		
Opr Grants Receivable	\$124,908.75	
Inventory	13,193.06	
Total Current Assets		\$138,101.81
Other Assets		
Due From Other Funds	\$321,183.02	
Total Other Assets		321,183.02
Total Assets	_	\$459,284.83
Liabilities and Net Assets		
Current Liabilities		
Due To Other Funds	\$245,830.66	
Deferred Revenue - Opr Grants	56,436.41	
Accounts Payable - Opr Grants	(12,062.51)	
Total Current Liabilities —	-	\$290,204.56
Total Liabilities	_	\$290,204.56
Net Assets		
Unrestricted Fund Balance	11,433.46	
Current Year Net Assets	157,646.81	
Total Net Assets		169,080.27
Total Liabilities and Net Assets	_	\$459,284.83

4/2/20 3:01:57 PM

Town of Jerome

Balance Sheet As of 3/31/2020

Fund: (6) Capital Grants

Other Assets Due From Other Funds Total Other Assets	\$194,411.68	\$194,411.68
Total Assets	_	\$194,411.68
Liabilities and Net Assets	•	
Current Liabilities		
Deferred Revenue - Cap Grants	\$42,267.65	
Due To Other Funds	55,180.22	
Total Current Liabilities	_	\$97,447.87
Total Liabilities	_	\$97,447.87
Net Assets		
Restricted Fund Balance	\$109,433.10	
Unrestricted Fund Balance	(117,281.30)	
Current Year Net Assets	104,812.01	
Total Net Assets		96,963.81
Total Liabilities and Net Assets	_	\$194,411.68

4/2/20 3:02:38 PM

Town of Jerome

Balance Sheet As of 3/31/2020

Fund: (7) GF Contingencies

Other Assets Due From Other Funds	\$89,351.93	
Total Other Assets	Ψ09,331.33	\$89,351.93
Total Assets		\$89,351.93
Liabilities and Net Assets	.	
Current Liabilities		
Due To Other Funds	\$3,913.97	
Total Current Liabilities		\$3,913.97
Total Liabilities	_	\$3,913.97
Net Assets		
Unrestricted Fund Balance	\$120,310.72	
Current Year Net Assets	(34,872.76)	
Total Net Assets		85,437.96
Total Liabilities and Net Assets		\$89,351.93

4/2/20 **Town of Jerome** 3:03:14 PM **Balance Sheet** As of 3/31/2020 Fund: (9) Capital **Assets Current Assets OAZ Capital Improvements** \$45,675.73 Total Current Assets \$45,675.73 Other Assets Due From Other Funds \$32,124.44 Total Other Assets 32,124.44 **Total Assets** \$77,800.17

\$67,643.86

10,156.31

77,800.17 \$77,800.17

Net Assets

Unrestricted Fund Balance

Total Liabilities and Net Assets

Current Year Net Assets

Total Net Assets

TOWN OF JEROME PARKING REVENUE/EXPENSES March 2020

REVENUE:		YTD REVENUE:	
March 2020		Previous:	\$ 74,537.95
Cash	\$ 484.00		
Credit Card	\$ 15,397.65		
Coins	\$ -		
Check	\$ 38.00		
Chargeback	\$ (58.00)		
Const. Permit	\$ -		
Total Revenue	\$ 15,861.65	To Date:	\$ 90,399.60
MINUS EXPENSES:		YTD EXPENSES	
March 2020		Previous:	\$ 85,191.01
Credit Card Merchant Exp	\$ 2,684.97		
Parking Computer & Software Support	\$ 392.44		
Salary For Parking Enforcement	\$ 540.00		
Phone Lines For Kiosks	\$ 180.32		
Kiosk Supplies*	\$ 287.71		
Total Expenses	\$ 4,085.44	To Date:	\$ 89,276.45
Total Income/Loss	\$ 11,776.21	YTD Income/Loss	\$ 1,123.15

^{*}One Time Costs

Invoice Number Inv.Date	Post.Date Due.Date							
Description	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
VENDOR: 1002 - XEROX FINANCIAL SERV	ICES							\$0.00
03/11/20 03/11/20	03/11/20 04/10/20							
020-0098114-001, 1998507 GG	1.11.6191 - Copier & Equip Lease Expense	\$321.03	\$0.00	\$321.03	03/11/20	10752	ASCUCK _	\$0.00
	INVOICE 031120E TOTALS:	\$321.03	\$0.00	\$321.03				\$0.00
	XEROX FINANCIAL SERVICES TOTALS:	\$321.03	\$0.00	\$321.03			_	\$0.00
VENDOR: 1028 - YAVAPAI CO. EDUCATION	ITECH							\$0.00
030420F 03/04/20	03/04/20 04/03/20							
19-334 LB	1.15.6266 - E-Rate Exp	\$40.07	\$0.00	\$40.07	03/04/20	10733	ASCUCK	\$0.00
19-354 GG	1.11.6192 - Software Support Exp - GG	\$120.00	\$0.00	\$120.00	03/04/20	10733	ASCUCK	\$0.00
19-354 FD	1.14.6185 - Miscellaneous	\$75.00	\$0.00	\$75.00	03/04/20	10733	ASCUCK	\$0.00
19-354 PD	1.13.6192 - Software Service & Support	\$150.00	\$0.00	\$150.00	03/04/20	10733	ASCUCK	\$0.00
	INVOICE 030420F TOTALS:	\$385.07	\$0.00	\$385.07				\$0.00
030420P 03/04/20	03/04/20 04/03/20							
19-354 sewer	2.51.6192 - Software Support Exp - Sewer	\$12.50	\$0.00	\$12.50	03/04/20	10733	ASCUCK	\$0.00
19-354 water	2.50.6192 - Software Support Exp - Water	\$12.50	\$0.00	\$12.50	03/04/20	10733	ASCUCK	\$0.00
19-354 prop	1.18.6192 - Software Service & Support	\$12.50	\$0.00	\$12.50	03/04/20	10733	ASCUCK	\$0.00
19-354 parks	1.17.6192 - Software Service & Support	\$12.50	\$0.00	\$12.50	03/04/20	10733	ASCUCK	\$0.00
19-354 trash	2.52.6192 - Software Support Exp - Trash	\$12.50	\$0.00	\$12.50	03/04/20	10733	ASCUCK	\$0.00
19-354 HURF	3.30.6192 - Software Service & Support	\$12.50	\$0.00	\$12.50	03/04/20	10733	ASCUCK	\$0.00
	INVOICE 030420P TOTALS:	\$75.00	\$0.00	\$75.00				\$0.00
YECT 03/04/20	03/04/20 04/03/20							
19-334 LB	1.15.6266 - E-Rate Exp	\$40.07	\$0.00	\$0.00				\$40.07
19-334 GG	1.11.6192 - Software Support Exp - GG	\$120.00	\$0.00	\$0.00				\$120.00
19-334 FD	1.14.6185 - Miscellaneous	\$75.00	\$0.00	\$0.00				\$75.00
19-334 PD	1.13.6192 - Software Service & Support	\$150.00	\$0.00	\$0.00				\$150.00
	INVOICE YECT TOTALS:	\$385.07	\$0.00	\$0.00			_	\$385.07
YECT2 03/04/20	03/04/20 04/03/20							
19-354 sewer	2.51.6192 - Software Support Exp - Sewer	\$12.50	\$0.00	\$0.00				\$12.50
19-354 water	2.50.6192 - Software Support Exp - Water	\$12.50	\$0.00	\$0.00				\$12.50
19-354 prop	1.18.6192 - Software Service & Support	\$12.50	\$0.00	\$0.00				\$12.50
19-354 parks	1.17.6192 - Software Service & Support	\$12.50	\$0.00	\$0.00				\$12.50
19-354 trash	2.52.6192 - Software Support Exp - Trash	\$12.50	\$0.00	\$0.00				\$12.50
19-354 HURF	3.30.6192 - Software Service & Support	\$12.50	\$0.00	\$0.00				\$12.50
	INVOICE YECT2 TOTALS:	\$75.00	\$0.00	\$0.00			_	\$75.00
YCET 03/05/20	03/05/20 04/04/20							
19-334 LB	1.15.6266 - E-Rate Exp	(\$40.07)	\$0.00	\$0.00				(\$40.07)
19-334 GG	1.11.6192 - Software Support Exp - GG	(\$120.00)	\$0.00	\$0.00				(\$120.00)
19-334 FD	1.14.6185 - Miscellaneous	(\$225.00)	\$0.00	\$0.00				(\$225.00)
	INVOICE YCET TOTALS:	(\$385.07)	\$0.00	\$0.00				(\$385.07)
YCET2CR 03/05/20	03/05/20 04/04/20	•						•
1021200 03/03/20	2.51.6192 - Software Support Exp - Sewer	(\$12.50)	\$0.00	\$0.00				(\$12.50)

Invoice Number	Inv.Date	Post.Date Due.Date							
Description		Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
		2.50.6192 - Software Support Exp - Water	(\$12.50)	\$0.00	\$0.00				(\$12.50)
		1.18.6192 - Software Service & Support	(\$12.50)	\$0.00	\$0.00				(\$12.50)
		1.17.6192 - Software Service & Support	(\$12.50)	\$0.00	\$0.00				(\$12.50)
		2.52.6192 - Software Support Exp - Trash	(\$12.50)	\$0.00	\$0.00				(\$12.50)
		3.30.6192 - Software Service & Support	(\$12.50)	\$0.00	\$0.00				(\$12.50)
		INVOICE YCET2CR TOTALS:	(\$75.00)	\$0.00	\$0.00			_	(\$75.00)
YCETCR	03/05/20	03/05/20 04/04/20							
19-334 LB		1.15.6266 - E-Rate Exp	(\$40.07)	\$0.00	\$0.00				(\$40.07)
19-334 GG		1.11.6192 - Software Support Exp - GG	(\$120.00)	\$0.00	\$0.00				(\$120.00)
19-334 FD		1.14.6185 - Miscellaneous	(\$225.00)	\$0.00	\$0.00				(\$225.00)
19-334 PD		1.13.6192 - Software Service & Support	,	\$0.00	\$0.00				\$0.00
		INVOICE YCETCR TOTALS:	(\$385.07)	\$0.00	\$0.00			_	(\$385.07)
CETCR2	03/11/20	03/11/20 04/10/20							
19-334 LB	00/11/20	1.15.6266 - E-Rate Exp	\$40.07	\$0.00	\$0.00				\$40.07
19-334 GG		1.11.6192 - Software Support Exp - GG	\$120.00	\$0.00	\$0.00				\$120.00
19-334 FD		1.14.6185 - Miscellaneous	\$225.00	\$0.00	\$0.00				\$225.00
10-004 1 5		INVOICE YCETCR2 TOTALS:						_	
		INVOICE TOETONZ TOTALO.	\$385.07	\$0.00	\$0.00				\$385.07
		YAVAPAI CO. EDUCATION TECH TOTALS:	\$460.07	\$0.00	\$460.07				\$0.00
ENDOR: 1033 - BROWN & B	ROWN LAW OF	FICES							\$0.00
31820B	03/18/20	03/18/20 04/17/20							
2492 water		2.50.6170 - Legal Exp - Water	\$1,590.00	\$0.00	\$1,590.00	03/18/20	10760	ASCUCK	\$0.00
		INVOICE 031820B TOTALS:	\$1,590.00	\$0.00	\$1,590.00				\$0.00
		BROWN & BROWN LAW OFFICES TOTALS:	\$1,590.00	\$0.00	\$1,590.00			_	\$0.00
/ENDOR: 1054 - PARKEON									\$0.00
31820Q	03/18/20	03/18/20 04/17/20							
S0131335, IV115156 parki		1.18.6242 - Parking Kiosks Expenses	\$16.75	\$0.00	\$16.75	03/18/20	10761	ASCUCK	\$0.00
S0131335, IV115277 parki	0. 0	1.18.6242 - Parking Kiosks Expenses	\$375.69	\$0.00	\$375.69	03/18/20	10761	ASCUCK	\$0.00
	9 F 9	INVOICE 031820Q TOTALS:	\$392.44	\$0.00	\$392.44				\$0.00
			4002 .7-7	Ψ0.00	4002				ψ0.00
		PARKEON TOTALS:	\$392.44	\$0.00	\$392.44				\$0.00
ENDOR: 1055 - VV LAND PR	RESERVATION IN	ISTITUTE							\$0.00
CR-0000001	03/31/20	03/31/20 11/22/19							·
2019 Town Forum GG	03/31/20	1.11.6185 - Miscellaneous	(\$500.00)	\$0.00	(\$500.00)	03/31/20		ASCUCK	\$0.00
2019 IOWITT ORUIT GG		INVOICE CR-0000001 TOTALS:				03/31/20			
		INVOICE CR-0000001 TOTALS.	(\$500.00)	\$0.00	(\$500.00)				\$0.00
		VV LAND PRESERVATION INSTITUTE TOTALS:	(\$500.00)	\$0.00	(\$500.00)				\$0.00
			(4000.00)	ψ0.00	(4000.00)				ψ0.00
ENDOR: 1068 - VV REGIONA	AL ECONOMIC (\$0.00
030420Q 275 GG	03/04/20	03/04/20 04/03/20 1.11.6125 - Dues, Subs & Memberships	\$500.00	\$0.00	\$500.00	03/04/20	10734	ASCUCK	\$0.00

^{*}V - Denotes Voided Check Entries

Description		Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
·		INVOICE 030420Q TOTALS:	\$500.00	\$0.00	\$500.00			_	\$0.00
		VV REGIONAL ECONOMIC ORG. TOTALS:	\$500.00	\$0.00	\$500.00			_	\$0.00
/ENDOR: 109 - AFLAC									\$0.00
31820K	03/18/20	03/18/20 03/18/20							70.00
Acct # DN513, Inv. 875757		1.10.2405 - AFLAC	\$172.08	\$0.00	\$172.08	03/18/20	10762	ASCUCK	\$0.00
		INVOICE 031820K TOTALS:	\$172.08	\$0.00	\$172.08				\$0.00
		AFLAC TOTALS:	\$172.08	\$0.00	\$172.08			_	\$0.00
ENDOR: 113 - ALL-MED EQUIP	MENT & SER	VICES							\$0.00
031120G	03/11/20	03/11/20 03/11/20							
592873 FD		1.14.6181 - Medical Supplies Exp	\$111.36	\$0.00	\$111.36	03/11/20	10753	ASCUCK	\$0.00
		INVOICE 031120G TOTALS:	\$111.36	\$0.00	\$111.36				\$0.00
		ALL-MED EQUIPMENT & SERVICES TOTALS:	\$111.36	\$0.00	\$111.36			_	\$0.00
/ENDOR: 119 - APS									\$0.00
A.P.S38	03/04/20	03/04/20 03/19/20							
0421621 Fire station		1.18.6285 - Utilities	\$350.51	\$0.00	\$350.51	03/04/20	10735	ASCUCK	\$0.00
2353720 FD gulch		1.18.6285 - Utilities	\$104.51	\$0.00	\$104.51	03/04/20	10735	ASCUCK	\$0.00
2383901 Upper park		1.17.6285 - Utilities	\$39.64	\$0.00	\$39.64	03/04/20	10735	ASCUCK	\$0.00
5613490 Upper park 2		1.17.6285 - Utilities	\$68.43	\$0.00	\$68.43	03/04/20	10735	ASCUCK	\$0.00
8468241 Middle park		1.17.6285 - Utilities	\$39.64	\$0.00	\$39.64	03/04/20	10735	ASCUCK	\$0.00
0024200 Lower park		1.17.6285 - Utilities	\$39.64	\$0.00	\$39.64	03/04/20	10735	ASCUCK	\$0.00
3216010 Hotel Jerome		1.18.6285 - Utilities	\$39.89	\$0.00	\$39.89	03/04/20	10735	ASCUCK	\$0.00
2839800 Ghost Pepper		1.18.6285 - Utilities	\$173.84	\$0.00	\$173.84	03/04/20	10735	ASCUCK	\$0.00
1976520 Co-op		1.18.6285 - Utilities	\$188.54	\$0.00	\$188.54	03/04/20	10735	ASCUCK	\$0.00
7575770 Civic Center		1.18.6285 - Utilities	\$853.40	\$0.00	\$853.40	03/04/20	10735	ASCUCK	\$0.00
6506951 PD		1.18.6285 - Utilities	\$142.94	\$0.00	\$142.94	03/04/20	10735	ASCUCK	\$0.00
4246290 WWTP		2.51.6285 - Utilities	\$181.83	\$0.00	\$181.83	03/04/20	10735	ASCUCK	\$0.00
1490440 Street lights		3.30.6255 - Street Lights		\$0.00	\$0.00				\$0.00
9438060 Roof		1.18.6285 - Utilities	\$13.76	\$0.00	\$13.76	03/04/20	10735	ASCUCK	\$0.00
6109570 Perkinsville Road		1.18.6285 - Utilities	\$147.44	\$0.00	\$147.44	03/04/20	10735	ASCUCK	\$0.00
8061950 Sunshine Hill water	tank	2.50.6285 - Utilities Exp - Water	\$38.32	\$0.00	\$38.32	03/04/20	10735	ASCUCK	\$0.00
		INVOICE A.P.S38 TOTALS:	\$2,422.33	\$0.00	\$2,422.33			_	\$0.00
32520E	03/25/20	03/25/20 04/09/20							
149044 street lights		3.30.6255 - Street Lights	\$920.46	\$0.00	\$920.46 *	V 03/25/20	10782	ASCUCK	\$0.00
		3.30.6255 - Street Lights		\$0.00	(\$920.46) *	V 03/25/20	10782	ASCUCK	\$920.46
		3.30.6255 - Street Lights		\$0.00	\$920.46 *	V 03/25/20	10789	ASCUCK	(\$920.46)
		3.30.6255 - Street Lights		\$0.00	(\$920.46) *	V 03/25/20	10789	ASCUCK	\$920.46
		3.30.6255 - Street Lights		\$0.00	\$920.46	03/25/20	10796	ASCUCK	(\$920.46)
		INVOICE 032520E TOTALS:	\$920.46	\$0.00	\$920.46			_	\$0.00
		APS TOTALS:	\$3,342.79	\$0.00	\$3,342.79			_	\$0.00

Invoice Number Description	Inv.Date	Post.Date Due.Date Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
VENDOR: 120 - ARROW EXPRI	ESS								\$0.00
030420E Sewer sample shipping 122.	03/04/20 276	03/04/20 04/03/20 2.51.6240 - Service Tests/System Testing INVOICE 030420E TOTALS: ARROW EXPRESS TOTALS:	\$45.00 \$45.00 \$45.00	\$0.00 \$0.00 \$0.00	\$45.00 \$45.00 \$45.00	03/04/20	10736	ASCUCK _	\$0.00 \$0.00 \$0.00
VENDOR: 122 - AT&T									\$0.00
030420K 287251435682x02152020 F	03/04/20 PD	03/04/20 04/03/20 1.13.6265 - Telephone INVOICE 030420K TOTALS:	\$45.47 \$45.47 \$45.47	\$0.00 \$0.00 \$0.00	\$45.47 \$45.47 \$45.47	03/04/20	10737	ASCUCK _	\$0.00 \$0.00 \$0.00
VENDOR: 127 - ARIZONA BLUE	E STAKE, INC								\$0.00
030420G 2020-AA0272 annual assess	03/04/20 sment GG	03/04/20 04/03/20 1.11.6125 - Dues, Subs & Memberships INVOICE 030420G TOTALS:	\$30.08 \$30.08	\$0.00 \$0.00	\$30.08 \$30.08	03/04/20	10738	ASCUCK _	\$0.00 \$0.00
		ARIZONA BLUE STAKE, INC TOTALS:	\$30.08	\$0.00	\$30.08			_	\$0.00
VENDOR: 141 - ARIZONA SUPP	REME COURT								\$0.00
030420L 2020-230 CT	03/04/20	03/04/20 03/04/20 1.12.6191 - Copier & Equip Lease Exp INVOICE 030420L TOTALS:	\$1,125.00 \$1,125.00	\$0.00 \$0.00	\$1,125.00 \$1,125.00	03/04/20	10739	ASCUCK _	\$0.00 \$0.00
		ARIZONA SUPREME COURT TOTALS:	\$1,125.00	\$0.00	\$1,125.00				\$0.00
VENDOR: 157 - BOUND TREE I	•								\$0.00
031820P 103795, 83523361 FD	03/18/20	03/18/20 04/17/20 1.14.6181 - Medical Supplies Exp INVOICE 031820P TOTALS: BOUND TREE MEDICAL, LLC TOTALS:	\$215.23 \$215.23 \$215.23	\$0.00 \$0.00 \$0.00	\$215.23 \$215.23 \$215.23	03/18/20	10763	ASCUCK _	\$0.00 \$0.00 \$0.00
VENDOR: 165 - MAVERIK FLEE	ĒΤ								\$0.00
3320MA1 PWALL, Sewer PWALL, Water PWALL, Prop PWALL, Parks PWALL, Trash PWALL, HURF Water Trash	03/03/20	03/03/20 04/02/20 2.51.6145 - Fuel 2.50.6145 - Fuel 1.18.6145 - Fuel 1.17.6145 - Fuel 2.52.6145 - Fuel 3.30.6145 - Fuel 2.50.6145 - Fuel 2.52.6145 - Fuel	\$13.54 \$13.54 \$6.77 \$3.39 \$27.08 \$3.39 \$158.94 \$74.15	\$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00	\$13.54 \$13.54 \$6.77 \$3.39 \$27.08 \$3.39 \$158.94 \$74.15	03/03/20 03/03/20 03/03/20 03/03/20 03/03/20 03/03/20 03/03/20	10731 10731 10731 10731 10731 10731 10731 10731	ASCUCK ASCUCK ASCUCK ASCUCK ASCUCK ASCUCK ASCUCK ASCUCK	\$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00

^{*}V - Denotes Voided Check Entries

Ledger as of : 3/1/2020 to 3/31/2020

Invoice Number	Inv.Date	Post.Date Due.Date							
Description		Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
PD		1.13.6145 - Fuel	\$415.08	\$0.00	\$415.08	03/03/20	10731	ASCUCK	\$0.00
Shuttle		1.11.6245 - Shuttle Expenses	\$135.92	\$0.00	\$135.92	03/03/20	10731	ASCUCK	\$0.00
		INVOICE 3320MA1 TOTALS:	\$851.80	\$0.00	\$851.80				\$0.00
		MAVERIK FLEET TOTALS:	\$851.80	\$0.00	\$851.80				\$0.00
VENDOR: 167 - OFFICE DEPOT									\$0.00
030420N	03/04/20	03/04/20 05/03/20							
63266436, 446634766001 GG	}	1.11.6190 - Office Supplies	\$49.09	\$0.00	\$49.09	03/04/20	10740	ASCUCK	\$0.00
63266436, 446636621001 GG	}	1.11.6190 - Office Supplies	\$30.39	\$0.00	\$30.39	03/04/20	10740	ASCUCK	\$0.00
63266436, 446635690001 GG	;	1.11.6190 - Office Supplies	\$18.21	\$0.00	\$18.21	03/04/20	10740	ASCUCK	\$0.00
		INVOICE 030420N TOTALS:	\$97.69	\$0.00	\$97.69				\$0.00
031820R	03/18/20	03/18/20 05/17/20							
63266436, 455281279001 GG	3	1.11.6190 - Office Supplies	\$38.55	\$0.00	\$38.55	03/18/20	10764	ASCUCK	\$0.00
		INVOICE 031820R TOTALS:	\$38.55	\$0.00	\$38.55			_	\$0.00
		OFFICE DEPOT TOTALS:	\$136.24	\$0.00	\$136.24				\$0.00
VENDOR- 002 CMART ROCUME	NT OOLUTIC	and a second							
VENDOR: 203 - SMART DOCUME									\$0.00
031820\$	03/18/20	03/18/20 03/18/20	0405.00	# 0.00	0405.00	00/40/00	40704	40011014	#0.00
C10253, CT1221-01, 11436 G	G	1.11.6191 - Copier & Equip Lease Expense	\$185.39	\$0.00	\$185.39	03/18/20	10781	ASCUCK	\$0.00
		INVOICE 031820S TOTALS:	\$185.39	\$0.00	\$185.39				\$0.00
		SMART DOCUMENT SOLUTIONS TOTALS:	\$185.39	\$0.00	\$185.39				\$0.00
VENDOR: 204 - SEDONA RECYC	LES, INC								\$0.00
030420H	03/04/20	03/04/20 03/04/20							
Recycling Services, 320 RE		2.52.6111 - Recycling Contract Exp	\$120.00	\$0.00	\$120.00	03/04/20	10741	ASCUCK	\$0.00
		INVOICE 030420H TOTALS:	\$120.00	\$0.00	\$120.00				\$0.00
		SEDONA RECYCLES, INC TOTALS:	\$120.00	\$0.00	\$120.00				\$0.00
VENDOD, 249 VEDIZON WIDEL	FOO		·	·	·				£0.00
VENDOR: 218 - VERIZON WIREL									\$0.00
VERIZON-43	03/11/20	03/11/20 04/05/20	***	***	***	00////00	10751	40011014	**
928 300 5987 Barry Wolstenci	roft P	1.16.6265 - Telephone	\$38.23	\$0.00	\$38.23	03/11/20	10754	ASCUCK	\$0.00
928 300 8701 Rusty Blair FD		1.14.6265 - Telephone	\$65.12	\$0.00	\$65.12	03/11/20	10754	ASCUCK	\$0.00
928 301 7433 Ian Haney FD		1.14.6265 - Telephone	\$60.79	\$0.00	\$60.79	03/11/20	10754	ASCUCK	\$0.00
928 301 7559 Kylie Streck FD)	1.14.6265 - Telephone	\$60.79	\$0.00	\$60.79	03/11/20	10754	ASCUCK	\$0.00
928 821 0133 Jenny van GG		1.11.6265 - Telephone	\$35.12	\$0.00	\$35.12	03/11/20	10754	ASCUCK	\$0.00
access charges FD		1.14.6265 - Telephone	\$21.47	\$0.00	\$21.47	03/11/20	10754	ASCUCK	\$0.00
access charges PZ		1.16.6265 - Telephone	\$21.47	\$0.00	\$21.47	03/11/20	10754	ASCUCK	\$0.00
access charges GG		1.11.6265 - Telephone	\$21.47	\$0.00	\$21.47	03/11/20	10754	ASCUCK	\$0.00
		INVOICE VERIZON-43 TOTALS:	\$324.46	\$0.00	\$324.46				\$0.00
VERIZONPD-5	03/11/20	03/11/20 04/05/20							
928 451 2174 PD device 1		1.18.6242 - Parking Kiosks Expenses	\$30.08	\$0.00	\$30.08	03/11/20	10754	ASCUCK	\$0.00

