



TOWN OF JEROME

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

AGENDA (Amended 12/13/21) REGULAR MEETING OF THE JEROME TOWN COUNCIL

CONDUCTED VIA ZOOM

TUESDAY, DECEMBER 14, 2021, AT 7:00 P.M.

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

PUBLIC PARTICIPATION IN THE MEETING

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

1. Zoom Conference
 - a. Computer: <https://us02web.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 what you would like to address.
 - b. Email c.gallagher@jerome.az.gov (Please submit comments at least one hour prior to the meeting.)

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.

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

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

ITEM #1:	CALL TO ORDER/ROLL CALL Mayor/Chairperson to call meeting to order. Town Clerk to call and record the roll.	
ITEM #2:	FINANCIAL REPORTS Financial reports for November 2021	Discussion/Possible Action
ITEM #3:	STAFF AND COUNCIL REPORTS Reports by the Town Manager/Clerk, Deputy Town Clerk, Utilities Clerk, Accounting Clerk, Public Works Department, Building Inspector, Library, Municipal Court, Police Chief, Fire Chief, and Council members.	Discussion/Possible Action
ITEM #4:	PLANNING & ZONING AND DESIGN REVIEW BOARD MINUTES Minutes are provided for the information of Council and do not require action.	Discussion/Possible Direction
ITEM #5:	APPROVAL OF MINUTES October 26, 2021 (open and closed sessions); November 9, 2021 (open and closed sessions)	Discussion/Possible Action
ITEM #6:	PETITIONS FROM THE PUBLIC Pursuant to A.R.S. § 38-431.01(H), public comment is permitted on matters not listed on the agenda, but the subject matter must be within the jurisdiction of the Council. All comments are subject to reasonable time, place and manner restrictions. All petitioners must fill out a request form with their name and subject matter. When recognized by the chair, please step to the podium, state your name and please observe the three (3) minute time limit. No petitioners will be recognized without a request. The Council's response to public comments is limited to asking staff to review a matter commented upon, asking that a matter be put on a future agenda, or responding to criticism.	Discussion/Possible Direction
ITEM #7:	ORDINANCES AND RESOLUTIONS	
	ITEM #7A: SECOND READING AND POSSIBLE ADOPTION – ORDINANCE NO. 477, AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, APPROVING AN AMENDMENT TO THE ZONING MAP Council may conduct the first reading of Ordinance No. 477.	Sponsored by Vice Mayor Mandy Worth Discussion/Possible Action
	ITEM #7B: RESOLUTION NO. 630, A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF JEROME, ARIZONA, AMENDING THE ADOPTED FEE SCHEDULE REGARDING PLANNING & ZONING, DESIGN REVIEW AND BOARD OF ADJUSTMENT FEES Council may adopt Resolution No. 630.	Sponsored by Mayor Jack Dillenberg Discussion/Possible Action
ITEM #8:	UNFINISHED BUSINESS	
	ITEM #8A: JEROME PIONEER CEMETERY Council will consider a recommendation from Dave Garner to allow goats to graze at the Jerome Pioneer Cemetery as a method of keeping brush and weeds in check.	Sponsored by Mayor Jack Dillenberg Discussion/Possible Action
	ITEM #8B: TOUR BUSINESSES Council will review and may approve current tour routes for our tour businesses and discuss possible amendments to the Town Code in that regard.	Sponsored by Councilmember Sage Harvey Discussion/Possible Action

	ITEM #8C: CONTRACTUAL OPTIONS FOR ADDRESSING STREET ABANDONMENT AND SUBSIDENCE Council will discuss with the Town Attorney contractual options for addressing street abandonment and the area of subsidence near the Sliding Jail. A portion of this discussion may take place in executive session, pursuant to A.R.S. § 38-431.03 (A)(3) and (A)(4).	Sponsored by Mayor Jack Dillenberg Discussion/Possible Action
	ITEM #8D: SHORT TERM RENTALS Council will discuss with the Town Attorney its options with respect to controlling or regulating short term rentals and may direct staff in this regard. Discussion may include a review of an ordinance enacted by the City of Sedona. A portion of this discussion may take place in executive session, pursuant to A.R.S. § 38-431.03 (A)(3) and (A)(4).	Sponsored by Mayor Jack Dillenberg Discussion/Possible Direction
ITEM #9:	NEW BUSINESS	
	ITEM #9A: REQUEST FOR ABANDONMENT OF TOWN RIGHT-OF-WAY Council will consider a request by Sean Bauer for abandonment of a portion of a town right-of-way located at 686 Verde Avenue and may direct staff in this regard.	Sponsored by Mayor Jack Dillenberg Discussion/Possible Direction
	ITEM #9B: PROP 202 FUNDING REQUEST Council will discuss and may decide on a project for which to request funding for this year's Prop 202 funding distribution from the Yavapai-Apache Nation.	Sponsored by Mayor Jack Dillenberg Discussion/Possible Action
ITEM #10:	TO AND FROM THE COUNCIL Council may direct staff regarding items to be placed on a future agenda.	Discussion; Possible Direction
ITEM #11:	ADJOURNMENT	

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

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that this notice and agenda was posted at the following locations on or before 7 p.m. on _____ in accordance with the statement filed by the Jerome Town Council with the Jerome Town Clerk: (1) 970 Gulch Road, side of Gulch Fire Station, exterior posting case; (2) 600 Clark Street, Jerome Town Hall, exterior posting case; (3) 120 Main Street, Jerome Post office, interior posting case.

Rosa Cays, Deputy Town Clerk

Town of Jerome
Budget to Actual Summary
21-Nov

Fund	Department	Current Period			YTD		
		Revenue	Budget	Variance	Revenue	Budget	Variance
	10 GF Revenue	\$ 310,213.50	\$ 224,848.87	\$ 85,364.63	\$ 1,031,010.34	\$ 846,387.02	\$ 184,623.32
	Total	\$ 310,213.50	\$ 224,848.87	\$ 85,364.63	\$ 1,031,010.34	\$ 846,387.02	\$ 184,623.32
		Expense	Budget	Variance	Expense	Budget	Variance
11	Admin	\$ 34,111.95	\$ 46,854.95	\$ 12,743.00	\$ 220,017.88	\$ 277,493.83	\$ 57,475.95
12	Court	\$ 5,713.92	\$ 8,962.79	\$ 3,248.87	\$ 33,401.92	\$ 46,307.97	\$ 12,906.05
13	Police	\$ 52,971.89	\$ 62,857.10	\$ 9,885.21	\$ 270,440.32	\$ 293,435.58	\$ 22,995.26
14	Fire	\$ 26,325.17	\$ 31,509.03	\$ 5,183.86	\$ 171,837.97	\$ 213,299.26	\$ 41,461.29
15	Library	\$ 7,979.87	\$ 7,880.20	\$ (99.67)	\$ 38,355.92	\$ 40,077.10	\$ 1,721.18
16	P&Z	\$ 3,861.87	\$ 9,623.86	\$ 5,761.99	\$ 31,896.92	\$ 48,413.48	\$ 16,516.56
17	Parks	\$ 1,234.99	\$ 1,819.03	\$ 584.04	\$ 5,644.47	\$ 9,198.04	\$ 3,553.57
18	Properties	\$ 9,309.22	\$ 18,768.61	\$ 9,459.39	\$ 55,335.59	\$ 96,443.90	\$ 41,108.31
	Total	\$ 141,508.88	\$ 188,275.57	\$ 46,766.69	\$ 826,930.99	\$ 1,024,669.16	\$ 197,738.17
General	Net Income (Loss)	\$ 168,704.62	\$ 36,573.30	\$ 132,131.32	\$ 204,079.35	\$ (178,282.14)	\$ 382,361.49
		Revenue	Budget	Variance	Revenue	Budget	Variance
50	Water	\$ 17,993.04	\$ 18,833.32	\$ (840.28)	\$ 95,345.43	\$ 94,166.76	\$ 1,178.67
51	Sewer	\$ 17,629.54	\$ 19,212.48	\$ (1,582.94)	\$ 93,604.77	\$ 96,062.64	\$ (2,457.87)
52	Trash	\$ 14,838.93	\$ 15,833.33	\$ (994.40)	\$ 74,038.45	\$ 79,166.69	\$ (5,128.24)
	Total	\$ 50,461.51	\$ 53,879.13	\$ (3,417.62)	\$ 262,988.65	\$ 269,396.09	\$ (6,407.44)
		Expense	Budget	Variance	Expense	Budget	Variance
50	Water	\$ 21,428.47	\$ 23,724.10	\$ 2,295.63	\$ 91,660.98	\$ 116,173.51	\$ 24,512.53
51	Sewer	\$ 16,122.13	\$ 51,332.52	\$ 35,210.39	\$ 90,311.95	\$ 145,904.14	\$ 55,592.19
52	Trash	\$ 17,480.30	\$ 19,184.01	\$ 1,703.71	\$ 89,361.68	\$ 102,423.85	\$ 13,062.17
	Total	\$ 55,030.90	\$ 94,240.63	\$ 39,209.73	\$ 271,334.61	\$ 364,501.50	\$ 93,166.89
Utilities	Net Income (Loss)	\$ (4,569.39)	\$ (40,361.50)	\$ 35,792.11	\$ (8,345.96)	\$ (95,105.41)	\$ 86,759.45
		Revenue	Budget	Variance	Revenue	Budget	Variance
30	HURF	\$ 9,016.17	\$ 8,527.83	\$ 488.34	\$ 70,072.54	\$ 51,839.19	\$ 18,233.35
		Expense	Budget	Variance	Expense	Budget	Variance
		\$ 9,016.17	\$ 11,534.33	\$ 2,518.16	\$ 70,072.54	\$ 88,513.94	\$ 18,441.40
Road	Net Income (Loss)	\$ -	\$ (3,006.50)	\$ 3,006.50	\$ -	\$ (36,674.75)	\$ 36,674.75
		Revenue	Budget	Variance	Revenue	Budget	Variance
35	Parking	\$ 32,801.60	\$ 20,833.33	\$ 11,968.27	\$ 140,030.70	\$ 104,166.69	\$ 35,864.01
		Expense	Budget	Variance	Expense	Budget	Variance
		\$ 23,081.08	\$ 21,459.22	\$ (1,621.86)	\$ 131,536.23	\$ 132,222.21	\$ 685.98
Parking	Net Income (Loss)	\$ 9,720.52	\$ (625.89)	\$ 10,346.41	\$ 8,494.47	\$ (28,055.52)	\$ 36,549.99
		Current Month			Year To Date		
Total Revenue		\$ 402,492.78			\$ 1,504,102.23		
Less Total Expense		\$ 228,637.03			\$ 1,299,874.37		
Net Income (Loss)		\$ 173,855.75			\$ 204,227.86		

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 11/1/2021 Through 11/30/2021

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Revenues								
Property Taxes	\$19,285.59	\$19,000.00	\$285.59	1.5%	\$21,869.10	\$19,000.00	\$2,869.10	15.1%
City Sales Taxes	187,455.95	101,700.00	85,755.95	84.3	613,578.17	419,900.00	193,678.17	46.1
State Sales Taxes	4,219.68	4,452.00	(232.32)	(5.2)	24,927.17	22,260.00	2,667.17	12.0
Urban Revenue Share	16,485.43	16,309.50	175.93	1.1	82,075.29	81,547.50	527.79	0.6
Vehicle License Tax	2,942.90	2,901.33	41.57	1.4	15,731.00	14,506.69	1,224.31	8.4
Fines and Forfeitures	6,248.48	6,083.33	165.15	2.7	30,686.96	30,416.69	270.27	0.9
Court Security Fund Revenue	1,200.00	833.33	366.67	44.0	5,021.01	4,166.69	854.32	20.5
Building Permits	229.00	666.66	(437.66)	(65.6)	2,924.96	3,333.38	(408.42)	(12.3)
Planning & Zoning Fees	225.00	416.66	(191.66)	(46.0)	1,700.00	2,083.38	(383.38)	(18.4)
Business Licenses	294.75	416.66	(121.91)	(29.3)	1,664.75	2,083.38	(418.63)	(20.1)
Commercial Filming Fees	0.00	29.16	(29.16)	(100.0)	0.00	145.88	(145.88)	(100.0)
Fire Dept Services Rev	72.00	833.33	(761.33)	(91.4)	72.00	4,166.69	(4,094.69)	(98.3)
Franchise Fees	4,053.14	3,750.00	303.14	8.1	7,859.72	7,500.00	359.72	4.8
PD Parking Citation Revenue	5,190.00	1,666.66	3,523.34	211.4	14,656.00	8,333.38	6,322.62	75.9
PD Revenue From Parking Fund	2,500.00	2,500.00	0.00	0.0	12,500.00	12,500.00	0.00	0.0
Police Officer Safety Equip Rev	274.31	166.66	107.65	64.6	1,139.97	833.38	306.59	36.8
Police Services	886.25	1,666.66	(780.41)	(46.8)	2,956.25	8,333.38	(5,377.13)	(64.5)
Rents	6,563.51	6,543.50	20.01	0.3	32,917.55	32,717.50	200.05	0.6
Utility Reimbursements	235.30	375.00	(139.70)	(37.3)	1,405.70	1,875.00	(469.30)	(25.0)
Wildland Fire Fees	24,500.00	24,500.00	0.00	0.0	51,450.00	51,450.00	0.00	0.0
Wildlands Wage Reimbursement	12,549.78	12,549.78	0.00	0.0	31,790.65	31,790.65	0.00	0.0
Firewise Wage Reimbursement	0.00	2,500.00	(2,500.00)	(100.0)	0.00	12,500.00	(12,500.00)	(100.0)
Contributions	0.00	125.00	(125.00)	(100.0)	2,713.00	625.00	2,088.00	334.1
Library Contributions	0.00	83.33	(83.33)	(100.0)	829.00	416.69	412.31	98.9
Interest	142.06	125.00	17.06	13.6	706.18	625.00	81.18	13.0
Sale of Assets	0.00	625.00	(625.00)	(100.0)	0.00	3,125.00	(3,125.00)	(100.0)
Miscellaneous Revenues	921.71	291.66	630.05	216.0	1,142.40	1,458.38	(315.98)	(21.7)
Administrative Charges	13,738.66	13,738.66	0.00	0.0	68,693.51	68,693.38	0.13	0.0
Net Revenues	\$310,213.50	\$224,848.87	\$85,364.63	38.0 %	\$1,031,010.34	\$846,387.02	\$184,623.32	21.8 %
Net Income (Loss)	\$310,213.50	\$224,848.87	\$85,364.63	38.0%	\$1,031,010.34	\$846,387.02	\$184,623.32	21.8%

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 11/1/2021 Through 11/30/2021

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<u>Program Expenses</u>								
Advertising, Printing, & Publishing	\$1,923.57	\$1,500.00	\$(423.57)	(28.2)%	\$5,898.91	\$4,450.00	\$(1,448.91)	(32.6)%
Contract Services	0.00	409.09	409.09	100.0	4,979.00	6,536.37	1,557.37	23.8
Conventions and Seminars	902.98	910.00	7.02	0.8	3,344.30	3,455.52	111.22	3.2
Training & Education	230.00	229.16	(0.84)	(0.4)	429.00	1,145.88	716.88	62.6
Dues, Subs & Memberships	65.00	75.00	10.00	13.3	5,615.00	5,475.00	(140.00)	(2.6)
TPT Collection Fee Exp	0.00	0.00	0.00	0.0	0.00	1,200.00	1,200.00	100.0
Insurance	0.00	0.00	0.00	0.0	8,622.03	8,800.00	177.97	2.0
Insurance Deductible Exp	0.00	83.33	83.33	100.0	200.00	416.69	216.69	52.0
COVID Expenses	0.00	75.00	75.00	100.0	0.00	375.00	375.00	100.0
Legal Exp - Gen Gov	1,319.00	1,166.66	(152.34)	(13.1)	3,082.50	5,833.38	2,750.88	47.2
Miscellaneous	0.00	472.16	472.16	100.0	485.52	2,360.88	1,875.36	79.4
Bank Fees - Gen Admin	164.48	150.00	(14.48)	(9.7)	713.50	750.00	36.50	4.9
Bank Fees / Merch Svcs	592.38	833.33	240.95	28.9	3,755.58	4,166.69	411.11	9.9
Office Supplies	1,282.57	1,300.00	17.43	1.3	3,319.82	3,300.00	(19.82)	(0.6)
Copier & Equip Lease Expense	423.18	625.00	201.82	32.3	2,726.78	3,125.00	398.22	12.7
Software Support Exp - GG	626.40	918.66	292.26	31.8	9,825.05	11,231.38	1,406.33	12.5
Computer Hardware & Service	1,013.67	833.33	(180.34)	(21.6)	3,349.84	4,166.69	816.85	19.6
Operating Supplies - Gen Gov	351.38	250.33	(101.05)	(40.4)	523.96	583.69	59.73	10.2
Postage	232.00	416.66	184.66	44.3	1,029.33	2,083.38	1,054.05	50.6
Rep and Maint - Vehicles	0.00	41.66	41.66	100.0	0.00	208.38	208.38	100.0
Shuttle Expenses	224.48	125.00	(99.48)	(79.6)	1,367.21	625.00	(742.21)	(118.8)
Small Tools and Equipment	0.00	583.33	583.33	100.0	0.00	2,916.69	2,916.69	100.0
Telephone	218.29	250.00	31.71	12.7	1,036.75	1,250.00	213.25	17.1
Travel	512.36	333.28	(179.08)	(53.7)	638.92	500.00	(138.92)	(27.8)
Tourism 1% Bed Tax	126.33	0.00	(126.33)	0.0	10,126.33	10,000.00	(126.33)	(1.3)
Community Health	0.00	41.66	41.66	100.0	0.00	208.38	208.38	100.0
Preservation of Historic Buildings	0.00	4,166.66	4,166.66	100.0	0.00	20,833.38	20,833.38	100.0
Vehicles, Cap Outlay, Gen Gov	0.00	0.00	0.00	0.0	0.00	10,000.00	10,000.00	100.0
Transfers Out	0.00	3,958.33	3,958.33	100.0	17,537.61	24,791.69	7,254.08	29.3
Total Program Expenses	\$10,208.07	\$19,747.63	\$9,539.56	48.3 %	\$88,606.94	\$140,789.07	\$52,182.13	37.1 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$17,482.84	\$19,828.83	\$2,345.99	11.8%	\$95,032.01	\$99,144.19	\$4,112.18	4.1%
Longevity Bonus	0.00	0.00	0.00	0.0	829.00	854.00	25.00	2.9
Payment in Lieu of Medical Benefits	533.46	577.91	44.45	7.7	2,934.03	2,889.63	(44.40)	(1.5)
FICA Match	1,343.56	1,570.08	226.52	14.4	7,365.13	7,850.44	485.31	6.2

12/6/21
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Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 11/1/2021 Through 11/30/2021

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Retirement Match	1,299.12	1,456.50	157.38	10.8	7,120.03	7,282.50	162.47	2.2
Health/Life Insurance	3,230.34	3,646.00	415.66	11.4	17,766.87	18,230.00	463.13	2.5
Workers Compensation	0.00	0.00	0.00	0.0	287.00	314.00	27.00	8.6
Unemployment Insurance	14.56	28.00	13.44	48.0	76.87	140.00	63.13	45.1
Total General & Administrative Expenses	\$23,903.88	\$27,107.32	\$3,203.44	11.8 %	\$131,410.94	\$136,704.76	\$5,293.82	3.9 %
Total Expenses	\$34,111.95	\$46,854.95	\$12,743.00	27.2%	\$220,017.88	\$277,493.83	\$57,475.95	20.7%
Net Income (Loss)	\$(34,111.95)	\$(46,854.95)	\$12,743.00	27.2%	(\$220,017.88)	\$(277,493.83)	\$57,475.95	20.7%

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 11/1/2021 Through 11/30/2021

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<u>Program Expenses</u>								
Court Security Fund Expenses	\$0.00	\$833.33	\$833.33	100.0%	\$0.00	\$4,166.69	\$4,166.69	100.0%
Contract Services	0.00	583.33	583.33	100.0	619.01	2,916.69	2,297.68	78.8
Training & Education	0.00	43.75	43.75	100.0	0.00	218.75	218.75	100.0
Dues and Subscriptions	134.81	26.66	(108.15)	(405.7)	134.81	133.38	(1.43)	(1.1)
Miscellaneous	0.00	25.00	25.00	100.0	0.00	125.00	125.00	100.0
Office Supplies	0.00	16.66	16.66	100.0	0.00	83.38	83.38	100.0
Copier & Equip Lease Exp	0.00	0.00	0.00	0.0	1,181.97	1,155.00	(26.97)	(2.3)
Telephone	0.00	75.00	75.00	100.0	290.68	375.00	84.32	22.5
Travel	0.00	75.00	75.00	100.0	203.72	375.00	171.28	45.7
Total Program Expenses	\$134.81	\$1,678.73	\$1,543.92	92.0 %	\$2,430.19	\$9,548.89	\$7,118.70	74.6 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$5,018.02	\$6,569.66	\$1,551.64	23.6%	\$27,527.63	\$32,848.38	\$5,320.75	16.2%
Longevity Bonus	0.00	0.00	0.00	0.0	273.00	273.00	0.00	0.0
FICA and Medicare	383.86	505.91	122.05	24.1	2,126.69	2,529.63	402.94	15.9
Retirement	176.00	192.33	16.33	8.5	987.84	961.69	(26.15)	(2.7)
Worker's Compensation	0.00	0.00	0.00	0.0	50.00	65.50	15.50	23.7
Unemployment	1.23	16.16	14.93	92.4	6.57	80.88	74.31	91.9
Total General & Administrative Expenses	\$5,579.11	\$7,284.06	\$1,704.95	23.4 %	\$30,971.73	\$36,759.08	\$5,787.35	15.7 %
Total Expenses	\$5,713.92	\$8,962.79	\$3,248.87	36.2%	\$33,401.92	\$46,307.97	\$12,906.05	27.9%
Net Income (Loss)	\$(5,713.92)	\$(8,962.79)	\$3,248.87	36.2%	(\$33,401.92)	\$(46,307.97)	\$12,906.05	27.9%

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 11/1/2021 Through 11/30/2021

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<u>Program Expenses</u>								
Contract Services	\$0.00	\$41.66	\$41.66	100.0%	\$0.00	\$208.38	\$208.38	100.0%
Training & Education	0.00	83.33	83.33	100.0	0.00	416.69	416.69	100.0
Dispatch Fees	3,478.75	3,106.91	(371.84)	(12.0)	15,145.43	15,106.91	(38.52)	(0.3)
Dues and Subscriptions	0.00	100.00	100.00	100.0	0.00	500.00	500.00	100.0
Fuel	1,205.45	750.00	(455.45)	(60.7)	3,980.35	3,750.00	(230.35)	(6.1)
Prosecutor Exp	896.50	2,000.00	1,103.50	55.2	4,812.50	10,000.00	5,187.50	51.9
Miscellaneous	140.30	100.00	(40.30)	(40.3)	427.43	400.00	(27.43)	(6.9)
Software Service & Support	150.00	558.33	408.33	73.1	2,373.20	2,791.69	418.49	15.0
Computer Hardware & Service	0.00	291.66	291.66	100.0	977.50	1,458.38	480.88	33.0
Operating Supplies - Police	0.00	208.33	208.33	100.0	474.21	1,041.69	567.48	54.5
Postage	44.79	16.66	(28.13)	(168.8)	127.69	83.38	(44.31)	(53.1)
Rep and Maint - Vehicles	94.45	0.00	(94.45)	0.0	4,465.96	4,075.00	(390.96)	(9.6)
Rep and Maint - Equipment	0.00	0.00	0.00	0.0	6,142.53	5,500.00	(642.53)	(11.7)
Police Officer Safety Equip Exp	0.00	166.66	166.66	100.0	362.98	833.38	470.40	56.4
Small Tools and Equipment	0.00	583.33	583.33	100.0	1,863.54	2,916.69	1,053.15	36.1
Telephone	590.70	433.33	(157.37)	(36.3)	2,563.48	2,166.69	(396.79)	(18.3)
Uniforms	0.00	125.00	125.00	100.0	0.00	625.00	625.00	100.0
Vehicles, Cap Outlay, Police	10,321.80	14,800.00	4,478.20	30.3	32,442.06	37,300.00	4,857.94	13.0
Total Program Expenses	\$16,922.74	\$23,365.20	\$6,442.46	27.6 %	\$76,158.86	\$89,173.88	\$13,015.02	14.6 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$27,537.87	\$28,606.00	\$1,068.13	3.7%	\$137,141.78	\$143,030.00	\$5,888.22	4.1%
Longevity Bonus	0.00	0.00	0.00	0.0	871.00	921.00	50.00	5.4
FICA and Medicare	2,039.05	2,200.08	161.03	7.3	10,036.49	11,000.44	963.95	8.8
Retirement	2,413.73	2,635.16	221.43	8.4	12,626.76	13,175.88	549.12	4.2
Health Insurance	4,281.72	6,012.50	1,730.78	28.8	28,682.25	30,062.50	1,380.25	4.6
Worker's Compensation	0.00	0.00	0.00	0.0	5,112.00	5,881.00	769.00	13.1
Unemployment	2.69	38.16	35.47	93.0	37.09	190.88	153.79	80.6
Payroll Adjustment-Police	(225.91)	0.00	225.91	0.0	(225.91)	0.00	225.91	0.0
Total General & Administrative Expenses	\$36,049.15	\$39,491.90	\$3,442.75	8.7 %	\$194,281.46	\$204,261.70	\$9,980.24	4.9 %
Total Expenses	\$52,971.89	\$62,857.10	\$9,885.21	15.7%	\$270,440.32	\$293,435.58	\$22,995.26	7.8%
Net Income (Loss)	\$(52,971.89)	\$(62,857.10)	\$9,885.21	15.7%	\$(270,440.32)	\$(293,435.58)	\$22,995.26	7.8%