*V - Denotes Voided Check Entries

Invoice Number	Inv.Date	Post.Date Due.Date							
Description		Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
928 451 2402 PD dept. 2		1.18.6242 - Parking Kiosks Expenses	\$30.08	\$0.00	\$30.08	03/11/20	10754	ASCUCK	\$0.00
928 451 2436 PD dept. 3		1.18.6242 - Parking Kiosks Expenses	\$90.08	\$0.00	\$90.08	03/11/20	10754	ASCUCK	\$0.00
928 821 0736 Allen Muma		1.18.6242 - Parking Kiosks Expenses	\$30.08	\$0.00	\$30.08	03/11/20	10754	ASCUCK	\$0.00
		INVOICE VERIZONPD-5 TOTALS:	\$180.32	\$0.00	\$180.32			_	\$0.00
		VERIZON WIRELESS TOTALS:	\$504.78	\$0.00	\$504.78			_	\$0.00
VENDOR: 224 - LEGEND									\$0.00
030520R	03/05/20	03/05/20 04/04/20							
Acct 00-0001475, Inv. 2003190	sewe	2.51.6240 - Service Tests/System Testing	\$277.00	\$0.00	\$277.00	03/05/20	10751	ASCUCK	\$0.00
Acct 00-0001475, Inv. 2003190	wate	2.50.6240 - Service Tests/System Testing	\$15.00	\$0.00	\$15.00	03/05/20	10751	ASCUCK	\$0.00
		INVOICE 030520R TOTALS:	\$292.00	\$0.00	\$292.00			_	\$0.00
031820C	03/18/20	03/18/20 04/17/20							
Acct 00-0001475, Inv. 2002257		2.51.6240 - Service Tests/System Testing	\$51.00	\$0.00	\$51.00	03/18/20	10765	ASCUCK	\$0.00
Acct 00-0001475, Inv. 2003820	sewe	2.51.6240 - Service Tests/System Testing	\$77.40	\$0.00	\$77.40	03/18/20	10765	ASCUCK	\$0.00
		INVOICE 031820C TOTALS:	\$128.40	\$0.00	\$128.40			_	\$0.00
032520A	03/25/20	03/25/20 04/24/20							
Acct 00-0001475, Inv. 2004286		2.51.6240 - Service Tests/System Testing	\$51.00	\$0.00	\$51.00	*V 03/25/20	10783	ASCUCK	\$0.00
71001 00 000 1 17 0, 1111. 200 1200	00110	2.51.6240 - Service Tests/System Testing	φο1.00	\$0.00		*V 03/25/20	10783	ASCUCK	\$51.00
		2.51.6240 - Service Tests/System Testing		\$0.00		*V 03/25/20	10790	ASCUCK	(\$51.00)
		2.51.6240 - Service Tests/System Testing		\$0.00	•	*V 03/25/20	10790	ASCUCK	\$51.00
		2.51.6240 - Service Tests/System Testing		\$0.00	\$51.00	03/25/20	10797	ASCUCK	(\$51.00)
Acct 00-0001475, Inv. 2004433	sewe	2.51.6240 - Service Tests/System Testing	\$51.00	\$0.00	•	*V 03/25/20	10783	ASCUCK	\$0.00
7,650 00 0001 17 0, 1111. 200 1 100	00110	2.51.6240 - Service Tests/System Testing	φο1.00	\$0.00	·	*V 03/25/20	10783	ASCUCK	\$51.00
		2.51.6240 - Service Tests/System Testing		\$0.00	(' '	*V 03/25/20	10790	ASCUCK	(\$51.00)
		2.51.6240 - Service Tests/System Testing		\$0.00	•	*V 03/25/20	10790	ASCUCK	\$51.00
		2.51.6240 - Service Tests/System Testing		\$0.00	\$51.00	03/25/20	10797	ASCUCK	(\$51.00)
Acct 00-0001475, Inv. 2004434	sewe	2.51.6240 - Service Tests/System Testing	\$226.00	\$0.00	•	*V 03/25/20	10783	ASCUCK	\$0.00
7,001,00,000,111,0,1111,200,110,1		2.51.6240 - Service Tests/System Testing	Ψ220.00	\$0.00	•	*V 03/25/20	10783	ASCUCK	\$226.00
		2.51.6240 - Service Tests/System Testing		\$0.00	('	*V 03/25/20	10790	ASCUCK	(\$226.00)
		2.51.6240 - Service Tests/System Testing		\$0.00	(\$226.00)		10790	ASCUCK	\$226.00
		2.51.6240 - Service Tests/System Testing		\$0.00	\$226.00	03/25/20	10797	ASCUCK	(\$226.00)
Acct 00-0001475, Inv. 2004434	wate	2.50.6240 - Service Tests/System Testing	\$15.00	\$0.00	·	*V 03/25/20	10783	ASCUCK	\$0.00
		2.50.6240 - Service Tests/System Testing	******	\$0.00		*V 03/25/20	10783	ASCUCK	\$15.00
		2.50.6240 - Service Tests/System Testing		\$0.00	('	*V 03/25/20	10790	ASCUCK	(\$15.00)
		2.50.6240 - Service Tests/System Testing		\$0.00		*V 03/25/20	10790	ASCUCK	\$15.00
		2.50.6240 - Service Tests/System Testing		\$0.00	\$15.00	03/25/20	10797	ASCUCK	(\$15.00)
		INVOICE 032520A TOTALS:	\$343.00	\$0.00	\$343.00			_	\$0.00
		LEGEND TOTALS:	\$763.40	\$0.00	\$763.40			_	\$0.00
				*****	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,				
VENDOR: 237 - UNISOURCE ENER									\$0.00
	03/18/20	03/18/20 04/07/20	# 00.00	00.00	#00.00	00/40/00	40700	40011014	#0.00
693726 PD		1.18.6285 - Utilities	\$36.89	\$0.00	\$36.89	03/18/20	10766	ASCUCK	\$0.00
055982 FD		1.18.6285 - Utilities	\$158.02	\$0.00	\$158.02	03/18/20	10766	ASCUCK	\$0.00

Invoice Number	Inv.Date	Post.Date Due.Date							
Description		Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
750593 Civic Center		1.18.6285 - Utilities	\$530.77	\$0.00	\$530.77	03/18/20	10766	ASCUCK	\$0.00
435334 Town yard		1.18.6285 - Utilities	\$202.33	\$0.00	\$202.33	03/18/20	10766	ASCUCK	\$0.00
235334 Co-op		1.18.6285 - Utilities	\$165.01	\$0.00	\$165.01	03/18/20	10766	ASCUCK	\$0.00
		INVOICE UNISOURCE-45 TOTALS:	\$1,093.02	\$0.00	\$1,093.02				\$0.00
		UNISOURCE ENERGY SERVICES TOTALS:	\$1,093.02	\$0.00	\$1,093.02				\$0.00
VENDOR: 238 - VERDE VALLEY	HARDWARE								\$0.00
030420O	03/04/20	03/04/20 03/19/20							
2860 HURF		3.30.6260 - Street Supplies	\$461.04	\$0.00	\$461.04	03/04/20	10742	ASCUCK	\$0.00
2860 HURF		3.30.6195 - Operating Supplies - HURF	\$279.95	\$0.00	\$279.95	03/04/20	10742	ASCUCK	\$0.00
2860 water		2.50.6230 - Rep and Maint - Infrastructure	\$155.23	\$0.00	\$155.23	03/04/20	10742	ASCUCK	\$0.00
2860 trash		2.52.6220 - Rep and Maint - Vehicles	\$8.57	\$0.00	\$8.57	03/04/20	10742	ASCUCK	\$0.00
2860 sewer		2.51.6230 - Rep and Maint - Infrastructure	\$149.48	\$0.00	\$149.48	03/04/20	10742	ASCUCK	\$0.00
2860 prop		1.18.6230 - Rep and Maint - Infrastructure	\$57.48	\$0.00	\$57.48	03/04/20	10742	ASCUCK	\$0.00
2860 prop		1.18.6195 - Operating Supplies - Properties	\$55.14	\$0.00	\$55.14	03/04/20	10742	ASCUCK	\$0.00
		INVOICE 0304200 TOTALS:	\$1,166.89	\$0.00	\$1,166.89				\$0.00
		VERDE VALLEY HARDWARE TOTALS:	\$1,166.89	\$0.00	\$1,166.89				\$0.00
VENDOR: 247 - HILL BROTHER	S CHEMICAL (co							\$0.00
									ψ0.00
031820M	03/18/20	03/18/20 04/17/20	¢2 060 00	00.00	¢2 960 00	02/40/20	10767	ASCHOK	60.00
4842000, 4471771 sewer		2.51.6195 - Operating Supplies - Sewer	\$3,869.00	\$0.00	\$3,869.00	03/18/20	10767	ASCUCK	\$0.00
		INVOICE 031820M TOTALS:	\$3,869.00	\$0.00	\$3,869.00				\$0.00
		HILL BROTHERS CHEMICAL CO TOTALS:	\$3,869.00	\$0.00	\$3,869.00				\$0.00
VENDOR: 249 - POSTMASTER									\$0.00
030420B	03/04/20	03/04/20 03/04/20							
annual postage fee LB		1.15.6185 - Miscellaneous	\$208.00	\$0.00	\$208.00	03/04/20	10743	ASCUCK	\$0.00
		INVOICE 030420B TOTALS:	\$208.00	\$0.00	\$208.00				\$0.00
			\$200.00	Ф 0.00	\$200.00				\$ 0.00
3420MA1	03/04/20	03/04/20 03/04/20	#05.00	#0.00	# 05.00	00/04/00	40720	ACCLICK	#0.00
Postage for March/April News	sietter	1.11.6200 - Postage INVOICE 3420MA1 TOTALS:	\$65.20 \$65.20	\$0.00 \$0.00	\$65.20 \$65.20	03/04/20	10732	ASCUCK	\$0.00 \$0.00
		_	303.20	φυ.υυ 	303.20				\$0.00
		POSTMASTER TOTALS:	\$273.20	\$0.00	\$273.20				\$0.00
VENDOR: 252 - NAPA AUTO PA	RTS								\$0.00
031120A	03/11/20	03/11/20 03/31/20							
31380 sewer		2.51.6220 - Rep and Maint - Vehicles	\$24.93	\$0.00	\$24.93	03/11/20	10755	ASCUCK	\$0.00
31380 water		2.50.6220 - Rep and Maint - Vehicles	\$24.93	\$0.00	\$24.93	03/11/20	10755	ASCUCK	\$0.00
31380 prop		1.18.6220 - Rep and Maint - Vehicles	\$24.91	\$0.00	\$24.91	03/11/20	10755	ASCUCK	\$0.00
31380 parks		1.17.6220 - Rep and Maint - Vehicles	\$24.91	\$0.00	\$24.91	03/11/20	10755	ASCUCK	\$0.00
31380 trash		2.52.6220 - Rep and Maint - Vehicles	\$24.93	\$0.00	\$24.93	03/11/20	10755	ASCUCK	\$0.00
31380 HURF		3.30.6220 - Rep and Maint - Vehicles	\$24.92	\$0.00	\$24.93 \$24.92	03/11/20	10755	ASCUCK	\$0.00
31300 HUNE		3.30.0220 - Nep and Maint - Venicles	φ24.92	φυ.υυ	φ ∠ 4.9 ∠	03/11/20	10733	ASCUCK	φυ.υυ

^{*}V - Denotes Voided Check Entries

Invoice Number	Inv.Date	Post.Date Due.Date							
Description		Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
		INVOICE 031120A TOTALS:	\$149.53	\$0.00	\$149.53				\$0.00
031120B	03/11/20	03/11/20 03/31/20							
31380 water		2.50.6220 - Rep and Maint - Vehicles	\$168.78	\$0.00	\$168.78	03/11/20	10755	ASCUCK	\$0.00
31380 water		2.50.8041 - Vehicle Purchase-Water	\$90.07	\$0.00	\$90.07	03/11/20	10755	ASCUCK	\$0.00
31380 trash		2.52.6220 - Rep and Maint - Vehicles	\$73.00	\$0.00	\$73.00	03/11/20	10755	ASCUCK	\$0.00
31380 prop		1.18.6195 - Operating Supplies - Properties	\$67.25	\$0.00	\$67.25	03/11/20	10755	ASCUCK	\$0.00
31380 sewer		2.51.6220 - Rep and Maint - Vehicles	\$43.14	\$0.00	\$43.14	03/11/20	10755	ASCUCK	\$0.00
31380 GG		1.11.6220 - Rep and Maint - Vehicles	\$79.73	\$0.00	\$79.73	03/11/20	10755	ASCUCK	\$0.00
		INVOICE 031120B TOTALS:	\$521.97	\$0.00	\$521.97				\$0.00
		NAPA AUTO PARTS TOTALS:	\$671.50	\$0.00	\$671.50				\$0.00
/ENDOR: 254 - VERDE VA	LLEY NEWSPAPE	RS							\$0.00
)31820J	03/18/20	03/18/20 03/28/20							
11366, 10688 GG		1.11.6105 - Advertising, Printing, & Publishin	\$38.31	\$0.00	\$38.31	03/18/20	10768	ASCUCK	\$0.00
		INVOICE 031820J TOTALS:	\$38.31	\$0.00	\$38.31				\$0.00
		VERDE VALLEY NEWSPAPERS TOTALS:	\$38.31	\$0.00	\$38.31				\$0.00
ENDOR: 255 - CITY OF CO	OTTONWOOD								\$0.00
31120D	03/11/20	03/11/20 03/11/20							
Dispatch fees, March 20	20 FD	1.14.6120 - Dispatch Fees	\$508.25	\$0.00	\$508.25	03/11/20	10756	ASCUCK	\$0.0
		INVOICE 031120D TOTALS:	\$508.25	\$0.00	\$508.25				\$0.0
		CITY OF COTTONWOOD TOTALS:	\$508.25	\$0.00	\$508.25				\$0.00
/ENDOR: 265 - CONTRAC	T WASTEWATER C	OPERATIONS							\$0.00
030420D	03/04/20	03/04/20 03/29/20							
water, February 2020 1		2.50.6110 - Contract Services	\$900.00	\$0.00	\$900.00	03/04/20	10744	ASCUCK	\$0.00
WWTP, February 2020		2.51.6110 - Contract Services	\$3,200.00	\$0.00	\$3,200.00	03/04/20	10744	ASCUCK	\$0.00
services for new door, Si	•	2.50.6230 - Rep and Maint - Infrastructure	\$1,375.00	\$0.00	\$1,375.00	03/04/20	10744	ASCUCK	\$0.00
supplies for new door 10	014551 wat	2.50.6230 - Rep and Maint - Infrastructure	\$70.25	\$0.00	\$70.25	03/04/20	10744	ASCUCK	\$0.00
		INVOICE 030420D TOTALS:	\$5,545.25	\$0.00	\$5,545.25				\$0.0
		CONTRACT WASTEWATER OPERATIONS TOTALS:	\$5,545.25	\$0.00	\$5,545.25				\$0.0
ENDOR: 270 - KATHLEEN	I JARVIS								\$0.0
030420C	03/04/20	03/04/20 03/11/20							
reimbursement for Home		1.15.6205 - Print and Non-Print Materials	\$177.46	\$0.00	\$177.46	03/04/20	10745	ASCUCK	\$0.00
reimbursement for art su	ıpplies LB	1.15.6195 - Operating Supplies - Library	\$304.87	\$0.00	\$304.87	03/04/20	10745	ASCUCK	\$0.0
		INVOICE 030420C TOTALS:	\$482.33	\$0.00	\$482.33				\$0.0
		KATHLEEN JARVIS TOTALS:	\$482.33	\$0.00	\$482.33				\$0.0
ENDOR: 304 - PITNEY BO	WES GLOBAL								\$0.0

Invoice Number	Inv.Date	Post.Date Due.Date							
Description		Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
031120F	03/11/20	03/11/20 04/10/20							
12100693, 3103780285 GG		1.11.6191 - Copier & Equip Lease Expense	\$175.65	\$0.00	\$175.65	03/11/20	10757	ASCUCK _	\$0.00
		INVOICE 031120F TOTALS:	\$175.65	\$0.00	\$175.65				\$0.00
		PITNEY BOWES GLOBAL TOTALS:	\$175.65	\$0.00	\$175.65			_	\$0.00
VENDOR: 375 - PERSONNEL SA	AFETY ENTER	RPRISES							\$0.00
031820A	03/18/20	03/18/20 04/17/20							
80001143, 101748 GG		1.11.6190 - Office Supplies	\$107.76	\$0.00	\$107.76	03/18/20	10769	ASCUCK	\$0.00
80001143, 101749 LB		1.15.6195 - Operating Supplies - Library	\$58.93	\$0.00	\$58.93	03/18/20	10769	ASCUCK _	\$0.00
		INVOICE 031820A TOTALS:	\$166.69	\$0.00	\$166.69				\$0.00
032520F	03/25/20	03/25/20 04/24/20							
80001143, 101750 prop		1.18.6185 - Miscellaneous	\$386.62	\$0.00	\$386.62	*V 03/25/20	10784	ASCUCK	\$0.00
		1.18.6185 - Miscellaneous		\$0.00	(\$386.62)	*V 03/25/20	10784	ASCUCK	\$386.62
		1.18.6185 - Miscellaneous		\$0.00	\$386.62	*V 03/25/20	10791	ASCUCK	(\$386.62)
		1.18.6185 - Miscellaneous		\$0.00	(\$386.62)	*V 03/25/20	10791	ASCUCK	\$386.62
		1.18.6185 - Miscellaneous		\$0.00	\$386.62	03/25/20	10798	ASCUCK _	(\$386.62)
		INVOICE 032520F TOTALS:	\$386.62	\$0.00	\$386.62				\$0.00
		PERSONNEL SAFETY ENTERPRISES TOTALS:	\$553.31	\$0.00	\$553.31			_	\$0.00
VENDOR: 381 - EXTRICATION O	CONCEPTS, L	LC							\$0.00
031720MA1	03/17/20	03/17/20 04/16/20							
Extrication Gear Grant-ECI-19	970	5.40.6238 - Fire Dept Exp - Opr Grants	\$52,730.70	\$0.00	\$52,730.70	03/17/20	10759	ASCUCK	\$0.00
Extrication Gear Grant-Town	Match	7.25.6295 - Expense - GF Contingencies	\$2,992.53	\$0.00	\$2,992.53	03/17/20	10759	ASCUCK _	\$0.00
		INVOICE 031720MA1 TOTALS:	\$55,723.23	\$0.00	\$55,723.23				\$0.00
		EXTRICATION CONCEPTS, LLC TOTALS:	\$55,723.23	\$0.00	\$55,723.23			_	\$0.00
VENDOR: 384 - USA BLUE BOO	OK								\$0.00
031820L	03/18/20	03/18/20 04/17/20							, , , , ,
959133, 147259 sewer	00/10/20	2.51.6195 - Operating Supplies - Sewer	\$255.11	\$0.00	\$255.11	03/18/20	10770	ASCUCK	\$0.00
,		INVOICE 031820L TOTALS:	\$255.11	\$0.00	\$255.11			_	\$0.00
			Ψ200.11	ψ0.00	Ψ200.11				Ψ0.00
		USA BLUE BOOK TOTALS:	\$255.11	\$0.00	\$255.11			_	\$0.00
VENDOR: 450 - #1 FOOD STOR	E								\$0.00
#1FOODSTORE-5	03/18/20	03/18/20 03/18/20							
Town of Jerome shuttle, Feb.		1.11.6245 - Shuttle Expenses		\$0.00	\$0.00				\$0.00
Jerome PD, Feb. 2020		1.13.6145 - Fuel		\$0.00	\$0.00				\$0.00
Jerome FD, Feb. 2020		1.14.6145 - Fuel	\$211.04	\$0.00	\$211.04	03/18/20	10771	ASCUCK	\$0.00
,		INVOICE #1FOODSTORE-5 TOTALS:	\$211.04	\$0.00	\$211.04			_	\$0.00
					7211104				
		#1 FOOD STORE TOTALS:	\$211.04	\$0.00	\$211.04			_	\$0.00

Invoice Number	Inv.Date	Post.Date Due.Date							
Description		Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
VENDOR: 502 - DANA KEPNER	R CO								\$0.00
031820O	03/18/20	03/18/20 04/17/20							
5124, 9018360-00 water		2.50.6230 - Rep and Maint - Infrastructure	\$189.65	\$0.00	\$189.65	03/18/20	10772	ASCUCK	\$0.00
		INVOICE 0318200 TOTALS:	\$189.65	\$0.00	\$189.65				\$0.00
		DANA KEPNER CO TOTALS:	\$189.65	\$0.00	\$189.65				\$0.00
VENDOR: 513 - HANSON AGG	REGATES LLC								\$0.00
032520C	03/25/20	03/25/20 04/24/20	0450.57	#0.00	0.150.57	*) / 00/05/00	10705	40011016	#0.00
1116795 HURF		3.30.6260 - Street Supplies	\$158.57	\$0.00	\$158.57	*V 03/25/20	10785	ASCUCK	\$0.00
		3.30.6260 - Street Supplies		\$0.00		*V 03/25/20	10785	ASCUCK	\$158.57
		3.30.6260 - Street Supplies		\$0.00	\$158.57	*V 03/25/20	10792	ASCUCK	(\$158.57)
		3.30.6260 - Street Supplies		\$0.00	,	*V 03/25/20	10792	ASCUCK	\$158.57
		3.30.6260 - Street Supplies		\$0.00	\$158.57	03/25/20	10799	ASCUCK	(\$158.57)
1116463 HURF		3.30.6260 - Street Supplies	\$153.59	\$0.00	\$153.59	*V 03/25/20	10785	ASCUCK	\$0.00
		3.30.6260 - Street Supplies		\$0.00	(\$153.59)		10785	ASCUCK	\$153.59
		3.30.6260 - Street Supplies		\$0.00	\$153.59	*V 03/25/20	10792	ASCUCK	(\$153.59)
		3.30.6260 - Street Supplies		\$0.00	(\$153.59)	*V 03/25/20	10792	ASCUCK	\$153.59
		3.30.6260 - Street Supplies		\$0.00	\$153.59	03/25/20	10799	ASCUCK	(\$153.59)
		INVOICE 032520C TOTALS:	\$312.16	\$0.00	\$312.16				\$0.00
		HANSON AGGREGATES LLC TOTALS:	\$312.16	\$0.00	\$312.16			_	\$0.00
VENDOR: 528 - ALVEY SIGNS									\$0.00
031820R	03/18/20	03/18/20 04/17/20							
decal "citation" parking prog		1.18.6242 - Parking Kiosks Expenses	\$46.03	\$0.00	\$46.03	03/18/20	10773	ASCUCK	\$0.00
1 31 3	,	INVOICE 031820R TOTALS:	\$46.03	\$0.00	\$46.03			_	\$0.00
			\$40.03	φυ.υυ	φ 4 0.03				φυ.υυ
		ALVEY SIGNS TOTALS:	\$46.03	\$0.00	\$46.03				\$0.00
VENDOR: 609 - ARCADIA PUB	LISHING								\$0.00
030420A	03/04/20	03/04/20 04/03/20							
21384702 Whiskey Row Fir	e LB	1.15.6205 - Print and Non-Print Materials	\$18.67	\$0.00	\$18.67	03/04/20	10746	ASCUCK	\$0.00
		INVOICE 030420A TOTALS:	\$18.67	\$0.00	\$18.67			_	\$0.00
									<u> </u>
		ARCADIA PUBLISHING TOTALS:	\$18.67	\$0.00	\$18.67				\$0.00
VENDOR: 721 - KAIROS HEAL	TH ARIZONA, IN	NC.							\$0.00
031820H	03/18/20	03/18/20 04/17/20							
Health insurance for March 2	2020, 03	1.10.2406 - Health Insurance	\$13,513.80	\$0.00	\$13,513.80	03/18/20	10774	ASCUCK	\$0.00
		INVOICE 031820H TOTALS:	\$13,513.80	\$0.00	\$13,513.80			_	\$0.00
			φ13,313.0U	φυ.υυ	φ13,313.00				φυ.υυ
		KAIROS HEALTH ARIZONA, INC. TOTALS:	\$13,513.80	\$0.00	\$13,513.80			_	\$0.00
VENDOD, 705 DIEGEL STEEL	TWEAT								# 2.22
VENDOR: 725 - DIESEL DIREC									\$0.00
030420J	03/04/20	03/04/20 03/19/20							