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 11/1/2021 Through 11/30/2021

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<u>Program Expenses</u>								
Contract Services	\$0.00	\$41.66	\$41.66	100.0%	\$0.00	\$208.38	\$208.38	100.0%
Training & Education	0.00	500.00	500.00	100.0	751.51	2,500.00	1,748.49	69.9
Dispatch Fees	560.33	537.50	(22.83)	(4.2)	2,801.65	2,687.50	(114.15)	(4.2)
Dues and Subscriptions	262.25	125.00	(137.25)	(109.8)	262.25	625.00	362.75	58.0
Fuel	756.11	416.66	(339.45)	(81.5)	2,095.69	2,083.38	(12.31)	(0.6)
Legal Exp - Fire	0.00	41.66	41.66	100.0	0.00	208.38	208.38	100.0
Medical Expenses	162.58	83.33	(79.25)	(95.1)	162.58	416.69	254.11	61.0
Medical Supplies Exp	159.42	284.09	124.67	43.9	2,027.26	2,511.37	484.11	19.3
Miscellaneous	42.25	125.00	82.75	66.2	42.25	625.00	582.75	93.2
Software Service & Support	75.00	75.00	0.00	0.0	375.00	375.00	0.00	0.0
Operating Supplies - Fire Dept	0.00	125.00	125.00	100.0	306.66	625.00	318.34	50.9
Rep and Maint - Vehicles	398.14	1,666.66	1,268.52	76.1	6,026.37	8,333.38	2,307.01	27.7
Rep and Maint - Equipment	0.00	416.66	416.66	100.0	322.20	2,083.38	1,761.18	84.5
Small Tools and Equipment	24.69	100.00	75.31	75.3	6,721.86	6,600.03	(121.83)	(1.8)
Telephone	229.22	333.33	104.11	31.2	1,043.64	1,666.69	623.05	37.4
Training Center Assessment	0.00	0.00	0.00	0.0	2,692.00	2,700.00	8.00	0.3
Total Program Expenses	\$2,669.99	\$4,871.55	\$2,201.56	45.2 %	\$25,630.92	\$34,249.18	\$8,618.26	25.2 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$14,936.18	\$14,338.91	\$(597.27)	(4.2)%	\$57,793.90	\$71,694.63	\$13,900.73	19.4%
Wildland Personnel	0.00	0.00	0.00	0.0	27,625.59	28,318.19	692.60	2.4
Volunteer-Employee Per Call Personnel	0.00	2,583.33	2,583.33	100.0	4,806.00	12,916.69	8,110.69	62.8
Firewise Personnel	2,264.50	3,333.33	1,068.83	32.1	7,999.50	16,666.69	8,667.19	52.0
Longevity Bonus	0.00	0.00	0.00	0.0	218.00	218.00	0.00	0.0
FICA and Medicare	1,855.11	1,682.58	(172.53)	(10.3)	7,480.43	8,412.94	932.51	11.1
Retirement	1,194.88	947.58	(247.30)	(26.1)	16,640.91	16,737.94	97.03	0.6
Health Insurance	3,389.44	3,699.00	309.56	8.4	18,641.92	18,495.00	(146.92)	(0.8)
Worker's Compensation	0.00	0.00	0.00	0.0	4,956.00	5,326.25	370.25	7.0
Unemployment	15.07	52.75	37.68	71.4	44.80	263.75	218.95	83.0
Total General & Administrative Expenses	\$23,655.18	\$26,637.48	\$2,982.30	11.2 %	\$146,207.05	\$179,050.08	\$32,843.03	18.3 %
Total Expenses	\$26,325.17	\$31,509.03	\$5,183.86	16.5%	\$171,837.97	\$213,299.26	\$41,461.29	19.4%
Net Income (Loss)	\$(26,325.17)	\$(31,509.03)	\$5,183.86	16.5%	(\$171,837.97)	\$(213,299.26)	\$41,461.29	19.4%

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Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 11/1/2021 Through 11/30/2021

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<u>Program Expenses</u>								
Advertising, Printing, & Publishing	\$0.00	\$25.00	\$25.00	100.0%	\$0.00	\$125.00	\$125.00	100.0%
Contract Services	0.00	104.16	104.16	100.0	0.00	520.88	520.88	100.0
Miscellaneous	0.00	20.83	20.83	100.0	0.00	104.19	104.19	100.0
Office Supplies	0.00	20.83	20.83	100.0	0.00	104.19	104.19	100.0
Operating Supplies - Library	392.87	300.00	(92.87)	(31.0)	1,970.55	1,900.00	(70.55)	(3.7)
Print and Non-Print Materials	119.81	325.00	205.19	63.1	649.47	1,625.00	975.53	60.0
Rep and Maint - Equipment	0.00	8.33	8.33	100.0	0.00	41.69	41.69	100.0
Small Tools and Equipment	0.00	125.00	125.00	100.0	0.00	625.00	625.00	100.0
Telephone	156.80	75.00	(81.80)	(109.1)	488.14	375.00	(113.14)	(30.2)
E-Rate Exp	242.95	66.66	(176.29)	(264.5)	414.75	333.38	(81.37)	(24.4)
Total Program Expenses	\$912.43	\$1,070.81	\$158.38	14.8 %	\$3,522.91	\$5,754.33	\$2,231.42	38.8 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$5,724.10	\$5,416.66	\$(307.44)	(5.7)%	\$27,463.89	\$27,083.38	\$(380.51)	(1.4)%
Longevity Bonus	0.00	0.00	0.00	0.0	210.00	210.00	0.00	0.0
Library Benefit Stipend	533.46	577.91	44.45	7.7	2,934.03	2,889.63	(44.40)	(1.5)
FICA and Medicare	478.16	463.08	(15.08)	(3.3)	2,340.52	2,315.44	(25.08)	(1.1)
Retirement	273.54	296.33	22.79	7.7	1,504.47	1,481.69	(22.78)	(1.5)
Health Insurance	41.22	41.00	(0.22)	(0.5)	226.71	205.00	(21.71)	(10.6)
Worker's Compensation	0.00	0.00	0.00	0.0	59.00	65.50	6.50	9.9
Unemployment	16.96	14.41	(2.55)	(17.7)	94.39	72.13	(22.26)	(30.9)
Total General & Administrative Expenses	\$7,067.44	\$6,809.39	\$(258.05)	(3.8)%	\$34,833.01	\$34,322.77	\$(510.24)	(1.5)%
Total Expenses	\$7,979.87	\$7,880.20	\$(99.67)	(1.3)%	\$38,355.92	\$40,077.10	\$1,721.18	4.3%
Net Income (Loss)	\$(7,979.87)	\$(7,880.20)	\$(99.67)	(1.3)%	(\$38,355.92)	\$(40,077.10)	\$1,721.18	4.3%

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Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 11/1/2021 Through 11/30/2021

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<u>Program Expenses</u>								
Advertising, Printing, & Publishing	\$0.00	\$25.00	\$25.00	100.0%	\$54.03	\$125.00	\$70.97	56.8%
Contract Services	400.00	0.00	(400.00)	0.0	400.00	0.00	(400.00)	0.0
Conventions and Seminars	0.00	41.66	41.66	100.0	0.00	208.38	208.38	100.0
Training & Education	0.00	166.66	166.66	100.0	0.00	833.38	833.38	100.0
Legal Exp - P&Z	2,444.50	1,500.00	(944.50)	(63.0)	5,188.00	7,500.00	2,312.00	30.8
Map Upgrades and Materials	0.00	20.83	20.83	100.0	0.00	104.19	104.19	100.0
Miscellaneous	0.00	9.33	9.33	100.0	0.00	46.69	46.69	100.0
Software Maintenance & Support	75.00	226.25	151.25	66.9	375.00	1,131.25	756.25	66.9
Operating Supplies - P&Z	0.00	20.83	20.83	100.0	0.00	104.19	104.19	100.0
Small Tools and Equipment	0.00	20.83	20.83	100.0	0.00	104.19	104.19	100.0
Telephone	53.61	54.16	0.55	1.0	252.19	270.88	18.69	6.9
Travel	0.00	41.66	41.66	100.0	0.00	208.38	208.38	100.0
Total Program Expenses	\$2,973.11	\$2,127.21	\$(845.90)	(39.8)%	\$6,269.22	\$10,636.53	\$4,367.31	41.1 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$816.73	\$5,713.16	\$4,896.43	85.7%	\$19,361.87	\$28,565.88	\$9,204.01	32.2%
Longevity Bonus	0.00	0.00	0.00	0.0	228.00	228.00	0.00	0.0
FICA and Medicare	62.47	439.33	376.86	85.8	1,496.72	2,196.69	699.97	31.9
Retirement	0.00	370.58	370.58	100.0	1,262.71	1,852.94	590.23	31.9
Health Insurance	0.00	965.00	965.00	100.0	3,135.86	4,825.00	1,689.14	35.0
Worker's Compensation	0.00	0.00	0.00	0.0	98.00	65.50	(32.50)	(49.6)
Unemployment	9.56	8.58	(0.98)	(11.4)	44.54	42.94	(1.60)	(3.7)
Total General & Administrative Expenses	\$888.76	\$7,496.65	\$6,607.89	88.1 %	\$25,627.70	\$37,776.95	\$12,149.25	32.2 %
Total Expenses	\$3,861.87	\$9,623.86	\$5,761.99	59.9%	\$31,896.92	\$48,413.48	\$16,516.56	34.1%
Net Income (Loss)	\$(3,861.87)	\$(9,623.86)	\$5,761.99	59.9%	\$(31,896.92)	\$(48,413.48)	\$16,516.56	34.1%

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Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 11/1/2021 Through 11/30/2021

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<u>Program Expenses</u>								
Fuel	\$67.53	\$108.33	\$40.80	37.7%	\$317.71	\$541.69	\$223.98	41.3%
Legal Exp - Parks	0.00	20.83	20.83	100.0	0.00	104.19	104.19	100.0
Miscellaneous	35.50	23.58	(11.92)	(50.6)	42.27	117.94	75.67	64.2
Operating Supplies - Parks	27.65	29.16	1.51	5.2	71.96	145.88	73.92	50.7
R&M Building - Parks	0.00	8.33	8.33	100.0	0.00	41.69	41.69	100.0
Rep and Maint - Vehicles	119.45	125.00	5.55	4.4	577.09	625.00	47.91	7.7
Rep and Maint - Equipment	45.90	41.66	(4.24)	(10.2)	45.90	208.38	162.48	78.0
Rep and Maint - Infrastructure	0.00	333.33	333.33	100.0	0.00	1,666.69	1,666.69	100.0
Small Tools and Equipment	4.02	25.00	20.98	83.9	40.63	125.00	84.37	67.5
Uniform Exp Parks	0.00	25.00	25.00	100.0	0.00	125.00	125.00	100.0
Utilities	169.68	233.33	63.65	27.3	705.45	1,166.69	461.24	39.5
Lease Payments	21.68	21.75	0.07	0.3	86.72	108.75	22.03	20.3
Total Program Expenses	\$491.41	\$995.30	\$503.89	50.6 %	\$1,887.73	\$4,976.90	\$3,089.17	62.1 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$521.58	\$558.41	\$36.83	6.6%	\$2,555.44	\$2,792.13	\$236.69	8.5%
FICA and Medicare	37.75	42.75	5.00	11.7	184.05	213.75	29.70	13.9
Retirement	41.73	44.25	2.52	5.7	199.51	221.25	21.74	9.8
Health Insurance	142.52	177.66	35.14	19.8	754.56	888.38	133.82	15.1
Worker's Compensation	0.00	0.00	0.00	0.0	63.00	102.25	39.25	38.4
Unemployment	0.00	0.66	0.66	100.0	0.18	3.38	3.20	94.7
Total General & Administrative Expenses	\$743.58	\$823.73	\$80.15	9.7 %	\$3,756.74	\$4,221.14	\$464.40	11.0 %
Total Expenses	\$1,234.99	\$1,819.03	\$584.04	32.1%	\$5,644.47	\$9,198.04	\$3,553.57	38.6%
Net Income (Loss)	\$(1,234.99)	\$(1,819.03)	\$584.04	32.1%	(\$5,644.47)	\$(9,198.04)	\$3,553.57	38.6%

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 11/1/2021 Through 11/30/2021

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<u>Program Expenses</u>								
Contract Services	\$50.00	\$875.00	\$825.00	94.3%	\$2,434.92	\$4,375.00	\$1,940.08	44.3%
Engineering Fees	0.00	416.66	416.66	100.0	0.00	2,083.38	2,083.38	100.0
Fuel	36.14	108.33	72.19	66.6	197.13	541.69	344.56	63.6
Legal Exp - Properties	0.00	25.00	25.00	100.0	0.00	125.00	125.00	100.0
Miscellaneous	58.56	100.00	41.44	41.4	213.71	500.00	286.29	57.3
Operating Supplies - Properties	635.99	533.28	(102.71)	(19.3)	862.76	800.00	(62.76)	(7.8)
R&M Building - Properties	560.55	2,333.33	1,772.78	76.0	13,629.65	16,666.69	3,037.04	18.2
Rep and Maint - Vehicles	119.45	125.00	5.55	4.4	577.09	625.00	47.91	7.7
Rep and Maint - Equipment	0.00	20.83	20.83	100.0	186.61	104.19	(82.42)	(79.1)
Rep and Maint - Infrastructure	0.00	5,250.00	5,250.00	100.0	321.26	26,250.00	25,928.74	98.8
Small Tools and Equipment	529.34	333.28	(196.06)	(58.8)	679.02	500.00	(179.02)	(35.8)
Uniform Exp Properties	0.00	25.00	25.00	100.0	0.00	125.00	125.00	100.0
Utilities	2,693.02	3,500.00	806.98	23.1	12,914.66	17,500.00	4,585.34	26.2
Lease Payments	21.68	21.75	0.07	0.3	86.72	108.75	22.03	20.3
Total Program Expenses	\$4,704.73	\$13,667.46	\$8,962.73	65.6 %	\$32,103.53	\$70,304.70	\$38,201.17	54.3 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$3,229.78	\$3,458.08	\$228.30	6.6%	\$15,824.05	\$17,290.44	\$1,466.39	8.5%
FICA and Medicare	233.75	264.58	30.83	11.7	1,139.71	1,322.94	183.23	13.9
Retirement	258.38	274.08	15.70	5.7	1,235.45	1,370.44	134.99	9.9
Health Insurance	882.58	1,100.25	217.67	19.8	4,672.71	5,501.25	828.54	15.1
Worker's Compensation	0.00	0.00	0.00	0.0	359.00	633.25	274.25	43.3
Unemployment	0.00	4.16	4.16	100.0	1.14	20.88	19.74	94.5
Total General & Administrative Expenses	\$4,604.49	\$5,101.15	\$496.66	9.7 %	\$23,232.06	\$26,139.20	\$2,907.14	11.1 %
Total Expenses	\$9,309.22	\$18,768.61	\$9,459.39	50.4%	\$55,335.59	\$96,443.90	\$41,108.31	42.6%
Net Income (Loss)	\$(9,309.22)	\$(18,768.61)	\$9,459.39	50.4%	\$(55,335.59)	\$(96,443.90)	\$41,108.31	42.6%

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 11/1/2021 Through 11/30/2021

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<u>Revenues</u>								
Connection Fees	\$0.00	\$416.66	\$(416.66)	(100.0)%	\$5,800.00	\$2,083.38	\$3,716.62	178.4%
Water Usage Fees	14,344.71	15,000.00	(655.29)	(4.4)	72,428.70	75,000.00	(2,571.30)	(3.4)
Miscellaneous	315.00	83.33	231.67	278.0	450.00	416.69	33.31	8.0
Transfers In	3,333.33	3,333.33	0.00	0.0	16,666.73	16,666.69	0.04	0.0
Net Revenues	\$17,993.04	\$18,833.32	\$(840.28)	(4.5)%	\$95,345.43	\$94,166.76	\$1,178.67	1.3 %
<u>Program Expenses</u>								
Advertising, Printing, & Publishing	\$0.00	\$0.00	\$0.00	0.0%	\$36.02	\$0.00	\$(36.02)	0.0%
Contract Services	900.00	900.00	0.00	0.0	3,600.00	4,500.00	900.00	20.0
Training & Education	0.00	41.66	41.66	100.0	0.00	208.38	208.38	100.0
Permit Fee Exp - Water	0.00	150.00	150.00	100.0	500.00	750.00	250.00	33.3
Engineering Fees	0.00	250.00	250.00	100.0	0.00	1,250.00	1,250.00	100.0
Fuel	100.60	166.66	66.06	39.6	568.15	833.38	265.23	31.8
Insurance	0.00	0.00	0.00	0.0	2,810.40	3,750.00	939.60	25.1
Legal Exp - Water	78.00	145.83	67.83	46.5	777.50	729.19	(48.31)	(6.6)
Miscellaneous	438.94	199.28	(239.66)	(120.3)	445.71	299.00	(146.71)	(49.1)
Software Support Exp - Water	1,599.73	1,607.00	7.27	0.5	4,810.84	5,017.00	206.16	4.1
Operating Supplies - Water	0.00	250.00	250.00	100.0	1,293.86	1,250.00	(43.86)	(3.5)
R&M Building - Water	0.00	41.66	41.66	100.0	0.00	208.38	208.38	100.0
Rep and Maint - Vehicles	119.45	166.66	47.21	28.3	577.09	833.38	256.29	30.8
Rep and Maint - Equipment	141.20	208.33	67.13	32.2	141.20	1,041.69	900.49	86.4
Rep and Maint - Infrastructure	5,449.23	5,483.33	34.10	0.6	11,991.67	13,816.69	1,825.02	13.2
Springs Security Exp	60.42	416.66	356.24	85.5	556.31	12,083.38	11,527.07	95.4
Service Tests/System Testing	30.00	83.33	53.33	64.0	363.00	416.69	53.69	12.9
Small Tools and Equipment	4.02	125.00	120.98	96.8	175.85	625.00	449.15	71.9
DWR Fee Exp	0.00	75.00	75.00	100.0	0.00	375.00	375.00	100.0
Uniform Exp Water	0.00	25.00	25.00	100.0	0.00	125.00	125.00	100.0
Utilities Exp - Water	35.85	41.66	5.81	13.9	149.57	208.38	58.81	28.2
Administrative Charge	4,272.93	4,272.91	(0.02)	0.0	21,364.69	21,364.63	(0.06)	0.0
Lease Payments	75.88	75.91	0.03	0.0	303.52	379.63	76.11	20.0
Total Program Expenses	\$13,306.25	\$14,725.88	\$1,419.63	9.6 %	\$50,465.38	\$70,064.80	\$19,599.42	28.0 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$5,697.26	\$6,099.91	\$402.65	6.6%	\$27,913.23	\$30,499.63	\$2,586.40	8.5%
FICA and Medicare	412.32	466.66	54.34	11.6	2,010.41	2,333.38	322.97	13.8
Retirement	455.78	483.41	27.63	5.7	2,179.34	2,417.13	237.79	9.8

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Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 11/1/2021 Through 11/30/2021

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Health Insurance	1,556.86	1,940.83	383.97	19.8	8,242.61	9,704.19	1,461.58	15.1
Worker's Compensation	0.00	0.00	0.00	0.0	848.00	1,117.25	269.25	24.1
Unemployment	0.00	7.41	7.41	100.0	2.01	37.13	35.12	94.6
Total General & Administrative Expenses	\$8,122.22	\$8,998.22	\$876.00	9.7 %	\$41,195.60	\$46,108.71	\$4,913.11	10.7 %
Total Expenses	\$21,428.47	\$23,724.10	\$2,295.63	9.7%	\$91,660.98	\$116,173.51	\$24,512.53	21.1%
Net Income (Loss)	\$(3,435.43)	\$(4,890.78)	\$1,455.35	29.8%	\$3,684.45	\$(22,006.75)	\$25,691.20	116.7%

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 11/1/2021 Through 11/30/2021

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<u>Revenues</u>								
Connection Fees	\$0.00	\$458.33	\$(458.33)	(100.0)%	\$5,500.00	\$2,291.69	\$3,208.31	140.0%
Sewer Usage Fees	14,296.21	15,416.66	(1,120.45)	(7.3)	71,438.04	77,083.38	(5,645.34)	(7.3)
Interest and Investment Earnings	0.00	4.16	(4.16)	(100.0)	0.00	20.88	(20.88)	(100.0)
Transfers In	3,333.33	3,333.33	0.00	0.0	16,666.73	16,666.69	0.04	0.0
Net Revenues	\$17,629.54	\$19,212.48	\$(1,582.94)	(8.2)%	\$93,604.77	\$96,062.64	\$(2,457.87)	(2.6)%
<u>Program Expenses</u>								
Contract Services	\$3,200.00	\$3,200.00	\$0.00	0.0%	\$12,800.00	\$16,000.00	\$3,200.00	20.0%
Permit Fee Exp - Sewer	610.00	0.00	(610.00)	0.0	1,780.00	1,150.00	(630.00)	(54.8)
Engineering Fees	0.00	0.00	0.00	0.0	13,230.01	15,250.03	2,020.02	13.2
Fuel	148.28	166.66	18.38	11.0	580.55	833.38	252.83	30.3
Insurance	0.00	0.00	0.00	0.0	3,185.12	5,000.00	1,814.88	36.3
Legal Exp - Sewer	0.00	100.00	100.00	100.0	0.00	500.00	500.00	100.0
Miscellaneous	35.50	26.58	(8.92)	(33.6)	134.51	132.94	(1.57)	(1.2)
Software Support Exp - Sewer	1,599.73	1,607.00	7.27	0.5	4,810.84	5,020.00	209.16	4.2
Operating Supplies - Sewer	779.04	833.33	54.29	6.5	2,137.13	4,166.69	2,029.56	48.7
R&M Building - Sewer	0.00	41.66	41.66	100.0	0.00	208.38	208.38	100.0
Rep and Maint - Vehicles	119.45	166.66	47.21	28.3	577.09	833.38	256.29	30.8
Rep and Maint - Equipment	0.00	333.33	333.33	100.0	0.00	1,666.69	1,666.69	100.0
Rep and Maint - Infrastructure	0.00	34,250.00	34,250.00	100.0	28.31	39,250.00	39,221.69	99.9
Service Tests/System Testing	732.40	812.50	80.10	9.9	6,485.60	6,312.50	(173.10)	(2.7)
Small Tools & Equipment (under \$5,000)	4.02	291.66	287.64	98.6	40.63	1,458.38	1,417.75	97.2
Uniform Exp Sewer	0.00	25.00	25.00	100.0	0.00	125.00	125.00	100.0
Utilities	140.61	250.00	109.39	43.8	545.37	1,250.00	704.63	56.4
Administrative Charge	4,272.93	4,272.91	(0.02)	0.0	21,364.69	21,364.63	(0.06)	0.0
Lease Payments	75.88	75.91	0.03	0.0	303.52	379.63	76.11	20.0
Total Program Expenses	\$11,717.84	\$46,453.20	\$34,735.36	74.8 %	\$68,003.37	\$120,901.63	\$52,898.26	43.8 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$3,089.36	\$3,307.75	\$218.39	6.6%	\$15,136.06	\$16,538.75	\$1,402.69	8.5%
FICA and Medicare	223.58	253.00	29.42	11.6	1,090.15	1,265.00	174.85	13.8
Retirement	247.15	262.16	15.01	5.7	1,181.75	1,310.88	129.13	9.9
Health Insurance	844.20	1,052.41	208.21	19.8	4,469.52	5,262.13	792.61	15.1
Worker's Compensation	0.00	0.00	0.00	0.0	430.00	605.75	175.75	29.0
Unemployment	0.00	4.00	4.00	100.0	1.10	20.00	18.90	94.5
Total General & Administrative Expenses	\$4,404.29	\$4,879.32	\$475.03	9.7 %	\$22,308.58	\$25,002.51	\$2,693.93	10.8 %