^{*}V - Denotes Voided Check Entries

Invoice Number	Inv.Date	Post.Date Due.Date							
Description		Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
18583, 83492217 water		2.50.6145 - Fuel	\$15.32	\$0.00	\$15.32	03/04/20	10747	ASCUCK	\$0.00
18583, 83492217 sewer		2.51.6145 - Fuel	\$15.32	\$0.00	\$15.32	03/04/20	10747	ASCUCK	\$0.00
18583, 83492217 trash		2.52.6145 - Fuel	\$158.13	\$0.00	\$158.13	03/04/20	10747	ASCUCK	\$0.00
		INVOICE 030420J TOTALS:	\$188.77	\$0.00	\$188.77				\$0.00
031820D	03/18/20	03/18/20 04/02/20							
18583, 83510119 water		2.50.6145 - Fuel	\$13.91	\$0.00	\$13.91	03/18/20	10775	ASCUCK	\$0.00
18583, 83510119 sewer		2.51.6145 - Fuel	\$13.91	\$0.00	\$13.91	03/18/20	10775	ASCUCK	\$0.00
18583, 83510119 trash		2.52.6145 - Fuel	\$166.74	\$0.00	\$166.74	03/18/20	10775	ASCUCK _	\$0.00
		INVOICE 031820D TOTALS:	\$194.56	\$0.00	\$194.56				\$0.00
		DIESEL DIRECT WEST TOTALS:	\$383.33	\$0.00	\$383.33			_	\$0.00
VENDOR: 747 - TOWN OF JERO	ME PR								\$0.00
032520H	03/25/20	03/25/20 03/25/20							
transfer to payroll checking		1.10.2999 - Suspense Account	\$90,000.00	\$0.00		*V 03/25/20	10786	ASCUCK	\$0.00
		1.10.2999 - Suspense Account		\$0.00	,	*V 03/25/20	10786	ASCUCK	\$90,000.00
		1.10.2999 - Suspense Account		\$0.00		*V 03/25/20	10793	ASCUCK	(\$90,000.00
		1.10.2999 - Suspense Account		\$0.00	(, , , ,	*V 03/25/20	10793	ASCUCK	\$90,000.00
		1.10.2999 - Suspense Account		\$0.00	\$90,000.00	03/25/20	10800	ASCUCK _	(\$90,000.00
		INVOICE 032520H 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, L	LTD								\$0.00
032520B	03/25/20	03/25/20 04/24/20							
27778 GG		1.11.6170 - Legal Exp - Gen Gov	\$819.00	\$0.00		*V 03/25/20	10787	ASCUCK	\$0.00
		1.11.6170 - Legal Exp - Gen Gov		\$0.00	('	*V 03/25/20	10787	ASCUCK	\$819.00
		1.11.6170 - Legal Exp - Gen Gov		\$0.00	•	*V 03/25/20	10794	ASCUCK	(\$819.00)
		1.11.6170 - Legal Exp - Gen Gov		\$0.00	,	*V 03/25/20	10794	ASCUCK	\$819.00
		1.11.6170 - Legal Exp - Gen Gov		\$0.00	\$819.00	03/25/20	10801	ASCUCK	(\$819.00)
27778 PZ		1.16.6170 - Legal Exp - P&Z	\$1,248.00	\$0.00		*V 03/25/20	10787	ASCUCK	\$0.00
		1.16.6170 - Legal Exp - P&Z		\$0.00	(. ,	*V 03/25/20	10787	ASCUCK	\$1,248.00
		1.16.6170 - Legal Exp - P&Z		\$0.00		*V 03/25/20	10794	ASCUCK	(\$1,248.00)
		1.16.6170 - Legal Exp - P&Z		\$0.00	(. ,	*V 03/25/20	10794	ASCUCK	\$1,248.00
		1.16.6170 - Legal Exp - P&Z INVOICE 032520B TOTALS:		\$0.00 \$0.00	\$1,248.00	03/25/20	10801	ASCUCK _	(\$1,248.00) \$0.00
			\$2,067.00 		\$2,067.00			_	
		SIMS MACKIN, LTD TOTALS:	\$2,067.00	\$0.00	\$2,067.00				\$0.00
	COMPANY								\$0.00
VENDOR: 754 - ARIZONA BUG (
VENDOR: 754 - ARIZONA BUG (031820F	03/18/20	03/18/20 04/17/20							
		1.18.6110 - Contract Services	\$50.00	\$0.00	\$50.00	03/18/20	10776	ASCUCK _	\$0.00
031820F			\$50.00 \$50.00	\$0.00 \$0.00	\$50.00 \$50.00	03/18/20	10776	ASCUCK _	\$0.00 \$0.00

Invoice Number	Inv.Date	Post.Date Due.Date							
Description		Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
VENDOR: 773 - AZ MUNICIPAL	RISK RET POO	DL P&C							\$0.00
AMRRP-P&C-6	03/18/20	03/18/20 03/18/20							
40001406-12032019 GG		1.11.6155 - Insurance	\$6,788.32	\$0.00	\$6,788.32	03/18/20	10777	ASCUCK	\$0.00
40001406-12032019 water		2.50.6155 - Insurance	\$2,679.60	\$0.00	\$2,679.60	03/18/20	10777	ASCUCK	\$0.00
40001406-12032019 sewer		2.51.6155 - Insurance	\$3,036.88	\$0.00	\$3,036.88	03/18/20	10777	ASCUCK	\$0.00
40001406-12032019 trash		2.52.6155 - Insurance	\$3,572.80	\$0.00	\$3,572.80	03/18/20	10777	ASCUCK	\$0.00
40001406-12032019 HURF		3.30.6155 - Insurance	\$1,786.40	\$0.00	\$1,786.40	03/18/20	10777	ASCUCK	\$0.00
		INVOICE AMRRP-P&C-6 TOTALS:	\$17,864.00	\$0.00	\$17,864.00				\$0.00
		AZ MUNICIPAL RISK RET POOL P&C TOTALS:	\$17,864.00	\$0.00	\$17,864.00				\$0.00
VENDOR: 793 - TOWN OF JERO	OME - UTILITIE	s							\$0.00
TOJUTILITIES-43	03/04/20	03/04/20 04/03/20							
7002-01 Civic Center		1.18.6285 - Utilities	\$216.90	\$0.00	\$216.90	03/04/20	10748	ASCUCK	\$0.00
7015-01 Fire station		1.18.6285 - Utilities	\$137.56	\$0.00	\$137.56	03/04/20	10748	ASCUCK	\$0.00
7031-01 Library		1.18.6285 - Utilities	\$137.56	\$0.00	\$137.56	03/04/20	10748	ASCUCK	\$0.00
7054-01 Police station		1.18.6285 - Utilities	\$177.32	\$0.00	\$177.32	03/04/20	10748	ASCUCK	\$0.00
7060-01 Town yard		1.18.6285 - Utilities	\$137.56	\$0.00	\$137.56	03/04/20	10748	ASCUCK	\$0.00
·		INVOICE TOJUTILITIES-43 TOTALS:	\$806.90	\$0.00	\$806.90				\$0.00
		TOWN OF JEROME - UTILITIES TOTALS:	\$806.90	\$0.00	\$806.90			_	\$0.00
VENDOR: 806 - PRESCOTT LAV	W GROUP, PLO								\$0.00
031820G	03/18/20	03/18/20 04/17/20							
2011-00019, 3051 PD		1.13.6172 - Prosecutor Exp	\$2,491.50	\$0.00	\$2,491.50	03/18/20	10778	ASCUCK	\$0.00
,		INVOICE 031820G TOTALS:	\$2,491.50	\$0.00	\$2,491.50				\$0.00
		PRESCOTT LAW GROUP, PLC TOTALS:	\$2,491.50	\$0.00	\$2,491.50				\$0.00
VENDOR: 866 - DEERE CREDIT	. INC.								\$0.00
JDCFL2-14	03/04/20	03/04/20 04/03/20							*****
510001614248, JD 210L pro		1.18.8040 - Lease Payments	\$21.68	\$0.00	\$21.68	03/04/20	10749	ASCUCK	\$0.00
510001614248, JD210L park	•	1.17.8040 - Lease Payments	\$21.68	\$0.00	\$21.68	03/04/20	10749	ASCUCK	\$0.00
510001614248, JD210L water		2.50.8040 - Lease Payments	\$75.88	\$0.00	\$75.88	03/04/20	10749	ASCUCK	\$0.00
510001614248, JD210L sew		2.51.8040 - Lease Payments	\$75.88	\$0.00	\$75.88	03/04/20	10749	ASCUCK	\$0.00
510001614248, JD210L HUF		3.30.8040 - Lease Payments	\$21.69	\$0.00	\$21.69	03/04/20	10749	ASCUCK	\$0.00
310001014240, 0D210L 1101	· Ci	INVOICE JDCFL2-14 TOTALS:	\$216.81	\$0.00	\$216.81	00/04/20	10743		\$0.00
		DEERE CREDIT, INC. TOTALS:			**************************************				
		BEERE GREBH, INC. TO IAEG.	\$216.81	\$0.00	\$216.81				\$0.00
VENDOR: 895 - COPPER TOWN	I HAULING, LL	С							\$0.00
031820N	03/18/20	03/18/20 04/17/20							
1972031393 HURF		3.30.6260 - Street Supplies	\$149.40	\$0.00	\$149.40	03/18/20	10779	ASCUCK	\$0.00
		INVOICE 031820N TOTALS:	\$149.40	\$0.00	\$149.40				\$0.00

Invoice Number Description	Inv.Date	Post.Date Due.Date Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
·									
VENDOR: 914 - LIFE & PROP	PERTY SAFETY, L	LC							\$0.00
032520D 4066 prop	03/25/20	03/25/20 04/24/20 1.18.6215 - R&M Building - Properties INVOICE 032520D TOTALS:	\$96.00	\$0.00 \$0.00 \$0.00 \$0.00 \$0.00	(\$96.00) * \$96.00 *	V 03/25/20 V 03/25/20 V 03/25/20 V 03/25/20 03/25/20	10788 10788 10795 10795 10802	ASCUCK ASCUCK ASCUCK ASCUCK	\$0.00 \$96.00 (\$96.00) \$96.00 (\$96.00)
		LIFE & PROPERTY SAFETY, LLC TOTALS:	\$96.00	\$0.00	\$96.00				\$0.00
VENDOR: 968 - PATRIOT DIS	SPOSAL, INC.								\$0.00
030420I 0040, 2681 trash	03/04/20	03/04/20 04/03/20 2.52.6165 - Landfill Tipping Fees INVOICE 030420I TOTALS: PATRIOT DISPOSAL, INC. TOTALS:	\$1,459.60 \$1,459.60 \$1,459.60	\$0.00 \$0.00	\$1,459.60 \$1,459.60 \$1,459.60	03/04/20	10750	ASCUCK _	\$0.00 \$0.00 \$0.00
VENDOR: 978 - MCMASTER-	CARR								\$0.00
031120C 358965595 water	03/11/20	03/11/20 04/10/20 2.50.6230 - Rep and Maint - Infrastructure INVOICE 031120C TOTALS: MCMASTER-CARR TOTALS:	\$1,181.61 \$1,181.61 \$1,181.61	\$0.00 \$0.00	\$1,181.61 \$1,181.61 \$1,181.61	03/11/20	10758	ASCUCK _	\$0.00 \$0.00
VENDOR: 995 - MELANIE ATI	KIN								\$0.00
031820E mileage reimbursement	03/18/20	03/18/20 04/17/20 1.11.6275 - Travel INVOICE 031820E TOTALS: MELANIE ATKIN TOTALS:	\$118.45 \$118.45 \$118.45	\$0.00 \$0.00 \$0.00	\$118.45 \$118.45 \$118.45	03/18/20	10780	ASCUCK _	\$0.00 \$0.00 \$0.00
		LEDGER TOTALS:	\$211,943.16	\$0.00	\$211,943.16			_	\$0.00

Payroll check register prior month

Employee Name	Payroll Check Date	Payroll Net Pay
Allen, Gary G	03/05/2020	\$1,196.49
	03/19/2020	\$1,125.63
Atkin, Melanie	03/05/2020	\$1,260.48
	03/19/2020	\$1,260.47
Bauer, Sean L	03/05/2020	\$413.58
	03/19/2020	\$121.64
Blair, Russell	03/05/2020	\$1,668.20
	03/19/2020	\$1,668.19
Boan, Mark	03/05/2020	\$175.16
Boland, Martin	03/05/2020	\$1,378.88
	03/19/2020	\$1,363.50
Brockman, Ronda	03/05/2020	\$1,117.80
	03/19/2020	\$1,117.81
Cays, Rosa	03/05/2020	\$1,230.06
	03/19/2020	\$1,175.92
DeVoss, Giselle M	03/05/2020	\$500.54
	03/19/2020	\$429.29
Driver, Nancy	03/05/2020	\$364.93
	03/19/2020	\$387.77
Dwyer, Joan	03/05/2020	\$464.05
	03/19/2020	\$464.05
Gallagher, Candace	03/05/2020	\$2,488.16
	03/19/2020	\$2,488.16
Haney, Ian A	03/05/2020	\$16.68
	03/19/2020	\$438.05
Harris, Charles G	03/05/2020	\$483.44

	02/10/2022	
	03/19/2020	\$483.44
Hernandez, Ricardo M	03/05/2020	\$502.90
	03/19/2020	\$1,000.09
Jarvis, Kathleen	03/05/2020	\$1,311.43
	03/19/2020	\$1,311.42
Keith, Lyle	03/05/2020	\$1,535.44
	03/19/2020	\$1,535.43
Knight, John R	03/05/2020	\$1,617.84
	03/19/2020	\$1,617.85
Lee, Kerry	03/05/2020	\$1,642.78
	03/19/2020	\$1,196.70
Levering, Laura	03/05/2020	\$376.22
	03/19/2020	\$339.04
Lionberger, William	03/05/2020	\$272.14
	03/19/2020	\$213.89
Marsh, Troy B	03/05/2020	\$938.46
	03/19/2020	\$869.40
Martinez, Jon A	03/05/2020	\$15.70
McDonald, John P	03/05/2020	\$406.18
	03/19/2020	\$452.81
Muenz, Kristen J	03/05/2020	\$1,197.28
	03/19/2020	\$890.89
Muma, Allen L	03/05/2020	\$1,464.16
	03/19/2020	\$1,464.15
Pontious, Janice	03/05/2020	\$459.15
	03/19/2020	\$459.15
San Felice, Russell	03/05/2020	\$1,085.85
	03/19/2020	\$1,085.83

Employee Name	Payroll Check Date	Payroll Net Pay
Schall, Wendy	03/05/2020	\$69.54
	03/19/2020	\$69.54
Shakespeare, Leo	03/05/2020	\$336.87
	03/19/2020	\$278.75
Streck, Kylie L	03/05/2020	\$915.55
	03/19/2020	\$915.55
Warren, Brandon M	03/05/2020	\$380.42
Wessel Dudley, Casner B	03/05/2020	\$791.64
	03/19/2020	\$731.09
Wolstencroft, Barry	03/05/2020	\$210.93
	03/19/2020	\$1.76

MONTHLY STAFF REPORT TO THE MAYOR AND COUNCIL

Candace B. Gallagher, Town Manager/Clerk

WHAT A MONTH!! My activities over the past month have included:

- COVID-19 activities, including daily conference calls with local, County, State and Federal officials, posting
 information and alerts on website and social media, and more. This has been *all-consuming* over the past
 month. Although Town Hall is closed to the public, staff continues to work and things have been busier than
 ever. Kristen, Rosa and I have continued to work onsite at Town Hall. John Knight and Melanie Atkin are working
 from home and coming in as needed. Barry works as needed. Library staffing is minimal at this time. Police, Fire
 and Public Works personnel continue on their usual shifts.
- Researched, established and set up system for remote conferencing for Council and Board meetings and am
 administering the system during those meetings. We are using ZOOM, with recommended security measures
 taken, and broadcasting live on Facebook.
- Received and filed nomination petitions and required paperwork for eight Council candidates in alphabetic order: Alex Barber, Bob Bouwman, Nikki Check, Dr. Jack Dillenberg, Susan Gregory, Sage Harvey, Jane Moore and Mandy Worth.
- Submitted candidate names and ballot question language (Home Rule) to Yavapai County Elections department.
- Arranged for preparation of required publicity pamphlet for primary election.
- Began preparing Home Rule Summary and Detailed Analysis to be submitted to Attorney General for review. (Will be complete by meeting date)
- Completed and submitted USDA SEARCH grant application (to be ratified at this meeting by Council) for \$30,000 toward wastewater engineering study.
- Continued work with NACOG on two CDBG grants (Dundee and Center Avenue improvements).
- Continued work with APS regarding solar installation at 300 Level parking lot.
- Filed FY2019 audited financial statements and expenditure limitation report with Auditor General.
- Finalized sales at auction of Dodge Charger, Dodge RAM truck and iMac computer. These items sold for \$2,550, \$3,050 and \$305 respectively.
- Continued work on window replacement at the Hotel Jerome (USDA grant funded).
- Continued work with staff on the FY2021 budget. I now anticipate public budget meetings to begin in late April
 or early May.
- Reviewed and approved several business license applications.
- Continued maintenance of Town of Jerome website and Facebook page.
- Continued to meet and/or speak individually with residents, businesspeople, contracted professionals, members of the governing body, and staff regarding various issues, including support for Planning & Zoning.
- Continued to field and respond to day-to-day issues requiring my attention.

Following are a water flows report and an accounting of sales tax revenues through February. As always, please feel free to contact me with any questions or concerns.



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

SALES TAX REVENUES

					Compared to
	FYE 2020 BUDGET	FY2020 actual	Budget +/-	FY2019 actual p	rior year +/-
July	72,800	88,280	15,480	72,844	15,436
August	76,400	94,652	18,252	76,404	18,248
September	68,900	77,333	8,433	68,834	8,499
October	92,300	94,743	2,443	92,254	2,489
November	104,300	106,938	2,638	104,329	2,609
December	79,100	103,563	24,463	79,084	24,479
January	83,600	82,098	(1,502)	83,596	(1,498)
February	61,400	72,541	11,141	61,341	11,200
March	72,600			72,552	
April	114,500			114,414	
May	116,500			116,468	
June	84,600			84,593	
Total YTD	1,027,000	720,148	81,348	1,026,713	81,462

TOWN OF JEROME, AZComparison of Restaurant/Bar, Accomodation and Retail Sales Tax Revenues FY2020 vs FY2019

	RESTAURANTS/BARS (Bus Class 11)		ACCOMMODATION (Bus Class 44/144/325/344)			RETAIL			
	FY2020 actual	FY2019 actual	+/-	FY2020 actual	FY2019 actual	+/-	FY2020 actual	FY2019 actual	+/-
July	39,559	26,851	12,708	11,815	11,874	(59)	29,123	26,056	3,067
August	33,614	38,048	(4,434)	12,450	9,666	2,784	32,101	21,251	10,850
September	29,346	29,273	73	11,761	9,229	2,532	28,177	22,174	6,003
October	32,816	34,900	(2,084)	12,094	11,638	456	37,691	34,689	3,002
November	34,381	40,216	(5,835)	17,329	15,297	2,032	45,646	39,245	6,401
December	39,638	26,815	12,823	13,276	11,218	2,058	43,142	32,211	10,931
January	26,239	31,708	(5,469)	9,493	9,268	225	34,031	31,875	2,156
February	27,273	21,469	5,804	9,242	8,266	976	26,862	23,048	3,814
March		27,938			10,104			24,579	
April		46,247		17,631					
May		40,791		14,838			52,098		
June		31,907			12,843			32,687	
Total YTD	262,866	396,163	13,586	97,460	141,872	11,004	276,773	382,818	46,224

Added 1% Bed Tax

Added 170 Ded Tax		
		TOTAL TO DATE
July	1,818	1,818
August	1,929	3,747
September	1,824	5,571
October	1,860	7,431
November	2,661	10,092
December	2,043	12,135
January	1,465	13,600
February	1,422	15,022
March		
April		
May		
June		

WATER FLOWS REPORT

Some fluctuations due to turnout or turn-in of springs as needed.

Reading Date	WALNUT GPM	VERDE GPM
2019		
4-Mar	77	215
11-Mar	95	125
18-Mar	101	226
22-Mar 26-Mar	115 123	220 203
1-Apr	88.8	174
9-Apr	82.5	128
16-Apr	82.5	113
22-Apr	77.2	212
29-Apr	71.4	217
6-May	77.2	205
21-May	71.3	193
28-May	66.4	192
3-Jun	66.4	185
10-Jun 17-Jun	56.6 61	180 178
24-Jun	56.5	175
1-Jul	52	175
8-Jul	52	210
15-Jul	52.1	220
22-Jul	52.1	210
29-Jul	52.1	202
6-Aug	52.1	199
13-Aug	52.1	180
19-Aug	52.1	230
26-Aug	43.5	225
3-Sept	43.5	228
9-Sept	52.1	230
16-Sept	47.5	212
23-Sept 30-Sept	43.5	210
7-Oct	40	212
14-Oct	43.5	212
21-Oct	47.6	216
31-Oct	39.5	232
5-Nov	39.5	232
14-Nov	39.5	192
25-Nov	36	199
2-Dec	39.5	172
9-Dec	47.6	301
11-Dec	39.5	70
16-Dec 17-Dec	39.5 39.5	44 76
23-Dec	39.5	80
30-Dec	47.6	220
2020		
3-Jan	47.6	190
6-Jan	43.5	178
10-Jan	43.5	170
13-Jan	43.5	158
17-Jan	43.5	146
22-Jan	47.5	144
3-Feb	52	136
10-Feb	56.5	125
18-Feb 24-Feb	55.6 56.5	118 120
24-Feb 2-Mar	61	138
9-Mar	61	135
16-Mar	414	330
17-Mar	277	Turned out
23-Mar	211	↓
27-Mar	265	i
30-Mar	328	↓
3-Apr	476	↓
6-Apr	181	↓



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 7, 2020

TO: Honorable Mayor and Jerome Town Council

FROM: Allen Muma, Chief of Police

Attached please find the police activity reports for March 2020.

The March "Calls for Service" report contained no significant calls. There continues to be a significant number of parking related calls due to the paid parking system enforcement activities.

To date, from October 14 through April 1, 2020, the parking system has brought in \$89,829.10 through the kiosks, plus an additional amount in cash, an average of about \$500.00 per month) that has been paid by persons who can't, or do not wish to pay by card or coin. Since March 21, 2020 (COVID restrictions) until April 7, 2020 the system has brought in \$255.00. In March we did update all the programming on the kiosks with new language and added extra time to certain steps which did help reduce the minor problems we were having. I have also been able to start teaching public works to maintain the kiosks.

The COVID-19 situation has been stressful for us all, but we have managed. I have stayed on top of the situation among all the rumors and concerns. I have done my best to keep panic at a minimum and provide accurate information. I have provided updates to council and staff since the beginning, worked with the manager and other department heads to keep Jerome safe. I get daily briefings from the state and county level, participate in weekly web meetings with Yavapai County law enforcement executives, the Office of the Governor, and the Emergency management department. We have added security patrols to our water system, placed some surveillance equipment in place at the police and fire departments, and changed procedures for contacts within the police And fire departments. I have met with almost all of our businesses, and many residents over their concerns, questions and or procedures. We are currently updating the emergency operations plan as well as continuing work on our police accreditation program.

Officer Boan is still off on work related injury, but Officer Warren, who was furloughed from his full-time job, has agreed to work full-time for us in place of Officer Boan until he comes back to work. This has provided me with a nice break, as I had worked almost three weeks straight since COVID-19 broke.

Respectfully,

Allen L. Muma, Chief of Police

Date: **04/08/2020**Page: **1**Agency: **JPD**

Calls For Service Totals By Call Type

03/01/2020 to 03/31/2020

Call	Туре	Totals	
205	Trespass	1	
247	Civil Problem	1	
410	Criminal Damage	6	
459A	Burglar Alarm	2	
471	Fraud / Bad Checks	1	
487	Theft	2	
500	Welfare Check	2	
647A	Suspicious Person	2	
647B	Suspicious Vehicle	1	
692	DUI	1	
901	Injured Person	1	
903	Follow-Up	13	
908F	Found Property	3	
908L	Lost or Stolen Property	3	
917	Abandoned Vehicle	4	
918	Mentally Ill Person	1	
927	Unknown Trouble	3	
961	Accident - No injuries	1	
AA	Agency Assist	8	
ACP	Assist Cottonwood PD	1	
ACPD	Assist Clarkdale PD	4	
AYCS	O Assist YCSO	3	
CO	Call Out	2	
DIS	Disorderly Conduct	6	
DRO	Aerial Drone Complaint	1	
ES	Escort Services	1	
FPF	Fingerprinting	1	
HS	Hazardous Situation	3	
HSE	Hampshire Speed Enforcement	2	
HUC	911 Hang Up Call	1	
INFO	Information	4	
ME	Medical Emergency	3	
MEET	Meeting	1	
NOIS	E Noise Complaint	1	
OA	Officer Assist	1	
OT	Oversize Truck	9	
PARK	Parking Complaint	4	
PARK	5	5	
Drintad By/On: C	CHIEE / 04/08/2020 11:52:00		

Printed By/On: CHIEF / 04/08/2020 11:52:00

CrimeStar® Law Enforcement Records Management System

Licensed to: JEROME POLICE DEPARTMENT

Date: **04/08/2020**Page: **2**Agency: **JPD**

Calls For Service Totals By Call Type

03/01/2020 to 03/31/2020

Call Typ	oe e	Totals	
PE	Parking Enforcement	8	
PKM	Parking Kiosk Maintenance	3	
REC	Reckless Driver	1	
SC	Security Check	4	
SS	Suspicious Situation	2	
T/S	Traffic Stop	3	
TCD	Traffic Control Duties	2	
TI	Threats & Intimidation	2	
TO	Traffic Offense	1	
TRN	Training	1	
VTC	Violation of Town Code	1	

Grand Total for all calls

137

Printed By/On: CHIEF / 04/08/2020 11:52:00

CrimeStar® Law Enforcement Records Management System

Licensed to: JEROME POLICE DEPARTMENT



TOWN OF JEROME, ARIZONA

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

MARCH 2020 STAFF REPORT

From: Melanie Atkin, Accounting/HR Clerk

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 two payrolls through ADP, ran payroll reports, completed various ledgers with the report's information, and posted payroll into the general ledger.
- ❖ Made necessary monthly transfers for HURF, Admin Charges, and Water/Sewer/Trash.
- * Ran monthly fund, departmental, and vendor reports.
- * Created a March summary budget to actual report for General, Utility, and Road funds.

HR Duties:

- ❖ Had two employment events this month for the Fire department. The temporary replacement for an injured Fire employee was hired on full-time as of the 16th. A full-time Fire employee gave notice, their last day will be in the beginning of April.
- ❖ Open enrollment for benefit year 20-21 will begin in May. Communications with KAIROS about new rates, open enrollment set up, and renewal paperwork has begun. Packets will be arriving in April.



Incorporated 1899

TOWN OF JEROME, ARIZONA

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

Deputy Clerk Staff Report for April 2020 Respectfully submitted by Rosa Cays

Prepared packets for Council and Design Review meetings (Planning and Zoning meeting was canceled); attended meetings including the Council's first videoconference meeting; transcribed minutes for the Jerome Town Council, Planning and Zoning Commission, and Design Review Board.

Posted notices of upcoming and cancelled meetings, as well as notices regarding COVID-19.

Worked with members of our community and town staff to publish the March/April town newsletter, *Point of View*. Edited, formatted, and prepared the newsletter for distribution.

Assisted John Knight, zoning administrator, with administrative responsibilities including copyediting documents for P&Z and DRB. Work together to make sure chambers is set up and ready for each meeting. Set up the council chambers for the first online meeting via Zoom. Determined that no more than one or two devices could occupy the space due to sound reverberation.

Assisted with bank reconciliation reports on a weekly basis, instead of daily, since our accounting clerk, Melanie Atkin, is working from home most of the time now. Will do end-of-month reconciliations when I can receive training from Melanie once social distancing restrictions are lifted.

Worked with Candace Gallagher and the Arizona Department of Liquor (ADL) on two separate licenses for local eateries. Still learning the process but did make connection with Risa, Jerome's liaison at ADL, which will make the procedure easier going forward.

Continue to sort through and organize records. During this downtime, Kristen and I will be assessing the records ("file") room on the third floor to better organize and archive what was likely in order at some point but has since gotten disorganized.

Continue to work from Town Hall even though some work can be done remotely. Using this time to clean out and organize my office once tasks that take precedence are completed. Assist Kristen with phone calls and screened visitors when needed.



TOWN OF JEROME, ARIZONA

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

April 2020 staff report for March activity submitted by Kristen Muenz

Utilities

Current debt (45 days past due):

Seventeen shut-off notices went out with March utility statements. Payment was made on eight of the overdue accounts before Yellow Tags were distributed. One of the accounts is on a monthly payment plan and does not receive a Yellow Tag.

Eight Yellow Tags were distributed. Payments were received for all the accounts except for one, which was closed due to the tenant vacating the premise.

Balance owed on these accounts from February billing: \$8,037.53

Balance owed at end of March: \$911.08

A copy of the March AR Aging report is attached.

Business Licenses

Applications submitted: 5

Issued: 1 In process: 8

Renewal reminders went out to 10 businesses whose licenses expire at the end of March. Inspections have been suspended due to the current situation and no business licenses will be issued until business is back to usual.

Rentals

All rental accounts were paid for March.

Founded 1876 Incorporated 1899

TOWN OF JEROME, ARIZONA

POST OFFICE BOX 335, JEROME, ARIZONA 86331 (928) 634-7943 FAX (928) 634-0715 m.boland@jerome.az.gov

Celebrating Our 120th Anniversary 1899 - 2020

MARCH 2020 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

- Graffiti and sticker removal throughout town
- Asphalt patch, hot and cold mix.
- Paint and chalk parking spots
- Repaired dumpster
- Worked on town and fire department vehicles
- Clear rocks from slides throughout town, cleaned up rockslide in the parking above Town Hall.
- Water leak on Jerome Avenue
- Fix storm drain and sewer on School St. fixing the erosion under the concrete

Water

Had an issue with the Giroux St. Regulator. The valves on the 2" weren't working. We were running the system off of the 4" for a while. The screen on the 4" got plugged with silt and sediment and caused the 4" to pop off. Worked until 7:30 pm to get it back on but wasn't able too. Came in at 5:00am the next morning and was able to get the 4" back on. We finally got the valves to work on the 2" and started rebuilding it to get it back on. Replaced everything that we could think of and rebuilt it at least ten times. We finally found a pin hole int the housing of the CRD. We replaced it and the 2" seated instantly and has been back on an working well.

We will be doing regulator rebuilds towards the middle of April for the scheduled maintenance.



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: 2020

Calls by Type	Number	Resident	Non-Resident
EMS Calls	9	3	6
Residential Fire	0	0	0
Commercial Fire	0	0	0
Wildland	0	0	0
Still Assignment	5	4	1
Special Duty	12	7	5
Snake Removal	0	0	0
Tech Rope Rescue	0	0	0
MVA/Rescue	1	0	1
HazMat	2	1	1
Dispatch	0	0	0
Totals:	29	15	14
Total Calls Chief on Scene	27		
Total JFD Meetings Chief Attended	7		

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

JVFD Hours Worked (No Salaried Hours Included in these totals) Total Hours: 159

Fire Chief Meetings	Date
Verde Valley Fire Chief's Meeting	3-4-20
Fire Marshalls Meeting	3-11-20
All other meetings were canceled due to the	
coronavirus outbreak	

Education, Yavapai College Fall Semester:

- Keith Lazaro finished his EMT Basic course at the end of December and Sean Bauer at the end of May. They still need to test national registry, to become EMTs.
 - Ian Haney and Kylie Streck are taking fire investigation and prevention courses this semester through Yavapai College.

Additional Training:

- On March 5th we had a business meeting and Fit test of our SCBA mask and training conducted by Blair.
- On March 12th we had Rescue Strut classroom and hands on conducted by Allen Muma.
- On March 19th we did EMS Corona Virus training and protocols conducted by Muma and Blair.
- On March 26th we did Extrication in the field, stabilizing and cutting up a vehicle conducted by Blair and Muma.
- On March 28th we did Ropes Rescue Training Knots and systems, was conducted by Allen Muma.

Corona virus update

• In preparation for the coronavirus, the Fire Department has provided additional training and protocols for fire Department personnel in order to limit personnel exposures at the station and out on calls. Currently the fire Department building has been closed for all public meetings. The meeting room, door handles and vehicles have been wiped down daily. At this point we have boxes of gloves, N95 masks, eye protection, gowns, biohazard suits, and hand sanitizer in all the vehicles and around the station. Jerome is in an unique situation with a limited population and right now no tourist, it is easy for us to social distance during these times.

Department Affairs and On-going Projects

- Our February call volume is down by 11 calls over last March 40 calls, totaling 29 calls this month. Our year to date call volume is 87 compared with 139 calls YTD 2019. Our Fire Department personnel are performing their tasks in a professional manner with no injuries occurring. This month started out pretty busy but has dramatically fallen off due to social distancing ordered by the governor.
- Jerome Fire was awarded a grant for our new battery powered extrication equipment, lift bags, and new batteries. This is a huge improvement over our conventional hydraulic system and will improve our abilities to extricate in hard to reach areas. We did receive some of our extrication equipment (the cutters, Spreaders, Ram, and Rescue Struts) and have been putting on extrication classes, for safe practices during extrication of a patient. We already cut up two vehicle and have a few more to practice with, out at the town yard. During this last drill we used our rescue struts, to stabilize the vehicle that was on top of the other vehicle. The cutters, spreaders and the ram were used to facilitate a rescue from underneath a vehicle.



- In regard to the new HME-Ahrens Engine; the Department needs to do additional training on the driving and operation of this new apparatus. This includes pump operation, training with different hose loads, and defensive driving training. We also are still making modifications to the engine To make it easier for us to deploy hose.
- The Chamber of Commerce, Narcotics anonymous and the Probation Supervisors meetings were to be held at Station 11 this month. All Public meetings have been cancelled at the station.
- Duty Officer Haney has been injured and will be out of service for at least 3 months. I have brought on Rick Hernandez for the interim while Haney is out of service. Kylie Streck has put in her notice, her last day is April 3rd. Will probably move Rick into her position. I will leave Ian Haney's position open for now to save money.
- Adult Probation workers, Canceled.
- The Fire Department has Magnetic **Files of Life** cards available at the fire station for those that are caretaking residence or wish to have somebody else contact it in the event of an emergency. These must be placed on the refrigerator so that we can easily find them with their information. If you are not listed as an emergency contact on these cards the Fire Department cannot notify you in regard to their condition. If you have any questions or need one of these **Files of Life** cards please contact us at 928-649-3034
- Also, we have ordered 60 "Rescue Pet" stickers that are used to alert First Responders of pets in the house. These stickers will be placed on the front door. This allows firefighters to know that we have potential rescues inside the building. It will also let EMTs know what pets to deal with in the event they need to be cared for or kept inside in the event that the house is left unattended. Please call the Fire Station if you would like one of these stickers.

Prevention

- We have had a total of 10 visits to the burn pile March with 28 loads of trimmings, slash and brush for a total of 90 combined Jerome citizen hours. Adding to those totals are 0 hours of Firewise crew, and 0 hours of Adult Probation Crew for a Grand Total of 90 hours combined. Currently I do not have a firewise crew and probation Department has cancelled all their activity.
- The fire Department is currently looking for Firewise personnel, as our current crew has moved on too other endeavors.
- Performed 0 fire inspections for business licenses. Due to the Corona virus outbreak.

Incident	Date	Time	Da	ay Select Type	Additional Info	#
20-33	3/1/20	12:30:00	Sun.	Special Duty Resident	Clogged toilet over flowing	2
27	3/1/20	11:38:00	Sun.	Hazmat	gasoline gas leak	7
00.04	0/0/00	40.00.00		EMO D	41 YOM head laceration. Basic	
20-34	3/2/20	13:30:00	Mon.	EMS Resident	first aid	1
20-35	3/2/20	15:00:00	Mon.	Special Duty Non-Resident	Assist JPD with road closure	1
28	3/5/20	6:09:00	Thurs.	EMS Resident	Unknown medical- Nothing found	4
20-36	3/5/20	16:16:00	Thurs.	Special Duty Non-Resident	clearing traffic from UVX RD.	2
29	3/5/20	15:44:00	Thurs.	MVA/Rescue Non-Resident	extrication- oversized vehicle vs guard rail	7
30	3/9/20	8:35:00	Mon.	Still Assignment Resident	Activated alarm, nothing found	4
20-37	3/10/20	7:30:00	Tue.	Special Duty Resident	Removed road hazards	2
31	3/12/20	22:04:00	Thurs.	Still Assignment Resident	report of downed powerline	3
20-38	3/13/20	12:30:00	Fri.	Special Duty Resident	cleared hazards from roadway	3
20-39	3/15/20	14:30:00	Sun.	EMS Non Resident	24 YOM Abrasions Right Eye. Basic First Aid	5
32	3/15/20	14:18:00	Sun.	EMS Non Resident	18 YOF Unknown Medical	7
20-40	3/15/20	14:30:00	Sun.	Special Duty Resident	Special Duty Station Staffing	2
20-41	3/15/20	15:00:00	Sun.	EMS Non Resident	16 YOF Laceration. Lt Finger	3
20-42	3/15/20	15:15:00	Sun.	Special Duty Resident	Special Duty Check on water leak	1
33	3/16/20	10:28:00	Mon.	EMS Resident	65 YOF Injuries due to a fall	8
20-43	3/16/20	18:00:00	Mon.	Still Assignment Resident	Cleared road hazards	1
20-44	3/17/20	10:30:00	Tue.	EMS Non Resident	65 YOM Basic first aid	1
20-45	3/17/20	10:45:00	Tue.	Special Duty Non-Resident	Assist JPD w/ stuck motor home	6
20-46	3/17/20	12:00:00	Tue.	Special Duty Non-Resident	Towed stuck RV	6
34	3/18/20	19:09:00	Wed.	EMS Non Resident	49 YOM Seizing	9
20-47	3/18/20	14:15:00	Wed.	Special Duty Non-Resident	Assisted JPD with oversized vehicle	1
20-48	3/18/20	12:00:00	Thurs.	Still Assignment Non- Resident	Assisted JPD with a disabled vehicle	2
35	3/23/20	7:59:00	Mon.	Still Assignment Resident	Activated alarm	4
20-49	3/19/20	19:00:00	Thurs	Hazmat	Vehicle leaking gasoline	2
20-50	3/25/20	11:00:00	Wed.	Special Duty Resident	Removed road hazards	1
20-51	3/28/20	15:30:00	Sat	Special Duty Resident	Vehicle lock out	1

36	3/31/20	23:48:00	Mon.	EMS Non Resident	single gunshot wound to left arm.	7

Incident Date Time Day Select Type Additional Info #

March 2020 Burn Pile Log

		Adult		#	#	#	Total
Date	Address	Prob.	Firewise	Loads	crew	Hrs.	Hrs.
3/2/20	650 Holly Ave			4	1	4	4
3/9/20	842 Gulch Rd			2	2	4	8
3/16/20	143 Juarez (Burn Permit)						
3/20/20	842 Gulch Rd			2	2	4	8
3/23/20	659 Giroux			2	2	4	8
3/24/20	659 Giroux			2	2	4	8
3/24/20	213 Sixth st.			2	2	4	8
3/25/20	659 Giroux			2	2	4	8
3/28/20	842 Juarez (Burn Permit)						
3/30/20	105 3 rd St.			4	4	5	20
3/31/20	213 Sixth St.			3	2	4	8
3/31/20	659 Giroux			2	1	2	2
3/31/20	37 Rich			3	2	4	8
		Adult		#	#	#	
		Prob.	Firewise	Loads	Crew	Hrs.	Total
	Jerome Citizen Hours 124	Hrs. 0	Hrs. 0	28	0	41	Hrs. 90

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.

Thank you for your continuing support Rusty Blair Chief JVFD

JEROME MUNICIPAL COURT CASH REPORT

MONTH OF MARCH 2020

TOWN DEVENUE	MONTHOLIMA	11(011 2020				
TOWN REVENUE	TRAFFIC & ORIMINAL FINES		c	3,983.04		
	TRAFFIC & CRIMINAL FINES		\$	3,903.04		
	DEFENS DRIVING DIVERSION FEE		\$ \$	-		
	ATTORNEY FEES REIMBURSEMENT		\$	25.00		
	DEFAULT FEE		\$	190.00		
	OFFICER SAFETY EQUIPMENT - PD		\$	118.76		
	DEFERRED PROSECUTION FEE		\$	-		
	CLERK FEES FOR RECORDS		\$			
	WARRANT FEE		\$	100.00		
	COURT SECURITY FEE		\$	460.00		
	TOTAL TOWN REVENUE		\$ \$ \$ \$ \$ \$ \$ \$	4,876.80		
	TOTAL TOWN REVENUE		Ψ.	1,010.00		YTD
			\$	2.84	e	44,587.18
COURT REVENUE	COURT ENHANCEMENT FEE		Þ	2.04	φ	44,507.10
REMITTED DIRECT	CLEAN ELECTION FUND (16-949D;16-9540	C)	\$	417.50		
· · · · · · · · · · · · · · · · · · ·	CRIMINAL JUSTICE ENHANCE FUND		\$	1,787.85		
	DNA STATE 3%		\$	32.05		
	FARE DELINQUENCY FEE		\$	35.00		
	FARE SPECIAL COLLECTION		\$	<u> </u>		
	FARE ENHANCED SPEC COLLECT FEE		Š	195.82		
			¢	49.00		
	FARE ENHANCED DELINQUENCY FEE		•	292.20		
	FILL THE GAP 7%		######################################	199.46		
	DRUG AND GANG ENFORCEMENT		Ď.	39.00		
	JUDICIAL COLLECTION ENHANCE FUND		\$			
	EXTRA DUI ASSESSMENT		\$	442.78		
	PEACE OFFICER TRAINING EQUIP FUND		\$	108.28		
	MED SERV ENHANCE 11% (36-2219.01;23	-116.0)	\$	542.69		
	2011 ADDTNL ASSMT-STATE TRSR		\$	237.56		
	PRISON CONSTRUCTION		\$	667.00		
	PROBATION SURCHARGE		\$	598.84		
	ADPS FORENSIC FUND		\$	215.43		
	PUBLIC SAFETY EQUIPMENT FUND		\$	500.00		
	VICTIM COMPENSATION/ASSIST FUND		\$	91.52		
	VICTIMS RIGHTS ENFOR ASSMT FUND		\$	59.39		
			\$	152.09		
	VICTIM'S RIGHT FUND		•	6,663.46		
	TOTAL STATE REVENUE		Ψ	0,000.40		
REMITTED DIREC	JAIL (INCARCERATION FEES)		\$	165.00		
	2011 ADDTNL ASSMT - CNTY TRSR		\$	29.68		
	TOTAL COUNTY REVENUE		\$	194.68	VTD	Š.
			e	21.00	YTE \$	13,047.48
LOCAL JCEF/ TIN	TITLE 22 FORE		\$	21.00	Ψ	10,047.40
	TITLE 22 Fees TOTAL JCEF FEES		\$	21.00		
				1,403.00		
UNAPPLIED PAY			é	52.02		
OVERPAYMENT I			\$ \$	13,213.80		
TOTAL RECEIPTI			Þ	13,213.00		
	Received During the Month					
BONDS	Bonds Forfeited to Pay Fines	\$ -				
	Open Bonds	none				

I, Joan Dwyer, Magistrate for the Town of Jerome, do hereby certify that the foregoing is a true & accurate account of the funds collected by the court for the month of

MARCH, 2020

Joan Dwyer, Magistrate

COURT REVENUE

CHARGES

			_		1 7	- 7		2 [1/	0		C		0	7			36	3	
Civil Traffic Criminal Criminal Traffic			c			7	0	- 6	0	0		7	1 <	4 4	-			12	Ī	
Criminal			0	1 77	=	4	,	m	2	-		4	0 0	χ ,	10			53	3	
Civil Traffic			77	1 0	87	22	62	38	23	28		00	80	32	34			252	ccc	1
		щ	70 00	72.09	55.72	20.00	32.78	25.39	54.00	76.64		. 0 00	30.04		2.84			010	3/0.30	750
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June - May		NET to Town	10000	6,081.61	7,835.88	2,373.01	3,229.75	6,844.32	5,019.01	3,615.84			4,848.34	3,993.29	4,298.04				48,139.09	
June		빙	-	Ð	ઝ	s	s	s	s	မာ			s	s	69	1			69	
!	SECURITY	FEE		\$ 805.00	\$1,045.00	\$ 305.00	\$ 430.00	\$1,130.00	\$ 620.00	1	1		\$ 590.00	\$ 570.00	\$ 460.00				\$6,445.00 \$	
2.9	0,	PD Equip Fund F		150.27	202.72	53.37	87.48	183.62	137.62	118 98			133.58	111.19	118.76				1,297.59	
		PD Eq		s	G	S	8	69	· (6	•		s	s	8				es S	
2019-2020 TOWN REVENUE		Gross		6,231.88	8.038.60	2,426.38	3 317 23	7 027 94	5 156 63		1		4,981.92	4.674.48	4,876.80				\$ 50,466.68	
0 TO		Ģ		s	69	69	€.	€.			5	0	છ	69					69	
2019-202				June	VIII.	August	Sent	October	November	Docember	חברבווה	2020	January	February	March	April	May		TOTAL	

*Court Enhancement Fund

NOTE: Month noted in column reflects prior month revenue i.e., June column is money received in May

				31,392.97 funds transferred t	
	13,047.48	7,040.32	44,557.14	31,392.97	1,131.35
	s	↔	↔	G	↔
Other Court Monies (as of 3-312020)		Fill the Gap	Court Enhancement Funds 2	Court Ennancement Funds 1 2008-2011	Fare Money

97,169.26 s TOTAL

to Court on 10-19-2017



Town of Jerome – Zoning Administrator's Report

Council Meeting Date: Tuesday, April 15, 2020 Prepared by: John Knight, Zoning Administrator

- ➤ Planning and Zoning Commission April 1st meeting cancelled
- Design Review Board April 13, 2020
 - Selection of Officers
 - o Lola Window Replacement (420 Hull Ave.)
 - o Updated Bylaws
- Miscellaneous
 - o Affordable Housing
 - o Parking in C-1
 - o Telecommunications Ordinance
 - Way-finding Signage
 - o Jerome Valley Cemetery Property
 - Zoning Code Updates



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REGULAR MEETING OF THE TOWN OF JEROME

DESIGN REVIEW BOARD

DATE: Monday, February 10, 2020 TIME: 6:00 pm

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

MINUTES

Pursuant to A.R.S. 38-431.02, notice is hereby given to the members of the Design Review Board and to the general public that the Design Review Board will hold the above meeting in Council Chambers at Jerome Town Hall. Members of the Design Review Board will attend either in person or by telephone, video, or internet conferencing. The Design Review Board 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).

ITEM 1: CALL TO ORDER/ROLL CALL

Chair Brice Wood called the meeting to order at 6:00 p.m.

Roll was called by Rosa Cays, Deputy Clerk. Present were Chair Wood, Vice Chair Danny Smith, Tyler Christensen, John McDonald, and Henry Vincent.

Zoning Administrator John Knight was also present.

6:00 (00:38) ITEM 2: PETITIONS FROM THE PUBLIC - There were no petitions from the public.

6:00 (00:45) ITEM 3: APPROVAL OF MINUTES: Minutes of Regular DRB Meeting of January 13, 2020.

Motion to Approve the Meeting Minutes of January 13, 2020

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

6:01 (01:09) ITEM 4: REPORT/SUMMARY OF RECENT P&Z ACTIVITIES HENRY VINCENT, P&Z LIASION

Mr. Vincent had no updates. The February 5, 2020 P&Z meeting had been rescheduled to February 12, after this DRB meeting.

6:02 (01:38) ITEM 5: Design Review Clarification

APPLICANT: Windy Jones & Josh Lindner

ADDRESS: 324 Queen Street ZONE: C-1

OWNER OF RECORD: Cuban Queen Bordello, LLC APN: 401-06-127

Applicant is seeking clarification on split-faced vs. slumpstone block

Mr. Knight explained the confusion from the previous DRB meeting. The applicants want the split-faced block and requested clarification that DRB approved it, too, not just the slumpstone block.

Vice Chair Smith recalled both types of block were approved and assumed the applicants would choose their preferred material. Mr. Knight requested a motion for the record.

Motion to Approve the Split-Faced Block for the project at 324 Queen Street

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



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6:04 (04:02) ITEM 6: Design Review for Maintenance and Repair of Roof

APPLICANT: Rusty Blair

ADDRESS: 215 Second Street ZONE: R1-5

OWNER OF RECORD: Margaret Hardie and Russell Blair APN: 401-07-015B

Applicant is seeking design review for reroof

Discussion/Possible Action - DRB Reso. 2020-6

Mr. Knight read from his staff report. He pointed out this is a maintenance or repair project, like for like. Mr. Knight feels it is an example of something that doesn't need to go before the board. As a town employee, Mr. Blair chose to go through the application process to be sure protocol was being followed and that it was on the record. Mr. Knight agreed to move this forward and wanted to take the opportunity to discuss this and see if it really needed to go before the board.

Vice Chair Smith talked about his roofing experience. Like for like didn't even require a building a permit (ten years ago). Mr. Knight said he's sure it's required now.

Mr. Blair approached the dais and said he did get a building permit just to be sure. He showed samples of materials that will be used for the project. He explained where they'd be used.

Chair Wood agreed the materials were very similar to those being replaced. Mr. Knight asked if the next project like this one could then be approved by the zoning administrator rather than the DRB. Chair Wood said yes; it's how it's written in the ordinance.

Motion to Approve Resolution 2020-6

BOARD MEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
WOOD			Х			
SMITH		1	Х			
CHRISTENSEN			Х			
MCDONALD		х	X			
VINCENT	х		Х			

6:11 (10:31) ITEM 7: Design Review for Deck Replacement

APPLICANT: Scott Hudson, Copper Star Remodeling

ADDRESS: 633 Clark Street ZONE: R1-5
OWNER OF RECORD: Brennan J. Neill and Heather Lee Neill APN: 401-08-005

Applicant is seeking design review to replace an existing deck

Discussion/Possible Action - DRB Reso. 2020-7

Mr. Knight went over the staff report. The new sunburst railing is the only significant change to what is essentially a rework, like Mr. Blair's roof. The plywood deck will be replaced with a polyurethane deck, so that is slightly different.

Mr. McDonald asked how wide the [sunbursts] will be. Mr. Hudson answered.

Brice commented that the deck will never be seen but the sunburst railing will, so that element is more important to him.

Motion to Approve Resolution 2020-7

BOARD MEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
WOOD	Х	7	Х			
SMITH		х	Х			
CHRISTENSEN			Х			
MCDONALD			Х			
VINCENT			Х			

6:15 (14:35) ITEM 8: Update Design Review Board Bylaws

APPLICANT: Town of Jerome ADDRESS: 215 Second Street

Discussion/Possible Action - DRB Reso. 2020-8



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Chair Wood is pleased to see some of the changes, including the gender neutralization.

Mr. Knight reminded board members that Council makes the final approval once DRB recommends the changes. It was changing the meeting time that brought to his attention some of the other passages in the bylaws that he felt needed to be updated.

Mr. Christensen pointed out text that was not gender neutral on page 6, (3). Discussion ensued. It was agreed consistency was important so changing himself to themselves would be acceptable.

Vice Chair Smith brought up recusing oneself. This was further discussed. Mr. Knight explained the process of recusal.

After Resolution 2020-08 was approved, Mr. Knight asked for further clarification on further changes to the bylaws, which Chair Wood confirmed was just the one change to the reflexive pronoun from himself to themselves on page 6, (3).

Motion to Approve Resolution 2020-8 including change on pg. 6 of Bylaws

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

Informational Items:

6:24 (24:15) ITEM 9: Beale Street Shed Demolition

Mr. Knight explained what had happened to the shed. The owner is Verde Exploration, whose lawyers were concerned about safety and wanted it demolished as soon as possible. It was determined that it was indeed a safety issue so it did not have to go through the usual DRB process. The demolition permit was issued last week.

Chair Wood said he would have preferred this had gone through the regular process. It bothers him a little that it was handled this way.

Mr. Knight said it did end up being more of a hassle the way it was handled and would follow protocol in the future.

Vice Chair Smith agreed with Chair Wood.

Mr. Knight said it got complicated and took more time than he'd anticipated.

6:28 (27:50) ITEM 10: Update on Hotel Jerome Window Installation

Mr. Knight updated the board on the status of this project. He gave kudos to Hunter Bachrach for continuing to head up the project and to the town crew who will be helping with removal of debris as time allows. This will help the town save money so that all the windows can be replaced. This should happen in the next couple of months.