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Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 11/1/2021 Through 11/30/2021

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Total Expenses	\$16,122.13	\$51,332.52	\$35,210.39	68.6%	\$90,311.95	\$145,904.14	\$55,592.19	38.1%
Net Income (Loss)	\$1,507.41	\$(32,120.04)	\$33,627.45	104.7%	\$3,292.82	\$(49,841.50)	\$53,134.32	106.6%

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Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 11/1/2021 Through 11/30/2021

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<u>Revenues</u>								
Sanitation Usage Fees	\$14,838.93	\$15,750.00	\$ (911.07)	(5.8)%	\$74,038.45	\$78,750.00	\$ (4,711.55)	(6.0)%
Miscellaneous	0.00	83.33	(83.33)	(100.0)	0.00	416.69	(416.69)	(100.0)
Net Revenues	\$14,838.93	\$15,833.33	\$ (994.40)	(6.3)%	\$74,038.45	\$79,166.69	\$ (5,128.24)	(6.5)%
<u>Program Expenses</u>								
Recycling Contract Exp	\$0.00	\$208.33	\$208.33	100.0%	\$240.00	\$1,041.69	\$801.69	77.0%
Training & Education	0.00	66.66	66.66	100.0	0.00	333.38	333.38	100.0
Equipment Rentals	0.00	83.33	83.33	100.0	0.00	416.69	416.69	100.0
Fuel	511.63	541.66	30.03	5.5	2,347.18	2,708.38	361.20	13.3
Insurance	0.00	0.00	0.00	0.0	3,747.20	5,000.00	1,252.80	25.1
Landfill Tipping Fees	1,922.40	2,041.66	119.26	5.8	7,212.20	10,208.38	2,996.18	29.4
Miscellaneous	35.50	29.00	(6.50)	(22.4)	80.76	145.00	64.24	44.3
Software Support Exp - Trash	1,599.73	1,607.00	7.27	0.5	3,632.73	3,820.00	187.27	4.9
Operating Supplies - Trash	28.54	41.66	13.12	31.5	258.52	208.38	(50.14)	(24.1)
Rep and Maint - Vehicles	2,098.73	2,045.83	(52.90)	(2.6)	4,425.97	4,983.36	557.39	11.2
Rep and Maint - Equipment	0.00	41.66	41.66	100.0	0.00	208.38	208.38	100.0
Small Tools and Equipment	4.02	416.66	412.64	99.0	40.65	2,083.38	2,042.73	98.0
Uniform Exp Trash	0.00	25.00	25.00	100.0	0.00	125.00	125.00	100.0
Administrative Charge	4,272.93	4,272.91	(0.02)	0.0	21,364.69	21,364.63	(0.06)	0.0
Transfers Out	0.00	0.00	0.00	0.0	10,000.00	10,000.00	0.00	0.0
Total Program Expenses	\$10,473.48	\$11,421.36	\$947.88	8.3 %	\$53,349.90	\$62,646.65	\$9,296.75	14.8 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$4,914.87	\$5,262.25	\$347.38	6.6%	\$24,080.05	\$26,311.25	\$2,231.20	8.5%
FICA and Medicare	355.70	402.58	46.88	11.6	1,734.33	2,012.94	278.61	13.8
Retirement	393.19	417.08	23.89	5.7	1,880.03	2,085.44	205.41	9.8
Health Insurance	1,343.06	1,674.33	331.27	19.8	7,110.64	8,371.69	1,261.05	15.1
Worker's Compensation	0.00	0.00	0.00	0.0	1,205.00	963.75	(241.25)	(25.0)
Unemployment	0.00	6.41	6.41	100.0	1.73	32.13	30.40	94.6
Total General & Administrative Expenses	\$7,006.82	\$7,762.65	\$755.83	9.7 %	\$36,011.78	\$39,777.20	\$3,765.42	9.5 %
Total Expenses	\$17,480.30	\$19,184.01	\$1,703.71	8.9%	\$89,361.68	\$102,423.85	\$13,062.17	12.8%
Net Income (Loss)	\$(2,641.37)	\$(3,350.68)	\$709.31	21.2%	(\$15,323.23)	\$(23,257.16)	\$7,933.93	34.1%

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 11/1/2021 Through 11/30/2021

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<u>Revenues</u>								
HURF Revenue	\$3,769.68	\$3,277.83	\$491.85	15.0%	\$19,274.23	\$16,389.19	\$2,885.04	17.6%
Interest and Investment Earnings	36.03	50.00	(13.97)	(27.9)	180.71	250.00	(69.29)	(27.7)
Transfers In	5,210.46	5,200.00	10.46	0.2	50,617.60	35,200.00	15,417.60	43.8
Net Revenues	\$9,016.17	\$8,527.83	\$488.34	5.7 %	\$70,072.54	\$51,839.19	\$18,233.35	35.2 %
<u>Program Expenses</u>								
Engineering Fees	\$0.00	\$416.66	\$416.66	100.0%	\$0.00	\$2,083.38	\$2,083.38	100.0%
Equipment Rentals - HURF	0.00	83.33	83.33	100.0	0.00	416.69	416.69	100.0
Fuel	36.15	108.33	72.18	66.6	187.03	541.69	354.66	65.5
Insurance	0.00	0.00	0.00	0.0	1,873.60	2,500.00	626.40	25.1
COVID Expenses - Portajohns	1,540.00	1,250.00	(290.00)	(23.2)	8,388.00	8,250.00	(138.00)	(1.7)
Miscellaneous	62.95	38.91	(24.04)	(61.8)	69.72	194.63	124.91	64.2
Software Service & Support	0.00	0.00	0.00	0.0	677.75	738.00	60.25	8.2
Operating Supplies - HURF	5.47	58.33	52.86	90.6	97.27	291.69	194.42	66.7
Public Restroom Supplies	0.00	233.33	233.33	100.0	0.00	1,166.69	1,166.69	100.0
R&M Building - HURF	0.00	41.66	41.66	100.0	0.00	208.38	208.38	100.0
Rep and Maint - Vehicles	119.45	125.00	5.55	4.4	577.09	625.00	47.91	7.7
Rep and Maint - Equipment	0.00	41.66	41.66	100.0	0.00	208.38	208.38	100.0
Rep and Maint - Infrastructure	0.00	1,666.66	1,666.66	100.0	13,260.00	23,333.38	10,073.38	43.2
Small Tools and Equipment	4.02	41.66	37.64	90.4	78.87	208.38	129.51	62.2
Street Lights	995.16	1,083.33	88.17	8.1	5,003.15	5,416.69	413.54	7.6
Street Supplies	510.43	0.00	(510.43)	0.0	10,384.78	10,000.00	(384.78)	(3.8)
Uniform Exp - HURF	0.00	25.00	25.00	100.0	0.00	125.00	125.00	100.0
Administrative Charge	919.87	919.83	(0.04)	0.0	4,599.44	4,599.19	(0.25)	0.0
Lease Payments	21.69	21.75	0.06	0.3	86.76	108.75	21.99	20.2
Total Program Expenses	\$4,215.19	\$6,155.44	\$1,940.25	31.5 %	\$45,283.46	\$61,015.92	\$15,732.46	25.8 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$3,614.01	\$3,958.66	\$344.65	8.7%	\$18,300.68	\$19,793.38	\$1,492.70	7.5%
FICA and Medicare	265.70	302.83	37.13	12.3	1,342.77	1,514.19	171.42	11.3
Retirement	208.63	221.33	12.70	5.7	997.59	1,106.69	109.10	9.9
Health Insurance	712.64	888.41	175.77	19.8	3,772.99	4,442.13	669.14	15.1
Worker's Compensation	0.00	0.00	0.00	0.0	360.00	603.25	243.25	40.3
Unemployment	0.00	7.66	7.66	100.0	15.05	38.38	23.33	60.8
Total General & Administrative Expenses	\$4,800.98	\$5,378.89	\$577.91	10.7 %	\$24,789.08	\$27,498.02	\$2,708.94	9.9 %

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 11/1/2021 Through 11/30/2021

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Total Expenses	\$9,016.17	\$11,534.33	\$2,518.16	21.8%	\$70,072.54	\$88,513.94	\$18,441.40	20.8%
Net Income (Loss)	\$0.00	\$(3,006.50)	\$3,006.50	100.0%	\$0.00	\$(36,674.75)	\$36,674.75	100.0%

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 11/1/2021 Through 11/30/2021

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<u>Revenues</u>								
Parking Kiosk Revenue	\$32,801.60	\$20,833.33	\$11,968.27	57.4%	\$140,030.70	\$104,166.69	\$35,864.01	34.4%
Net Revenues	\$32,801.60	\$20,833.33	\$11,968.27	57.4 %	\$140,030.70	\$104,166.69	\$35,864.01	34.4 %
<u>Program Expenses</u>								
Miscellaneous	\$0.00	\$20.00	\$20.00	100.0%	\$0.00	\$100.00	\$100.00	100.0%
Credit Card Processing Fees	4,822.28	3,333.33	(1,488.95)	(44.7)	18,357.88	16,666.69	(1,691.19)	(10.1)
Software Service and Support	375.69	447.50	71.81	16.0	2,257.40	2,975.50	718.10	24.1
Operating Supplies	626.46	250.00	(376.46)	(150.6)	626.46	1,250.00	623.54	49.9
Telephone	321.52	166.66	(154.86)	(92.9)	1,026.34	833.38	(192.96)	(23.2)
Capital Outlay	0.00	0.00	0.00	0.0	20,441.70	15,000.00	(5,441.70)	(36.3)
Allow for Additional Capital Purchases	0.00	166.66	166.66	100.0	0.00	833.38	833.38	100.0
Transfers Out	14,377.12	14,500.00	122.88	0.8	78,235.70	81,500.00	3,264.30	4.0
Total Program Expenses	\$20,523.07	\$18,884.15	\$(1,638.92)	(8.7)%	\$120,945.48	\$119,158.95	\$(1,786.53)	(1.5)%
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$2,363.55	\$2,384.08	\$20.53	0.9%	\$9,689.15	\$11,920.44	\$2,231.29	18.7%
FICA Match	180.81	182.41	1.60	0.9	741.20	912.13	170.93	18.7
Worker's Compensation	0.00	0.00	0.00	0.0	122.00	187.75	65.75	35.0
Unemployment	13.65	8.58	(5.07)	(59.1)	38.40	42.94	4.54	10.6
Total General & Administrative Expenses	\$2,558.01	\$2,575.07	\$17.06	0.7 %	\$10,590.75	\$13,063.26	\$2,472.51	18.9 %
Total Expenses	\$23,081.08	\$21,459.22	\$(1,621.86)	(7.6)%	\$131,536.23	\$132,222.21	\$685.98	0.5%
Net Income (Loss)	\$9,720.52	\$(625.89)	\$10,346.41	1653.1%	\$8,494.47	\$(28,055.52)	\$36,549.99	130.3%

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Town of Jerome
Balance Sheet
As of 11/30/2021
Fund: (1) General

Assets

Current Assets

LGIP	\$1,705.08	
Petty Cash - General Gov	275.00	
Auto Lieu Taxes	1,703.09	
City Sales Taxes	159,335.89	
Franchise Fees	3,806.58	
GF Accounts Receivable	(3,299.13)	
Property Taxes	2,314.93	
State Sales Taxes	2,658.34	
Court - Checking & Bond Acct	99,163.31	
Court - JCEF Acct	13,793.90	
Court - FTG Acct	8,060.05	
Petty Cash - Fire Dept	150.00	
Petty Cash - Library	150.00	
General Fund PrePaid Exp	(6,098.91)	
NBA Checking	38,446.39	
OAZ Checking	444,365.07	
OAZ General Savings	646,695.65	
OAZ CTL Business Savings	5.00	
Total Current Assets		\$1,413,230.24

Other Assets

Due From Other Funds	\$933,717.93	
Total Other Assets		933,717.93

Total Assets

\$2,346,948.17

Liabilities and Net Assets

Current Liabilities

Accounts Payable	\$2,777.27	
Health Insurance	1,876.50	
457G Retirement	3,233.25	
PSPRS	(3,233.29)	
Customer Deposits	6,760.72	
FD Per Call Payable	(1,107.50)	
Ganishments Payable	1,735.51	
Wages Payable	30,589.12	
Due To Other Funds	1,144,023.78	
Court Liabilities	10,404.08	
Total Current Liabilities		\$1,197,059.44
Total Liabilities		\$1,197,059.44

Net Assets

Unrestricted Funds	638,873.64	
Current Year Net Assets	511,015.09	
Total Net Assets		1,149,888.73
Total Liabilities and Net Assets		\$2,346,948.17

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Town of Jerome
Balance Sheet
As of 11/30/2021
Fund: (2) Utilities

Assets

Current Assets

Allowance for Doubtful Accts	\$(15,000.00)	
Utilities A/R	68,119.76	
Miscellaneous	27.21	
Construction WIP	72,959.00	
Total Current Assets		\$126,105.97

Property, Plant & Equipment

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

Other Assets

Due From Other Funds	\$404,869.28	
Total Other Assets		404,869.28

Total Assets

\$2,524,546.57

Liabilities and Net Assets

Current Liabilities

Sales Tax Payable	\$635.24	
Customer Deposits	25,658.66	
Compensated Absences	5,461.24	
Other Liabilities	4,040.76	
Due To Other Funds	314,970.36	
Accrued Payroll	4,996.84	
Total Current Liabilities		\$355,763.10

Total Liabilities

\$355,763.10

Net Assets

Unrestricted Fund Balance	768,669.00	
Unrestricted Fund Balance	(142,984.00)	
Unrestricted Fund Balance	1,556,567.24	
Current Year Net Assets	(13,468.77)	
Total Net Assets		2,168,783.47
Total Liabilities and Net Assets		\$2,524,546.57

12/6/21
4:41:23 PM

Town of Jerome
Balance Sheet
As of 11/30/2021

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

Assets

Current Assets

HURF Accounts Receivable	\$3,934.32	
OAZ HURF Savings	440,537.31	
Total Current Assets		\$444,471.63

Other Assets

Due From Other Funds	\$69,891.83	
Total Other Assets		69,891.83

Total Assets

\$514,363.46

Liabilities and Net Assets

Current Liabilities

Due To Other Funds	\$404,918.92	
Accrued Payroll	1,287.17	
Total Current Liabilities		\$406,206.09

Total Liabilities

\$406,206.09

Net Assets

Unrestricted Fund Balance	153,174.00	
Current Year Net Assets	(45,016.63)	
Total Net Assets		108,157.37
Total Liabilities and Net Assets		\$514,363.46

12/6/21
4:42:05 PM

Town of Jerome
Balance Sheet
As of 11/30/2021

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

Assets

Other Assets

Due From	\$381,089.03	
Total Other Assets		\$381,089.03
Total Assets		\$381,089.03

Liabilities and Net Assets

Current Liabilities

Due To	\$256,268.25	
Wages Payable	387.54	
Total Current Liabilities		\$256,655.79
Total Liabilities		\$256,655.79

Net Assets

Current Year Net Assets	\$124,433.24	
Total Net Assets		124,433.24
Total Liabilities and Net Assets		\$381,089.03

12/6/21
4:42:54 PM

Town of Jerome
Balance Sheet
As of 11/30/2021

Fund: (4) Firefighters Pension & Relief

Assets

Current Assets

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

Other Assets

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

Total Assets		\$246,240.82
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Liabilities and Net Assets

Current Liabilities

Due To Other Funds	\$27,156.04	
Fed WH Payable FD P&R	216.85	
Total Current Liabilities		\$27,372.89

Total Liabilities		\$27,372.89
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Net Assets

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

Total Net Assets		218,867.93
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Total Liabilities and Net Assets		\$246,240.82
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12/6/21
4:43:13 PM

Town of Jerome

Balance Sheet

As of 11/30/2021

Fund: (5) Operating Grants

Assets

Current Assets

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

Other Assets

Due From Other Funds	\$93,376.00	
Total Other Assets		93,376.00

Total Assets

\$109,000.53

Liabilities and Net Assets

Current Liabilities

Due To Other Funds	\$29,182.20	
Deferred Revenue - Opr Grants	51,303.51	
Total Current Liabilities		\$80,485.71

Total Liabilities

\$80,485.71

Net Assets

Unrestricted Fund Balance	32,586.67	
Current Year Net Assets	(4,071.85)	
Total Net Assets		28,514.82

Total Liabilities and Net Assets

\$109,000.53

12/6/21
4:43:39 PM

Town of Jerome
Balance Sheet
As of 11/30/2021

Fund: (6) Capital Grants

Assets

Current Assets

Cap Grants Receivable	\$74,159.08	
Total Current Assets	<hr/>	\$74,159.08

Other Assets

Due From Other Funds	\$125,153.56	
Total Other Assets	<hr/>	125,153.56

Total Assets		<hr/> \$199,312.64 <hr/>
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Liabilities and Net Assets

Current Liabilities

Deferred Revenue - Cap Grants	\$109,069.87	
Due To Other Funds	22,692.34	
Accounts Payable - Cap Grants	89.56	
Total Current Liabilities	<hr/>	\$131,851.77

Total Liabilities		<hr/> \$131,851.77 <hr/>
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Net Assets

Restricted Fund Balance	\$141,447.16	
Unrestricted Fund Balance	(128,623.24)	
Current Year Net Assets	<hr/> 54,636.95 <hr/>	

Total Net Assets		<hr/> 67,460.87 <hr/>
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Total Liabilities and Net Assets		<hr/> \$199,312.64 <hr/>
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12/6/21
4:44:02 PM

Town of Jerome

Balance Sheet

As of 11/30/2021

Fund: (7) GF Contingencies

Assets

Current Assets

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

Other Assets

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

Total Assets		\$157,583.40
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Liabilities and Net Assets

Current Liabilities

Due To Other Funds	\$68,533.16	
Total Current Liabilities		\$68,533.16

Total Liabilities		\$68,533.16
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Net Assets

Unrestricted Fund Balance	\$80,916.63	
Current Year Net Assets	8,133.61	

Total Net Assets		89,050.24
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Total Liabilities and Net Assets		\$157,583.40
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Town of Jerome
Balance Sheet
As of 11/30/2021

Fund: (8) UF Contingencies

Assets

Other Assets

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

Net Assets

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

12/6/21
4:45:04 PM

Town of Jerome
Balance Sheet
As of 11/30/2021

Fund: (9) Capital

Assets

Current Assets

OAZ Capital Improvements	\$60,760.13	
Total Current Assets		\$60,760.13

Other Assets

Due From Other Funds	\$32,124.44	
Total Other Assets		32,124.44

Total Assets		\$92,884.57
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Net Assets

Unrestricted Fund Balance	\$77,812.73	
Current Year Net Assets	15,071.84	
Total Net Assets		92,884.57

Total Liabilities and Net Assets		\$92,884.57
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Town of Jerome

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

Ledger as of : 11/1/2021 to 11/30/2021

Invoice Number	Inv.Date	Post.Date	Due.Date		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
Description			Account								
VENDOR: 1002 - XEROX FINANCIAL SERVICES											\$0.00
11321MA6	11/03/21	11/03/21	12/03/21								
020-0098114-001, Inv 2893583 Copier			1.10.1045 - General Fund PrePaid Exp		\$321.03	\$0.00	\$321.03	11/03/21	12318	ASCUCK	\$0.00
INVOICE 11321MA6 TOTALS:					\$321.03	\$0.00	\$321.03				\$0.00
XEROX FINANCIAL SERVICES TOTALS:					\$321.03	\$0.00	\$321.03				\$0.00
VENDOR: 1006 - MICHAEL MCDONALD											\$0.00
111021MA31	11/10/21	11/10/21	12/10/21								
Inv 160 Custom Stencil, Paint Labor			1.11.6285 - Tourism 1% Bed Tax		\$80.00	\$0.00	\$80.00	11/10/21	12343	ASCUCK	\$0.00
Inv 160 Custom Stencil, Paint Suppl			1.11.6285 - Tourism 1% Bed Tax		\$46.33	\$0.00	\$46.33	11/10/21	12343	ASCUCK	\$0.00
INVOICE 111021MA31 TOTALS:					\$126.33	\$0.00	\$126.33				\$0.00
MICHAEL MCDONALD TOTALS:					\$126.33	\$0.00	\$126.33				\$0.00
VENDOR: 1017 - YAVAPAI COUNTY EDUCATIONAL SVS											\$0.00
11321MA2	11/03/21	11/03/21	12/03/21								
Inv 21-342 E-Rate Consulting LB			1.15.6266 - E-Rate Exp		\$200.00	\$0.00	\$200.00	11/03/21	12319	ASCUCK	\$0.00
INVOICE 11321MA2 TOTALS:					\$200.00	\$0.00	\$200.00				\$0.00
YAVAPAI COUNTY EDUCATIONAL SVS TOTALS:					\$200.00	\$0.00	\$200.00				\$0.00
VENDOR: 1022 - KEITH LAZARO											\$0.00
111021MA5	11/10/21	11/10/21	12/10/21								
FD Per Call 2021			1.10.2950 - FD Per Call Payable		\$843.00	\$0.00	\$843.00	11/10/21	12344	ASCUCK	\$0.00
INVOICE 111021MA5 TOTALS:					\$843.00	\$0.00	\$843.00				\$0.00
KEITH LAZARO TOTALS:					\$843.00	\$0.00	\$843.00				\$0.00
VENDOR: 1028 - YAVAPAI CO. EDUCATION TECH											\$460.07
11321MA1	11/03/21	11/03/21	12/03/21								
Inv 21-1105 Internet Access GG			1.11.6192 - Software Support Exp - GG		\$120.00	\$0.00	\$120.00	11/03/21	12320	ASCUCK	\$0.00
Inv 21-1105 Internet Access PD			1.13.6192 - Software Service & Support		\$150.00	\$0.00	\$150.00	11/03/21	12320	ASCUCK	\$0.00
Inv 21-1105 Internet Access FD			1.14.6192 - Software Service & Support		\$75.00	\$0.00	\$75.00	11/03/21	12320	ASCUCK	\$0.00
Inv 21-1105 Internet Access PW			1.16.6192 - Software Maintenance & Support		\$75.00	\$0.00	\$75.00	11/03/21	12320	ASCUCK	\$0.00
Inv 21-1104 E-Rate LB			1.15.6266 - E-Rate Exp		\$42.95	\$0.00	\$42.95	11/03/21	12320	ASCUCK	\$0.00
INVOICE 11321MA1 TOTALS:					\$462.95	\$0.00	\$462.95				\$0.00
YAVAPAI CO. EDUCATION TECH TOTALS:					\$462.95	\$0.00	\$462.95				\$460.07
VENDOR: 1031 - GARY ALLEN											\$0.00
11321MA12	11/03/21	11/03/21	12/03/21								
Reimbursement For Fuel Purchase			2.50.6145 - Fuel		\$10.00	\$0.00	\$10.00	11/03/21	12321	ASCUCK	\$0.00
INVOICE 11321MA12 TOTALS:					\$10.00	\$0.00	\$10.00				\$0.00