6:29 (29:26) ITEM 11: Future Agenda Items: March 9, 2020 DRB Meeting

Mr. Knight informed the board that the only potential item so far is Debi Foli's laundry "alcove." He has also been talking to the town attorney about possible training for the boards in March on public meeting law, Robert's Rules of Order, and some basic state laws, etc.

6:30 (30:15) ITEM 12: Updates: January 14, 2020 Council Meeting

Mr. Knight gave several updates:

- The sidewalk encroachment policy is an ordinance amendment and is affecting different sections in the zoning ordinance. Council officially initiated this at their last meeting. It will go before P&Z next.
- The parking overlay district hit a speed bump. Council asked for this to be slowed down as more business owners are now wanting to be part of this.
- Joint meetings There is talk about scheduling this soon, possibly April. Mr. Knight asked the board members to submit
 agenda items for this meeting and Mr. Knight will pass them on to Council.



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Board member Tyler Christensen's tenure is ending soon and so is Chair Wood's; both gentlemen have reapplied. Board appointments are happening tomorrow evening at the Council meeting. Joe Testone has reapplied for P&Z and Chris Babbage for BOA; Scott Hudson is not returning to P&Z; Carol Yacht is resigning from the Board of Adjustment, and Henry's liaison position is ending. There is still talk about possibly combining P&Z and Design Review boards.

Chair Wood made a point to clarify that DRB is Design Review Board, not Design & Review Board. Deputy Clerk Rosa Cays thanked him for the clarification. Discussion ensued about the new binders and who actually needs hard copies of the agendas and who doesn't, and who needs to sign minutes and resolutions.

(36:23) Resident Nancy Robinson spoke (sound was muffled).

ITEM 13: Adjourn

Motion to Adjourn at 6:38 pm

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



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REGULAR MEETING OF THE TOWN OF JEROME

PLANNING AND ZONING COMMISSION

DATE: Wednesday, February 12, 2020 TIME: 6:00 pm
PLACE: JEROME CIVIC CENTER 600 Clark St., JEROME, ARIZONA 86331

MINUTES

ITEM 1: CALL TO ORDER/ROLL CALL

Chair Lance Schall called the meeting to order at 6:12 p.m.

Roll call was taken by Rosa Cays, Deputy Clerk. Commission members present were Chair Lance Schall, Henry Vincent, Scott Hudson, and Jessamyn Ludwig. Vice Chair Joe Testone was absent.

Also present was John Knight, Zoning Administrator.

6:12 (00:40) ITEM 2: FROM THE PUBLIC - There were no petitions from the public.

6:12 (00:54) ITEM 3: Approval of Minutes: Minutes of the Regular Meeting of January 8, 2020

Motion to Approve the Minutes of January 8, 2020

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

Continued Items from Previous Meetings:

6:13 (01:59) ITEM 4: R-2 Rezone

The Town of Jerome proposes to rezone properties from R1-5 to R-2 in and around the vicinity of 10, 18, and 21 North Drive; 884, 886, 888, 894, 896, 898, and 899 Hampshire Avenue; and a vacant lot identified as APN 401-11-002A on Hampshire Avenue.

Discussion/Possible Action - P&Z Reso. 2020-1

John Knight updated the commission members on the item. The rezone was initiated with the P&Z Commission, and the R-2 text amendment is done and approved by Council, but the properties had not been officially plotted, so this is the actual mapping of the R-2 rezone properties.

Chair Lance Schall commented about it being back on the agenda. Mr. Knight reminded him that the last notice was not posted in time and therefore it's still on the table. What is proposed is to rezone from an R1-5 to R-2—the only difference is that R-2 will allow property owners to have duplexes. Now the real issue is the question of the boundary of the rezone. Adjacent property owners are expressing interest in being included in the R-2 rezone, so the P&Z Commission may be asked to expand the boundary at some point. Council sees this as a pilot project and wants to see who converts their property to a duplex in the next year or two.

Mr. Knight also announced that there is now interest from Verde Exploration, which also wants to be included in the R-2 rezone. Mr. Knight received email from the company's attorney, Robert Pecarich (addendum to the agenda packet). He explained the mapping of the property owned by Verde Exploration and Jerome Verde Development Company close to the proposed R-2 zone. Mr. Knight would want to see some sort of conceptual development plan from Verde Exploration before considering their property for the rezone.

Chair Schall doesn't want to add these properties now and start over. If they can come up with a nice plan for affordable housing, then maybe the commission can consider them for future expansion of the zone boundary.

Chair Schall asked if the attorney was indignant. Mr. Knight said he was not indignant and just wants a shot at the rezoning.



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6:22 (09:36) Resident Richard Johnson expressed interest in knowing where the mining company's properties are. He is hopeful for affordable housing, but it's not guaranteed—it's ultimately up to the property owner. Mr. Johnson supports the idea of duplexes because less resources are consumed when households are combined. He also heard a rumor a couple of years ago that the sewer plant is at 85 percent capacity—true or not, infrastructure also needs to be considered in this decision. Mr. Knight explained to Mr. Johnson the property Mr. Pecharich is wanting to include in the R-2 rezone. He and Richard discussed the map from Mr. Pecharich. Chair Schall thanked Mr. Johnson for his comments.

Henry Vincent stated we should approve the boundary that's in front of the commission now. He does not want to muddy the waters by adding interested parties at this juncture. Mr. Vincent moved to approve the original proposed boundary established in Resolution 2020-1.

Motion to Approve Resolution 2020-1

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

New Business:

6:27 (15:30) ITEM 5: Update Planning and Zoning Commission Bylaws

APPLICANT: Town of Jerome ADDRESS: 215 Second Street

Discussion/Possible Action - P&Z Reso. 2020-6

Mr. Knight introduced the item. The change of meeting time from 7 to 6 pm is what precipitated the proposed changes. Mr. Knight pointed out the revision regarding gender-neutral pronouns, including one to add on page 6, D(3). He further explained reasons for other proposed changes to the bylaws.

Motion to Approve Resolution 2020-6 with added revision on pg. 6

	Commissioner	Moved	Second	Aye	Nay	Absent	Abstain
	Hudson		Χ	Χ			
4	Ludwig			Χ			
4	Schall	Х		Χ			
	Testone					X	
$\overline{}$	Vincent			Χ			

Informational Items:

6:30 (19:01) ITEM 6: Zoning Administrator Informational Items

Mr. Knight filled the commission members in on the council meeting and updated them on the approved P&Z resolutions and announced that all applicants who reapplied to be on P&Z, DRB, and BOA were all approved.

Mr. Knight is in the process of deciding on a good date for the joint meeting with P&Z, DRB, and Council.

Mr. Vincent asked what the purpose of the joint meeting was. Mr. Knight explained that it's to make sure all the boards and commissions are essentially in sync. There is a possibility of combining DRB & P&Z. This would require filling less seats.

Mr. Knight is looking at possible training for the boards in March and is talking to the town attorney about this. He will confirm soon. With new volunteers joining the boards, it would be good timing.



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For current board members, binders given out at the beginning of their tenure need to be updated with revised bylaws, added ordinances, Robert's Rules, etc.

Other Items:

7:35 (23:38) ITEM 7: Potential items for next P&Z agenda (Wednesday, March 4, 2020) Discussion/Possible Direction to Staff

There are no items at this time.

ITEM	o -	Λ	
	ж.	ΔII	

Motion to Adjourn at 6:37 p.m.										
Commissioner	Moved	Second	Aye	Nay	Absent	Abstain				
Hudson			Х							
Ludwig		Χ	Χ							
Schall	Х		Χ							
Testone					X					
Vincent		Х	Χ							
					Ì					

		'		
Approved:			Date:	
	Planning & Zoning Commission Chair			
Attest:			Date:	
	Donuty Clark			

Respectfully submitted by Rosa Cays



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REGULAR MEETING OF THE DESIGN REVIEW BOARD

RESCHEDULED TO: Monday, March 16, 2020 TIME: 6:00 pm PLACE: JEROME CIVIC CENTER 600 Clark St., JEROME, ARIZONA 86331 MINUTES

6:00 (00:06) ITEM 1: CALL TO ORDER/ROLL CALL

In Chair Brice Wood's physical absence, Board member Tyler Christensen called the meeting to order at 6:00 p.m. Roll was called by Rosa Cays, Deputy Clerk. Present were Chair Wood (by telephone), Vice Chair Danny Smith, and Board Member John McDonald.

Zoning Administrator John Knight was also present.

6:00 (00:46) ITEM 2: PETITIONS FROM THE PUBLIC – There were no petitions from the public.

6:01 (00:53) ITEM 3: Approval of Minutes: Minutes of the Regular Meeting of February 10, 2020

Motion to Approve the Meeting Minutes of February 10, 2020

BOARD MEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
WOOD			х			
SMITH		Х	Х			
CHRISTENSEN			Х			
MCDONALD	Х		X			

New Business:

6:02 (01:17) ITEM 4: Design Review for Laundry Room Enclosure

APPLICANT: Debi Foli

ADDRESS: 665 Verde Avenue ZONE: R1-5
OWNER OF RECORD: Debra Lyn Foli 2017 Revocable Trust APN: 401-07-037

Applicant is seeking to enclose an existing covered space to add a laundry room

Discussion/Possible Action - DRB Reso. 2020-9

Chair Wood had questions about the project regarding scale, lot coverage, etc. He would like more information.

Mr. Knight acknowledged that similar questions had been raised by neighbors. He then read from his staff report. This was initially considered an existing structure, approximately 8 by 10 feet, that the applicant would like to enclose and convert to a laundry room. It was then determined that it needed to go before DRB and not P&Z. Because it involved an existing structure, it was decided P&Z did not need to review. But after questions were asked regarding setbacks, height, coverage, etc., and after further discussion, it was decided it should go through the P&Z process. This project touches on a gray area, said Mr. Knight. He announced that the applicant's representative and contractor, Mike Simms, was present should the board have any questions.

Mr. Christensen reiterated for Chair Wood what John explained, who requested a dimension drawing of the project.

Mr. Knight said the detailed site plan was inadvertently left out of the agenda packet.

Board member John McDonald said there seemed to be no need for further discussion if the project was going to have to go to P&Z. He also apologized to the applicant for delaying the work.

Mr. Knight asked if the board was interested in seeing the plans Mr. Simms had with him.



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Vice Chair Smith suggested looking at the plans, although Chair Wood would not have access to them, and have the board vote and potentially give their approval, subject to P&Z's approval. Suggestions were made on how to provide the plans to Chair Wood, who asked about the lot coverage and if the plans illustrated this.

(07:06) Mr. Mike Simms addressed Chair Wood's questions. Three sides of the laundry alcove are already there. One side is the garage wall and two sides are retaining walls. It already has a roof, so all that is needed is to enclose the fourth side. It will be sided like the garage, insulated, and plumbed for the washer and dryer. Building Inspector Barry Wolstencroft had suggested insulating and enclosing to avoid freezing. No extra lot coverage will be encroached upon, it won't be taller, and they won't be changing the pitch of the roof.

Mr. Christensen made sure Chair Wood heard what Mr. Simms had said, and he had. Chair Wood had further questions about the plans.

Mr. Knight suggested taking a short break to make copies of the plans and email them to Chair Wood. Discussion ensued on how to proceed.

Vice Chair Smith suggested Mr. Simms show the plans to the board at the dais. Mr. Simms pointed out the laundry alcove and the elements of the renovation, including new flooring (concrete slab over existing flagstone). He then pointed out how the alcove will match the new garage and pointed out how little of it is seen from the street. Mr. Simms answered a few more questions about design elements.

Motion to Approve DRB Resolution 2020-9 subject to P&Z Commission's Approval

BOARD MEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
WOOD						Х
SMITH	Х		X			
CHRISTENSEN			X			
MCDONALD		Х	Х			

6:10 (12:26) ITEM 5: Design Review for Roof Repair and Demo Work

APPLICANT: Scott Hudson, Copper Star Remodeling

ADDRESS: 123 Beale Street ZONE: AR

OWNER OF RECORD: Candace and Michael Gallagher APN: 401-06-111D

Applicant is seeking design review for reroof and removal of railing and stairs

Discussion/Possible Action - DRB Reso. 2020-10

Mr. Christensen introduced the item and asked applicant Scott Hudson to approach the dais.

Mr. Hudson explained the plan that involved roof repair and demo work and answered questions from the board.

Motion to Approve DRB Resolution 2020-10

BOARD MEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
WOOD			Х			
SMITH			Х			
CHRISTENSEN	Х		Х			
MCDONAL D		Х	Х			

6:12 (13:55) ITEM 6: Design Review for New Awning at Four Eight Wineworks

APPLICANT: Matt LaVoire

ADDRESS: 140 Main Street ZONE: C-1
OWNER OF RECORD: Beyond Sky Fire LLC APN: 401-06-006

Applicant is seeking design review to add a new awning

Discussion/Possible Action - DRB Reso. 2020-11

Matt LaVoire presented a fabric sample to the board.

Mr. Christensen commented on the applicant's presentation and then asked questions about the dimensions of the awning.



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Vice Chair Smith asked if the awning would be similar to the other awnings along the street.

Mr. McDonald said it will be good to have more shade provided along the sidewalk, as well as shelter from the rain.

Mr. LaVoire said the motor has a censor that will automatically extend or retract the awning depending on the setting.

Motion to Approve DRB Resolution 2020-11

BOARD MEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
WOOD			х			
SMITH	Х		х			
CHRISTENSEN		Х	х			
MCDONALD			Х			

6:15 (16:46) ITEM 7: Design Review for Concrete Work

APPLICANT: MaryBeth Barr ADDRESS: 815 Gulch Road

OWNER OF RECORD: MaryBeth Barr

ZONE: AR Barr APN: 401-09-017

Applicant is seeking design review to add concrete strips to an existing driveway

Discussion/Possible Action - DRB Reso. 2020-12

MaryBeth explained to the board her reasons for wanting to add concrete slabs to her driveway, which are mostly for safety. She said weather is deteriorating the drive now so the concrete will add traction. She said it will blend in with the existing granite.

Vice Chair Smith said this was one of those items that was unnecessary to present to DRB. Ms. Barr said she was told she had to. Discussion ensued. Mr. Knight agreed and said the existing code needs to better define "small" projects. There needs to be a better understanding of what qualifies for design review.

Motion to Approve DRB Resolution 2020-12

BOARD MEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
WOOD			X			
SMITH	Х		Х			
CHRISTENSEN			Х			
MCDONALD		X	Х			

6:19 (20:49) ITEM 8: Design Review for Paint and Minor Demo Work

APPLICANT: James LeBlanc

ADDRESS: 810 Hampshire ZONE: R1-5
OWNER OF RECORD: James and Pamela LeBlanc APN: 401-07-130

Applicant is seeking design review to paint the front fence and remove a chimney

Discussion/Possible Action - DRB Reso. 2020-13

[We had issues with Chair Wood's telephonic connection, so discussion was slightly delayed.]

(21:14) Jerome homeowner James LeBlanc introduced himself and informed the board he was hard of hearing. He explained what the project would entail. Board members asked him a few questions about paint color, material replacement, etc. Mr. LeBlanc said the wire fence would be painted brown to match the trim on the house; otherwise other repairs will not change the look of the property.

Chair Wood said he felt that the chimney was a "fine Jerome detail." He feels it should be preserved.

Vice Chair Smith asked if there was a safety or hazard issue with the chimney.

Mr. LeBlanc said the chimney is not being used—and would never be used—and needs quite a bit of repair. He would like to remove it in preparation for future renovations. Its removal would also free up space in the small kitchen.

Chair Wood confirmed he heard what Mr. LeBlanc had said. He still wants to preserve the chimney.

Mr. Knight suggested voting separately on the color of the fence (Part A) and the demolition of the chimney.



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Mr. McDonald agreed with this idea and moved that the fence repair and paint color be approved. Mr. Christensen seconded the motion. The motion was unanimously approved.

Mr. Knight explained that now the board could vote for (Part B), the chimney demolition work.

Mr. Christensen said he liked the look of the chimney and would like to see it stay but felt torn about DRB infringing on Mr. LeBlanc's rights as the homeowner. He was unsure about his decision.

Vice Chair Smith said in the 40 years he's lived in Jerome, he's never noticed the chimney. He also said the DRB has an obligation to save and preserve history, but what the homeowner wishes trumps what the DRB wishes. He also said old chimneys can be dangerous after a while; he's worked on them before. They weren't built with reinforcement.

Chair Wood's concern is preservation. The board has a balancing act to do here. This is why DRB is in place, to preserve the historic fabric of town.

Jerome homeowner Pam LeBlanc, Mr. LeBlanc's spouse, addressed the DRB. She said they were concerned about maintaining the integrity of the home. But she also expressed concern about being responsible for the chimney potentially falling and injuring someone. She felt that the DRB was "penalizing" them by asking them to fix something they would not even use.

Resident and businessowner Mary Wills spoke in support of project. She said the LeBlanc family are very "historically oriented" and have given homage to Katie Lee and Joey with the preservation work they are doing to the house. They are very interested in preserving the history of Jerome.

Mr. Christensen made the motion, and Mr. McDonald seconded it. Chair Wood's vote was the only nay.

Motion to Approve DRB Resolution 2020-13 (Part A): Fence Repair/Paint

BOARD MEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
WOOD			Х			
SMITH			X			
CHRISTENSEN		X	x			
MCDONALD	X		х			

Motion to Approve DRB Resolution 2020-13 (Part B): Chimney Demolition

BOARD MEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
WOOD				X		
SMITH			Х			
CHRISTENSEN	X		Х			
MCDONALD		X	Х			

Informational Items (Current Event Summaries):

6:33 (32:00) ITEM 9: Updates of Recent Meetings: John Knight, Zoning Administrator

[We continued to have issues with Chair Wood's telephonic connection and switched it to Mr. Knight's cellphone.]

- a) Town Council (February 11, 2020)
 - Town Logo Updated
 - CUP for 128 First Street (Nord Duplex)
 - CUP for 324 Queen Street Boardinghouse
 - Appointments to Boards

(35:35) Mr. Knight updated the board on the most recent Town Council decisions related to DRB. He explained the two versions of the town logo. Mr. Christensen compared them to the town logo tattoo on his arm.

Mr. Knight continued and reported that Council had approved the CUP for the Nord duplex at 128 First Street.

Mr. McDonald asked if the entrance to the lower unit was off of Main or First Street. Mr. Knight said it would be off of First Street.



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Mr. Knight continued and reported that the CUP for the Queen Street boardinghouse at 324 Queen Street was also approved. He then announced the new P&Z board member, Chuck Romberger, who was recently approved to serve on P&Z. Mr. Romberger and his wife Mimi are the new owners of the House of Joy.

b) Planning and Zoning Commission (February 12, 2020)

- R-2 Rezone
- Update Bylaws

(38:46) Mr. Knight announced that the R-2 Rezone had its first reading at the last Council meeting on March 10. Council had questions about the revisions to the bylaws, which are coming back to P&Z and DRB for further discussion and revisions. Mr. Knight said the Council would possibly like to see the monthly DRB meetings scheduled after the Council meetings to improve on timing of project approvals. They also had concerns about changing the time of the meetings from 7 to 6pm as well as a few other edits to the bylaws.

6:38 (40:19) ITEM 10: Joint DRB/P&Z Training Meeting (originally scheduled for mid-March)

Mr. Knight said the joint DRB/P&Z meeting scheduled for March 23 has been postponed. With only one new member, Chuck Romberger, it will likely be a refresher course for most board members when it does take place.

Mr. Christensen shared comments about the last joint meeting he attended. Discussion ensued.

Mr. Knight talked about what topics he was hoping to cover at the meeting and informed the board members they will all get updated electronic versions of the town code, zoning ordinance, Riggins and Robert's Rules, etc. They can also get updated hard copies by request.

Mr. Knight can meet separately with Mr. Romberger to train him.

Hopefully the joint meeting can be rescheduled in April.

6:41 (43:20) ITEM 11: Future Agenda Items: April 13, 2020 DRB Meeting (none currently scheduled)

Mr. Knight suggested perhaps using the April 13 date for the DRB/P&Z joint meeting.

Danny mentioned he will likely go into serious self-quarantine if the COVID virus continues to escalate, as did Mr. Christensen. Mr. Knight mentioned the town is working on online meeting technology.

Chair Wood commented about being in self-quarantine.

ITEM 12: Adjourn

Motion to Adjourn at 6:45 pm

_							
I	BOARD MEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
4	WOOD				Х		
ſ	SMITH			Х			
ſ	CHRISTENSEN	х		Х			
ſ	MCDONALD		Х	Х			
ſ	VINCENT			Х			

Approved:		Date:	
.,	Brice Wood, Design Review Board Chair		
Attest:		Date:	
	Rosa Cave Denuty Clark		



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MINUTES

SPECIAL MEETING OF THE JEROME TOWN COUNCIL COUNCIL CHAMBERS, JEROME TOWN HALL TUESDAY, MARCH 10, 2020 AT 6:00 PM

ITEM #1:	CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE										
	Mayor/Chairperson to call meeting to order.										
	Mayor Alex Barber called the meeting to order at 6:07 p.m.										
	Town Clerk to call and record the roll.										
	Town Manager/Clerk Candace Gallagher called the roll. Present were Mayor Barber, Vice Mayor Sage Harvey, and Councilmembers Mandy Worth, Jane Moore, and Dr. Jack										
	Dillenberg.										
ITEM #2:	9										
	EXECUTIVE SESSION										
(00:29)	Council may convene in executive session, pursuant to A.R.S. § 38-431.03 (A)(3) and (A)(4) for										
	the purpose of discussion and consultation for legal advice with the Town Attorney, who may										
	participate telephonically, regarding issues related to the proposed redevelopment at 324 Queen Street and issues related to the future development of the Hotel Jerome.										
	Motion to Enter into Executive Session										
	COUNCILMEMBER MOVED SECONDED AYE NAY ABSENT ABSTAIN BARBER X X										
	DILLENBERG X X X X										
	MOORE X										
	WORTH X										
ITEM #3:	Motion to Adjourn at 6:35 p.m.										
	COUNCILMEMBER MOVED SECONDED AYE NAY ABSENT ABSTAIN BARBER X X										
	DILLENBERG X										
	HARVEY X X MOORE X										
	WORTH										
APPROVE:	ATTEST:										
Christina	"Alex" Barber, Mayor Candace B. Gallagher, CMC, Town Manager/Clerk										

Date:



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MINUTES

REGULAR MEETING OF THE JEROME TOWN COUNCIL JEROME CIVIC CENTER - 600 CLARK STREET - COUNCIL CHAMBERS

TUESDAY, MARCH 10, 2020, AT 7:00 P.M.

ITEM	#1:
7:01	(00:06)

CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE

Mayor/Chairperson to call meeting to order.

Mayor Alex Barber called the meeting to order at 7:01 pm.

Town Clerk to call and record the roll.

Town Manager/Clerk Candace Gallagher called the roll. Present were Mayor Barber, Vice Mayor Sage Harvey, and Councilmembers Mandy Worth, Jane Moore, and Dr. Jack Dillenberg. Deputy Clerk Rosa Cays was also present.

Mayor or Mayor's designee to lead the Pledge of Allegiance.

Mayor Barber led the Pledge of Allegiance.

Mayor Barber rearranged the agenda and moved items #7A, 7B, 9C, 9F, 10E, 9A, 9B, 10D, 9D, and 8A to immediately follow roll call in this order, then return to item #2. The items have been kept in their original agenda order in these minutes.

ITEM #2: 7:45 (44:44)

FINANCIAL REPORTS

Financial reports for February 2020

Councilmember Jane Moore commented that Accounting Clerk Melanie Atkin was doing a great job. Councilmember Mandy Worth appreciates the added details Ms. Atkin has provided and clarified that \$47,619.98 was paid for six kiosks, since the question was asked earlier in the meeting.

Motion to Approve the Financial Reports

COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
BARBER		X	X			
DILLENBERG			X			
HARVEY	Х		X			
MOORE			X			
WODTLI			·			

ITEM #3: 7:47 (46:19)

STAFF AND COUNCIL REPORTS

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

Ms. Gallagher read from her report.

Mayor Barber thanked the Jerome staff and volunteers for all their work. She also mentioned the recent tragic incident in Clarkdale that involved people connected to Jerome. "Our hearts go out to them," she said.

Ms. Worth announced that Jerome has been awarded \$500,000 in transportation improvement program (TIP) funds from NACOG for 2022. This is for drainage projects. She added that Senator Sinema's office contacted Ms. Worth requesting space to hold meetings with their Veteran's Affairs Department for constituents in Jerome who are veterans and need assistance, possibly in late April or early May.

Mayor Barber thanked everyone again, including the public, for being present at the meeting.

Motion to Approve Staff and Council Reports

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

ITEM #4: 7:54 (52:53)

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

Minutes are provided for the information of Council and do not require action.

Zoning Administrator John Knight was absent due to illness.

Mayor Barber praised John for his work not only as zoning administrator but as the historic preservation officer. She announced they'll be going to an historic preservation conference in the coming months.

Ms. Gallagher mentioned that the Design Review Board had been postponed to March 16 due to illness.

ITEM #5: 7:56 (53:49)

APPROVAL OF MINUTES

February 11, 2020 regular meeting

Motion to Approve the Regular Meeting Minutes of February 11, 2020

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

ITEM #6: 7:57 (54:08)

PETITIONS FROM THE PUBLIC

Pursuant to A.R.S. § 38-431.01(H), public comment is permitted on matters not listed on the agenda, but the subject matter must be within the jurisdiction of the Council. All comments are subject to reasonable time, place and manner restrictions. All petitioners must fill out a request form with their name and subject matter. When recognized by the chair, please step to the podium, state your name and please observe the three (3) minute time limit. No petitioners will be recognized with8ut 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.

(54:45)

Motion for a Break at 7:55 p.m.

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

ITEM #7:

PRESENTATIONS

7:03 (02:12)

ITEM #7A: YAVAPAI-APACHE NATION – PROPOSITION 202 FUNDING AWARD

Darlene Rubio, Council member of the Yavapai-Apache Nation, will present the Council with a check in the amount of \$18,370, representing Proposition 202 funding.

Mayor Barber expressed the town's appreciation to the Yavapai-Apache Nation.

John Huey, the newly elected chairman of Yavapai-Apache Nation, introduced himself and spoke about the election and the new members of the Yavapai-Apache Nation Tribal Council. He then presented the check for \$18,370 to the Council and expressed his appreciation for the relationship with the Town of Jerome.

Mayor Barber reminded the public that the horseshoe pits and town shuttle van were recent acquirements thanks to the Yavapai-Apache Nation and Proposition 202 funding. She thanked Chair Huey again.

7:06 (05:39)

ITEM #7B: PRESENTATION OF AUDIT

Jim Usevitch of the firm Colby & Powell will present their audit of the Town's FY2019 financial statements. Following the presentation, Council may vote to accept the audit.

Jim Usevitch said the audit went very well and appreciated how well prepared Ms. Gallagher and Accounting Clerk Ms. Melanie Atkin were for the audit. He gave special kudos to Ms. Atkin for being so pleasant to work with.

Regarding the audit, Mr. Usevitch said management discussion and analysis is something Jerome does not do in their audit, which is not a negative mark on Jerome; many towns don't do it. But he said it's "nice to have" so perhaps in the future it can be added once Ms. Atkin is more experienced with the process.

No fraud was found in the audit. Colby & Powell do several tests by random sample. The audit team also found that Jerome is better off this year than last year.

Mayor Barber thanked Ms. Atkin and Ms. Gallagher for their strong work and the Colby & Powell audit team.

Motion to Accept the FY2019 Audit from Colby & Powell

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

ITEM #8:

ORDINANCES

7:40 (39:11)

ITEM #8A: FIRST READING – ORDINANCE NO. 460, AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, APPROVING AMENDMENT TO ZONING MAP TO ESTABLISH R-2 (SINGLE- AND TWO-FAMILY RESIDENTIAL) ZONE

Council may conduct the first reading of Ordinance No. 460, adopting an amended zoning map for the Town of Jerome. The new map will include a new R-2 Zone and rezone certain properties from R1-5 to R-2. This change was recommended by the Planning and Zoning Commission on February 12.

Mayor Barber read Ordinance No. 460 in title only.

Ms. Gallagher clarified that this is a first reading, so no action is needed at this time.

Ms. Worth announced to the public that rezoning maps are in the agenda packets.

Jerome property owner Sybil Melody asked that her residence be included in the R-2 rezone. She approached the dais to point out her parcel on the map (401-11-031A).

Mayor Barber asked for clarification about the ordinance.

Ms. Gallagher explained what had been approved and how this map correlates with those changes. She suggested going forward with this ordinance and possibly starting another one to address additional properties that want to be included in the rezoning.

Ms. Worth asked if a new ordinance was necessary or if this one could be amended later. Ms. Gallagher said there would not be much difference in effort either way.

Dr. Dillenberg asked if property owners who want to be included in the rezoning would have to go before P&Z first. Ms. Gallagher said she believed so.

Ms. Moore reiterated Zoning Administrator John Knight's recommendation in the agenda packet, which clarified the process should more property owners want to be included in the rezoning.

Ms. Worth advised Ms. Melody to contact Mr. Knight.

Ms. Jane Moore asked if action would be taken at the next meeting, which it would.

ITEM #9:

UNFINISHED BUSINESS

7:27 (26:02)

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

Council will conduct a public hearing regarding potential projects for the use of FY19 and/or FY20 CDBG (Community Development Block Grant) State Special Project (SSP) funding.

Mayor Barber introduced the item and opened the public hearing at 7:27. No one from the public came forward. Mayor Barber closed the public hearing at 7:28.

7:28 (27:09)

ITEM #9B: RESOLUTION NO. 590, A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF JEROME, ARIZONA, AUTHORIZING THE SUBMISSION OF A COMPETITIVE APPLICATION FOR FY19 AND/OR FY20 COMMUNITY DEVELOPMENT BLOCK GRANT STATE SPECIAL PROJECT (SSP) FUNDS, CERTIFYING THAT SAID APPLICATION MEETS THE COMMUNITY'S PREVIOUSLY IDENTIFIED HOUSING AND COMMUNITY DEVELOPMENT NEEDS AND THE REQUIREMENTS OF THE STATE CDBG PROGRAM, AND AUTHORIZING ALL ACTIONS NECESSARY TO IMPLEMENT AND COMPLETE THE ACTIVITIES OUTLINED IN SAID APPLICATION.

Council may adopt Resolution No. 590, authorizing the submission of an application for FY19 and/or FY20 CDBG (Community Development Block Grant) State Special Project (SSP) funding.

Ms. Gallagher said this is the time for Council to choose which project they would like to fund.

Mayor Barber said it seemed evident from the previous meeting that the Center Avenue Improvement Project was preferred.

Ms. Moore noted that the Center Avenue Improvement Project would serve way more than just Center Avenue.

Mayor Barber pointed out that Center Avenue is also the only alternative route through Jerome should anything happen in the middle of town.

Mayor Barber asked if the town could coordinate with Unisource so that any work they needed done could happen during this project. Ms. Gallagher said she would investigate this.

Motion to Adopt Resolution No. 590 for the Center Avenue Improvement Project

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

7:13 (11:42)

ITEM #9C: APPOINTMENTS TO BOARDS

Council may appoint members to the Planning & Zoning Commission, Design Review Board, and Board of Adjustment to fill the remainder of terms that expired as of February 28, 2020. As of agenda preparation date, the following applications have been received:

• P&Z or DRB: Chuck Romberger

Council may consider any additional applications received prior to or at the meeting.

Mayor Barber introduced applicant and Jerome resident Chuck Romberger. She asked him if he had a preference of serving on P&Z or DRB, which he did not. She said she liked that he had read the Jerome Zoning Ordinance and General Plan.

Ms. Worth said that based on his background and education, she thought serving on the P&Z Commission would be a better fit for Mr. Romberger.

Ms. Moore asked Mr. Romberger when he moved to Jerome.

(13:00) Mr. Romberger said he has been living in Jerome since September, although he also maintains a home in Payson. Jerome resident Mimi Romberger spoke from her place in the chambers and said that they are now registered to vote and file taxes with Jerome as their official address. Mr. Romberger confirmed they are living in Jerome full time.

Ms. Gallagher clarified that there is no residency requirement to serve on one of the boards.

Mayor Barber told Mr. Romberger what would be expected of him as a member of the P&Z Commission.

Motion to Appoint Mr. Chuck Romberger to the P&I Commission for the Term Ending February 20, 2023

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

7:32 (31:26)

ITEM #9D: REVIEW OF PAID PARKING PROGRAM

Council will review the status of the parking kiosk program and discuss whether any changes should be implemented.

Police Chief Allen Muma was not present.

Vice Mayor Harvey said that she feels most of the problems have been addressed except for motorcycle parking, which will be paved and marked soon. Most of the parking kiosk problems have been dealt with, although Chief Muma could use help with maintenance of the kiosks and has suggested Lyle Keith from Public Works. Vice Mayor Harvey said that ongoing problems seem to be with international credit cards or visitors who want to pay with cash (they can also pay directly to JPD). A cash kiosk does not seem to be needed at this time. She also said that no one seems to mind paying \$3-\$5 to park.

Councilmember Jack Dillenberg said that he has not heard of any negative responses from visitors regarding paid parking and he praised the program, impressed that it had generated \$75,000 in less than six months.

Vice Mayor Harvey noted that the revenues have been enough to pay for the costs of the program.

Dr. Dillenberg also praised Janice Pontious and Chuck Harris for their efforts.

Mayor Barber agreed that the tourists seem to be fine with paying for parking; it's some residents who seem to have a problem.

Councilmember Worth clarified for the record that councilmembers must pay for parking in designated areas. She went over the revenue data in more detail and agreed that we have likely surpassed the cost of the kiosks and can start looking at infrastructure repairs. She asked if anyone from the public had any questions or comments.

Mayor Barber asked if Janice of JPD had received the coin counting machine. She agrees that a cash kiosk is not needed at this time. She suggested reevaluating the paid parking program again in one year.

Ms. Worth said that the numbers she previously quoted did not include coin revenue nor the fines paid from parking citations. She suggested that Council review the numbers again in six months and then annually as needed.

Jerome businessowner John Bartell asked about the price of the parking kiosks and was told approximately \$6800.00 each (Ms. Worth clarified that a total of \$47,619.98 was paid for six kiosks later in the meeting; see item 2).

Motion to Review Parking Kiosk Program in six months, then annually as needed or requested

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

8:07 (55:34) ITEM #9E: WATER AND SEWER RATES

Council will review the water and sewer rate study and various rate scenarios that were presented by Dan Jackson of Willdan on December 19, 2019 and may discuss how and whether to proceed with changes to our rate structure.

Mayor Barber pointed out that Sedona had a water rate structure survey a while ago but is being very careful about it because of how it would affect their low-income residents. She then read from the minutes taken at Dan Jackson's presentation on December 19, 2019. Mayor Barber asked if the average resident is using 5 to 8 thousand gallons per month.

Councilmember Mandy Worth pointed out the water usage illustrated in the PowerPoint presentation on page 9. She noted the water usage of in-town users and out-of-town users and how drastically different they were. She asked for further clarification on rates and other factors.

Councilmember Jane Moore expressed concern about sewer rates and how they're tied to water rates; she sees a need to look at an equitable change to the current formula. Discussion ensued.

Mayor Barber made suggestions for how to make the charges equitable.

Ms. Gallagher confirmed that the town does subsidize the water and sewer funds, which uses sales tax revenue to help keep the rates low.

Ms. Worth asked what constitutes a commercial account, referring to page 7 of the Willdan presentation.

Ms. Gallagher said restaurants, industry, businesses are commercial accounts, basically anyplace that's not residential, and most are in the commercial zone.

Ms. Cays clarified that several businesses only pay for trash because they don't have water or sewer.

Ms. Moore asked if the state park was a municipal account; Ms. Gallagher stated they are a commercial account.

Ms. Moore mentioned that the kiosk fees would be helping with infrastructure, hence would help cover the cost of maintaining public facilities.

Ms. Gallagher pointed out that, in his rate structure, Mr. Jackson accounted for \$50,000 from kiosk money as revenues in each of the water and sewer budgets.

(1:07:20) Jerome resident Pam Morris asked if B&Bs were considered commercial accounts, which they are, and they pay accordingly. They pay residential plus a per room charge. Vice Mayor Harvey directed her to page 5 of the Willdan presentation.

Ms. Worth clarified that, due to restrictions in the state law, short-term rentals are not charged the way B&Bs, hotels, and rooming houses are charged. Ms. Cays stated that short-term rentals are charged the double occupancy rate.

(1:08:48) Jerome businessowner John Bartell reminded the Council that he was a member of the Jerome Water Task Force in September 2018 as he distributed handouts that illustrated three scenarios of water rate structures and his recommendation. He spoke about some of the findings reached by the task force and shared examples of discrepancies in the rates. He then quoted Arizona statute 9-51-01 regarding rates and charges being "just and reasonable." He also mentioned a certified statement that Jerome had submitted to the Department of Water Resources in 2012.

Mr. Bartell then referred to his handout that illustrates the pros and cons of three scenarios and explained some of his calculations. His recommendation would be Scenario 1B. He then quoted Town Code 13-9-4, which addresses water conservation. He said he would be happy to share his full presentation and answer any questions.

Ms. Moore spoke about the Water Task Force and a couple of situations that were discovered in their research, including serious leaks at a couple of residences showing high use of water. She suggested we look at current data if the Council is going to look at usage.

Mr. Bartell agreed but asked that it be kept in mind that data researched was for a full year of usage. He also mentioned that a "winter average" of water is charged by other municipalities for sewer use.

Ms. Moore informed Council that her water usage for the last year has been below 10,000 gallons per month except for summer months.

Ms. Worth asked if the Council could get updated usage data; discussion ensued.

Mr. Bartell agreed that this makes sense and feels it would be important to address conservation.

Dr. Dillenberg asked Mr. Bartell why he believes the 27 customers he referred to are using more water.

Mr. Bartell guessed that perhaps they have water leaks and the town could help them if this is the case.

Dr. Dillenberg thanked Mr. Bartell for his presentation and said that he's about fairness but to also keep in mind the low-income residents.

Mr. Bartell said his recommended scenario would help 80 percent of the residents save on their water bills.

Ms. Moore said that she would like to keep the nature and wildlife we have around us and not discourage residences from having gardens. She would like the town to be more self-sustaining and strike a balance, not waste water.

Mayor Barber made a comment about the meter data that shows not all premises have individual meters; discussion ensued.

Ms. Worth asked if a building is multi-use, how is the rate structure determined? She used the Hotel Jerome as an example.

Ms. Gallagher said if it's to be based on volumetric use, each premise (dwelling) would have to have a meter.

Ms. Moore said that retrofitting some of the buildings in Jerome would be very problematic.

The mayor asked who would pay for the needed meters if the town were to charge by volume, and was told that it would be the residents. She suggested discussing the water rate structure again in August.

Ms. Gallagher explained the process of implementing a water rate change, a 60-day process from notice of intent to action

7:22 (14:37)

ITEM #9F: APPROVING AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES - WASTEWATER TREATMENT PLANT

Council may approve an agreement with PACE Engineering for engineering services relative to wastewater treatment plant improvements.

Mayor Barber introduced Michael Krebs from PACE Engineering.

(15:13) Mr. Krebs spoke about the firm's proposal and PACE as a company. He spoke about the project they worked on in Quartzsite, Arizona, and how they saved the town significant cost to renovate their wastewater treatment plant. For Jerome, the issues are ammonia and copper, which they would thoroughly evaluate with Henry MacVittie, Jerome's wastewater operations supervisor. PACE takes into consideration capital costs but also operational costs. PACE would work closely with Jerome staff and councilmembers to see what the best solution would be for the town. A preliminary report would be submitted to the USDA for funding.

A councilmember asked how long the project would take to complete. Mr. Krebs said it would take approximately six months to complete the work. He then explained the paperwork that was included in the agenda packet.

Ms. Worth asked if PACE is familiar with trickle filters, a unique system. Mr. Krebs confirmed that the company does have experience with trickle filters; he also said that in the approximately 50 Arizona towns he has visited, Jerome has the most unique treatment plant he has come across.

Mr. Krebs said that they're excited to work in Jerome. Ms. Gallagher thanked Mr. Krebs for all his efforts to bring this proposal to the town. Mr. Krebs clarified that PACE wants to work with all those involved and embraces working as a team.

Motion to Approve the Agreement with PACE for Professional Engineering Services - Wastewater Treatment Plan

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

ITEM #10:

NEW BUSINESS

8:38 (1:26:06)

ITEM #10A: REVISED BYLAWS OF THE PLANNING AND ZONING COMMISSION

Council may approve revised bylaws adopted by the Planning and Zoning Commission.

Vice Mayor Harvey expressed concerns about the suggested changes and went through the revisions line by line.

Ms. Moore asked if P&Z bylaws were ever adopted by Council. Ms. Gallagher said they were not. Discussion ensued about DRB's bylaws and their adoption. Ms. Gallagher read from the records.

Vice Mayor Harvey continued with her concerns. She feels strongly that start time for the meetings should remain at 7pm and not be changed to 6pm. She then pointed out a revision in P&Z bylaws, page 7, IV. B., that was not made in the DRB bylaws.

Ms. Worth suggested a revision in the same paragraph. Ms. Gallagher pointed out why the revision wouldn't work.

Dr. Dillenberg asked the Vice Mayor to clarify her concern about the time and day of the P&Z meetings, which she did. Discussion ensued. She said monthly P&Z and DRB meetings should come after Council meetings to streamline project approvals. Vice Mayor Harvey asked if changes can be made now by Council regarding the meeting schedule.

Dr. Dillenberg said he thinks that the scheduling of the day of the meeting should stay flexible. Discussion continued. Mayor Barber agreed with keeping the meeting time at 7.

Dr. Dillenberg suggested that Council submit schedule change recommendations to the boards for their consideration. Vice Mayor Harvey reiterated the importance of keeping the meetings scheduled at 7.

Ms. Worth suggested that the revision regarding terms on page 1, A. (2) a). be checked against the zoning ordinance, and along with the time change back to 7 and the monthly scheduling change, that they all be submitted to the Commission for re-evaluation. She would like to table a decision for now.

Ms. Gallagher pointed out the edit on page 2, A. (1) and whether Council approves of it. Discussion ensued, and it was decided it should be deleted. She explained that the chair could still reschedule a meeting without the revision and why the most recent DRB meeting had been postponed.

Ms. Moore added one revision to page 3 (6).

Mayor Barber suggested that the P&Z meetings should be scheduled on the Wednesday after the monthly Council meetings.

Ms. Moore suggested that someone sit in for the zoning administrator if he cannot attend a meeting, which prompted Ms. Worth to remind everyone that a succession plan is needed.

Motion to Table and Return Bylaws to Planning and Zoning Commission for a Second Revision

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

8:55 (1:43:33)

ITEM #10B: REVISED BYLAWS OF THE DESIGN REVIEW BOARD

Council may approve revised bylaws adopted by the Design Review Board.

Similar concerns were voiced regarding the revisions to the DRB bylaws (see Item #10A above).

Vice Mayor Harvey listed the recommended changes.

Ms. Gallagher pointed out a grammatical error on page 6 (3), first line. Discussion ensued and it was agreed the change should be made to P&Z and DRB bylaws.

Motion to Table and Return Bylaws to Design Review Board for a Second Revision

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

8:58 (1:47:09)

ITEM #10C: AFFORDABLE/WORKFORCE HOUSING

Zoning Administrator John Knight will lead the Council in a discussion of various options with respect to affordable/workforce housing.

Due to Mr. Knight's absence, Mayor Barber suggested tabling this item until the April Council meeting.

Ms. Moore recalled that direction was given to staff to do surveys related to the Hotel Jerome and the sliding jail. Mayor Barber suggested bringing it up again during "To and From Council."

7:30 (29:18)

ITEM #10D: APPROVING AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES – CENTER AVENUE IMPROVEMENTS

Council may approve an agreement with Southwest Environmental Consultants for engineering services relative to Center Avenue improvements.

Mr. Krishan Ginige was not present.

Ms. Gallagher said the proposal's estimated total was \$58,252, which is in the budget.

Ms. Worth clarified that the timing of approving this in conjunction with the CDBG funding was crucial.

Motion to Approve Agreement with Southwest Environmental Consultants

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

7:26 (25:14)

ITEM #10E: APPROVING APPLICATION TO USDA FOR "SEARCH" GRANT

Council may approve an application to the USDA for a SEARCH (Special Evaluation Assistance for Rural Communities & Households) grant in the amount of \$30,000 to fund wastewater treatment engineering.

Motion to Approve Application to USDA for SEARCH Grant

COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
BARBER	Х		X			
DILLENBERG			X			
HARVEY		Х	X			
MOORE			X			
WODTH			Y			

9:00 (1:48:48)

ITEM #10F: AUTHORIZING LETTER TO ADOT REGARDING OVERSIZED VEHICLES

Council may authorize the submittal of a letter to the Arizona Department of Transportation requesting enhanced signage at the bottom of Cleopatra Hill prohibiting oversized vehicles.

Mayor Barber pointed out how drivers can be easily confused by where the signs currently exist.

Councilmember Jack Dillenberg expressed concern about the most recent accident involving an oversized vehicle, considering the driver claimed to not speak English. It was quickly pointed out that, in order to get a driver's license, a person needs to be able to understand English to pass the test. Dr. Dillenberg suggested flashing lights for the signage. Discussion ensued.

Dr. Dillenberg informed the Council that the arrow was missing from the "Risk of Fire" sign on Hwy 89A.

Ms. Moore brought up that in his email, Bob LaJeunesse states that ADOT reserves flashing lights for high crash sites. She also thought APS could provide a turnaround for trucks at the planned new substation at the bottom of Cleopatra Hill. Dr. Dillenberg said he's already discussed this with APS, and they can.

Dr. Dillenberg suggested a protective barrier be added for pedestrian safety at the accident site. This would require ADOT's approval. Mayor Barber said that adding a barrier would likely cause even more frequent accidents due to how narrow that stretch of Hwy 89A is.

Vice Mayor Harvey read the email from Mr. LaJeunesse and then her reply to him.

Ms. Gallagher said that the Vice Mayor's well-written letter is hard to top in light of the directive at hand. She suggested quoting and expressing support for the Vice Mayor's email and having all Councilmembers sign it.

Discussion ensued regarding current placement and efficacy of ADOT warning signs and the addition of citation information.

Regarding the proposed letter to ADOT, Ms. Worth said that public safety needs to be more pointedly addressed. She gave several examples of how Jerome's public safety is jeopardized by these truck accidents.

Vice Mayor Harvey gave her account of the recent accident in support of Ms. Worth's comments.

Ms. Gallagher shared, on a lighter note, that Public Works director Marty Boland was proud that his welding survived the derailing.

(2:09:09) Jerome resident Josh Epperson asked if the oversized vehicle signage applies to RVs. Discussion ensued.

(2:12:00) Resident Pam Morris said that the safety of pedestrians should be a priority. Vice Mayor Harvey suggested that this be mentioned in the letter to ADOT. Councilmembers shared risks they've taken walking along the stretch of 89A being addressed.

Mayor Barber confirmed direction to staff.

ITEM #11: 9:25 (2:13:49)

TO AND FROM THE COUNCIL

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

Councilmember Worth reminded other members and staff of the importance of having a succession plan. She asked that the filed statements of intent be added to the town website for the public's reference. She would also like representatives of local schools to make presentations to the Council after our round of budget meetings. She then listed what taxes Jerome pays to the various school districts; she would like to know how the money is being spent.

Ms. Worth also reminded everyone that council packets must be filed by April 6, 2020.

Vice Mayor Harvey reviewed the list of budget accomplishments during the current fiscal year, of which more than half of the projects have been completed. She praised the work of town staff and the accomplishments of this Council.

Vice Mayor Harvey asked if headshots of all councilmembers could be added to the town website.

(2:23:23) Resident Epperson reported that the streetlight at Center Avenue and Fourth Street has been out for months. Ms. Cays informed him that the outage had been previously reported to the police, who then report it to APS. She said she would follow up with Officer Rusty San Felice.

(2:25:35) Resident Pam Morris said that residents can also call APS directly.

Ms. Moore reminded Council that a survey needs to be done of the sliding jail area and the town-owned lot on Rich Street to get an idea of how much parking is available. She also suggested that instead of cancelling a P&Z meeting when no items are on the agenda, perhaps the Commission can meet to work on the zoning ordinance. She would like to see a revision of the definitions of boarding house (remove) and hotel. This would be a directive for the zoning administrator.

Dr. Dillenberg would like to add the health clinic, the Cottonwood area transit, and the idea of a community garden to the April agenda to move these discussions along and perhaps include in the budget meetings.

Ms. Worth would like to see designated green spaces and recreational areas in Jerome extended. She asked what it would entail to find out where this could happen in town. Dr. Dillenberg suggested perhaps getting five smaller grants for such projects. Ms. Gallagher suggested this be discussed further at a future Council meeting.

Vice Mayor Harvey said that graffiti in town has gotten worse. The Jerome Police Department and Public Works are both working on getting rid of it. Citizens are encouraged to send photos of new graffiti to Chief Allen Muma.

ITEM #12:

APPROVE:

ADJOURNMENT

Motion to Adjourn at 9:46 p.m.