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

Ledger as of : 11/1/2021 to 11/30/2021

Invoice Number	Inv.Date	Post.Date	Due.Date		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
Description		Account									
GARY ALLEN TOTALS:					\$10.00	\$0.00	\$10.00				\$0.00
VENDOR: 1032 - JANICE PONTIOUS											\$0.00
111721MA11	11/17/21	11/17/21	12/17/21								
Reimburse For Toner, PD		1.11.6190	- Office Supplies		\$524.82	\$0.00	\$524.82	11/17/21	12375	ASCUCK	\$0.00
INVOICE 111721MA11 TOTALS:					\$524.82	\$0.00	\$524.82				\$0.00
JANICE PONTIOUS TOTALS:					\$524.82	\$0.00	\$524.82				\$0.00
VENDOR: 1033 - BROWN & BROWN LAW OFFICES											\$0.00
111021MA19	11/10/21	11/10/21	12/10/21								
Inv JEROME-3134 Legal, FMI Water PI		5.40.6104	- FMI Water Planning Expenses		\$70.00	\$0.00	\$70.00	11/10/21	12345	ASCUCK	\$0.00
INVOICE 111021MA19 TOTALS:					\$70.00	\$0.00	\$70.00				\$0.00
BROWN & BROWN LAW OFFICES TOTALS:					\$70.00	\$0.00	\$70.00				\$0.00
VENDOR: 1054 - PARKEON											\$0.00
11321MA21	11/03/21	11/03/21	12/03/21								
S0131335, Inv IV125495 Tickets		3.35.6195	- Operating Supplies		\$626.46	\$0.00	\$626.46	11/03/21	12322	ASCUCK	\$0.00
S0131335, Inv IV125620 Parkfolio		3.35.6192	- Software Service and Support		\$312.00	\$0.00	\$312.00	11/03/21	12322	ASCUCK	\$0.00
S0131335, Inv IV125620 Validation C		3.35.6192	- Software Service and Support		\$63.69	\$0.00	\$63.69	11/03/21	12322	ASCUCK	\$0.00
INVOICE 11321MA21 TOTALS:					\$1,002.15	\$0.00	\$1,002.15				\$0.00
PARKEON TOTALS:					\$1,002.15	\$0.00	\$1,002.15				\$0.00
VENDOR: 1057 - JASON SUPPLE											\$0.00
111021MA2	11/10/21	11/10/21	12/10/21								
FD Per Call 2021		1.10.2950	- FD Per Call Payable		\$882.00	\$0.00	\$882.00	11/10/21	12346	ASCUCK	\$0.00
INVOICE 111021MA2 TOTALS:					\$882.00	\$0.00	\$882.00				\$0.00
JASON SUPPLE TOTALS:					\$882.00	\$0.00	\$882.00				\$0.00
VENDOR: 1059 - WILLDAN FINANCIAL SERVICES											\$0.00
111021MA32	11/10/21	11/10/21	12/10/21								
Inv 010-49279 Services FMI Water PI		5.40.6104	- FMI Water Planning Expenses		\$420.00	\$0.00	\$420.00	11/10/21	12347	ASCUCK	\$0.00
INVOICE 111021MA32 TOTALS:					\$420.00	\$0.00	\$420.00				\$0.00
111721MA4	11/17/21	11/17/21	12/17/21								
Inv 010-49550 FMI Water Planning		5.40.6104	- FMI Water Planning Expenses		\$1,470.00	\$0.00	\$1,470.00	11/17/21	12376	ASCUCK	\$0.00
INVOICE 111721MA4 TOTALS:					\$1,470.00	\$0.00	\$1,470.00				\$0.00
WILLDAN FINANCIAL SERVICES TOTALS:					\$1,890.00	\$0.00	\$1,890.00				\$0.00
VENDOR: 1079 - O'REILLY AUTOMOTIVE, INC.											\$0.00
111021MA29	11/10/21	11/10/21	12/10/21								

Town of Jerome

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

Ledger as of : 11/1/2021 to 11/30/2021

Invoice Number	Inv.Date	Post.Date	Due.Date							
Description		Account		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
Inv 3492-485466 Bracketed Caliper,		1.17.6220 - Rep and Maint - Vehicles		\$32.93	\$0.00	\$32.93	11/10/21	12348	ASCUCK	\$0.00
Inv 3492-485466 Bracketed Caliper,		1.18.6220 - Rep and Maint - Vehicles		\$32.93	\$0.00	\$32.93	11/10/21	12348	ASCUCK	\$0.00
Inv 3492-485466 Bracketed Caliper,		2.50.6220 - Rep and Maint - Vehicles		\$32.93	\$0.00	\$32.93	11/10/21	12348	ASCUCK	\$0.00
Inv 3492-485466 Bracketed Caliper,		2.51.6220 - Rep and Maint - Vehicles		\$32.93	\$0.00	\$32.93	11/10/21	12348	ASCUCK	\$0.00
Inv 3492-485466 Bracketed Caliper,		2.52.6220 - Rep and Maint - Vehicles		\$32.93	\$0.00	\$32.93	11/10/21	12348	ASCUCK	\$0.00
Inv 3492-485466 Bracketed Caliper,		3.30.6220 - Rep and Maint - Vehicles		\$32.93	\$0.00	\$32.93	11/10/21	12348	ASCUCK	\$0.00
INVOICE 111021MA29 TOTALS:				\$197.58	\$0.00	\$197.58				\$0.00
O'REILLY AUTOMOTIVE, INC. TOTALS:				\$197.58	\$0.00	\$197.58				\$0.00
VENDOR: 1080 - NICE JONS, INC.										\$0.00
111021MA17	11/10/21	11/10/21	12/10/21							
Inv 39588 11/9-12/6 Toilets/Hand Wa		3.30.6160 - COVID Expenses - Portajohns		\$1,540.00	\$0.00	\$1,540.00	11/10/21	12349	ASCUCK	\$0.00
INVOICE 111021MA17 TOTALS:				\$1,540.00	\$0.00	\$1,540.00				\$0.00
NICE JONS, INC. TOTALS:				\$1,540.00	\$0.00	\$1,540.00				\$0.00
VENDOR: 1082 - JACOB GILES										\$0.00
111021MA10	11/10/21	11/10/21	12/10/21							
FD Per Call 2021		1.10.2950 - FD Per Call Payable		\$904.00	\$0.00	\$904.00	11/10/21	12350	ASCUCK	\$0.00
INVOICE 111021MA10 TOTALS:				\$904.00	\$0.00	\$904.00				\$0.00
JACOB GILES TOTALS:				\$904.00	\$0.00	\$904.00				\$0.00
VENDOR: 1083 - CHAD HEMBROUGH										\$0.00
111021MA7	11/10/21	11/10/21	12/10/21							
FD Per Call 2021		1.10.2950 - FD Per Call Payable		\$425.00	\$0.00	\$425.00	11/10/21	12351	ASCUCK	\$0.00
INVOICE 111021MA7 TOTALS:				\$425.00	\$0.00	\$425.00				\$0.00
CHAD HEMBROUGH TOTALS:				\$425.00	\$0.00	\$425.00				\$0.00
VENDOR: 109 - AFLAC										\$0.00
112421MA9	11/24/21	11/24/21	11/24/21							
Acct # DN513, Inv. 030080 Nov Billi		1.10.2405 - AFLAC		\$103.20	\$0.00	\$103.20	11/24/21	12387	ASCUCK	\$0.00
INVOICE 112421MA9 TOTALS:				\$103.20	\$0.00	\$103.20				\$0.00
AFLAC TOTALS:				\$103.20	\$0.00	\$103.20				\$0.00
VENDOR: 1090 - RED ROCK FENCE CO.										\$0.00
112421MA8	11/24/21	11/24/21	12/24/21							
Install of Fencing Around Community		6.70.6107 - Yavapai Apache Grant Expense:		\$4,347.27	\$0.00	\$4,347.27	11/24/21	12388	ASCUCK	\$0.00
INVOICE 112421MA8 TOTALS:				\$4,347.27	\$0.00	\$4,347.27				\$0.00
RED ROCK FENCE CO. TOTALS:				\$4,347.27	\$0.00	\$4,347.27				\$0.00

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

Ledger as of : 11/1/2021 to 11/30/2021

Invoice Number	Inv.Date	Post.Date	Due.Date		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
Description		Account									
VENDOR: 1098 - PROCOPY											\$0.00
113021MA5	11/03/21	11/03/21	12/03/21								
C21909-01 Inv 3218957 Copier Lease		1.11.6191 - Copier & Equip Lease Expense			\$336.18	\$0.00	\$336.18	11/03/21	12323	ASCUCK	\$0.00
INVOICE 113021MA5 TOTALS:					\$336.18	\$0.00	\$336.18				\$0.00
PROCOPY TOTALS:					\$336.18	\$0.00	\$336.18				\$0.00
VENDOR: 1102 - YOURMEMBERSHIP.COM, INC											\$0.00
11321MA19	11/03/21	11/03/21	12/03/21								
Inv R53372053 Zoning Admin Job List		1.11.6105 - Advertising, Printing, & Publishin			\$199.00	\$0.00	\$199.00	11/03/21	12324	ASCUCK	\$0.00
INVOICE 11321MA19 TOTALS:					\$199.00	\$0.00	\$199.00				\$0.00
YOURMEMBERSHIP.COM, INC TOTALS:					\$199.00	\$0.00	\$199.00				\$0.00
VENDOR: 113 - ALL-MED EQUIPMENT & SERVICES											\$0.00
111021MA24	11/10/21	11/10/21	11/10/21								
Inv 671598 Monthly Tank Fee		1.14.6181 - Medical Supplies Exp			\$119.04	\$0.00	\$119.04	11/10/21	12352	ASCUCK	\$0.00
INVOICE 111021MA24 TOTALS:					\$119.04	\$0.00	\$119.04				\$0.00
ALL-MED EQUIPMENT & SERVICES TOTALS:					\$119.04	\$0.00	\$119.04				\$0.00
VENDOR: 119 - APS											\$0.00
11321MA16	11/03/21	11/03/21	11/18/21								
1976520 Co-Op		1.18.6285 - Utilities			\$141.00	\$0.00	\$141.00	11/03/21	12325	ASCUCK	\$0.00
2839800 Ghost Pepper		1.18.6285 - Utilities			\$71.78	\$0.00	\$71.78	11/03/21	12325	ASCUCK	\$0.00
2353720 Gulch Fire Station		1.18.6285 - Utilities			\$53.58	\$0.00	\$53.58	11/03/21	12325	ASCUCK	\$0.00
4246290 WWTP		2.51.6285 - Utilities			\$140.61	\$0.00	\$140.61	11/03/21	12325	ASCUCK	\$0.00
0024240 Lower Park		1.17.6285 - Utilities			\$40.20	\$0.00	\$40.20	11/03/21	12325	ASCUCK	\$0.00
0421621 Fire Station		1.18.6285 - Utilities			\$360.59	\$0.00	\$360.59	11/03/21	12325	ASCUCK	\$0.00
6506951 Police Station		1.18.6285 - Utilities			\$145.78	\$0.00	\$145.78	11/03/21	12325	ASCUCK	\$0.00
6109570 Perkinsville Road		1.18.6285 - Utilities			\$113.17	\$0.00	\$113.17	11/03/21	12325	ASCUCK	\$0.00
8468241 Middle Park		1.17.6285 - Utilities			\$37.09	\$0.00	\$37.09	11/03/21	12325	ASCUCK	\$0.00
7575770 Town Hall		1.18.6285 - Utilities			\$768.69	\$0.00	\$768.69	11/03/21	12325	ASCUCK	\$0.00
7575770 Town Hall Solar Credit		1.18.6285 - Utilities			(\$312.50)	\$0.00	(\$312.50)	11/03/21	12325	ASCUCK	\$0.00
8061950 Sunshine Hill		2.50.6285 - Utilities Exp - Water			\$35.85	\$0.00	\$35.85	11/03/21	12325	ASCUCK	\$0.00
2383901 Upper Park		1.17.6285 - Utilities			\$37.09	\$0.00	\$37.09	11/03/21	12325	ASCUCK	\$0.00
3216010 Hotel Jerome		1.18.6285 - Utilities			\$40.47	\$0.00	\$40.47	11/03/21	12325	ASCUCK	\$0.00
5613490 Upper Park 2		1.17.6285 - Utilities			\$55.30	\$0.00	\$55.30	11/03/21	12325	ASCUCK	\$0.00
INVOICE 11321MA16 TOTALS:					\$1,728.70	\$0.00	\$1,728.70				\$0.00
111021MA26	11/10/21	11/10/21	11/25/21								
9438060 Hull St Roof		1.18.6285 - Utilities			\$13.89	\$0.00	\$13.89	11/10/21	12353	ASCUCK	\$0.00
INVOICE 111021MA26 TOTALS:					\$13.89	\$0.00	\$13.89				\$0.00
112421MA15	11/24/21	11/24/21	12/09/21								
1490440 Street Lights		3.30.6255 - Street Lights			\$995.16	\$0.00	\$995.16	11/24/21	12389	ASCUCK	\$0.00

Town of Jerome

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

Ledger as of : 11/1/2021 to 11/30/2021

Invoice Number	Inv.Date	Post.Date	Due.Date		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
Description		Account									
INVOICE 112421MA15 TOTALS:					\$995.16	\$0.00	\$995.16				\$0.00
APS TOTALS:					\$2,737.75	\$0.00	\$2,737.75				\$0.00
VENDOR: 122 - AT&T											\$0.00
11321MA25	11/03/21	11/03/21	12/03/21								
287251435682x10262021 Phone Parking		3.35.6265 - Telephone			\$201.20	\$0.00	\$201.20	11/03/21	12326	ASCUCK	\$0.00
INVOICE 11321MA25 TOTALS:					\$201.20	\$0.00	\$201.20				\$0.00
112421MA10	11/24/21	11/24/21	12/24/21								
287251435682x11152021 Phone, PD		1.13.6265 - Telephone			\$45.47	\$0.00	\$45.47	11/24/21	12390	ASCUCK	\$0.00
INVOICE 112421MA10 TOTALS:					\$45.47	\$0.00	\$45.47				\$0.00
AT&T TOTALS:					\$246.67	\$0.00	\$246.67				\$0.00
VENDOR: 157 - BOUND TREE MEDICAL, LLC											\$0.00
112421MA11	11/24/21	11/24/21	12/24/21								
103795, Inv 84282062 AED Pads		1.14.6181 - Medical Supplies Exp			\$40.38	\$0.00	\$40.38	11/24/21	12391	ASCUCK	\$0.00
INVOICE 112421MA11 TOTALS:					\$40.38	\$0.00	\$40.38				\$0.00
BOUND TREE MEDICAL, LLC TOTALS:					\$40.38	\$0.00	\$40.38				\$0.00
VENDOR: 167 - OFFICE DEPOT											\$0.00
11321MA18	11/03/21	11/03/21	01/02/22								
63266436, Inv203521783002 Thermal P		1.11.6190 - Office Supplies			\$23.88	\$0.00	\$23.88	11/03/21	12327	ASCUCK	\$0.00
63266436, Inv203521783001 Tissue, P		1.11.6190 - Office Supplies			\$20.59	\$0.00	\$20.59	11/03/21	12327	ASCUCK	\$0.00
63266436, Inv203522336001 Envelopes		1.11.6190 - Office Supplies			\$117.27	\$0.00	\$117.27	11/03/21	12327	ASCUCK	\$0.00
INVOICE 11321MA18 TOTALS:					\$161.74	\$0.00	\$161.74				\$0.00
111721MA6	11/17/21	11/17/21	01/16/22								
63266436, Inv208296108001 Calendars		1.11.6190 - Office Supplies			\$78.89	\$0.00	\$78.89	11/17/21	12377	ASCUCK	\$0.00
63266436, Inv208296612001 Calendar		1.11.6190 - Office Supplies			\$7.41	\$0.00	\$7.41	11/17/21	12377	ASCUCK	\$0.00
INVOICE 111721MA6 TOTALS:					\$86.30	\$0.00	\$86.30				\$0.00
OFFICE DEPOT TOTALS:					\$248.04	\$0.00	\$248.04				\$0.00
VENDOR: 168 - CENTURY LINK											\$0.00
111721MA5	11/17/21	11/17/21	12/02/21								
Inv 250605567 Phone, GG		1.11.6265 - Telephone			\$3.90	\$0.00	\$3.90	11/17/21	12378	ASCUCK	\$0.00
INVOICE 111721MA5 TOTALS:					\$3.90	\$0.00	\$3.90				\$0.00
112421MA7	11/24/21	11/24/21	12/09/21								
928 634 2245 Phone, PD		1.13.6265 - Telephone			\$67.01	\$0.00	\$67.01	11/24/21	12392	ASCUCK	\$0.00
928 634 7943 Phone, GG		1.11.6265 - Telephone			\$165.23	\$0.00	\$165.23	11/24/21	12392	ASCUCK	\$0.00
928 634 8992 Phone, PD		1.13.6265 - Telephone			\$175.41	\$0.00	\$175.41	11/24/21	12392	ASCUCK	\$0.00
928 639 0574 Phone, LB		1.15.6265 - Telephone			\$85.12	\$0.00	\$85.12	11/24/21	12392	ASCUCK	\$0.00

Town of Jerome

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

Ledger as of : 11/1/2021 to 11/30/2021

Invoice Number	Inv.Date	Post.Date	Due.Date							
Description		Account		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
928 649 2776 Phone, PD		1.13.6265 - Telephone		\$40.68	\$0.00	\$40.68	11/24/21	12392	ASCUCK	\$0.00
928 649 3034 Phone, FD		1.14.6265 - Telephone		\$127.18	\$0.00	\$127.18	11/24/21	12392	ASCUCK	\$0.00
928 649 3250 Phone, CT		1.15.6265 - Telephone		\$71.68	\$0.00	\$71.68	11/24/21	12392	ASCUCK	\$0.00
INVOICE 112421MA7 TOTALS:				<u>\$732.31</u>	<u>\$0.00</u>	<u>\$732.31</u>				<u>\$0.00</u>
CENTURY LINK TOTALS:				<u>\$736.21</u>	<u>\$0.00</u>	<u>\$736.21</u>				<u>\$0.00</u>
VENDOR: 188 - DATA WEST										\$0.00
11321MA23	11/03/21	11/03/21	12/03/21							
Inv MN14043665 Annual Software Bill		2.50.6192 - Software Support Exp - Water		\$1,599.73	\$0.00	\$1,599.73	11/03/21	12328	ASCUCK	\$0.00
Inv MN14043665 Annual Software Bill		2.51.6192 - Software Support Exp - Sewer		\$1,599.73	\$0.00	\$1,599.73	11/03/21	12328	ASCUCK	\$0.00
Inv MN14043665 Annual Software Bill		2.52.6192 - Software Support Exp - Trash		\$1,599.73	\$0.00	\$1,599.73	11/03/21	12328	ASCUCK	\$0.00
INVOICE 11321MA23 TOTALS:				<u>\$4,799.19</u>	<u>\$0.00</u>	<u>\$4,799.19</u>				<u>\$0.00</u>
DATA WEST TOTALS:				<u>\$4,799.19</u>	<u>\$0.00</u>	<u>\$4,799.19</u>				<u>\$0.00</u>
VENDOR: 200 - ALLEN MUMA										\$0.00
11321MA20	11/03/21	11/03/21	11/03/21							
Reimbursement 16TB Linkstation		1.13.6250 - Small Tools and Equipment		\$610.02	\$0.00	\$610.02	11/03/21	12329	ASCUCK	\$0.00
INVOICE 11321MA20 TOTALS:				<u>\$610.02</u>	<u>\$0.00</u>	<u>\$610.02</u>				<u>\$0.00</u>
ALLEN MUMA TOTALS:				<u>\$610.02</u>	<u>\$0.00</u>	<u>\$610.02</u>				<u>\$0.00</u>
VENDOR: 203 - SMART DOCUMENT SOLUTIONS										\$0.00
11321MA22	11/03/21	11/03/21	11/03/21							
C10253, CT1221-01, Inv20359 Termina		1.11.6191 - Copier & Equip Lease Expense		\$87.00	\$0.00	\$87.00	11/03/21	12330	ASCUCK	\$0.00
INVOICE 11321MA22 TOTALS:				<u>\$87.00</u>	<u>\$0.00</u>	<u>\$87.00</u>				<u>\$0.00</u>
SMART DOCUMENT SOLUTIONS TOTALS:				<u>\$87.00</u>	<u>\$0.00</u>	<u>\$87.00</u>				<u>\$0.00</u>
VENDOR: 207 - HOME DEPOT CREDIT SERVICES										\$0.00
11321MA17	11/03/21	11/03/21	11/23/21							
3429 Ref#1521694 Welding Wire, Drill		1.18.6250 - Small Tools and Equipment		\$111.54	\$0.00	\$111.54	11/03/21	12331	ASCUCK	\$0.00
INVOICE 11321MA17 TOTALS:				<u>\$111.54</u>	<u>\$0.00</u>	<u>\$111.54</u>				<u>\$0.00</u>
HOME DEPOT CREDIT SERVICES TOTALS:				<u>\$111.54</u>	<u>\$0.00</u>	<u>\$111.54</u>				<u>\$0.00</u>
VENDOR: 218 - VERIZON WIRELESS										\$0.00
111021MA27	11/10/21	11/10/21	12/05/21							
928 301 4380 Phone, PD		1.13.6265 - Telephone		\$50.57	\$0.00	\$50.57	11/10/21	12355	ASCUCK	\$0.00
928 301 9672 Phone, PD		1.13.6265 - Telephone		\$50.56	\$0.00	\$50.56	11/10/21	12355	ASCUCK	\$0.00
Access Charges, PD		1.13.6265 - Telephone		\$161.00	\$0.00	\$161.00	11/10/21	12355	ASCUCK	\$0.00
928 451 2174 Kiosk Phone		3.35.6265 - Telephone		\$30.08	\$0.00	\$30.08	11/10/21	12355	ASCUCK	\$0.00
928 451 2402 Kiosk Phone		3.35.6265 - Telephone		\$30.08	\$0.00	\$30.08	11/10/21	12355	ASCUCK	\$0.00
928 451 2436 Kiosk Phone		3.35.6265 - Telephone		\$30.08	\$0.00	\$30.08	11/10/21	12355	ASCUCK	\$0.00

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Invoice Number	Inv.Date	Post.Date	Due.Date		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
Description			Account								
928 821 0736 Kiosk Phone			3.35.6265 - Telephone		\$30.08	\$0.00	\$30.08	11/10/21	12355	ASCUCK	\$0.00
INVOICE 111021MA27 TOTALS:					\$382.45	\$0.00	\$382.45				\$0.00
111021MA28	11/10/21	11/10/21	12/05/21								
928 300 5987 PZ			1.16.6265 - Telephone		\$37.51	\$0.00	\$37.51	11/10/21	12354	ASCUCK	\$0.00
928 300 8701 FD			1.14.6265 - Telephone		\$59.40	\$0.00	\$59.40	11/10/21	12354	ASCUCK	\$0.00
928 821 0133 Shuttle			1.11.6265 - Telephone		\$33.06	\$0.00	\$33.06	11/10/21	12354	ASCUCK	\$0.00
928 963 4958 FD			1.14.6265 - Telephone		\$10.44	\$0.00	\$10.44	11/10/21	12354	ASCUCK	\$0.00
Access Charge PZ			1.16.6265 - Telephone		\$16.10	\$0.00	\$16.10	11/10/21	12354	ASCUCK	\$0.00
Access Charge GG			1.11.6265 - Telephone		\$16.10	\$0.00	\$16.10	11/10/21	12354	ASCUCK	\$0.00
Access Charge FD			1.14.6265 - Telephone		\$32.20	\$0.00	\$32.20	11/10/21	12354	ASCUCK	\$0.00
INVOICE 111021MA28 TOTALS:					\$204.81	\$0.00	\$204.81				\$0.00
VERIZON WIRELESS TOTALS:					\$587.26	\$0.00	\$587.26				\$0.00
VENDOR: 224 - LEGEND											\$0.00
11321MA7	11/03/21	11/03/21	12/03/21								
Acct 00-0001475, Inv. 2115692			2.50.6240 - Service Tests/System Testing		\$15.00	\$0.00	\$15.00	11/03/21	12332	ASCUCK	\$0.00
Acct 00-0001475, Inv. 2115692			2.51.6240 - Service Tests/System Testing		\$527.40	\$0.00	\$527.40	11/03/21	12332	ASCUCK	\$0.00
Acct 00-0001475, Inv. 2115693			2.51.6240 - Service Tests/System Testing		\$75.00	\$0.00	\$75.00	11/03/21	12332	ASCUCK	\$0.00
INVOICE 11321MA7 TOTALS:					\$617.40	\$0.00	\$617.40				\$0.00
112421MA12	11/24/21	11/24/21	12/24/21								
Acct 00-0001475, Inv. 2116997 Water			2.50.6240 - Service Tests/System Testing		\$15.00	\$0.00	\$15.00	11/24/21	12393	ASCUCK	\$0.00
Acct 00-0001475, Inv. 2116997 Sewer			2.51.6240 - Service Tests/System Testing		\$75.00	\$0.00	\$75.00	11/24/21	12393	ASCUCK	\$0.00
INVOICE 112421MA12 TOTALS:					\$90.00	\$0.00	\$90.00				\$0.00
LEGEND TOTALS:					\$707.40	\$0.00	\$707.40				\$0.00
VENDOR: 237 - UNISOURCE ENERGY SERVICES											\$0.00
111721MA7	11/17/21	11/17/21	12/07/21								
2353340 Co-Op			1.18.6285 - Utilities		\$48.66	\$0.00	\$48.66	11/17/21	12379	ASCUCK	\$0.00
6937260 Police Station			1.18.6285 - Utilities		\$22.52	\$0.00	\$22.52	11/17/21	12379	ASCUCK	\$0.00
7505930 Town Hall			1.18.6285 - Utilities		\$252.71	\$0.00	\$252.71	11/17/21	12379	ASCUCK	\$0.00
0559820 Fire Station			1.18.6285 - Utilities		\$72.01	\$0.00	\$72.01	11/17/21	12379	ASCUCK	\$0.00
4353340 Town Yard			1.18.6285 - Utilities		\$93.77	\$0.00	\$93.77	11/17/21	12379	ASCUCK	\$0.00
INVOICE 111721MA7 TOTALS:					\$489.67	\$0.00	\$489.67				\$0.00
UNISOURCE ENERGY SERVICES TOTALS:					\$489.67	\$0.00	\$489.67				\$0.00
VENDOR: 238 - VERDE VALLEY HARDWARE											\$0.00
111021MA23	11/10/21	11/10/21	11/25/21								
2860 Ref# 36147 Gypsum			3.30.6260 - Street Supplies		\$43.02	\$0.00	\$43.02	11/10/21	12356	ASCUCK	\$0.00
2860 Ref# 36232 Argon, Welding Wire			1.18.6250 - Small Tools and Equipment		\$288.88	\$0.00	\$288.88	11/10/21	12356	ASCUCK	\$0.00
2860 Ref# 36448 Saw Chain/Bar			7.25.6276 - Wildlands Exp - Contingency		\$234.95	\$0.00	\$234.95	11/10/21	12356	ASCUCK	\$0.00
2860 Ref# 36508 Trash Bags			2.52.6195 - Operating Supplies - Trash		\$28.54	\$0.00	\$28.54	11/10/21	12356	ASCUCK	\$0.00

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Invoice Number	Inv.Date	Post.Date	Due.Date							
Description		Account		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
2860 Ref# 36587 Wasp Spray		1.18.6215 - R&M Building - Properties		\$68.00	\$0.00	\$68.00	11/10/21	12356	ASCUCK	\$0.00
2860 Ref# 36797 Hose, Tape, Cord		2.50.6225 - Rep and Maint - Equipment		\$141.20	\$0.00	\$141.20	11/10/21	12356	ASCUCK	\$0.00
2860 Ref# 36915 Insulation		2.50.6230 - Rep and Maint - Infrastructure		\$21.96	\$0.00	\$21.96	11/10/21	12356	ASCUCK	\$0.00
2860 Ref# 36939 Winter Grass Feed		1.17.6195 - Operating Supplies - Parks		\$27.65	\$0.00	\$27.65	11/10/21	12356	ASCUCK	\$0.00
2860 Ref# 36889 HURF Supplies		3.30.6195 - Operating Supplies - HURF		\$5.47	\$0.00	\$5.47	11/10/21	12356	ASCUCK	\$0.00
2860 Ref# 36978 Springs Door Suppli		2.50.6230 - Rep and Maint - Infrastructure		\$58.80	\$0.00	\$58.80	11/10/21	12356	ASCUCK	\$0.00
INVOICE 111021MA23 TOTALS:				\$918.47	\$0.00	\$918.47				\$0.00
VERDE VALLEY HARDWARE TOTALS:				\$918.47	\$0.00	\$918.47				\$0.00
VENDOR: 252 - NAPA AUTO PARTS										\$0.00
112421MA2	11/24/21	11/24/21	12/14/21							
31380 Inv 270168 Serpentine Belt		1.13.6220 - Rep and Maint - Vehicles		\$94.45	\$0.00	\$94.45	11/24/21	12394	ASCUCK	\$0.00
31380 Inv 270868 Shocks C-112		7.25.6276 - Wildlands Exp - Contingency		\$160.35	\$0.00	\$160.35	11/24/21	12394	ASCUCK	\$0.00
31380 Inv 270999 Power Steering Flu		2.52.6220 - Rep and Maint - Vehicles		\$61.49	\$0.00	\$61.49	11/24/21	12394	ASCUCK	\$0.00
31380 Inv 271153 Battery		2.52.6220 - Rep and Maint - Vehicles		\$451.32	\$0.00	\$451.32	11/24/21	12394	ASCUCK	\$0.00
31380 Inv 271158 Core Deposits Retu		2.52.6220 - Rep and Maint - Vehicles		(\$88.98)	\$0.00	(\$88.98)	11/24/21	12394	ASCUCK	\$0.00
31380 Invs 271495, 272625 PWALL Par		1.17.6220 - Rep and Maint - Vehicles		\$38.03	\$0.00	\$38.03	11/24/21	12394	ASCUCK	\$0.00
31380 Invs 271495, 272625 PWALL Pro		1.18.6220 - Rep and Maint - Vehicles		\$38.03	\$0.00	\$38.03	11/24/21	12394	ASCUCK	\$0.00
31380 Invs 271495, 272625 PWALL Wat		2.50.6220 - Rep and Maint - Vehicles		\$38.03	\$0.00	\$38.03	11/24/21	12394	ASCUCK	\$0.00
31380 Invs 271495, 272625 PWALL Sew		2.51.6220 - Rep and Maint - Vehicles		\$38.03	\$0.00	\$38.03	11/24/21	12394	ASCUCK	\$0.00
31380 Invs 271495, 272625 PWALL Tra		2.52.6220 - Rep and Maint - Vehicles		\$38.05	\$0.00	\$38.05	11/24/21	12394	ASCUCK	\$0.00
31380 Invs 271495, 272625 PWALL HUR		3.30.6220 - Rep and Maint - Vehicles		\$38.03	\$0.00	\$38.03	11/24/21	12394	ASCUCK	\$0.00
31380 Inv 272269 Argon, O2, Acety G		1.18.6250 - Small Tools and Equipment		\$124.90	\$0.00	\$124.90	11/24/21	12394	ASCUCK	\$0.00
INVOICE 112421MA2 TOTALS:				\$1,031.73	\$0.00	\$1,031.73				\$0.00
NAPA AUTO PARTS TOTALS:				\$1,031.73	\$0.00	\$1,031.73				\$0.00
VENDOR: 254 - VERDE VALLEY NEWSPAPERS										\$0.00
111021MA13	11/10/21	11/10/21	11/20/21							
11366 Inv 160315 Ordinance/Notice		1.11.6105 - Advertising, Printing, & Publishin		\$136.32	\$0.00	\$136.32	11/10/21	12357	ASCUCK	\$0.00
INVOICE 111021MA13 TOTALS:				\$136.32	\$0.00	\$136.32				\$0.00
112421MA16	11/24/21	11/24/21	12/04/21							
11366 Order#619736 Ordinances		1.11.6105 - Advertising, Printing, & Publishin		\$463.39	\$0.00	\$463.39	11/24/21	12395	ASCUCK	\$0.00
INVOICE 112421MA16 TOTALS:				\$463.39	\$0.00	\$463.39				\$0.00
VERDE VALLEY NEWSPAPERS TOTALS:				\$599.71	\$0.00	\$599.71				\$0.00
VENDOR: 255 - CITY OF COTTONWOOD										\$0.00
111021MA20	11/10/21	11/10/21	11/10/21							
Inv 4707 Dispatch Fees FD		1.14.6120 - Dispatch Fees		\$560.33	\$0.00	\$560.33	11/10/21	12358	ASCUCK	\$0.00
Inv 4710 Dispatch Fees PD		1.13.6120 - Dispatch Fees		\$3,478.75	\$0.00	\$3,478.75	11/10/21	12358	ASCUCK	\$0.00
INVOICE 111021MA20 TOTALS:				\$4,039.08	\$0.00	\$4,039.08				\$0.00
CITY OF COTTONWOOD TOTALS:				\$4,039.08	\$0.00	\$4,039.08				\$0.00

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Description		Account		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
VENDOR: 265 - CONTRACT WASTEWATER OPERATIONS										\$0.00
111021MA25	11/10/21	11/10/21	12/05/21							
Inv 1015057 Spring Maint Oct 2021		2.50.6110 - Contract Services		\$900.00	\$0.00	\$900.00	11/10/21	12359	ASCUCK	\$0.00
Inv 1015057 WWTP Maint Oct 2021		2.51.6110 - Contract Services		\$3,200.00	\$0.00	\$3,200.00	11/10/21	12359	ASCUCK	\$0.00
Inv 1015057 Chlorine Tab WWTP		2.51.6195 - Operating Supplies - Sewer		\$499.80	\$0.00	\$499.80	11/10/21	12359	ASCUCK	\$0.00
Inv 1015057 Enzymes WWTP		2.51.6195 - Operating Supplies - Sewer		\$279.24	\$0.00	\$279.24	11/10/21	12359	ASCUCK	\$0.00
Inv 1015057 Samples To Legend		2.51.6240 - Service Tests/System Testing		\$55.00	\$0.00	\$55.00	11/10/21	12359	ASCUCK	\$0.00
Inv 1015062 Materials For Allen Spr		2.50.6230 - Rep and Maint - Infrastructure		\$3,793.47	\$0.00	\$3,793.47	11/10/21	12359	ASCUCK	\$0.00
Inv 1015062 Fabricate/Install Allen		2.50.6230 - Rep and Maint - Infrastructure		\$1,575.00	\$0.00	\$1,575.00	11/10/21	12359	ASCUCK	\$0.00
INVOICE 111021MA25 TOTALS:				\$10,302.51	\$0.00	\$10,302.51				\$0.00
CONTRACT WASTEWATER OPERATIONS TOTALS:				\$10,302.51	\$0.00	\$10,302.51				\$0.00
VENDOR: 268 - MATTHEW POE										\$0.00
111721MA3	11/17/21	11/17/21	11/17/21							
FD Pension Cash Out		4.60.6235 - Retirement Exp FD P&R		\$2,168.50	\$0.00	\$2,168.50	11/17/21	12380	ASCUCK	\$0.00
FD Pension Cash Out 10% Fed Withhol		4.60.2401 - Fed WH Payable FD P&R		(\$216.85)	\$0.00	(\$216.85)	11/17/21	12380	ASCUCK	\$0.00
INVOICE 111721MA3 TOTALS:				\$1,951.65	\$0.00	\$1,951.65				\$0.00
MATTHEW POE TOTALS:				\$1,951.65	\$0.00	\$1,951.65				\$0.00
VENDOR: 297 - ARIZONA EMERGENCY PRODUCTS										\$0.00
111721MA10	11/17/21	11/17/21	12/17/21							
Inv 0027072 Parts for New Patrol Ca		1.13.7025 - Vehicles, Cap Outlay, Police		\$2,600.00	\$0.00	\$2,600.00	11/17/21	12381	ASCUCK	\$0.00
Inv 0027072 Parts for New Patrol Ca		1.13.7025 - Vehicles, Cap Outlay, Police		\$7,721.80	\$0.00	\$7,721.80	11/17/21	12381	ASCUCK	\$0.00
INVOICE 111721MA10 TOTALS:				\$10,321.80	\$0.00	\$10,321.80				\$0.00
ARIZONA EMERGENCY PRODUCTS TOTALS:				\$10,321.80	\$0.00	\$10,321.80				\$0.00
VENDOR: 335 - MICHAEL HIGGINSON										\$0.00
11321MA14	11/03/21	11/03/21	11/03/21							
FD Pension Cash Out/Higginson		4.60.6235 - Retirement Exp FD P&R		\$1,000.00	\$0.00	\$1,000.00	11/03/21	12333	ASCUCK	\$0.00
INVOICE 11321MA14 TOTALS:				\$1,000.00	\$0.00	\$1,000.00				\$0.00
111021MA8	11/10/21	11/10/21	11/10/21							
FD Per Call 2021		1.10.2950 - FD Per Call Payable		\$243.00	\$0.00	\$243.00	11/10/21	12360	ASCUCK	\$0.00
INVOICE 111021MA8 TOTALS:				\$243.00	\$0.00	\$243.00				\$0.00
MICHAEL HIGGINSON TOTALS:				\$1,243.00	\$0.00	\$1,243.00				\$0.00
VENDOR: 338 - ANDREW PETERSON										\$0.00
111021MA4	11/10/21	11/10/21	11/10/21							
FD Per Call 2021		1.10.2950 - FD Per Call Payable		\$661.50	\$0.00	\$661.50	11/10/21	12361	ASCUCK	\$0.00
INVOICE 111021MA4 TOTALS:				\$661.50	\$0.00	\$661.50				\$0.00

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Invoice Number	Inv.Date	Post.Date	Due.Date		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
Description		Account									
ANDREW PETERSON TOTALS:					\$661.50	\$0.00	\$661.50				\$0.00
VENDOR: 340 - JAYNE "BURT" DOSS											\$0.00
111021MA11	11/10/21	11/10/21	11/10/21								
FD Per Call 2021		1.10.2950	- FD Per Call Payable		\$648.00	\$0.00	\$648.00	11/10/21	12362	ASCUCK	\$0.00
INVOICE 111021MA11 TOTALS:					\$648.00	\$0.00	\$648.00				\$0.00
JAYNE "BURT" DOSS TOTALS:					\$648.00	\$0.00	\$648.00				\$0.00
VENDOR: 361 - USDA FOREST SERVICE											\$0.00
11321MA8	11/03/21	11/03/21	12/03/21								
BF030905AC007 Annual Land Use Fee		2.50.6185	- Miscellaneous		\$403.44	\$0.00	\$403.44	11/03/21	12334	ASCUCK	\$0.00
INVOICE 11321MA8 TOTALS:					\$403.44	\$0.00	\$403.44				\$0.00
USDA FOREST SERVICE TOTALS:					\$403.44	\$0.00	\$403.44				\$0.00
VENDOR: 387 - NEXTCARE URGENT CARE											\$0.00
112421MA5	11/24/21	11/24/21	12/24/21								
0001000002586938 Vaccines PWALL Par		1.17.6185	- Miscellaneous		\$35.50	\$0.00	\$35.50	11/24/21	12396	ASCUCK	\$0.00
0001000002586938 Vaccines PWALL Pro		1.18.6185	- Miscellaneous		\$35.50	\$0.00	\$35.50	11/24/21	12396	ASCUCK	\$0.00
0001000002586938 Vaccines PWALL Wat		2.50.6185	- Miscellaneous		\$35.50	\$0.00	\$35.50	11/24/21	12396	ASCUCK	\$0.00
0001000002586938 Vaccines PWALL Sew		2.51.6185	- Miscellaneous		\$35.50	\$0.00	\$35.50	11/24/21	12396	ASCUCK	\$0.00
0001000002586938 Vaccines PWALLTras		2.52.6185	- Miscellaneous		\$35.50	\$0.00	\$35.50	11/24/21	12396	ASCUCK	\$0.00
0001000002586938 Vaccines PWALL HUR		3.30.6185	- Miscellaneous		\$35.50	\$0.00	\$35.50	11/24/21	12396	ASCUCK	\$0.00
INVOICE 112421MA5 TOTALS:					\$213.00	\$0.00	\$213.00				\$0.00
NEXTCARE URGENT CARE TOTALS:					\$213.00	\$0.00	\$213.00				\$0.00
VENDOR: 412 - JOHN MCDONALD											\$0.00
111021MA1	11/10/21	11/10/21	11/10/21								
Supplies, Prop		1.18.6195	- Operating Supplies - Properties		\$362.21	\$0.00	\$362.21	11/10/21	12363	ASCUCK	\$0.00
Supplies, GG		1.11.6195	- Operating Supplies - Gen Gov		\$351.38	\$0.00	\$351.38	11/10/21	12363	ASCUCK	\$0.00
INVOICE 111021MA1 TOTALS:					\$713.59	\$0.00	\$713.59				\$0.00
JOHN MCDONALD TOTALS:					\$713.59	\$0.00	\$713.59				\$0.00
VENDOR: 450 - #1 FOOD STORE											\$0.00
111721MA12	11/17/21	11/17/21	11/17/21								
Fuel, PD		1.13.6145	- Fuel		\$100.26	\$0.00	\$100.26	11/17/21	12382	ASCUCK	\$0.00
Fuel, FD		1.14.6145	- Fuel		\$756.11	\$0.00	\$756.11	11/17/21	12382	ASCUCK	\$0.00
INVOICE 111721MA12 TOTALS:					\$856.37	\$0.00	\$856.37				\$0.00
#1 FOOD STORE TOTALS:					\$856.37	\$0.00	\$856.37				\$0.00
VENDOR: 520 - JAY KINSELLA											\$0.00

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Invoice Number	Inv.Date	Post.Date	Due.Date		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
Description			Account								
111021MA6	11/10/21	11/10/21	11/10/21								
FD Per Call 2021			1.10.2950 - FD Per Call Payable		\$2,456.50	\$0.00	\$2,456.50	11/10/21	12364	ASCUCK	\$0.00
INVOICE 111021MA6 TOTALS:					\$2,456.50	\$0.00	\$2,456.50				\$0.00
JAY KINSELLA TOTALS:					\$2,456.50	\$0.00	\$2,456.50				\$0.00
VENDOR: 616 - BRANDI M. SUDA											\$0.00
CR-0000001	11/09/21	11/09/21	07/24/21								
Inv 110 FY19 Audit Assistance			1.11.6101 - Accounting and Auditing		(\$1,890.00)	\$0.00	(\$1,890.00)	11/09/21		ASCUCK	\$0.00
INVOICE CR-0000001 TOTALS:					(\$1,890.00)	\$0.00	(\$1,890.00)				\$0.00
JUN30111021MA16	11/10/21	11/10/21	12/10/21								
FY19 Audit Assistance			1.11.6101 - Accounting and Auditing		\$1,890.00	\$0.00	\$1,890.00	11/10/21	12365	ASCUCK	\$0.00
INVOICE JUN30111021MA16 TOTALS:					\$1,890.00	\$0.00	\$1,890.00				\$0.00
BRANDI M. SUDA TOTALS:					\$0.00	\$0.00	\$0.00				\$0.00
VENDOR: 656 - ADEQ											\$0.00
111021MA21	11/10/21	11/10/21	12/10/21								
AZ0021804 Permit Fees 9/1-9/30			2.51.6135 - Permit Fee Exp - Sewer		\$610.00	\$0.00	\$610.00	11/10/21	12366	ASCUCK	\$0.00
INVOICE 111021MA21 TOTALS:					\$610.00	\$0.00	\$610.00				\$0.00
ADEQ TOTALS:					\$610.00	\$0.00	\$610.00				\$0.00
VENDOR: 725 - DIESEL DIRECT WEST											\$0.00
111721MA2	11/17/21	11/17/21	12/02/21								
18583, Inv 84257425 Fuel, Water			2.50.6145 - Fuel		\$17.08	\$0.00	\$17.08	11/17/21	12383	ASCUCK	\$0.00
18583, Inv 84257425 Fuel, Sewer			2.51.6145 - Fuel		\$17.08	\$0.00	\$17.08	11/17/21	12383	ASCUCK	\$0.00
18583, Inv 84257425 Fuel, Trash			2.52.6145 - Fuel		\$136.69	\$0.00	\$136.69	11/17/21	12383	ASCUCK	\$0.00
INVOICE 111721MA2 TOTALS:					\$170.85	\$0.00	\$170.85				\$0.00
112421MA1	11/24/21	11/24/21	12/09/21								
18583, Inv 84284243 Fuel, Water			2.50.6145 - Fuel		\$35.17	\$0.00	\$35.17	11/24/21	12397	ASCUCK	\$0.00
18583, Inv 84284243 Fuel, Sewer			2.51.6145 - Fuel		\$35.17	\$0.00	\$35.17	11/24/21	12397	ASCUCK	\$0.00
18583, Inv 84284243 Fuel, Trash			2.52.6145 - Fuel		\$281.40	\$0.00	\$281.40	11/24/21	12397	ASCUCK	\$0.00
INVOICE 112421MA1 TOTALS:					\$351.74	\$0.00	\$351.74				\$0.00
DIESEL DIRECT WEST TOTALS:					\$522.59	\$0.00	\$522.59				\$0.00
VENDOR: 735 - FOUR-D LLC											\$0.00
11321MA3	11/03/21	11/03/21	12/03/21								
Inv 820 IT Work Completed Oct 2021			1.11.6193 - Computer Hardware & Service		\$776.25	\$0.00	\$776.25	11/03/21	12335	ASCUCK	\$0.00
INVOICE 11321MA3 TOTALS:					\$776.25	\$0.00	\$776.25				\$0.00
FOUR-D LLC TOTALS:					\$776.25	\$0.00	\$776.25				\$0.00

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Invoice Number	Inv.Date	Post.Date	Due.Date		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
Description		Account									
VENDOR: 747 - TOWN OF JEROME PR											\$0.00
111021MA14	11/10/21	11/10/21	11/10/21								
Monthly Payroll Transfer		1.10.2999 - Suspense Account			\$90,000.00	\$0.00	\$90,000.00	11/10/21	12367	ASCUCK	\$0.00
INVOICE 111021MA14 TOTALS:					\$90,000.00	\$0.00	\$90,000.00				\$0.00
TOWN OF JEROME PR TOTALS:					\$90,000.00	\$0.00	\$90,000.00				\$0.00
VENDOR: 748 - SIMS MACKIN, LTD											\$0.00
111721MA8	11/17/21	11/17/21	12/17/21								
Inv 32762 Legal, GG		1.11.6170 - Legal Exp - Gen Gov			\$1,319.00	\$0.00	\$1,319.00	11/17/21	12384	ASCUCK	\$0.00
Inv 32762 Legal, PZ		1.16.6170 - Legal Exp - P&Z			\$2,444.50	\$0.00	\$2,444.50	11/17/21	12384	ASCUCK	\$0.00
Inv 32762 Legal, Water		2.50.6170 - Legal Exp - Water			\$78.00	\$0.00	\$78.00	11/17/21	12384	ASCUCK	\$0.00
INVOICE 111721MA8 TOTALS:					\$3,841.50	\$0.00	\$3,841.50				\$0.00
SIMS MACKIN, LTD TOTALS:					\$3,841.50	\$0.00	\$3,841.50				\$0.00
VENDOR: 754 - ARIZONA BUG COMPANY											\$0.00
111721MA1	11/17/21	11/17/21	12/17/21								
Inv 177488 Pest Control, 10101 prop		1.18.6110 - Contract Services			\$50.00	\$0.00	\$50.00	11/17/21	12385	ASCUCK	\$0.00
INVOICE 111721MA1 TOTALS:					\$50.00	\$0.00	\$50.00				\$0.00
ARIZONA BUG COMPANY TOTALS:					\$50.00	\$0.00	\$50.00				\$0.00
VENDOR: 793 - TOWN OF JEROME - UTILITIES											\$0.00
11321MA4	11/03/21	11/03/21	12/03/21								
7002-01 Town Hall		1.18.6285 - Utilities			\$216.90	\$0.00	\$216.90	11/03/21	12336	ASCUCK	\$0.00
7015-01 Fire Station		1.18.6285 - Utilities			\$137.56	\$0.00	\$137.56	11/03/21	12336	ASCUCK	\$0.00
7031-01 Library		1.18.6285 - Utilities			\$137.56	\$0.00	\$137.56	11/03/21	12336	ASCUCK	\$0.00
7054-01 Police Station		1.18.6285 - Utilities			\$177.32	\$0.00	\$177.32	11/03/21	12336	ASCUCK	\$0.00
7060-01 Town Yard		1.18.6285 - Utilities			\$137.56	\$0.00	\$137.56	11/03/21	12336	ASCUCK	\$0.00
INVOICE 11321MA4 TOTALS:					\$806.90	\$0.00	\$806.90				\$0.00
TOWN OF JEROME - UTILITIES TOTALS:					\$806.90	\$0.00	\$806.90				\$0.00
VENDOR: 802 - RWC INTERNATIONAL LTD											\$0.00
11321MA11	11/03/21	11/03/21	12/03/21								
Inv XA109004098:01 Steering Gear/Co		2.52.6220 - Rep and Maint - Vehicles			\$1,555.38	\$0.00	\$1,555.38	11/03/21	12337	ASCUCK	\$0.00
INVOICE 11321MA11 TOTALS:					\$1,555.38	\$0.00	\$1,555.38				\$0.00
RWC INTERNATIONAL LTD TOTALS:					\$1,555.38	\$0.00	\$1,555.38				\$0.00
VENDOR: 804 - KERRY LEE											\$0.00
11321MA24	11/03/21	11/03/21	12/03/21								
Reimbursement For Fuel, Unit 29 Pic		1.13.6145 - Fuel			\$101.90	\$0.00	\$101.90	11/03/21	12338	ASCUCK	\$0.00
INVOICE 11321MA24 TOTALS:					\$101.90	\$0.00	\$101.90				\$0.00