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

ATTEST:

Christina "Alex" Barber, Mayor	Candace B. Gallagher, CMC, Town Manager/Clerk
	Date:



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MINUTES

SPECIAL MEETING OF THE JEROME TOWN COUNCIL COUNCIL CHAMBERS, JEROME TOWN HALL

TUESDAY, MARCH 17, 2020 AT 6:00 PM

ITEM #1:	CALL TO ORDER/ROLL CALL								
	Mayor/Chairperson to call meeting to order.								
	Town Clerk to call and record the roll.								
	Mayor Alex Barber called the meeting to order at 6:00 PM.								
	Town A	Manager/Clerk Can	dace Gal	laaher cal	led roll. Pr	esent we	re Mayor E	Barber, Vid	ce Mayor
		łarvey, Councilmem							
		nonically). Councilm							J
ITEM #2:	PUBLIC	C HEARING: ALTERI	NATIVE E	XPENDITU	RE LIMITA	TION (H	OME RULE	E)	
		il will conduct the fi				-		-	3.01
		ling an Alternative E		•	_				
	_	Barber opened the	•				(7.
	,	Romberger, Jerome	•		•		on about t	ha nrocas	es and Ms
		her explained it in a		, askea ioi	generari	mornanc	ni aboui ii	ne proces	s, and Ms.
	There v	were no further ques	stions from	n the public	c and the	hearing	was closed	d.	
	It was i	noted that the seco	nd public	hearing w	rill take pla	ace on M	larch 24 ai	t 6 p.m.	
ITEM #3:		JRNMENT at 6:05 p.m			•				
			MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN	7
		BARBER	х		Х				_
		DILLENBERG			X]
		HARVEY MOORE		х	X				-
		WORTH					x		4
	I	1							
APPROVE	: •			A	ATTEST:				
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Christina '	'Alex'' Ba	rber, Mayor		(Candace B	. Gallaghe	er, CMC, To	wn Manag	er/Clerk



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MINUTES

SPECIAL MEETING OF THE JEROME TOWN COUNCIL HELD VIA WEB CONFERENCE

COUNCIL CHAMBERS, JEROME TOWN HALL TUESDAY, MARCH 24, 2020 AT 6:00 PM

	10ESDAT, MARCH 24, 2020 AT 6.00 FM							
ITEM #1:	CALL TO ORDER/ROLL CALL							
(0.33)	Mayor/Chairperson to call meeting to order.							
	Mayor Alex Barber called the meeting to order at 6:01 pm.							
	Town Clerk to call and record the roll.							
	Town Manager/Clerk Candace Gallagher called the roll. Remotely present were Mayor							
	Barber, Vice Mayor Sage Harvey, and Councilmembers Jane Moore, Mandy Worth, and Dr.							
	Jack Dillenberg. Zoning Administrator John Knight and Deputy Clerk Rosa Cays were also present.							
ITEM #2:	PUBLIC HEARING: ALTERNATIVE EXPENDITURE LIMITATION (HOME RULE)							
(0.51)	Council will conduct the second of two public hearings, in accordance with A.R.S. 41-563.01,							
(0.51)	regarding an Alternative Expenditure Limitation for the Town of Jerome (a.k.a. "Home Rule").							
	Mayor Barber introduced the item and opened the public hearing at 6:02 p.m.							
	Chuck Romberger, Jerome resident, stated that he was "just here to listen."							
	No further comments were heard and Mayor Barber closed the public hearing at 6:03 p.m.							
ITEM #3:	RESOLUTION NO. 595, A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF JEROME							
6:03 (1.49)	PROPOSING AN ALTERNATIVE EXPENDITURE LIMITATION							
0.00 (1.47)	Council may approve Resolution No. 595, proposing an alternative expenditure limitation.							
	Motion to Adopt Resolution No. 595 Proposing an Alternative Expenditure Limitation							
	COUNCILMEMBER MOVED SECONDED AYE NAY ABSENT ABSTAIN							
	BARBER X X DILLENBERG X X							
	HARVEY X MOORE X							
	WORTH X X							
ITEM #4:	HILLTOP DELI LIQUOR LICENSE – ACQUISITION OF CONTROL							
6:04 (2.26)	Council will review an application to the State of Arizona submitted by Hilltop Deli for a change in							
	ownership, and may recommend approval, disapproval or take no action.							
	Vice Mayor Harvey said that the person being added to the liquor license is running the deli							
	right now.							
	Mayor Barber clarified that partial ownership was changing from Artis Roque to Victor Lucero. Motion to Approve for Hilltop Deli Liquor License Acquisition of Control							
	COUNCILMEMBER MOVED SECONDED AYE NAY ABSENT ABSTAIN							
	BARBER X X							
	HARVEY X X							
	MOORE X X WORTH X							
ITEM #5:	COVID-19 UPDATE							
6:05 (3.44)	Mayor Alex Barber will provide an update on the Town's response to the COVID-19 pandemic.							
	Mayor Barber referred to the most recent report she had received from Chief Allen Muma,							
	the town's emergency preparedness manager, a daily report she has been receiving from							
	Chief Muma regularly for the last week.							
	Ms. Gallagher said she had just received more recent information from the county that							

afternoon and noted that 4 cases have now been reported in Yavapai County.

	Mayor Barber mentioned that the Arizona governor declared towns that could not establish								
	forced quarantine and that businesses "of necessity" stay open.								
	Mayor Barber asked that the public please follow the CDC guidelines.								
	Ms. Gallagher said that a new executive order was issued stating that landlords cannot evict								
	people because of COVID-19.								
	Councilmember Worth asked if the executive order was exclusively for evictions with cause or								
	if it included a notice to vacate. She requested clarification in this regard and Ms. Gallagher								
	said she would investigate.								
ITEM #6:	AUTHORIZING SALE AT AUCTION OF EQUIPMENT NO LONGER NEEDED FOR PUBLIC USE								
6:10 (8.14)	Council may authorize the sale at auction of certain police department equipment (lights, cage								
	and equipment removed from Dodge Charger) no longer needed for public use.								
	Ms. Gallagher let Council know that the person who had purchased the Dodge Charger was								
	interested in buying this equipment, but that it would have to be auctioned, not sold to him								
	directly.								
	Motion to Authorize Sale at Auction of Equipment No Longer Needed for Public Use								
	COUNCILMEMBER MOVED SECONDED AYE NAY ABSENT ABSTAIN BARBER								
	DILLENBERG X X								
	HARVEY X MOORE X								
	WORTH X X								
ITEM #7:	ADJOURNMENT								
(9.13)	Motion to Adjourn at 6:11								
()	COUNCILMEMBER MOVED SECONDED AYE NAY ABSENT ABSTAIN								
	BARBER								
	DILLENBERG X X X HARVEY X								
	MOORE X								
	WORTH X X								
APPROVE:	ATTEST:								

Candace B. Gallagher, CMC, Town Manager/Clerk

Date:

Christina "Alex" Barber, Mayor



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ORDINANCE NO. 460

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, APPROVING AMENDMENT TO ZONING MAP TO ESTABLISH R-2 (SINGLE- AND TWO-FAMILY RESIDENTIAL) ZONE

WHEREAS, the Town of Jerome Zoning Map dated November 14, 2006 illustrates the location and boundaries of all zoning districts in the Town; and

WHEREAS, it is the recommendation of the Jerome Planning & Zoning Commission that the Zoning Map be amended to establish a new R-2 (Single- and Two-Family Residential) Zone to encompass the following parcels, each of which is currently zoned R 1-5:

401-11-002A	(vacant lot, no physical address)
401-11-002B	884 Hampshire Avenue
401-11-002C	886 Hampshire Avenue
401-11-003	888 Hampshire Avenue
401-11-004	894 Hampshire Avenue
401-11-005A	896 Hampshire Avenue
401-11-005B	898 Hampshire Avenue
401-11-006	10 North Drive
401-11-007C	18 North Drive
401-11-008	21 North Drive; and

WHEREAS, it is the desire of the Town Council to amend the Town Zoning Map accordingly;

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

Section 1. The parcels herein listed are hereby rezoned as R-2 (Single- and Two-Family Residential).

Section 2. The Zoning Administrator is hereby directed to arrange for a new Zoning Map reflecting the map that was shown to the Planning & Zoning Commission and to the Council that showed the parcel changes noted above.

Section 3. Upon receipt of the new Zoning Map, a notation shall be included in the Jerome Zoning Ordinance referencing the date of the new map, copies of which shall be available to the public and posted on the Town's website.

Date of first reading: 3/10/2020	Dates of publication:					
Date of adoption:	Date of posting:					
Voting record at adoption:						
	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
BARBER						
DILLENBERG						
HARVEY						
MOORE						
WORTH						

Section 4. Following its adoption, this Ord with the requirements of A.R.S. § 39-203 et seq.	dinance shall be published by the Town Clerk in accordance	
Section 5. All ordinances or parts of ordinar are hereby repealed to the extent of their inconsiste	nces that are in conflict with the provisions of this Ordinance ency 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 COU THIS DAY OF2020.	NCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA,	
	Christina "Alex" Barber, Mayor	
ATTEST:	APPROVED AS TO FORM:	

William J. Sims, Esq.
Town Attorney

Candace Gallagher, Town Manager/Clerk



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

RESOLUTION NO. 596

A RESOLUTION AUTHORIZING AND SUPPORTING AN APPLICATION FOR A USDA RURAL DEVELOPMENT SEARCH GRANT TO FINANCE ENGINEERING FOR THE WASTEWATER TREATMENT PLANT

WHEREAS, the need exists for an engineering study regarding the wastewater treatment plant; and

WHEREAS, U.S.D.A. Rural Development offers SEARCH Grants for which the Town of Jerome is eligible, and which could be utilized to help fund this study;

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

- 1. That the Town Council hereby expresses its support for a grant application to U.S.D.A Rural Development in the amount of \$30,000 to fund engineering at the wastewater treatment plant.
- 2. That the Town Council considers this project a priority that is vitally important to the Town's continued sustainability and intends to commit whatever resources may be required to see it through to completion.
- 3. That the Town Council hereby instructs and authorizes the Town Manager to apply to USDA Rural Development for a grant as outlined herein.

ADDDOVED.

	APPROVED.	
	Christina "Alex" Barber, Mayor	_
ATTEST:	APPROVED AS TO FORM:	
Candace Gallagher, Town Manager/Clerk	William J. Sims, Town Attorney	_



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

RESOLUTION NO. 597

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF JEROME, ARIZONA, AUTHORIZING A SETTLEMENT AGREEMENT WITH THE CUBAN QUEEN BORDELLO, LLC, JOSH LINDNER AND WINDY JONES

WHEREAS, on March 5, 2020, the Town of Jerome was served with a Notice of Claim by Josh Lindner and Windy Jones regarding their property at 324 Queen Street; and

WHEREAS, Town officials have negotiated with Mr. Lindner and Ms. Jones toward a settlement that will avoid costly litigation; and

WHEREAS, a proposed settlement agreement is attached hereto and made a part hereof;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Town of Jerome, Arizona, that the Town Council has reviewed and hereby approves the attached settlement agreement with the Cuban Queen Bordello, LLC, Josh Lindner and Windy Jones.

APPROVED by a majority vote of the Je	erome Town Council on the day of	, 2020.
	APPROVED:	
	Christina "Alex" Barber, Mayor	-
ATTEST:	APPROVED AS TO FORM:	
Candace Gallagher. Town Manager/Clerk		-

RELEASE AND SETTLEMENT AGREEMENT

This SETTLEMENT AND RELEASE AGREEMENT ("Agreement") is made and entered into by and between the **Town** of Jerome, a municipal corporation ("**Town**") and the Cuban Queen Bordello, LLC, an Arizona limited liability company, Windy Jones and Joshua Lindner (collectively, the "**Developer**") and is dated as of April , 2020 ("**Effective Date**").

RECITALS

- A. The **Developer** has been developing **Property** located at 324 Queen Street, Jerome, Arizona ("**Property**");
- B. The **Developer** sent the **Town** a notice of claim ("**NOC**") on March 5, 2020 arising out of alleged conduct by **Town** staff that the **Developer** believes constituted a violation of law;
 - C. The **Town** contests the allegations in the **NOC**;
- D. The parties, however, agree that it is in the interest of the **Town** and the **Developer** to focus on the development of the **Property** in accordance with the Jerome Town Code and Jerome Town Zoning Code rather than delay the development of the **Property** and expend resources on litigation; and
- E. The Parties entered into a Memorandum of Understanding ("MOU") concerning this dispute dated as of November 18, 2019;
- F. The Parties now wish to settle the dispute concerning the **NOC** and to establish a process to develop the **Property**.

AGREEMENT

NOW, THEREFORE, in consideration of the mutual promises and terms contained herein, it is hereby agreed:

SECTION ONE Operative Terms

- 1.1 The **MOU** is hereby terminated.
- 1.2 The **Town** agrees to process the development of the **Property**, and the **Developer** agrees to development of the **Property** in accordance with the Jerome Town Code and Jerome Town Zoning Code.
- 1.3 Parking for the **Property** will be provided pursuant to the following process:
 - 1.3.1 No later than the issuance of a Certificate of Occupancy for the **Property**, the **Developer** must purchase easements for up to five spaces (the "**Off-site Parking Easements**") in the **Town** owned Clark Street Parking lot.

- 1.3.2 The **Off-site Parking Easements** shall be for the exclusive use of the **Property** and shall run with the land, unless terminated pursuant to this Agreement. Following the purchase of the **Off-site Parking Easements**, the **Developer** may at its cost record the **Off-site Parking Easements**.
- 1.3.3 Town agrees to reserve the Off-site Parking Easements for purchase by the Developer for a period terminating on the date that is four (4) years after the date of the Conditional Use Permit approval (February 11, 2020) for the Property (the "Four-Year Anniversary Date"). The price for each of the Off-site Parking Easements shall be Three Thousand Three Hundred Fifty-Six and Twenty-five cents (\$3,356.25).
- 1.3.4 If the **Developer** does not purchase the Off-site Parking Easements prior to the **Four-Year Anniversary Date**, the **Off-site Parking Easements** will no longer be available for purchase by the **Developer**. Thereafter the **Developer** must obtain other parking spaces as required by Section 510 of the Town Zoning Code for development of the **Property**.
- 1.3.5 If for a period of 365 days, the **Property** is not subject to and being used pursuant to an effective business license or building permit, the **Off-site Parking Easements** shall terminate, and the **Developer** shall be entitled to a refund of the amount initially paid for the **Off-site Parking Easements** prorated based on the remaining term of the **Off-site Parking Easements** relative to a twenty-five year useful life of the **Property** improvements. For example, and by way of illustration without limiting the generality of the preceding sentence, if the **Off-site Parking Easements** terminate five (5) years after the Effective Date, the **Developer** shall be entitled to a refund equal to eighty percent (80%) of the initial purchase price.
- 1.3.6 If the **Town** modifies the parking requirements for the **Town**'s C-1 Zoning District such that the **Off-site Parking Easements** are no longer needed for the **Property**, the **Developer** may request that the **Off-site Parking Easements** be extinguished, and the **Developer** shall be entitled to a refund of the amount initially paid for the **Off-site Parking Easements** prorated based on the remaining term of the easements relative to a twenty-five year useful life of the **Property** Improvements. For example, and by way of illustration without limiting the generality of the preceding sentence, if the **Off-site Parking Easements** are extinguished five (5) years after the Effective Date, the **Developer** shall be entitled to a refund equal to eighty percent (80%) of the initial purchase price.

SECTION TWO Release

2.1 The **Developer**, on behalf of itself, its successors, assigns, agents, representatives, attorneys and all persons acting by, through or under it, for good and valuable consideration, including the consideration referred to in <u>Section 1.3</u>, the receipt and adequacy of which is hereby acknowledged, does hereby release and forever discharge the **Town**, its Council members, employees, attorneys, accountants, and other agents acting on its behalf from any and all claims, causes of action in law or in equity, suits, debts, liens, contracts, agreements,

promises, liabilities, demands, damages, losses, costs, or expenses of any nature whatsoever, arising out of or related to the **Town** and its boards, commissions, employees and agents approval process for the development of the **Property**; provided, however, that the provisions of this <u>Section 2.1</u> shall not limit the parties' obligations under Section 1.2 of this Agreement.

- 2.2 The **Town**, on behalf of itself, its successors, assigns, agents, representatives, attorneys and all persons acting by, through or under it, for good and valuable consideration, including the consideration referred to Section 2.1, the receipt and adequacy of which is hereby acknowledged, does hereby release and forever discharge the **Developer**, its officers, directors, employees, attorneys, accountants, and other agents acting on its behalf from any and all claims, causes of action in law or in equity, suits, debts, liens, contracts, agreements, promises, liabilities, demands, damages, losses, costs, or expenses of any nature whatsoever, arising out of or related to the approval process for the development of the **Property**; provided, however, that the provisions of this Section 2.2 shall not limit the parties' obligations under Section 1.2 of this Agreement.
- 2.3 The Parties will each bear their own attorney's fees, costs, and expenses arising out of the matters set forth in this Agreement and the negotiation and preparation of this Agreement.

SECTION THREE No Wrongdoing

3.1 The Parties acknowledge that they deny any wrongdoing whatsoever regarding the subject matter of this Agreement. This Agreement is entered into solely for the purpose of compromising disputed claims and avoiding the time and expense of litigation. The Parties expressly understand and agree that nothing in this Agreement constitutes an admission of any wrongdoing or liability on behalf of the Parties, or their agents, affiliates, partners, assigns, successors, and/or subsidiaries.

SECTION FOUR Binding Effect

4.1 The Parties further agree that this Agreement, and all of its terms, binds and inures to the benefit of the Parties and their successors and assigns. Each reference to the **Developer**, the **Town** includes their successors and assigns. The Parties will cooperate in good faith in performing all acts and executing all documents necessary to carry out the terms of this Agreement.

SECTION FIVE Opportunity to Review and Confer with Counsel

5.1 The Parties have thoroughly reviewed the terms of this Agreement and represent that they understand its meaning. Each Party has had a full and fair opportunity to confer and receive legal advice from its attorneys with respect to the advisability of entering into this Agreement and the releases provided herein. Each Party provided its respective attorneys a full and fair opportunity to review this Agreement and consulted with its respective attorneys regarding the terms contained herein.

SECTION SIX Written Modification and Integration

6.1 The Parties represent and warrant that they are not relying on any promises or representations which do not appear in this Agreement. The Parties may amend, modify, supplement, or alter this Agreement only by a writing signed by the Parties. This document is the entire, complete, sole, and only understanding of, by, and between the Parties and there are no independent, collateral, different, additional, or other understandings or agreements, oral or written, or obligations to be performed, things to be done, or payments to be made other than those described herein and no promise, inducement or consideration other than set forth herein has been made or agreed upon.

SECTION SEVEN Obligation of Good Faith

7.1 This Agreement is made entirely as a compromise and for the purpose of settlement of disputes between the Parties. The Parties acknowledge and agree that this Agreement is entered into in good faith, will be performed in good faith and has no purpose other than to give effect to its terms and conditions and to compromise, settle and extinguish disputes.

SECTION EIGHT Governing Law and Forum

8.1 The laws of the State of Arizona applicable to contracts made or to be wholly performed there (without giving effect to choice of law or conflict of law principles) govern the validity, construction, performance and effect of this Agreement. The Parties may bring any lawsuit to interpret or enforce the terms of this Agreement only in a court of competent jurisdiction in Yavapai County, Arizona. The Parties to this Agreement will be considered the drafters of the same, and no principle of law construing this Agreement against the drafter will be applicable in any lawsuit arising out of the rights and obligations between the Parties.

SECTION NINE Counterparts

9.1 The Parties may execute this Agreement in counterparts and each executed counterpart shall be effective as the original. All faxed, emailed, scanned, or electronic signatures affirming this Agreement constitute an original. Any signature page of this Agreement may be detached from any counterpart without impairing the legal effect of any signatures, and may be attached to another counterpart, identical in form, but having attached to it one or more additional signature pages.

SECTION TEN Communication

10.1	Any notices sent pursuant to this Agreement will be sent to the following addresses:			
	Developer:			
			· · -	
	Windy Jones			

Joshua Lindner

Town: Town Manager

Town of Jerome 600 Clark Street

Jerome, Arizona 86331

(928) 634-7943

Any notice sent pursuant to this Section 10 will be sent by United States mail, certified and return receipt requested and will be deemed received three days after deposit in the U.S. Mail. All other communications may be sent by first class mail, facsimile, email, courier (such as FedEx), or hand delivery.

SECTION ELEVEN Authority

11.1 Each of the Parties represents and warrants that it has the authority to approve and execute this Agreement.

SECTION TWELVE Waiver

12.1 The failure of the Parties to demand from the other performance of any act under this Agreement shall not be construed as a waiver of the Parties' right to demand, at any subsequent time, such performance.

SECTION THIRTEEN Statutory Required Provisions

13.1 This Agreement is subject to termination pursuant to A.R.S. Section 38-511.

IN WITNESS WHEREOF, each of the Parties has executed this Agreement on the date and year written below.

DEVELOPER:	TOWN:	
Cuban Queen Bordello, LLC, an Arizona limited liability company	Town of Jerome, a municipal corporation	
By:	By:	
Name:	Name:(print name)	
Its:	Its:	
Date:(print date)	Date:	
Windy Jones		
(print date)		
Joshua Lindner (print date)		

PROSECUTION SERVICES AGREEMENT

Jerome Municipal Court Misdemeanors

This Agreement by and between the **Town of Jerome**, hereinafter called "Town," and **Prescott Law Group**, PLC, hereinafter called "PLG."

RECITALS

WHEREAS, the Town and the Jerome Municipal Court in and for the County of Yavapai, hereinafter called "Court," have determined that execution of Legal Services Agreements is an appropriate method to provide prosecutorial services to the Town and for certain other types of legal proceedings; and

WHEREAS, PLG has represented that it is professionally qualified to perform such services, and the Town has relied on such representation in entering into this Agreement.

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

I. DUTIES OF THE TOWN

- A. Compensation. For services rendered pursuant to this Agreement, Town agrees to pay PLG a wage of \$110.00 per hour.
- B. Compensation for expenses. In the event PLG shall incur out of pocket expenses, including, but not limited to, excessive copying charges, excessive postage, deposition transcripts, expert witness fees and possible investigator fees, reimbursement for such expenditures shall be made monthly upon submission of an itemized listing.
- C. Non-Legal Tasks. A rate of \$50 per hour shall be paid to PLG for services rendered by non-attorneys, including paralegals, clerks, secretaries or other support personnel that would ordinarily perform secretarial and clerical support work involved in preparing and transmitting documents, copying, organizing, filing or similar functions.

II. DUTIES OF PLG

- A. In General. PLG shall provide professional legal prosecutions in cases based upon the express warranties that any person providing such prosecutions pursuant to this Agreement is licensed to practice law in the state of Arizona and that such persons are qualified by reason of competence, training and experience to provide the designated prosecutorial services.
- B. Good Standing. During the term of the Agreement or any renewal thereof, PLG will report any bar complaints, malpractice claims or lawsuits in which a determination, finding or decision adverse to any of its attorneys has been made to the Presiding Judge within five (5) working days of becoming aware of, or receiving notice of the existence or occurrence of such determination, finding or decision. Suspension or loss of PLG's

license to practice law in the State of Arizona shall give the Town the Ability to terminate this contract.

- C. Local Availability. The Town and the Court expect that PLG will be fully prepared to provide effective prosecutions and an appropriate level of service to the Court and the justice system. PLG agrees that, during the effective term of this Agreement, PLG will maintain office facilities within the boundaries of Yavapai County and that such facilities will be located and equipped to effectively discharge the duties and responsibilities set forth in this Agreement. It is understood and agreed that PLG shall establish and maintain communications capability that will allow prompt receipt of and responses to electronic communications including, but not limited to telephone and facsimile, and that PLG will be available to receive and promptly respond to such communications. PLG further agrees to be physically present in Yavapai County at such times as may be required to make court appearances and to meet with defendants, justice system personnel and other parties as necessary or to make provisions for substitute prosecutions as specified in Section II(E) of this Agreement.
- D. Acceptance of Assignments. PLG agrees to accept cases appointed by the Court during the effective term of this Agreement unless PLG is not ethically permitted to prosecute under the Arizona Rules of Professional Conduct. PLG shall prosecute defendants throughout their trial court proceedings subject to withdrawal or substitution only as provided in this Agreement or in accordance with Arizona Rules of Criminal Procedure. The duty to prosecute continues until each case is terminated by dismissal, acquittal, sentence, suspension of sentence or imposition of terms of probation and shall include any necessary post-verdict proceedings pursuant to Rule 24, Arizona Rules of Criminal Procedure.
- E. Substitute Representation. The parties contemplate that, unless otherwise specifically provided in writing in this Agreement or attachments thereto, substantially all services to be rendered pursuant to this Agreement are to be provided by PLG. The parties understand and agree that from time to time, illness, vacation or other circumstances may prevent PLG from providing some services. In that event, it shall be the responsibility of PLG to arrange for qualified substitute prosecutorial services at the same rate listed in I(A) above. All substitute attorneys are subject to prior approval by the trial judge. PLG shall not broker or subcontract cases or portions of cases to other firms.
- F. Activity Records. PLG agrees to maintain case logs, final disposition records, time sheets and other pertinent activity records, which shall include the number of days the case was open, the names of the officers involved in each case and any co-defendants for each assigned case and to transmit these records to the Presiding Judge upon request.

III. INDEPENDENT CONTRACTOR STATUS

In performance of the duties set forth herein, it is mutually understood and agreed that PLG is, at all times, acting as an independent provider of prosecutorial services. It is further understood and agreed that Town shall not seek to exercise control or direction over the methods by which PLG shall provide services to individual cases excepting that PLG does, by this Agreement agree to perform said duties in strict accordance with legal and ethical standards governing the provisions of legal services.

IV. TERM AND TERMINATION

- A. Effective Term of Agreement. Unless otherwise specified, the effective term of each Agreement shall run from June 1, 2020 through May 31, 2021.
- B. Termination of Agreement; General. The Town may terminate this Agreement without cause and in its sole discretion, upon thirty (30) days written notice to PLG. PLG may terminate this Agreement without cause and in its sole discretion upon thirty (30) days written notice to the Town and the Presiding Judge.

V. TEMPORARY MODIFICATIONS.

In the event that circumstances arise which prevent PLG from providing effective prosecutions, Town representatives and the Presiding Judge may confer with PLG to identify the issues and attempt to resolve any problems. The Town may make temporary modifications of the Agreement to the extent that the legitimate interests of the parties and the interests of justice may be served thereby.

VII. APPROVALS

PRESCOTT LAW GROUP	TOWN OF JEROME
Of Soloy	
Date: \(\frac{3}{3} \) \(\frac{3}{3} \)	Date:

AGREEMENT FOR LEGAL SERVICES

THIS AGREEMENT FOR LEGAL SERVICES ("Agreement") is made and entered into this __t day of April, 2020 ("Effective Date") by and between the TOWN OF JEROME, ARIZONA, a municipal corporation ("Town") and SIMS MACKIN, LTD., an Arizona professional corporation ("Sims Mackin") for services as Town Attorney.

RECITALS:

- A. The Town desires to contract for the provision of legal services by counsel not in its employ.
- B. Sims Mackin has represented that it is professionally qualified to perform such services, and the Town has relied on such representation in entering into this Agreement.

NOW, THEREFORE, it is agreed between the parties as follows:

AGREEMENT:

- 1. <u>Scope of Service and Representation</u>. Sims Mackin agrees to act as general legal counsel for the Town providing civil, transactional services including but not limited to:
- a. Drafting ordinances and resolutions; drafting and negotiating contracts and leases; reviewing agendas and minutes; attending meetings of the Town Council and other boards and commissions as needed; coordinate with Town staff for review of documents prepared in-house; providing general legal advice and counsel in areas such as election law, property law, planning and zoning, code enforcement, contract law, procurement law and contracts, personnel, improvement districts, open meeting law, litigation, grants, insurance, state and federal law and municipal law; and overseeing the Town Prosecutor.
- b. Attendance at requested regular and special meetings of the Town Council, including special meetings of the Council and meetings of the Planning and Zoning Commission.
 - c. Service as parliamentarian for the Town Council.
- 2. Advice and Status Reporting. Sims Mackin shall provide Town with timely advice of all significant developments arising during performance of their services hereunder orally or in writing, as Sims Mackin considers appropriate.
- 3. <u>Compensation and Payment</u>. Town agrees to pay Sims Mackin for services rendered hereunder as provided in **Appendix A**. All services not specified in **Appendix A** shall be billed at actual cost. Fees and expenses shall be billed on a monthly basis and paid by Town within forty-five (45) days.