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Description		Account									
111721MA9	11/17/21	11/17/21	12/17/21								
Reimburse For Range Supplies		1.13.6185 - Miscellaneous			\$140.30	\$0.00	\$140.30	11/17/21	12386	ASCUCK	\$0.00
INVOICE 111721MA9 TOTALS:					\$140.30	\$0.00	\$140.30				\$0.00
KERRY LEE TOTALS:					\$242.20	\$0.00	\$242.20				\$0.00
VENDOR: 806 - PRESCOTT LAW GROUP, PLC											\$0.00
112421MA13	11/24/21	11/24/21	12/24/21								
2011-00019 Inv 4724 Legal, PD		1.13.6172 - Prosecutor Exp			\$896.50	\$0.00	\$896.50	11/24/21	12398	ASCUCK	\$0.00
INVOICE 112421MA13 TOTALS:					\$896.50	\$0.00	\$896.50				\$0.00
PRESCOTT LAW GROUP, PLC TOTALS:					\$896.50	\$0.00	\$896.50				\$0.00
VENDOR: 866 - DEERE CREDIT, INC.											\$0.00
11321MA15	11/03/21	11/03/21	12/03/21								
510001614248 JD 210L, Parks		1.17.8040 - Lease Payments			\$21.68	\$0.00	\$21.68	11/03/21	12339	ASCUCK	\$0.00
510001614248 JD 210L, Prop		1.18.8040 - Lease Payments			\$21.68	\$0.00	\$21.68	11/03/21	12339	ASCUCK	\$0.00
510001614248 JD 210L, Water		2.50.8040 - Lease Payments			\$75.88	\$0.00	\$75.88	11/03/21	12339	ASCUCK	\$0.00
510001614248 JD 210L, Sewer		2.51.8040 - Lease Payments			\$75.88	\$0.00	\$75.88	11/03/21	12339	ASCUCK	\$0.00
510001614248 JD 210L, HURF		3.30.8040 - Lease Payments			\$21.69	\$0.00	\$21.69	11/03/21	12339	ASCUCK	\$0.00
INVOICE 11321MA15 TOTALS:					\$216.81	\$0.00	\$216.81				\$0.00
DEERE CREDIT, INC. TOTALS:					\$216.81	\$0.00	\$216.81				\$0.00
VENDOR: 914 - LIFE & PROPERTY SAFETY, LLC											\$0.00
111021MA18	11/10/21	11/10/21	12/10/21								
Inv 6659 Lights, Batteries Labor		1.18.6215 - R&M Building - Properties			\$95.00	\$0.00	\$95.00	11/10/21	12368	ASCUCK	\$0.00
Inv 6659 Lights, Batteries Parts		1.18.6215 - R&M Building - Properties			\$397.55	\$0.00	\$397.55	11/10/21	12368	ASCUCK	\$0.00
INVOICE 111021MA18 TOTALS:					\$492.55	\$0.00	\$492.55				\$0.00
LIFE & PROPERTY SAFETY, LLC TOTALS:					\$492.55	\$0.00	\$492.55				\$0.00
VENDOR: 921 - SEAN BAUER											\$0.00
111021MA12	11/10/21	11/10/21	12/10/21								
FD Per Call 2021		1.10.2950 - FD Per Call Payable			\$756.00	\$0.00	\$756.00	11/10/21	12369	ASCUCK	\$0.00
INVOICE 111021MA12 TOTALS:					\$756.00	\$0.00	\$756.00				\$0.00
SEAN BAUER TOTALS:					\$756.00	\$0.00	\$756.00				\$0.00
VENDOR: 923 - IAN HANEY											\$0.00
111021MA9	11/10/21	11/10/21	12/10/21								
FD Per Call 2021		1.10.2950 - FD Per Call Payable			\$495.00	\$0.00	\$495.00	11/10/21	12370	ASCUCK	\$0.00
INVOICE 111021MA9 TOTALS:					\$495.00	\$0.00	\$495.00				\$0.00
IAN HANEY TOTALS:					\$495.00	\$0.00	\$495.00				\$0.00

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Description		Account									
VENDOR: 952 - KAIROS HEALTH ARIZONA, INC.											\$0.00
111021MA15	11/10/21	11/10/21	12/10/21								
Health Insurance - November 2021		1.10.2406 - Health Insurance			\$17,758.26	\$0.00	\$17,758.26	11/10/21	12371	ASCUCK	\$0.00
INVOICE 111021MA15 TOTALS:					\$17,758.26	\$0.00	\$17,758.26				\$0.00
KAIROS HEALTH ARIZONA, INC. TOTALS:					\$17,758.26	\$0.00	\$17,758.26				\$0.00
VENDOR: 964 - JESSICA LAUREL REESE											\$0.00
111021MA3	11/10/21	11/10/21	12/10/21								
FD Per Call 2021		1.10.2950 - FD Per Call Payable			\$799.50	\$0.00	\$799.50	11/10/21	12372	ASCUCK	\$0.00
INVOICE 111021MA3 TOTALS:					\$799.50	\$0.00	\$799.50				\$0.00
JESSICA LAUREL REESE TOTALS:					\$799.50	\$0.00	\$799.50				\$0.00
VENDOR: 968 - PATRIOT DISPOSAL, INC.											\$0.00
111021MA30	11/10/21	11/10/21	12/10/21								
0040, Inv 3259 Ticket # 251409		2.52.6165 - Landfill Tipping Fees			\$438.80	\$0.00	\$438.80	11/10/21	12373	ASCUCK	\$0.00
0040, Inv 3259 Ticket # 251865		2.52.6165 - Landfill Tipping Fees			\$508.80	\$0.00	\$508.80	11/10/21	12373	ASCUCK	\$0.00
0040, Inv 3259 Ticket # 252415		2.52.6165 - Landfill Tipping Fees			\$489.60	\$0.00	\$489.60	11/10/21	12373	ASCUCK	\$0.00
0040, Inv 3259 Ticket # 252928		2.52.6165 - Landfill Tipping Fees			\$485.20	\$0.00	\$485.20	11/10/21	12373	ASCUCK	\$0.00
INVOICE 111021MA30 TOTALS:					\$1,922.40	\$0.00	\$1,922.40				\$0.00
PATRIOT DISPOSAL, INC. TOTALS:					\$1,922.40	\$0.00	\$1,922.40				\$0.00
VENDOR: 972 - BLUE 360 MEDIA											\$0.00
112421MA3	11/24/21	11/24/21	12/24/21								
Inv IN2110087480 AZ Law Manuals		1.12.6125 - Dues and Subscriptions			\$134.81	\$0.00	\$134.81	11/24/21	12399	ASCUCK	\$0.00
INVOICE 112421MA3 TOTALS:					\$134.81	\$0.00	\$134.81				\$0.00
BLUE 360 MEDIA TOTALS:					\$134.81	\$0.00	\$134.81				\$0.00
VENDOR: 995 - MELANIE ATKIN											\$0.00
11321MA10	11/03/21	11/03/21	12/03/21								
Mileage Reimbursement WLG Conferenc		1.11.6275 - Travel			\$105.28	\$0.00	\$105.28	11/03/21	12340	ASCUCK	\$0.00
Meal/Parking Reimbursement WLG Conf		1.11.6115 - Conventions and Seminars			\$52.00	\$0.00	\$52.00	11/03/21	12340	ASCUCK	\$0.00
INVOICE 11321MA10 TOTALS:					\$157.28	\$0.00	\$157.28				\$0.00
MELANIE ATKIN TOTALS:					\$157.28	\$0.00	\$157.28				\$0.00
VENDOR: 999 - ROSA CAYS											\$0.00
11321MA9	11/03/21	11/03/21	12/03/21								
Reimbursement For Hotel/WLG Confere		1.11.6115 - Conventions and Seminars			\$460.98	\$0.00	\$460.98	11/03/21	12341	ASCUCK	\$0.00
INVOICE 11321MA9 TOTALS:					\$460.98	\$0.00	\$460.98				\$0.00
112421MA6	11/24/21	11/24/21	12/24/21								

Town of Jerome

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

Ledger as of : 11/1/2021 to 11/30/2021

Invoice Number	Inv.Date	Post.Date	Due.Date		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
Description		Account									
Mileage Reimbursement AMCA Conferen		1.11.6275 - Travel			\$123.20	\$0.00	\$123.20	11/24/21	12400	ASCUCK	\$0.00
INVOICE 112421MA6 TOTALS:					\$123.20	\$0.00	\$123.20				\$0.00
ROSA CAYS TOTALS:					\$584.18	\$0.00	\$584.18				\$0.00
VENDOR: ONETIM - AMANDA WORTH											\$0.00
111021MA22	11/10/21	11/10/21	12/10/21								
Mileage Reimbursement		1.11.6275 - Travel			\$250.88	\$0.00	\$250.88	11/10/21	12374	ASCUCK	\$0.00
INVOICE 111021MA22 TOTALS:					\$250.88	\$0.00	\$250.88				\$0.00
AMANDA WORTH TOTALS:					\$250.88	\$0.00	\$250.88				\$0.00
VENDOR: ONETIM - LISA ACKER											\$0.00
112421MA14	11/24/21	11/24/21	12/24/21								
LMP Deposit Credit Acct 1031-07		2.00.2600 - Customer Deposits			\$2.52	\$0.00	\$2.52	11/24/21	12401	ASCUCK	\$0.00
INVOICE 112421MA14 TOTALS:					\$2.52	\$0.00	\$2.52				\$0.00
LISA ACKER TOTALS:					\$2.52	\$0.00	\$2.52				\$0.00
VENDOR: ONETIM - NATIONWIDE RETIREMENT SOLUTION											\$0.00
11321MA13	11/03/21	11/03/21	12/03/21								
457G Transfer To Nationwide/Muenz		1.10.2999 - Suspense Account			\$5,640.83	\$0.00	\$5,640.83	11/03/21	12342	ASCUCK	\$0.00
INVOICE 11321MA13 TOTALS:					\$5,640.83	\$0.00	\$5,640.83				\$0.00
NATIONWIDE RETIREMENT SOLUTION TOTALS:					\$5,640.83	\$0.00	\$5,640.83				\$0.00
VENDOR: ONETIM - PIONEER TITLE AGENCY, INC											\$0.00
112421MA4	11/24/21	11/24/21	12/24/21								
Inv 00505577 Report of Title		1.16.6110 - Contract Services			\$400.00	\$0.00	\$400.00	11/24/21	12402	ASCUCK	\$0.00
INVOICE 112421MA4 TOTALS:					\$400.00	\$0.00	\$400.00				\$0.00
PIONEER TITLE AGENCY, INC TOTALS:					\$400.00	\$0.00	\$400.00				\$0.00
LEDGER TOTALS:					\$191,177.37	\$0.00	\$191,177.37				\$460.07

For the meeting of December 14, 2021

MONTHLY STAFF REPORT TO THE MAYOR AND COUNCIL

Candace B. Gallagher, Town Manager/Clerk

My activities over the past month have included:

- With Allen Muma, attended meeting of Design Review Board for courtesy review of the planned public restroom project (which they approved). Sat in on the remainder of the meeting to provide support as needed.
- Continued work with ADOT and Town engineer on drainage improvement project, including preparation of letters to property owners where access and utility easements will be needed.
 - Also attended online meeting of the NACOG Technical Transportation Subcommittee to provide an update regarding the project.
- Continued work with NACOG and Town Engineer regarding CDBG grant/waterline improvements project (Dundee, Deception and Holly), including attendance at pre-bid meeting and bid opening.
- Submitted request and received reimbursement (\$20,000) from SHPO for Design Guidelines.
- In accordance with Council's discussions, drafted revised sign ordinance amendments and prepared detailed explanatory staff report to Planning & Zoning Commission for review at their December meeting.
- Participated in interview with Tod Morris of NACOG regarding area transit.
- With Mayor Dillenberg, participated in Zoom meeting with Judy Sulltrop of Senator Mark Kelly's office regarding their possible assistance in obtaining funding for wastewater treatment plant improvements.
- In the process of researching prior voter initiatives regarding town manager position and residency requirement.
- Met with auditors and answered questions as needed during their visit here. The audit went very smoothly ... kudos to Melanie Atkin for a great job again this year!
- With Rosa Cays, worked to fulfill Zoning Administrator duties by reviewing applications and drafting resolutions.
 - *This has kept us both VERY busy during the past few months!
- Prepared and compiled materials for Council meeting packets.
- Continued attendance at various virtual meetings with local officials and others.
- Continued maintenance of Town of Jerome website and Facebook page.
- Continued to meet and/or speak individually with residents, businesspeople, contracted professionals, members of the governing body, and staff regarding various issues.
- Continued to field and respond to day-to-day issues requiring my attention.

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

Candace

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

	FY2022 BUDGET	FY2022 actual	Budget +/-	FY2021 actual	Compared to prior year +/-
July	80,500	117,605	37,105	84,065	33,540
August	78,000	118,436	40,436	81,343	37,093
September	74,100	81,826	7,726	77,127	4,699
October	85,600	140,055	54,455	89,557	50,498
November	101,700			107,091	
December	97,000			102,005	
January	69,600			72,290	
February	71,300			74,062	
March	92,700			97,302	
April	113,900			133,377	
May	114,200			133,613	
June	121,400			141,472	
Total YTD	1,100,000	457,922	139,722	1,193,304	125,830

TOWN OF JEROME, AZ

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

	RESTAURANTS/BARS (Bus Class 11)			ACCOMMODATION (Bus Class 44/144)			RETAIL (Bus Class 17)		
	FY2022 actual	FY2021 actual	+/-	FY2022 actual	FY2021 actual	+/-	FY2022 actual	FY2021 actual	+/-
July	38,281	30,997	7,284	18,467	12,545	5,922	47,339	31,882	15,457
August	41,580	27,677	13,903	18,024	12,215	5,809	47,731	26,169	21,562
September	26,920	28,733	(1,813)	14,684	12,548	2,136	28,573	27,630	943
October	45,726	29,686	16,040	20,051	14,078	5,973	58,351	37,015	21,336
November		39,092			17,604			41,909	
December		31,036			17,514			43,545	
January		20,729			12,071			30,776	
February		26,693			12,132			24,068	
March		34,952			13,831			38,250	
April		49,265			21,947			50,849	
May		39,869			21,324			60,061	
June		54,832			20,516			54,061	
Total YTD		413,561	35,414		188,325	19,840		466,215	59,298

Added 1% Bed Tax

		<u>TOTAL TO DATE</u>
July	2,841	2,841
August	2,773	5,614
September	2,259	7,873
October	3,085	10,958
November		
December		
January		
February		
March		
April		
May		
June		

WATER FLOWS REPORT

Reading Date	WALNUT GPM	VERDE GPM
5-Nov	83	190
9-Nov	83	185
16-Nov	89	190
23-Nov	89	190
30-Nov	89	186
8-Dec	89	185
14-Dec	89	187
22-Dec	83	187
28-Dec	77	192
2021 04-Jan	82.6	191
11-Jan	No reading	188
19-Jan	No reading	180
2-Feb	No reading	198
8-Feb	77	192
16-Feb	77	194
22-Feb	77	188
1-Mar	77	185
8-Mar	77	188
15-Mar	77	190
22-Mar	77	104
29-Mar	77	104
6-Apr	77	109
12-Apr	82	102
19-Apr	77	180
26-Apr	71	194
7-May	77	196
11-May	77	190
17-May	66	193
24-May	71	189
1-June	66	182
8-June	60	250
15-June	57	248
21-June	57	242
28-June	57	244
6-July	52	248
12-July	57	240
14-July	48	243
19-July	52	180
28-July	83	177
2-Aug	101	108
11-Aug	77	175
16-Aug	172	180
23-Aug	72	175
30-Aug	66	170
8-Sept	61	168
13-Sept	57	170
20-Sept	57	148
27-Sept	61	162
4-Oct	57	160
11-Oct	61	162
18-Oct	71	165
25-Oct	71	160
1-Nov	66	152
8-Nov	61	159
19-Nov	71	158
22-Nov	71	155
29-Nov	61	158



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

December 2021 Staff Report (November activity)

Respectfully submitted by Rosa Cays, Deputy Town Clerk

- ⚙ Continue to administer P&Z and DRB-related business in the absence of a zoning administrator, with support from Candace Gallagher, keeping applications and meetings flowing, and board members and applicants informed.
- ⚙ Coordinated with Red Rock Fencing to complete construction of the community garden fence.
- ⚙ Updated and printed new business cards for Marty Boland, Melanie Atkin, Kristen Muenz, and me.
- ⚙ Posted town notices and meeting agendas throughout the month at the three locations in town (Gulch Road, post office, town hall), plus posted notices at two residences regarding public hearings.
- ⚙ Assisted in preparing agenda packets for various Council, P&Z, and DRB meetings; took and transcribed the minutes.
- ⚙ Processed the daily bank reconciliation reports for November as well as the end-of-month reconciliations for October.
- ⚙ Processed liquor license for Cornish Pasty and posted the notice on November 17.
- ⚙ Hotel Jerome update: The three estimates for replacement of the storefront windows have been forwarded to Vice Mayor Worth, per her request.
- ⚙ On November 9, attended the NACOG pre-bid meeting regarding the waterline improvements on Dundee, Deception and Holly.
- ⚙ Continue to coordinate with the volunteers at the old cemetery, John Passeno and David Garner. With Candace Gallagher and Marty Boland, met with former Clarkdale public works director Wayne Dobrowsky, Mr. Garner, and a cemetery neighbor on November 10 to discuss the volunteer work being done at the old cemetery.
- ⚙ With Kristen Muenz, attended the AMCA 2021 Fall Training in Avondale on November 18. Topics covered were annexation and records management, and a roundtable of clerks' best practices was also part of the training.
- ⚙ Continue to assist staff members, department heads, board members, residents, service agents, and contractors with a range of inquiries or tasks and help answer the phone when needed.



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TOWN OF JEROME, ARIZONA
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December 2021 staff report for November activity submitted by Kristen Muenz.

Utilities

Current debt (45 days past due):

14 accounts were on the shut-off list at the beginning of November. 6 accounts were sent Yellow Tags and 0 shut offs were needed. 2 accounts that were previously shut off paid their balance in full and were reinstated.

We have only 1 account remaining on a pandemic payment-plan; we received a payment.

Balance owed on shut-off accounts from October billing: \$11,448.52

Balance owed at end of November: \$5,615.27

A copy of the November AR Aging report is attached.

Business Licenses

Applications submitted: 6

Issued: 14

In process: 4

Renewal reminders went out to 11 businesses whose licenses expire at the end of November.

Rentals

All rents were paid in November.

Charge Item Summary By User Type

ChargeItem	Future	Current	Age2	Age3	Age4	Age5	Balance
UserType: Commercial							
Credit	\$0.00	(\$407.18)	(\$650.00)	(\$650.00)	(\$520.47)	(\$578.59)	(\$2,806.24)
Water	\$0.00	\$4,839.76	\$1,011.42	\$628.49	\$0.00	\$270.39	\$6,750.06
Sewer	\$0.00	\$6,028.21	\$1,297.64	\$854.63	\$155.06	\$522.58	\$8,858.12
Trash	\$0.00	\$7,787.75	\$1,269.66	\$709.39	\$0.00	\$848.07	\$10,614.87
Tax	\$0.00	\$476.50	\$99.59	\$61.90	\$0.00	\$39.24	\$677.23
Misc	\$0.00	\$15.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15.00
Late Fee	\$0.00	\$30.00	\$40.00	\$20.00	\$10.00	\$2,130.00	\$2,230.00
LMP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
UserType: Commercial (8)-----	-----	-----	-----	-----	-----	-----	-----
Subtotal --->	\$0.00	\$18,770.04	\$3,068.31	\$1,624.41	(\$355.41)	\$3,231.69	\$26,339.04
UserType: Residential							
Credit	\$0.00	(\$847.81)	\$344.45	(\$335.08)	\$0.00	(\$3,131.13)	(\$3,969.57)
Water	\$0.00	\$7,836.32	\$1,420.92	\$383.10	\$33.20	\$2,291.77	\$11,965.31
Sewer	\$0.00	\$6,771.54	\$1,283.37	\$426.06	\$0.00	\$3,699.88	\$12,180.85
Trash	\$0.00	\$5,342.55	\$1,022.80	\$373.91	\$43.38	\$2,206.33	\$8,988.97
Tax	\$0.00	\$761.49	\$138.21	\$31.96	\$3.27	\$308.03	\$1,242.96
Misc	\$0.00	\$90.00	\$15.00	\$0.00	\$0.00	\$38.55	\$143.55
Late Fee	\$0.00	\$230.00	\$100.00	\$140.00	\$100.00	\$4,824.89	\$5,394.89
LMP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
UserType: Residential (8)-----	-----	-----	-----	-----	-----	-----	-----
Subtotal --->	\$0.00	\$20,184.09	\$4,324.75	\$1,019.95	\$179.85	\$10,238.32	\$35,946.96
UserType: Municipal							
Credit	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Water	\$0.00	\$169.69	\$0.00	\$0.00	\$0.00	\$0.00	\$169.69
Sewer	\$0.00	\$217.70	\$0.00	\$0.00	\$0.00	\$0.00	\$217.70
Trash	\$0.00	\$185.92	\$0.00	\$0.00	\$0.00	\$0.00	\$185.92
Tax	\$0.00	\$16.69	\$0.00	\$0.00	\$0.00	\$0.00	\$16.69
Misc	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Late Fee	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
LMP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
UserType: Municipal (8)-----	-----	-----	-----	-----	-----	-----	-----
Subtotal --->	\$0.00	\$590.00	\$0.00	\$0.00	\$0.00	\$0.00	\$590.00

Charge Item Summary By User Type

ChargeItem	Future	Current	Age2	Age3	Age4	Age5	Balance
=====							
UserType: Commercial							
Credit	\$0.00	(\$60.00)	(\$60.00)	(\$60.00)	\$0.00	(\$71.75)	(\$251.75)
Misc	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Late Fee	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Rent	\$0.00	\$6,126.34	\$264.40	\$0.00	\$0.00	\$347.36	\$6,738.10
Gas	\$0.00	\$48.66	\$0.00	\$0.00	\$0.00	\$0.00	\$48.66
Electric	\$0.00	\$194.37	\$0.00	\$0.00	\$0.00	\$0.00	\$194.37
Utilities	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
LMP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
UserType: Commercial (8)-----							
Subtotal --->	\$0.00	\$6,309.37	\$204.40	(\$60.00)	\$0.00	\$275.61	\$6,729.38
UserType: Default							
Credit	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Misc	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
LMP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
UserType: Default (3)-----							
Subtotal --->	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Grand Total (35)=====							
=====>	\$0.00	\$45,853.50	\$7,597.46	\$2,584.36	(\$175.56)	\$13,745.62	\$69,605.38

Charge Item Summary

ChargeItem	Future	Current	Age2	Age3	Age4	Age5	Balance
Credit	\$0.00	(\$1,314.99)	(\$365.55)	(\$1,045.08)	(\$520.47)	(\$3,781.47)	(\$7,027.56)
Water	\$0.00	\$12,845.77	\$2,432.34	\$1,011.59	\$33.20	\$2,562.16	\$18,885.06
Sewer	\$0.00	\$13,017.45	\$2,581.01	\$1,280.69	\$155.06	\$4,222.46	\$21,256.67
Trash	\$0.00	\$13,316.22	\$2,292.46	\$1,083.30	\$43.38	\$3,054.40	\$19,789.76
Tax	\$0.00	\$1,254.68	\$237.80	\$93.86	\$3.27	\$347.27	\$1,936.88
Misc	\$0.00	\$105.00	\$15.00	\$0.00	\$0.00	\$38.55	\$158.55
Late Fee	\$0.00	\$260.00	\$140.00	\$160.00	\$110.00	\$6,954.89	\$7,624.89
Rent	\$0.00	\$6,126.34	\$264.40	\$0.00	\$0.00	\$347.36	\$6,738.10
Gas	\$0.00	\$48.66	\$0.00	\$0.00	\$0.00	\$0.00	\$48.66
Electric	\$0.00	\$194.37	\$0.00	\$0.00	\$0.00	\$0.00	\$194.37
Utilities	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
LMP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Grand Total (12)	=====	=====	=====	=====	=====	=====	=====
=====>	\$0.00	\$45,853.50	\$7,597.46	\$2,584.36	(\$175.56)	\$13,745.62	\$69,605.38

Customer Count = 382



TOWN OF JEROME, ARIZONA
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ARIZONA 86331

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NOVEMBER 2021 STAFF REPORT

From: Melanie Atkin, Finance Manager

To: The Mayor and Council

Accounting Duties:

- ❖ Processed the weekly imports, which accounts for A/R transactions made with checks, credit cards, and cash.
- ❖ Made the weekly bank deposits.
- ❖ Processed 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 postings for Admin Charges and supplemented Water, Sewer, Police, and HURF departments with transfers from the Parking Fund.
- ❖ Ran monthly fund, departmental, and vendor reports.
- ❖ Created a November summary budget to actual report for General, Utility, Road and Parking funds.
- ❖ The auditors were here on the 16th and 17th. The audit went very well and without any significant deficiencies. Yay!

HR Duties:

- ❖ Started gathering information for 1099 NEC, 1099 R, and 945 tax filings.
- ❖ Completed FD Per-Call payouts.
- ❖ Completed PTO buy-back payouts.



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TOWN OF JEROME, ARIZONA

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(928) 634-7943 FAX (928) 634-0715 m.boland@jerome.az.gov

Celebrating Our 122nd Anniversary
1899 - 2021

November 2021 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

- Water leak behind Town Hall. It was a leak over by Michael Butcher's house that found its way to an old pipe and came out under a house below Town Hall.
- Sewer fix behind Gary Shapiro's, and a sewer clog below Joan Even's.
- Welded and installed the first gate on Allen Springs Rd.
- Build and install drain on Juarez.
- Swap out dirty trash cans for clean ones throughout town.
- Service and grease equipment in town yard.
- Stripe parking and "no parking" areas.
- Weed eat around cardboard bins and upper parking area.
- Clean gutters throughout town.
- Weld some on the Hill St. railing.
- Grade North Dr.
- Regulators.

REGULATORS

Verde St. 2 ½": Rebuild, no parts replaced

Gulch Rd. 2": Rebuild, No parts replaced.

Jerome Library Staff Report, November, 2021

The Rescue Plan Act application submitted by Librarian Kathleen has been awarded to the Jerome library.

The program objective will address community needs for STEAM learning for all ages.

The awarded items include a CZUR book scanner, Kid spark engineering kit, microscope kit, and travel telescope among many other items.

As items are received, the community will be notified and will be able to make appointments to learn and explore at the library on a one family at a time basis.

This project is supported by the Arizona State Library, Archives and Public Records, a division of the Secretary of State.

Obtained quoted for Firewall services from several companies. GHA technologies Inc. has been awarded the contract. The updated subscription will be pro-rated to July 1 2022, e-rate will then be able to cover 85% of the cost of renewals.

The Old Book Room is currently open by appointment only, Contact Librarian Kathleen at the Library for more information or to schedule an appt.

The Community Art Room Chainbow event was a creative success, a great time was had by all with eight attendees.

The Art Room will be on Winter break December 1, through the end of January 2022.

Art room staff will be busy planning our Spring Program.

**JEROME MUNICIPAL COURT
CASH REPORT
MONTH OF NOVEMBER 2021**

TOWN REVENUE

TRAFFIC & CRIMINAL FINES	\$	3,411.67
DEFENS DRIVING DIVERSION FEE	\$	550.00
ATTORNEY FEES REIMBURSEMENT	\$	142.86
DEFAULT FEE	\$	490.00
OFFICER SAFETY EQUIPMENT - PD	\$	152.42
DEFERRED PROSECUTION FEE		
DV CONFIDENTIALITY PROGRAM		
WARRANT FEE&OVERPAYMENT FORFEIT		
COURT SECURITY FEE	\$	840.00
TOTAL TOWN REVENUE	\$	5,586.95

YTD

COURT REVENUE COURT ENHANCEMENT FEE	\$	-	\$	44,656.91
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REMITTED DIRECT CLEAN ELECTION FUND (16-949D;16-954C)	\$	339.02
CRIMINAL JUSTICE ENHANCE FUND	\$	1,423.71
TITLE 22 FEES		
FARE DELINQUENCY FEE		
FARE SPECIAL COLLECTION		
FARE ENHANCED SPEC COLLECT FEE	\$	131.79
FARE ENHANCED DELINQUENCY FEE	\$	147.00
FILL THE GAP 7%	\$	237.28
DUI ABATEMENT FUND	\$	-
JUDICIAL COLLECTION ENHANCE FUND	\$	117.00
ADDRESS CONFID PRGRM & DV FEE		
PEACE OFFICER TRAINING EQUIP FUND	\$	152.43
MED SERV ENHANCE 11% (36-2219.01;23-116.0)	\$	440.66
2011 ADDTNL ASSMT-STATE TRSR	\$	304.87
PRISON CONSTRUCTION	\$	300.00
PROBATION SURCHARGE	\$	762.15
ADPS FORENSIC FUND	\$	203.31
PUBLIC SAFETY EQUIPMENT FUND	\$	150.00
VICTIMS RIGHTS PENALTY ZVCAF	\$	128.82
VICTIMS RIGHTS ENFOR ASSMT FUND	\$	76.23
VICTIM'S RIGHTS FUND ZVRF	\$	214.15
TOTAL STATE REVENUE	\$	5,128.42

REMITTED DIRECT JAIL (INCARCERATION FEES)	\$	77.14
2011 ADDTNL ASSMT - CNTY TRSR	\$	38.10
TOTAL COUNTY REVENUE	\$	115.24

YTD

LOCAL JCEF/ TIME PAYMENT ALLOCATION RECEIVED	\$	63.00	\$	14,337.82
TITLE 22 Fees				
TOTAL JCEF FEES	\$	63.00		

UNAPPLIED PAYMENTS	\$	(470.00)
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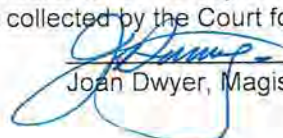
RESTITUTION

TOTAL RECEIPTED FOR MONTH	\$	10,423.61
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BONDS

Received During the Month	\$	-
Bonds Forfeited to Pay Fines	\$	-
Open Bonds		
Bonds Refunded		

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 NOVEMBER 2021


Joan Dwyer, Magistrate

COURT REVENUE

2021-2022 TOWN REVENUE

June - May

SECURITY

	Gross	PD Equip Fund	FEE	NET to Town
June	\$ 10,959.64	\$ 281.34	\$ 1,461.01	\$ 9,217.29
July	\$ 5,375.21	\$ 125.69	\$ 636.00	\$ 4,613.52
August	\$ 6,320.64	\$ 178.04	\$ 824.00	\$ 5,318.60
Sept	\$ 6,370.92	\$ 181.85	\$ 900.00	\$ 5,289.07
October	\$ 7,665.01	\$ 216.53	\$ 1,200.00	\$ 6,248.48
November	\$ 5,586.95	\$ 152.42	\$ 840.00	\$ 4,594.53
December 2021				
January				
February				
March				
April				
May				

TOTAL \$ 42,278.37 \$ 1,135.87 \$ 5,861.01 \$ 35,281.49

NOTE:

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

Other Court Monies (as of 11-30-2021)

JCEF	\$ 14,337.82
Fill the Gap	\$ 8,523.35
Court Enhancement Funds 2	\$ 44,656.91
Court Enhancement Funds 1	\$ 31,392.97
2008-2011	\$ 1,482.98
Fare Money	
TOTAL	\$ 100,394.03

CHARGES

Civil Traffic Criminal Criminal Traffic DUI

*CEF	45	1	3	3
\$ 27.00	52	0	0	0
\$ 54.32	39	6	1	0
\$ 71.00	68	2	3	3
\$ 24.66	75	10	7	7
\$ -	29	1	1	3

\$ 203.98 308 20 15 16

*Court Enhancement Fund

funds transferred to Court on 10-19-2017



JEROME POLICE DEPARTMENT

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



December 2, 2021

TO: Honorable Mayor and Jerome Town Council

FROM: Allen Muma, Chief of Police

Attached please find the police activity reports for November 2021.

The November "Calls for Service" report contained no significant single incidents to report. Call volume for November was about average.

The parking kiosks brought in \$27,322.85 (as well as cash in the amount of \$775.00 at the PD) for the month of November 2021. In comparison to last year's revenue of \$17,429.70 for the same time period.

There were 413 parking citations that were issued for the month of November. Parking kiosk maintenance continued to be a problem for the month of November, we have narrowed it down to communications problems with the cellular carrier. I just received new SIM cards to replace in two kiosks to see if that changes the errors we are seeing.

The planned dispatch changeover of November 1, 2021 was completed. At this point I am very happy with the services provided.

I finally received final approval from ADOT on 12/1/2021. I have installed one of the signs in a "test" application until final permits arrive. We should have both signs up and running in the next week. For the month of November 42,343 vehicles traveled uphill past the sign, with average traffic volumes of 1,170 vehicles per day traveling up past the sign (it only counts one direction). During that period, two vehicles past the signs in excess of 60 mph, and 22 past it between 55 and 60 mph, remember this is a 20 mph zone. Although I have personally noticed that vehicles do slow down when they see the sign.

We continue to look for a replacement for Officer Lohman who resigned from full-time status in November. He continues to work some part-time hours. A few candidates have applied, but all would require certification through the police academy.

Allen L. Muma, Chief of Police



JEROME POLICE DEPARTMENT

305 MAIN STREET

JEROME, AZ 86331

(928) 634-8992

Date : 12/04/2021

Page : 1

Agency : JPD

Calls For Service Totals By Call Type

11/01/2021 to 11/30/2021

Call Type		Totals
10-34	Motorist Assist	1
205	Trespass	4
459A	Burglar Alarm	1
470	Fraud	1
476	Animal Control Problem	2
585	Traffic Hazard	1
647A	Suspicious Person	2
647B	Suspicious Vehicle	1
903	Follow-Up	11
908F	Found Property	3
908L	Lost or Stolen Property	7
927	Unknown Trouble	1
961	Accident - No injuries	3
962	Accident - With Injuries	1
AA	Agency Assist	1
AC	Animal Cruelty	1
ACP	Assist Cottonwood PD	1
ACPD	Assist Clarkdale PD	1
ADPS	Assist DPS	2
AF	Assist Fire Department	5
AYCSO	Assist YCSO	6
BI	Background Investigation	1
CA	Citizen Assist	2
DIS	Disorderly Conduct	2
DRAL	Dogs Running at Large	2
DUI	Driving Under the Influence	1
ES	Escort Services	8
FP	Foot Patrol	1
HR	Hit & Run Accident	2
HS	Hazardous Situation	1
HSE	Hampshire Speed Enforcement	6
INFO	Information	3
ME	Medical Emergency	6
NOISE	Noise Complaint	1
NV	Noise Violation / Town Code	1
OT	Oversize Truck	6
PARK	Parking Complaint	2
PARKV	Parking Violation	1



JEROME POLICE DEPARTMENT

305 MAIN STREET

JEROME, AZ 86331

(928) 634-8992

Date : 12/04/2021

Page : 2

Agency : JPD

Calls For Service Totals By Call Type

11/01/2021 to 11/30/2021

Call Type		Totals
PE	Parking Enforcement	28
PKM	Parking Kiosk Maintenance	1
SC	Security Check	19
SLC	Street Light Check	2
SS	Suspicious Situation	2
TF	Trip & Fall / Slip & Fall	1
TRN	Training	6
VM	Vehicle Maintenance	1
Grand Total for all calls		162



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: November Year: 2021

Calls by Type	Number	Resident	Non-Resident
EMS Calls	14	10	4
Residential Fire	0	0	0
Commercial Fire	0	0	0
Wildland	0	0	0
Still Assignment	1	1	0
Station Staffing	6	6	0
Citizen Assist	3	1	2
Agency Assist	7	0	7
Special Duty	2	0	2
Snake Removal	0	0	0
Tech Rope Rescue	1	0	1
MVA/Rescue	2	0	2
HazMat	2	2	0
Dispatch Error	0	0	0
Totals:	38	20	18
Total Calls Chief on Scene	33		
Total JFD Meetings Chief Attended	7		

Department Meetings and Drills	Number
Officer's Meeting	2
Work Session	1
Rope Drill	1
Drills	3

JVFD Hours Worked (No Salaried Hours Included in these totals)	Total Hours: 595.5
--	--------------------

Fire Chief Meetings	Date
Fire Marshals Meeting	11/3/21
Verde Valley Chief's Meeting	11/3/21
APS Meeting	11/18/21

Education, Summer Semester:

- 3 members have been signed up for classes for Yavapai's Colleges Spring Semester.
- Ricardo Hernandez for Fire Prevention, Fire Investigation and Fire Department Co Officer.

- Carl Whiting for Legal Aspects of the Fire Service, Management in the Fire Service, and Firefighter Safety and building construction.
 - Casner Dudley for Emergency Medical Technician.
- Hernandez, Dudley, Muma, Lazaro, and Giles have all Been signed up for the Wildland academy in March

Additional Training:

- On Thursday 5PM November 4th we had a business meeting with Truck Checks, conducted by Blair.
- On Thursday 5PM November 11th we conducted Truck Pumping Training with Kinsella.
- On Thursday 5PM November 18th we conducted Training on Flammable Gasses with Kinsella.
- On Saturday 9AM November 27th we conducted Rope Training with Muma and Lee.
- On Wednesday 8 AM November 17th we joined a Mutual Live Fire Training down in Cottonwood.

Department Affairs and On-going Projects

- Our November call volume is down by 7 calls over last November's 45 calls, totaling 38 calls this month. Our year-to-date call volume is 408 compared with 387 calls YTD 2020. Our Fire Department personnel are performing their tasks in a professional manner with no injuries occurring.
- So far this wildland season Jerome fire has been deployed three times. First fire was the Mescal Fire in Arizona. With us invoicing \$41,397.80 and the Truck netting \$24,353.00. The next fire was the Pack Creek fire in Utah. With us invoicing \$46,651.33 and the truck netting \$24,892.00 With the last fire being the French fire in California. We invoiced \$40,165.43 and the truck netting \$26,509.00
So far this fire season the truck has netted \$75,754.00 and the seasons is not yet over. Last season, our last deployment was in December with our personnel coming back on Christmas Day.
- We have had all of our vehicles annual service done. However, we still need to have our annual service on the CAFS units and pump test on our larger units. These have been scheduled for January.
- Jerome Fire Department would like to wish Everyone Happy Holidays and a safe and Happy New Year.

Prevention

- We have had a total of 27 Firewise activities and visits to the burn pile in November with 26 loads of trimmings, slash, and brush for a total of 68 combined Jerome's citizen hours. As well as 138 total hours from our Fuels Crew and Adult Probation. If you need assistance, and have not filled out a Firewise application, they can be obtained at the Town Hall or the Fire Department.
- 4 Building Inspections were performed, for building inspector.
- 14 Business license inspections were preformed.

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.

November Fire and EMS Report:

Incident	Date	Time	Day	Select Type	Additional Info	#
21-223	11/1/21	8:00:00 AM	Mon	Special Duty Non-Resident	Funeral - Line of Duty Death	1
149	11/1/21	9:52:00 PM	Mon	Still Assignment Resident	Fire in fire pit.	4

21-224	11/2/21	9:30:00 PM	Tue	Citizen Assist Non-Resident	Vehicle Lock out.	1
21-225	11/3/21	8:15:00 AM	Wed	Agency Assist Non-Resident	Oversize Vehicle.	3
21-226	11/3/21	12:00:00 PM	Wed	Citizen Assist Non-Resident	Vehicle Lock out.	2
21-227	11/4/21	6:45:00 PM	Thurs	EMS Non Resident	46 YOF Fall W/ ankle injury	3
150	11/6/21	6:21:00 PM	Sat	EMS Resident	91 YOF Lift Assist.	4
151	11/7/21	4:35:00 PM	Sun	MVA/Rescue Non-Resident	3 Pt Rollover.	6
21-228	11/8/21	9:00:00 AM	Mon	Hazmat	Clean up Oil Spill	2
21-229	11/8/21	12:00:00 PM	Mon	Hazmat	Clean Up Coolant Spill.	2
21-230	11/10/21	7:00:00 AM	Wed	Agency Assist Non-Resident	Oversized Escort.	2
21-231	11/10/21	7:30:00 AM	Wed	Citizen Assist Resident	Disabled Vehicle - Dead Battery	1
21-232	11/12/21	8:00:00 AM	Fri	Station Staffing	Rope Class	6
152	11/12/21	11:11:00 PM	Fri	EMS Resident	60 YOF - Covid Complications	4
21-233	11/13/21	8:00:00 AM	Sat	Station Staffing	Rope Class	8
153	11/13/21	10:36:00 AM	Sat	Tech Rescue Non-Resident	71 YOF - Fall W/ Possible fracture	9
21-234	11/14/21	8:00:00 AM	Sun	Station Staffing	Rope Class	6
21-235	11/15/21	7:00:00 AM	Mon	Agency Assist Non-Resident	Oversized Truck	1
21-236	11/15/21	3:15:00 PM	Mon	Agency Assist Non-Resident	Vehicle Lock out.	3
21-237	11/17/21	7:00:00 AM	Wed	Agency Assist Non-Resident	Oversized Escort.	1
21-238	11/17/21	8:30:00 AM	Wed	Special Duty Non-Resident	Multi company live fire training.	4
154	11/17/21	9:58:00 AM	Wed	EMS Non Resident	Mutual Aid - Canceled Enroute	4
21-239	11/19/21	8:00:00 AM	Fri	Station Staffing	Rope Class	6
21-240	11/20/21	8:00:00 AM	Sat	Station Staffing	Rope Class	8
155	11/20/21	9:14:00 PM	Sat	EMS Resident	83 YOM Sick Person	3
21-241	11/21/21	8:00:00 AM	Sun	Station Staffing	Rope Class	6
21-242	11/21/21	10:00:00 AM	Sun	Agency Assist Non-Resident	Oversized Vehicle	2
156	11/21/21	3:48:00 PM	Sun	MVA/Rescue Non-Resident	Single Vehicle Non Injury	7
157	11/21/21	7:03:00 PM	Sun	EMS Resident	91 YOF - Fall W/ Broken Hip	3
21-243	11/24/21	3:00:00 PM	Wed	EMS Resident	71 YOF Punctured Finger	3
158	11/25/21	3:31:00 PM	Fri	EMS Resident	77 YOM Sick Person	5
21-244	11/27/21	10:45:00 AM	Sat	EMS Resident	77 YOM Lift Assist.	4
159	11/27/21	11:55:00 AM	Sat	EMS Non Resident	36 YOM Possible Dehydration	3
160	11/27/21	5:58:00 PM	Sat	EMS Non Resident	35 YOF Unknown Medical	5
161	11/27/21	9:39:00 PM	Sat	EMS Resident	Sick Person Canceled Pr A912	2
21-245	11/29/21	6:50:00 AM	Mon	Agency Assist Non-Resident	Oversized Escort.	1
162	11/30/21	10:57:00 AM	Tues	EMS Resident	73 YOM Chest pain.	5
21-246	11/30/21	11:30:00 AM	Tue	EMS Resident	60 YOF Lift assist	4
Incident	Date	Time	Day of week	Select Type	Additional Info	#

November 2021 Burn Pile Log

JC stands for Jerome citizens

Date	Address	Adult Prob.	# Crew Firewise	FW Hrs.	Firewise Total Hrs.	# Loads	JC# crew	JC# Hrs.	JC Total Hrs.
11/2/2021	295 Dundee				0	2	2	4	8
11/3/2021	840 Gulch Rd.				0	2	2	4	8
11/8/2021	665 Verde				0	2	1	4	4
11/9/2021	221 Mine Rd.				0	3	2	4	8
11/9/2021	842 Gulch Rd.				0	2	2	4	8
11/9/2021	Cleopatra Hill		2	4	8				0
11/19/2021	East Ave		1	2	2				0
11/18/2021	Hwy 89		1	6	6				0
11/19/2021	Douglas Rd.		1	6	6				0
11/9/2021	345 Mine Rd.				0	2	2	2	4
11/13/2021	89 A		1	8	8				0
11/14/2021	89 A		1	8	8				0
11/16/2021	275 Dundee				0	1	1	2	2
11/16/2021	201 Main St.		4	2	8	3			0
11/17/2021	UVX Burn Pile		3	8	24				0
11/20/2021	89A		1	8	8				0
11/21/2021	Gulch		2	8	16				0
11/21/2021	30 Magnolia				0	2	2	4	8
11/22/2021	89A		2	7	14				0
11/23/2021	89A				0	1	1	3	3
11/24/2021	Little Daisy				0	1	1	3	3
11/25/2021	156 North				0	3	2	3	6
11/29/2021	660 Center				0	2	2	3	6
11/25/2021	Perkinsville		1	8	8				0
11/25/2021	Perkinsville		2	8	16				0
11/29/2021	89A		1	6	6				0
	Totals	0	23	89	138	26	20	40	68
	Jerome Citizen Hours-	Adult Prob.	Firewise	FW Hrs.	Firewise Total Hrs.	# Loads	JC# Crew	JC# Hrs.	JC Total Hrs.

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



TOWN OF JEROME

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

Regular Meeting of the Town of Jerome

DESIGN REVIEW BOARD

Monday, December 6, 6:00 pm

CONDUCTED VIA ZOOM

ACTION MINUTES

Item 1: Call to order 6:02 p.m. All board members were present: Chair Tyler Christensen, Vice Chair Brice Wood, John McDonald, Carol Wittner, and Mimi Romberger.

Item 2: Petitions from the public – None

Item 3: Approval of Minutes: Minutes of the regular meeting of November 1, 2021
Discussion/Possible Action

APPROVED

Continued Items/Old Business: none

New Business:

Item 4: Design Review for public restroom

Applicant/Owner: Town of Jerome

Zone: C-1

Address: 1st Avenue/Main Street

APN: 401-06-015/800-18-007N (Yavapai Cty GIS)

The Town of Jerome is seeking design review of an approximately 250-square-foot public restroom, which would be located on the corner of 1st Avenue and Main Street, across from the police station.