- a. Whenever possible, attorneys shall minimize time spent consulting with one another and agree to use their best efforts to minimize the costs of the legal representation of the Town.
- b. All consultants, experts and subcontractors engaged to provide services to Sims Mackin in the performance of this Agreement, and the use and extent of those services, shall be approved by the Town prior to them providing the services.
- c. Billing rate increases may only be requested by Sims Mackin thirty (30) days prior to the annual anniversary date of this Agreement. Any increased rate shall be based on mutual consent of the Town and Sims Mackin.
- 4. <u>Reimbursement for Expenses</u>. The cost of photocopies necessary in the ordinary course of business, faxes sent and received, long distance telephone charges, postage and WestLaw electronic legal research will not be billed to the Town. Large photocopying jobs contracted to an offsite vendor, courier services, and Federal Express will be billed at the actual cost incurred for those services. All costs and other disbursements for outside services not specified herein shall be billed at actual cost.
- 5. Term. The term of this Agreement shall be for the period from the Effective Date through June 30, 2021, with options to extend for successive periods by mutual agreement of the parties. Approximately sixty (60) days before the termination date of this Agreement, the parties will meet to discuss a proposed renewal of this Agreement and the factors related to such a renewal. If the parties cannot agree on terms for the renewal period at least thirty (30) days before the termination date, this Agreement will expire as scheduled.
- 6. <u>Cancellation</u>. The Town reserves the right to cancel the whole or any part of this Agreement without cause. The Town will issue a written thirty (30) day notice of such cancellation.
- 7. <u>Indemnification For and Liability and Professional Liability</u>. To the fullest extent permitted by law, Sims Mackin, its successors, assigns and guarantors, shall defend, indemnify and hold harmless the Town, its agents, representatives, officers, directors, officials and employees from and against all allegations, demands, proceedings, suits, actions, claims, damages, losses, expenses, including but not limited to, attorneys' fees, courts costs, and the cost of appellate proceedings, and all claim adjusting and handling expense, related to, arising from or out of or resulting from any negligent, or intentional actions, acts, errors, mistakes or omissions caused in whole or in part by Sims Mackin relating to work or services in the performance of this Agreement, including but not limited to anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable and any injury or damages claimed by any of Sims Mackin's and subcontractor's employees.
- 8. <u>Choice of Law</u>. This Agreement shall be governed and interpreted according to the laws of the State of Arizona.
- 9. <u>Whole Agreement</u>. This Agreement constitutes the entire understanding of the parties, and no representations or agreements, oral or written, made prior to its execution shall vary or modify its terms.

- Amendments. Any amendment, modification or variation from the terms of this Agreement shall be in writing and shall be effective only after approval of all parties signing the original Agreement.
- Non-Assignment. Services covered by this Agreement shall not be assigned in 11. whole or in part without the prior written consent of the Town.
- Cancellation. This Agreement is subject to cancellation pursuant to A.R.S. § 38-12. 511.
- <u>Independent Contractor Status</u>. The services Sims Mackin provides to Town under this Agreement are those of an independent contractor, not an employee.
- Records. Upon termination of this Agreement, your papers and property will be returned to you promptly upon receipt of payment for outstanding fees and costs. Our own files pertaining to the matter will be retained. These firm files include, for example, firm administrative records, time and expense reports, personnel and staffing materials, credit and accounting records; and lawyers' work product such as drafts, notes, internal memoranda, and legal and factual research prepared by or for the use of lawyers. We may destroy or otherwise dispose of any such documents or other materials retained by us within a reasonable time after the termination of the engagement.

IN WITNESS WHEREOF, the parties hereto have entered into this Agreement as of the day and year first above written.

TOWN OF JEROME	SIMS MACKIN, LTD.	
Ву:		
<i>y</i>	William J. Sims III, Partner	
ATTEST:		
Town Clerk		

APPENDIX A

Billing Rate Schedule

Fixed hourly rate for William J. Sims	\$195/hour
Fixed hourly rate for Kristin Mackin	\$195/hour
Fixed hourly rate for Associate	\$165/hour
Fixed hourly rate for Paralegal	\$ 80/hour

Sims Mackin <u>will not</u> charge the Town for faxes, long distance telephone charges, postage, photocopies, or WestLaw electronic legal research necessary in the ordinary course of business. In those cases when an extraordinary volume of photocopying is required and the job is completed by our outside contractor, we will charge the Town at our cost.

We will advance on your behalf charges for such necessary services and costs as outside-communication services, messenger services, and court fees. Such items will be charged monthly as they are received and processed by the firm. We will submit certain charges directly to you for prompt payment.

For necessary travel to and from Jerome for meetings, the Town will be billed for half of the travel time for a round trip. The Town will not be billed for any mileage.

From: Ginger Mackenzie gingermackberlin@gmail.com

Subject: Studio Rents

Date: March 21, 2020 at 10:04 AM

To: Candace Gallagher c.gallagher@jerome.az.gov Cc: Christy Fisher christyfisher@earthlink.net



Greetings Candace,

We send our love to you. I am sure this is all a lot on your plate.

Christy Fisher and myself have basically lost our income from one day to the next and I am sure it is the same for Carrie Mae. We wanted to ask the city to waive or give us an option on our studio rents.

We could add a little extra to each month after to make up for a 2 to 3 month deferment or waive since town hall is shut down. Let us know your thoughts?

That would make a big difference to both of us at this time. We have both been great tenants for going on 4 years and will continue to be when we all get to move on with our lives.

Best,

Ginger & Christy

To: Candace Gallagher c.gallagher@jerome.az.gov

Hi Candace

Thanks for update

Another possible would be a 60 or ninety day rent deferral with this being added to end of lease .

Not sure how long I can survive at current rent level with hardly any income.

Thanks Bill

Get Outlook for iOS

From: Candace Gallagher <c.gallagher@jerome.az.gov>

Sent: Wednesday, March 25, 2020 1:06:40 PM To: BILL SOTIROS <bsotiros@gmail.com>

Subject: Re: Rent

Hi Bill -

I will pass this along to our Council, and I'll keep you posted.

Good luck and stay safe during this crazy time.

Best, Candace

Candace B. Gallagher, CMC

Town Manager/Clerk Town of Jerome 600 Clark Street P.O. Box 335 Jerome, AZ 86331 (928) 634-7943

c.gallagher@jerome.az.gov

On Mar 25, 2020, at 9:04 AM, BILL SOTIROS < bsotiros@gmail.com > wrote:

Hi Candace

This is Bill with Jerome Ghostpepper Company

Thank you for calling me back yesterday.

Would love to hear back on rent relief.

Would like to input what I feel would be most helpful.

Many landlords in town are giving a temporary 50% rent reduction.

Would like to see a temporary reduction in rate instead of no late fees,

I am sure when business starts to come back it will not be at the level we are accustomed to.

To have a larger rent due could endanger our chances of recovery.

Thank you for time

Bill Sotiros

Ph:928-499-2982

Thank you



TOWN OF JEROME

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

ZONING ADMINISTRATOR REPORT Town Council April 14, 2020

ITEM 8D: COMMUNITY GARDEN AND HOME GARDENING WORKSHOP

Prepared by: John Knight, Zoning Administrator Approved by: Candace Gallagher, Town Manager

Action: Discussion/Possible Action

Background and Summary: Due to recent supply chain issues, there's been a renewed interest in gardening. Encouraging and educating residents on how to grow their own food can be done through both the establishment of a community garden and gardening workshops. Due to social distancing requirements, workshops can be held online via Zoom or social media.

Community Garden: A community garden is a great way to bring neighbors together while also growing nutritious and great-tasting vegetables, fruits and herbs. It's also provides a great location to teach children about gardening and hold gardening workshops.

- Location Several locations have been considered. Criteria considered include access, visibility, sun access, soil quality, water availability and security. Sites considered, and dismissed, include the following:
 - Town Hall Rear Parking Lot this site has shade issues and no soil. It would also require removal of existing parking.
 - o Property by Haunted Hamburger this site has difficult access and is very small.
 - Area below Sliding Jail this site has no soil, buried concrete and debris, and may be subject to erosion.
 - Middle Park there is an area on the west side of middle park that may meet all the criteria. The area is not currently being used and can easily be repurposed for a community garden. The site is accessible from the parking lot (necessary to bring in soil and other materials), is visible (helps with security), and has water. The soil appears heavily compacted and likely poor quality. However, this can be overcome with raised beds and soil amendments. A concept plan for a Community Garden at Middle Park is attached for review.
- **Community Interest** we need to be sure there's enough interest in developing a community garden. Volunteers can help with the planning, labor, and even donating tools and materials. We can reach out via Facebook, the Town website and word of mouth.
- Resources Needed In order to establish a community garden, assistance will be needed from
 the Town Crew to help grade the site, extend irrigation, deliver materials, build planter boxes,
 develop a garden shed and construct fencing. The Town will also need to provide gardening
 tools such as hoses, wheelbarrows, and shovels. We may be able to get some of these items
 donated and obtain assistance from volunteers to help with the construction.

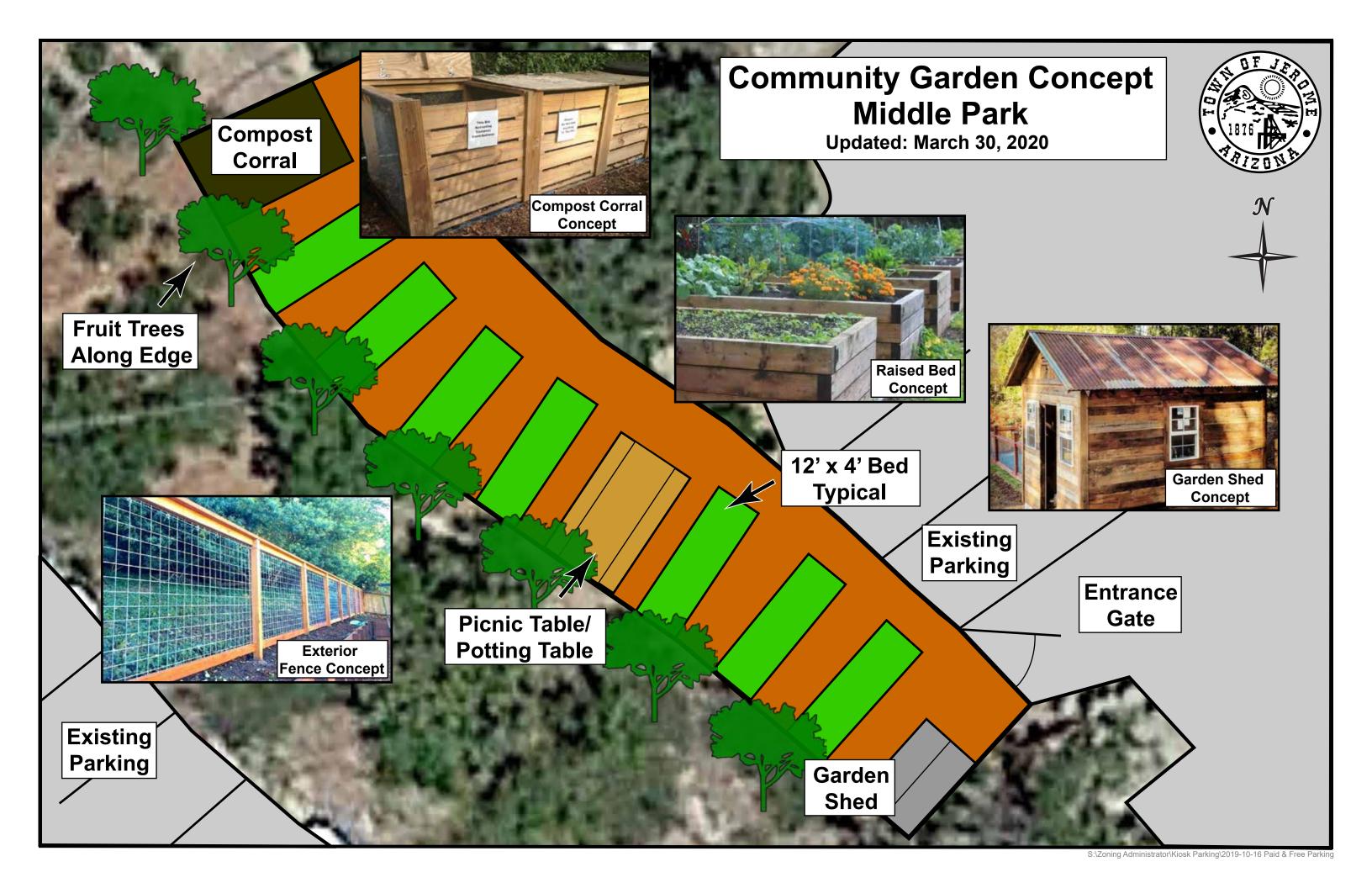
Home Gardening Workshop: For people that are interested in starting a garden at their home, staff suggests doing an online workshop. This will help generate interest in the community garden and give people an opportunity to start a small garden at home. A suggested agenda is attached. The Town may want to provide materials such as grow bags and soil to help get people started gardening. Grow bags can be obtained for less than \$5 each and garden soil can be provided for less than \$10. This could be completely or partially offset by charging a small fee to participants. This could be optional for people not interested in grow bags.

Fiscal Impact: An estimated \$5,000 to \$10,000 may be needed to purchase the initial materials. There will be a small on-going expense to provide water but once the garden is established, the on-going expenses should be minimal. If the Town is interested in subsidizing the workshop there may be an expense of \$10 to \$15/person.

Action: Discussion and Possible Direction

Attachments:

- Community Garden Concept Plan
- Draft online Workshop Agenda



DRAFT – Garden Workshop Agenda

Updated: April 4, 2020

- Start simple (grow bags)
- Organic Gardening problems w/Roundup, pesticides and commercial fertilizers (OMRI
 Certification)
- Soil potting mix vs. local soil
- Soil Testing & common soil deficiencies NPK & Micronutrients common deficiencies in
 Verde Valley N, K, Iron, & Zinc
- Raised Beds vs. in ground gardening
- Compost Commercial and Home Composting (worm farming)
- Dig vs. No Dig (see Charles Dowding videos)
- Irrigation manual vs. automatic
- Crops to start now
- Crops for food security
- Trouble free crops
- Common Garden Problems & Solutions
 - o Aphids, whiteflies, pill bugs, earwigs
 - o Fungal Problems blight, leaf curl, powdery mildew, etc.



TOWN OF JEROME

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ZONING ADMINISTRATOR REPORT Town Council April 14, 2020

ITEM 8E: POSSIBLE AMENDMENTS TO ZONING ORDINANCE

Prepared by: John Knight, Zoning Administrator Approved by: Candace Gallagher, Town Manager

Action: Discussion/Possible Action

Background and Summary: This report discusses three potential amendments to the Jerome Zoning Ordinance. These include but are not limited to (1) temporary and political signs, (2) definitions of *boarding house* and *hotel*, and (3) definition of "small project." Other potential code amendments are included in Section (4) below. The Council may wish to discuss these and direct staff to return with additional information or the Council can initiate the amendment process and direct the Jerome Planning and Zoning Commission to begin the hearings for an ordinance amendment. Note that either Council or the planning and zoning commission has the authority to initiate ordinance amendments.

Item #1 - Temporary and Political Signs: Due to the upcoming election, there has been a recent proliferation of political and candidate signs. The zoning administrator has received several complaints about a couple of large political banners. These signs are regulated by state law when placed in the public right-of-way. However, when they are on private property, the signs can be regulated by local jurisdiction.

Based on discussions with our town attorney, Bill Sims, there are problems enforcing our current sign ordinance based on relatively recent case law related to free speech (refer to US Supreme Court Case Reed vs. Town of Gilbert). Jurisdictions can enforce the size and placement of signs on private property but cannot enforce the content of these "temporary signs."

In order to properly enforce temporary candidate signs and political signs, the Jerome Zoning Ordinance needs to be amended to treat all temporary signs in a similar fashion. Due to the Reed vs. Gilbert Supreme Court case, the town of Gilbert has updated their sign ordinance to ensure that all temporary signs are consistent with both state and federal laws. The sections related to temporary signs could be incorporated into the Jerome Zoning Ordinance. Changes to the Town ordinance would impact all temporary signs including real estate signs, contractor signs, construction signs, banners, and political/candidate signs.

Item #2 - Definitions of Boarding House and Hotel: Under the definitions section of the zoning ordinance, the code distinguishes between several different types of residential lodging. These include bed and breakfast, boarding or rooming house, hotel and motel. The differences are noted in the table below.

Item	Allowable	Permit	Notes
	Rooms	Requirement	
Bed and	3	CUP in	The CUP requirement is inconsistent
breakfast		Residential	with the state law regarding short term
		and C-1	rentals.
Boarding/	8	CUP in C-1 only	Requires a central kitchen facility.
Rooming House			
Hotel	9 or more	Permitted in C-1	No provision for cooking in the rooms.
Motel	N/A	Permitted in C-1	Unclear why this is separate from
			Hotel definition and doesn't identify
			the min/max number of rooms.

Definitions from the Zoning Code:

Bed and breakfast - a building or buildings containing central kitchen facilities and not more than three (3) rooms used to provide lodging for compensation; provided that, 1) No more than one (1) family is lodged per day, 2) no meals are provided other than breakfast, 3) the host family lives on the premises, 4) smoke alarms are installed and, 5) parking has no negative effect on the neighborhood.

Boarding or Rooming House - a building or buildings containing central kitchen facilities and not more than eight (8) rooms where lodging is provided for compensation with or without meals, but not to include rest homes.

Hotel - a building in which there are nine (9) or more rooms where lodging with or without meals is provided for compensation, usually on a transient basis. "Hotel" shall not be construed to include motel, trailer court, sanitarium, hospital, or other institutional building or jail or other building where persons are housed under restraint. No provision is made for cooking in the individual rooms or suites.

Motel - a building or group of buildings containing guest rooms or apartments, each of which maintains a separate outside entrance, used primarily for the accommodation of motorists and provides automobile parking space on the premises.

Options for Discussion re: Definitions: Under the current ordinance, it appears that the intention was that Bed and Breakfast would cover 1 to 3 rooms, Boarding/Rooming Houses would be 4 to 8 rooms, and Hotel (and perhaps Motel) would be 9 or more rooms. Some options for discussion are noted below.

New Definition of Short-Term Rental: The bed-and-breakfast definition should be amended to be consistent with state law, which does not allow local jurisdictions to regulate short-term rentals. A new definition for short-term rentals could be added to the code. The definition could include both owner- (or host-) occupied as well as non-owner occupied. This would be consistent with current state law. This use should be added as a permitted use in the residential zoning districts.

New Definition of *Boutique Hotel*: The definition of *boarding/rooming house* is outdated and could probably be removed from the code. A small, temporary lodging facility (in this case 4 to 8 rooms) is commonly referred to as a "boutique hotel." A new definition of *boutique hotel* could be added to the code and the requirement for a common kitchen removed. This should be treated the same as hotel/motel and be

allowed in the C-1 as a permitted use. Alternatively, the hotel/motel definition could be amended to include smaller lodging facilities.

Expand Definition of *Hotel/Motel*: The code has a separate definition of *hotel* and *motel*. They are both treated the same in terms of permits (both permitted in the C-1) and parking (1 space per room). However, the definition of *motel* does not identify the minimum number of rooms (for *hotel* it is 9 or more). These definitions could easily be combined into a single definition and also be expanded to include smaller lodging facilities such as a boutique hotel.

Item #3 - Small Projects: The code does not clearly identify what projects require design review and site plan review, what projects can be approved administratively and what projects are exempt. The current process has been to require any physical change to go through the Jerome Design Review Board and sometimes also the Jerome Planning and Zoning Commission. Examples include roofing replacement, paint changes, siding changes, landscape improvements, concrete work, sheds, accessory structures, and small additions.

Processing small projects through the boards takes away staff resources that should be spent focusing on more critical planning projects, like affordable housing and ordinance amendments. This process also requires applicants to spend more time and money (and hassle) to get their projects approved.

Options for Discussion Regarding Small Projects: The code should clearly identify what projects are exempt, what can be approved administratively, which ones require design review, and which ones require both design review and site plan review.

Exemptions: Painting, fencing, landscaping, and minor color/material changes could be identified as exempt. Standards would need to be added to the code to ensure visual compatibility and compliance with all other code requirements.

Administrative Approval: Small projects such as sheds, signs, awnings, minor additions/alterations, re-roofing, and projects that do not include additional square footage could all be approved administratively. Clear standards would need to be added to clarify the size of the project (less than a certain square footage) as well as to ensure visual compatibility. A list of administratively approved projects would be forwarded to the boards each month so that they are informed of recent approvals.

Larger Projects: Larger projects would still require design review and/or site plan review by the DRB and planning and zoning commission.

Other Possibilities: A few other ideas have been discussed that may provide a more efficient process for smaller projects. These are noted below.

Hearings Officer: State law allows local jurisdictions to appoint a hearings officer to review/approve projects that would otherwise be reviewed by a DRB or a planning and zoning commission. Meetings of a hearings officer must still adhere to Arizona's Open Meeting Law and require posting and noticing just like any public board meeting. The purpose of the hearings officer is to free up the public boards from having to review small items and allow applicants to process their projects more efficiently. Projects would still need to meet all other code standards and requirements. A list of projects that could be reviewed by a hearings officer would need to be added to the code.

Combining Boards: One option that's been discussed is to combine the DRB and planning and zoning commission into a single board. This would save both applicants and staff considerable resources and speed up the approval process for both small and larger projects. Many projects require review by DRB, P&Z, as well as Council. Since these meetings are typically a month apart, this process can take three or four months from time of initial submittal. Combining the boards save applicants a significant amount of time and effort. The seats would also be easier to fill with volunteers from the community.

Change DRB to Historic Preservation Commission: The DRB currently reviews all projects, regardless of size, and most are considered historic in nature. The DRB's role could be changed so that they focus only on projects that have some type of historical component. Having a separate design review board is uncommon in this area. The only jurisdictions with a separate design review board are Jerome and Clarkdale. However, most nearby jurisdictions have a historic preservation board or commission.

Item #4 – Other Cleanup Items: A variety of other code-related "cleanup" items that could be considered at a future date are noted below:

- **Dwelling Unit and Kitchen Definitions:** The definitions of dwelling unit and kitchen need to be cleaned up to clarify when someone has an additional dwelling unit. Most jurisdictions consider the addition of a kitchen with an oven to be an additional unit. The current definition of kitchen does not identify whether a stove/oven would need to be included to be considered a kitchen.
- **Height Definition and Standard:** The current definition of *building height* requires the calculation of median (or average) grade. In some cases, there are additional calculations for steeper slopes. There is also a provision that allows for taller heights when nearby buildings are taller. These provisions are very confusing for applicants and should be simplified.
- **Setback Standards:** Similar to the section on height calculation, the setback calculation allows for reduced setbacks when nearby buildings (in the C-1) have less than the standard setback. This provision is confusing and should be simplified.
- Setbacks for Odd-Shaped Lots and Lots with Multiple Frontages: On unusually shaped lots and lots with multiple frontages, it's often unclear which yard should be determined to be the front, sides and rear. This is especially difficult on triangular-shaped lots. This could be clarified as part of an update to the setback standards.
- Unbuildable and Substandard Small Lots: The current setback standards make a large number of vacant lots unbuildable. These lots could be used for smaller, affordable housing if there were flexible standards to allow construction on these small lots.
- Tiny Homes: Tiny homes are not currently allowed to be constructed in Jerome. The
 minimum home size and other code standards would prohibit the construction of smaller
 homes.
- Noticing/Hearing Requirements: There are some inconsistencies in the noticing requirements and what types of projects require a public hearing. These sections should be cleaned up.
- Adjustments: Some jurisdictions allow a simpler process to adjust development standards under certain criteria. The purpose of the adjustment is to allow for minor adjustments to standards when there are unusual circumstances, such as small lots or odd-shaped lots. The standards can often be adjusted by a certain percentage, such as 10 to 25 percent, provided that objective criteria are met. These would be approved as part of the Site Plan Review process by the planning and zoning commission.

- Preliminary and Final Site Plan Review: It's unclear what projects require both
 preliminary and final site plan reviews. This section should be clarified so that a
 preliminary review is not required for smaller projects and can be highly encouraged for
 larger, more complicated projects.
- Permit Expiration Timeline: It's unclear when certain types of permit approvals expire. Both design review and grading and excavation permits expire six (6) months after approval. However, the code is not clear on when a site plan review expires. These should all be a consistent six (6) months. In addition, if a project requires review by Council (such as a conditional use permit), the code should state whether the other approvals expire six (6) months after Council approval or six (6) months after DRB or P&Z approval. Criteria should also be added to identify when an approval extension is appropriate.
- **Design Review Criteria:** The design review criteria are very subjective. Most of the criteria refer to the proposed improvements being "visually compatible" with surrounding buildings. In general, criteria that are subjective (such as visual compatibility) do not hold up to legal challenges.
- **Solar Exemption:** Installation of solar panels currently requires DRB review. To encourage residents to add solar panels, an administrative approval process could be created
- **Appeal Period:** The current appeal period for DRB and site plan review is 30 days. Many jurisdictions use a 14-day period. It may be worth considering a shorter time so that applicants can move forward with building permits more quickly.
- **Conditional/Permitted Uses:** The types of conditional uses and permitted uses in each zoning district may need to be reviewed.
- **Mixed-Use/Live-Work/Home Occupation:** Provisions need to be added to address what zones these are allowed in, a process for approval, and what standards would be applied for items like parking.

Action: Discussion and Possible Direction



TOWN OF JEROME

Proclamation

FAIR HOUSING MONTH - APRIL 2020

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, Christina "Alex" Barber, Mayor of the Town of Jerome, Arizona, do hereby proclaim *April 2020* 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 14th day of April, 2020

Christina "Alex" Barber, Mayon