Discussion/Possible Action

APPROVED

Item 5: Design Review for sign overlay - Ghost Town Tours

Applicant: Joshua Bartosh

Address: 403 Clark Street, A-2

Zone: C-1

Owner of record: 1299 Properties

APN: 401-06-152H

Applicant is seeking design review of a sign overlay.

Discussion/Possible Action – DRB Reso. 2021-24

APPROVED

Item 6: Design Review for various home improvements

Applicant: Thomas Lopez

Address: 804 Hampshire Avenue

Zone: R-1

Owner of record: Thomas Lopez

APN: 401-07-128A/127A

Applicant is seeking design review for trim and front door color changes; replacement of existing windows; addition of new windows, rock walls, iron gate, corrugated siding, and a deck. This project will go before P&Z on December 15, 2021.

Discussion/Possible Action – DRB Reso. 2021-25

APPROVED

Item 7: Informational Items (Current Event Summaries):

Item 8: Updates of Recent and Upcoming Meetings – Rosa Cays, Deputy Town Clerk

a) **November 9, 2021, Council meeting** – public restrooms; zoning administrator position; amendments to zoning ordinance – signs; COVID-19 protocol

b) **November 17, P&Z meeting** – canceled

Item 9: Future DRB Agenda Items for Monday, January 3, 2021: No items currently scheduled.

Item 10: Adjourn 6:37 p.m.



TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331

(928) 634-7943

DRB Resolution No. 2021-24

Approving proposed signage

WHEREAS, the Town of Jerome has received an application from Joshua Bartosh, Director of Operations, for design review for new signage at 403 Clark Street, for Ghost Town Tours (APN 401-06-152H); and

WHEREAS, the property is in the C-1 zoning district; and

WHEREAS, the design review process is intended to promote and preserve Jerome's economic and environmental well-being and preserve its distinctive character, natural attractiveness, and overall architectural quality, all of which contribute substantially to its viability as a recreational and tourist center and to its designation as a National Historic Landmark; and

WHEREAS, the Design Review Board has carefully reviewed the applicant's proposal related to signs and colors and finds that the proposal satisfies the following criteria:

- a. **MATERIALS** – Signs made of durable, weather resistant materials such as acrylic, resin, steel, aluminum, or composite materials are preferred.
- b. **LETTERING** – Lettering and symbols on signs should be routed, applied, or painted on the surface of the signing material.
- c. **COLORS** – Colors of a sign shall be visually compatible to the colors of buildings, structures, and signs to which the sign is visually related.

NOW, THEREFORE, BE IT RESOLVED by the Design Review Board of the Town of Jerome, Arizona, that the request for signage is hereby approved, subject to the following conditions:

1. **Expiration of Approval** – This approval shall become null and void if a building permit is not issued or work has not begun within six (6) months of final Design Review Board approval of this application. If necessary, the applicant may request an extension by the approval body if the extension is submitted prior to approval expiration.
2. **Appeal** – Any applicant who is aggrieved by the Design Review Board decision may petition the Mayor or Council for a review within thirty (30) days of the decision. Questions of aesthetics or design standards are not appealable to the Mayor and Council but may be presented to a Court of Record within thirty (30) days of the decision. Additionally, if in the opinion of the Zoning Administrator a decision is not in conformance with the Zoning Code or Comprehensive plan, the Zoning Administrator may request a review by the Mayor and Council within thirty (30) days. By specific motion during an official meeting, the Mayor and Council may refuse to consider a request for review brought by the Zoning Administrator. Finally, the Mayor and Council shall maintain the right to review all decisions of the Design Review Board.

ADOPTED AND APPROVED by a majority vote of the Design Review Board on the 6th day of December 2021.

ATTEST:

APPROVED:

Rosa Cays, Deputy Town Clerk

Tyler Christensen, Chair



TOWN OF JEROME

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

DRB RESOLUTION NO. 2021-25 APPROVING DESIGN REVIEW FOR VARIOUS IMPROVEMENTS AT 804 HAMPSHIRE AVENUE

WHEREAS, the Town of Jerome has received an application from Thomas Lopez for Design Review and approval to make various improvements at 804 Hampshire Avenue (APN 401-07-128A and 401-07-127A) to include trim and front door color changes; deleting existing windows and adding new windows; granite cobblestone pavers; natural rock walls; iron gate; corrugated siding; a two-story deck, CMU block foundation, and rebuilding three walls on the first story; and

WHEREAS, the property is in the R1-5 zoning district; and

WHEREAS, the Design Review process is intended to promote and preserve Jerome's economic and environmental well-being and preserve its distinctive character, natural attractiveness, and overall architectural quality, all of which contribute substantially to its viability as a recreational and tourist center and its designation as a National Historic Landmark, and

WHEREAS, the Design Review Board has carefully reviewed the applicant's proposal in light of the criteria established in Section 304.H.1. and 2. of the Jerome Zoning Ordinance:

- **PATTERN** – The relationship of solids to voids in the facade of a building or structure shall be visually compatible with buildings, structures and places to which it is visually related.
- **ENTRANCES, PORCHES, DECKS AND PROJECTIONS** – The height, projection, supports, and relationship to streets and sidewalks, of entrances, porches, decks, awnings, canopies, and balconies of a building shall be visually compatible to the buildings, structures, and places to which it is visually related
- **MATERIALS, TEXTURE AND COLOR** – The materials, texture and color of the facade of a building or structure, shall be visually compatible with the predominant materials, textures, and color used in the building and structures to which it is visually related.
- **ARCHITECTURAL DETAILS** – Doors, windows, eaves, cornices, and other architectural details of a building or structure shall be visually compatible with buildings and structures to which it is visually related.
- **ACCESSORY FEATURES** – Fences, walkways, decks, stairways, lighting, antennae, and other manmade structures shall be visually compatible with buildings, structures, and places to which they are visually related.
- **LANDSCAPING** – Landscaping shall be visually compatible with the landscaping around the buildings, structures, and places to which it is visually related.
- **ARCHITECTURAL FEATURES AND DETAILS** – Original porches, decks, balconies, canopies, doors, windows, walls, fences, stairways, eaves, cornices, and other architectural features and details shall be preserved and retained where feasible. Necessary replacement of these features should be as near as possible to the original feature in design and material.
- **COLOR** – Exterior colors should be as near as possible to the original colors appropriate to the years during which the particular building or structure was built.

DRB RESOLUTION NO. 2020-10

- **MATERIALS AND TEXTURE** – The original exterior materials and texture shall be preserved and retained where feasible. Where contemporary materials are used, they should be as, near as possible to the original material and texture.

NOW, THEREFORE, BE IT RESOLVED by the Design Review Board of the Town of Jerome, Arizona, that the design for various improvements at 804 Hampshire Avenue, to include to include trim and front door color changes, deleting existing windows and adding new windows, granite cobblestone pavers, natural rock walls, iron gate, corrugated siding, a two-story deck, CMU block foundation, and rebuilding three walls on the first story is hereby approved, subject to the following conditions:

1. **Expiration of Approval** – This approval shall become null and void if a building permit is not issued within six (6) months of final Design Review Board approval of this application. If necessary, the applicant may request an extension by the approval body, if the extension is submitted prior to approval expiration.
2. **Appeal** – Any applicant who is aggrieved by the Design Review Board decision may petition the Mayor or Council for a review within thirty (30) days of the decision. Questions of aesthetics or design standards are not appealable to the Mayor and Council but may be presented to a Court of Record within thirty (30) days of the decision. Additionally, if in the opinion of the Zoning Administrator a decision is not in conformance with the Zoning Code or Comprehensive plan, the Zoning Administrator may request a review by the Mayor and Council within thirty (30) days. By specific motion during an official meeting, the Mayor and Council may refuse to consider a request for review brought by the Zoning Administrator. Finally, the Mayor and Council shall maintain the right to review any and all decisions of the Design Review Board.

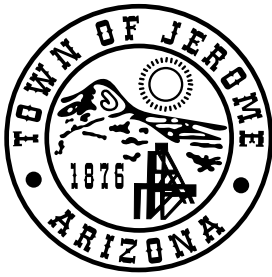
ADOPTED AND APPROVED by a majority vote of the Design Review Board on the 6th day of December 2021.

ATTEST:

APPROVED:

Rosa Cays, Deputy Town Clerk

Tyler Christensen, Chair



TOWN OF JEROME

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

MINUTES

SPECIAL MEETING OF THE JEROME TOWN COUNCIL

CONDUCTED VIA ZOOM

TUESDAY, OCTOBER 26, 2021 AT 12:00 PM

ITEM #1: 12:00 (0:15)	CALL TO ORDER/ROLL CALL Mayor/Chairperson to call meeting to order. <i>Mayor Dillenberg called the meeting to order at 12:00 p.m.</i> Town Clerk to call and record the roll. <i>Town Manager/Clerk Candace Gallagher called the roll. Present were Mayor Dillenberg, Vice Mayor Mandy Worth, and councilmembers Alex Barber, Sage Harvey, and Jane Moore. Town Attorney Bill Sims and Deputy Town Clerk Rosa Cays were also present.</i>
ITEM #2: 12:01 (1:20)	ABANDONMENT OF PUBLIC RIGHTS OF WAY IN QUEEN STREET AREA Council will review a request by Cameron Sinclair for abandonment of certain public rights of way in the area of Queen Street and may direct staff in this regard. <i>Mayor Dillenberg thanked Mr. Sinclair for the material he provided.</i> (2:25) Property owner Cameron Sinclair shared his presentation onscreen and stated that it was for informational use about mostly town property. He said that, over the last 30 years, streets have been abandoned “informally” and that it is still in question whether Juarez Street is town- or UVX-owned. He stated that the streets are the town’s responsibility until they are officially abandoned. Mr. Sinclair said one important piece of history is the land swap deal of the right of way (ROW) between the two properties owned by the Guths and Frank Vander Horst. Mr. Sinclair continued with the history of road abandonment in the Queen Street area and nearby streets (Juarez, Rich, Conglomerate, and Diaz streets), then talked about the different maps and registration of streets. He then turned to the slide area and Jerome’s history of subsidence, but first stated that the reason for this research was because the area “is a mess” and needs to be cleaned up, and that it is not because Mr. Sinclair plans to run for town council, as rumored. He said it was because of a 40-foot-wide road collapsing into private property, and that certain appointed and elected town officials who said that he and Ms. Halbreich would not be able to build on their land because of subsidence issues. They began to do research, which, he said, revealed that it was not the subsidence from the 1950s but rather a result of more recent activity in that area during the last 10 years. Mr. Sinclair also noted that there could be a potential conflict of interest (due to land abandonment on UVX property) among officials who lease property from the UVX, which runs from the Queen Street area to the Gulch. Mr. Sims interjected that he did not necessarily believe there was a conflict of interest and explained why. He said the councilmembers have the right to listen at this point and that he would collect more facts from Mr. Sinclair regarding the conflict of interest. Mr. Sinclair said he brought it up because of an official recusing themselves from a previous project that involved UVX and that he personally felt all the councilmembers had much to contribute because many have been involved in and warned about the subsidence situation over the years. Mr. Sinclair continued with his presentation and, displaying a Yavapai County map and listing the subsidence issues that surround their property. He then suggested ways in which the town could approach this: formally abandon streets they cannot maintain or maintain streets if they believe they are active, which would likely prove to be expensive for the town. Mr. Sinclair then talked about the streets in question, showing them on the map. Mr. Sinclair then summarized the actions taken by Jack and Denise Guth over the years once they bought the property (Queen’s Neighbor). He said that at one point, the town used part of Conglomerate Street to swap for the right of way. Mr. Sinclair said the right of way has been used over the years and connects to UVX property. He said that when the Guths wanted to change the art gallery to a restaurant/bar, they needed ADA access onto the right of way which was closed off at the time. Mr. Sinclair said that new owners of the property and the LLC that “runs along it” could enforce this if they wanted to continue the use, but that the town would have to maintain an ADA-compliant right of way. Mr. Sinclair said that after a year or two, Mr. Guth wanted a road built along the sliding jail to ease access to the gallery, which started the next round of subsidence in the area and filled the Sliding Jail area with water. Mr. Sinclair then shared history about the property owned by the Jerome Historical Society and transferred to the town. He explained how and why a town can abandon certain streets, like Conglomerate Street, which is about

where the Sliding Jail now sits. Mr. Sinclair expounded on how the town would split the property and each would gain footage if Conglomerate were to be officially abandoned, and added that he could see making it a more “pedestrianized” area.

Councilmember Barber made a correction to page 31 of Mr. Sinclair’s presentation where he stated she was the mayor in late 2016; she was not the mayor at that time. She then complimented him on his investigative work.

Mr. Sims pointed out three issues: 1) the rezoning of Mr. Sinclair’s parcel at the town’s discretion; 2) the origin of the subsidence, which Mr. Sims said he was not ready to concede; and 3) the power of abandonment of streets and determination of UVX property. Mr. Sinclair stated that this meeting was not about the rezoning; Mr. Sims agreed that it was separate but still an issue.

Councilmember Moore confirmed that the ROW Mr. Sinclair was speaking of was the one between the Guth property and the Vander Horst—now Mr. Sinclair’s— property and questioned whether the town was supposed to maintain it. Mr. Sinclair said that, based on the land swap, they made it an active ROW and it was because of the ADA access Ms. Guth had set up that the town would have to maintain it. He said he had documentation from the 1990s proving that this ROW was established (when Mr. Guth was on town council).

Councilmember Harvey pointed out that certain pages in Mr. Sinclair’s presentation were illegible. Mr. Sinclair offered to provide a hard copy of the higher-resolution version of the presentation.

Ms. Harvey motioned to move into executive session.

Motion to move into executive session at 12:37 p.m.

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

(39:40)) Council returned to open session at 1:01 p.m. Mayor Dillenberg was no longer present.

Vice Mayor Worth announced that Mr. Sinclair’s presentation has raised questions and that Mr. Sims would be contacting Mr. Sinclair to clarify the information presented.

(40:55) Jerome resident Jay Kinsella said he appreciated what the Council was doing and that when a resident mentions abandonment, it is a serious issue. He acknowledged that it takes extensive research, energy, and fact gathering. He said problems began with the Guths building a residence, then a gallery. Mr. Kinsella said he ran for Council in 1997 because of Jack Guth’s position on the Council and his conflict of interest—and personal gain—in the decisions being made around his property.

Mr. Kinsella, who lives on Rich Street, mentioned that neither he nor the Jerome Historical Society had been informed of the October 20 P&Z meeting and should have been due to their respective property’s proximity (within 300 feet) to the Queen Street property, which was on the agenda for a rezoning request. He also mentioned that the Sanborn maps, which Mr. Sinclair refers to in his presentation, were created for insurance purposes, and that the Yavapai County GIS is not absolutely accurate, which is claimed on the county’s website. Mr. Kinsella then talked about Queen and Rich Streets and their widths, and the pin alignment near the basketball court and the rock wall, which he suggested the town look into to see if they have shifted. He also stated that he works for the historical society but does not make decisions for the organization. He said the Jerome Historical Society (his “bosses”) had taken the town to task on the Sliding Jail issue that turned it into “Sliding Jail Lake,” and an agreement was made regarding ownership. He said when the historical society finished the subsidence project, there was no fill in the Mexican pool area. He said Frank Vander Horst wanted to uncover the area of the pool and had equipment to do so. Mr. Kinsella shared more details about what happened at the time.

As for the subsidence area, Mr. Kinsella said that in 2020, ADOT did work on the indicators regarding movement and determined that there was no measurable movement. He said much of the subsidence happened in the 1930s. Mr. Kinsella suggested that Mr. Sinclair or the town have a true title search done of the area. He also said he was concerned that P&Z made their decision so quickly on such a significant issue and warned the Council to be careful when they decide on abandonment and to consider future infrastructure projects that may require crossing privately-owned land.

Ms. Harvey asked about the dates of the Hill Street extension. A brief discussion ensued. Ms. Moore replied that it was prior to 2004 when she and Mr. Kinsella were on the Council. Vice Mayor Worth requested that records be pulled about the Hill Street extension.

(57:42) Mr. Sinclair clarified for Mr. Kinsella that the item at the P&Z meeting was about the rezoning, not the abandonment issues. He talked about other abandonment issues in the area, including First Avenue. Mr. Sinclair said the abandonment issue could take a year to resolve; that if a road is abandoned, the property owner is responsible for maintenance. If not, the town must maintain it. Mr. Sinclair restated the town’s options to abandon, partially abandon, or not abandon the roads and that all the information he had presented was from Town Hall. He remarked that Mr. Guth kept very thorough records, good or bad, and that one reason he was bringing the street abandonment up to Council was because the Guth property would soon be on the market, that many people are

	<p>interested, and that the ADA access and ROW may need to be continued and maintained by the town if the new owner chooses to continue the restaurant/bar use and business license.</p> <p>Vice Mayor Worth asked Mr. Kinsella about “Lil’s Place” and when it was renovated. He replied that it started in the late 1970s and continued into the early 1980s. Mr. Kinsella said the town mandated that the owner put in a stairwell that connected First Avenue to Diaz Street, a partial abandonment.</p> <p>Ms. Barber asked if the stairwell was a right of way. Ms. Harvey said that when she lived at Lil’s, she was told the stairs were a town ROW. Discussion ensued about other town ROWs and the Shephard-Wesnitzer survey, which Mr. Kinsella said included several phases regarding parking. Ms. Barber requested that the survey be shared. Mr. Sinclair said he had a copy of it and could forward it to Ms. Gallagher. The vice mayor asked that Ms. Gallagher forward the survey and other related documentation to Council.</p> <p>Ms. Barber turned the discussion to having a title search done. The vice mayor asked Ms. Gallagher to start with an in-house search. Mr. Kinsella said he has attempted title searches in the past and that it was worth saving the time and money to hire a title company; he suggested Yavapai Title. Mr. Sinclair asked about the property near Juarez and Diaz Streets and asked that it also be searched. Ms. Harvey said a professional title search would be worth the expenditure.</p> <p>Ms. Gallagher asked for clarification on the title search. Vice Mayor Worth said the general area below the Sliding Jail, above Douglas Road, to Lil’s Place, and to Jay Kinsella’s property.</p>																																										
ITEM #3:	<div>ADJOURNMENT</div> <div><u>Motion to adjourn at 1:38 p.m.</u></div> <table><tr><th>COUNCILMEMBER</th><th>MOVED</th><th>SECONDED</th><th>AYE</th><th>NAY</th><th>ABSENT</th><th>ABSTAIN</th></tr><tr><td>BARBER</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>DILLENBERG</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>HARVEY</td><td>X</td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>MOORE</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>WORTH</td><td></td><td>X</td><td>X</td><td></td><td></td><td></td></tr></table>	COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN	BARBER			X				DILLENBERG			X				HARVEY	X		X				MOORE			X				WORTH		X	X			
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APPROVE:

ATTEST:

Dr. Jack Dillenberg, Mayor

Candace B. Gallagher, CMC, Town Manager/Clerk

Date: _____



TOWN OF JEROME

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MINUTES

REGULAR MEETING OF THE JEROME TOWN COUNCIL

CONDUCTED VIA ZOOM

TUESDAY, NOVEMBER 9, 2021, AT 7:00 P.M.

ITEM #1: 7:00 (0:08)	CALL TO ORDER/ROLL CALL Mayor/Chairperson to call meeting to order. <i>Mayor Jack Dillenberg called the meeting to order at 7:00 p.m.</i> Town Clerk to call and record the roll. <i>Town Manager/Clerk Candace Gallagher called the roll. Present were Mayor Dillenberg, Vice Mayor Mandy Worth, and councilmembers Alex Barber, Sage Harvey, and Jane Moore. Also present were Town Attorney Bill Sims, Police Chief Allen Muma, Finance Manager Melanie Atkin, and Deputy Town Clerk Rosa Cays.</i> <i>Mayor Dillenberg rearranged the agenda in consideration of certain attendees. Agenda items have been left in their original order in these minutes.</i>																																										
ITEM #2: 7:39 (15:13)	FINANCIAL REPORTS Financial reports for October 2021 <i>Motion to accept the October 2021 Financial Reports</i> <table><tr><th>COUNCILMEMBER</th><th>MOVED</th><th>SECONDED</th><th>AYE</th><th>NAY</th><th>ABSENT</th><th>ABSTAIN</th></tr><tr><td>BARBER</td><td></td><td>X</td><td>X</td><td></td><td></td><td></td></tr><tr><td>DILLENBERG</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>HARVEY</td><td>X</td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>MOORE</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>WORTH</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr></table>	COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN	BARBER		X	X				DILLENBERG			X				HARVEY	X		X				MOORE			X				WORTH			X			
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ITEM #3: 7:40 (15:47)	STAFF AND COUNCIL REPORTS Reports by the Town Manager/Clerk, Deputy Town Clerk, Utilities Clerk, Accounting Clerk, Public Works Department, Building Inspector, Library, Municipal Court, Police Chief, Fire Chief, and Council members. <i>Ms. Gallagher read from her staff report. She also announced that she had attended a pre-bid meeting for the CDBG project, along with seven contractors, and work is expected to start in January.</i> <i>Vice Mayor Worth said that on the mayor's behalf, she attended the Yavapai County Mayors, Managers, Supervisors, Tribe and Nation Biannual Meeting on November 4, as did Ms. Atkin (on Ms. Gallagher's behalf).</i> <i>Motion to accept the October 2021 Staff Reports</i> <table><tr><th>COUNCILMEMBER</th><th>MOVED</th><th>SECONDED</th><th>AYE</th><th>NAY</th><th>ABSENT</th><th>ABSTAIN</th></tr><tr><td>BARBER</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>DILLENBERG</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>HARVEY</td><td></td><td>X</td><td>X</td><td></td><td></td><td></td></tr><tr><td>MOORE</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>WORTH</td><td>X</td><td></td><td>X</td><td></td><td></td><td></td></tr></table>	COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN	BARBER			X				DILLENBERG			X				HARVEY		X	X				MOORE			X				WORTH	X		X			
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ITEM #4: 7:44 (19:37)	ZONING ADMINISTRATOR'S REPORT AND MINUTES Minutes are provided for the information of Council and do not require action.																																										
ITEM #5: 7:44 (19:51)	APPROVAL OF MINUTES August 23, 2021 (closed session); October 4, 2021 (open and closed sessions); October 12, 2021 (open and closed sessions) <i>Motion to approve the August 23, October 4, and October 12, 2021 minutes</i> <table><tr><th>COUNCILMEMBER</th><th>MOVED</th><th>SECONDED</th><th>AYE</th><th>NAY</th><th>ABSENT</th><th>ABSTAIN</th></tr><tr><td>BARBER</td><td></td><td>X</td><td>X</td><td></td><td></td><td></td></tr><tr><td>DILLENBERG</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>HARVEY</td><td>X</td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>MOORE</td><td></td><td>X</td><td>X</td><td></td><td></td><td></td></tr><tr><td>WORTH</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr></table>	COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN	BARBER		X	X				DILLENBERG			X				HARVEY	X		X				MOORE		X	X				WORTH			X			
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ITEM #6: 7:44 (20:43)	PETITIONS FROM THE PUBLIC <i>Ms. Gallagher read a letter from Jerome resident David Soule objecting to the microbrewery that was recently up for consideration. He was informed that the applicants had since withdrawn their proposal.</i>																																										
ITEM #7:	PRESENTATIONS																																										
7:47 (22:50)	ITEM #7A: YAVAPAI COUNTY BROADBAND INITIATIVE Stan Goligoski will present information regarding Yavapai County's Broadband Initiative. <i>Stan Goligoski, executive director of the Yavapai County Education Service Agency, talked about the Yavapai broadband project and said Jerome was a "test bed" to show the work could be done when thirteen businesses and Town Hall were set up previously with broadband service. He shared background on his involvement and said this was not an initiative solely for schools and libraries and that all residents and businesses in Yavapai County would be receiving broadband services.</i>																																										

	<p>Mr. Goligoski said the request for proposal (RFP) deadline was December 2, and that Jerome’s buy-in would be \$22,000 and that the town would pay the provider directly (provider to be determined by an RFP committee). He said the county would assist Jerome with the needed reports for submittal and that an immediate decision was not expected of the town.</p> <p>Councilmember Barber asked if it would be a Type I single-fiber feed and how they work. Mr. Goligoski said providers will have to connect through conduit or poles—or “license-fixed” wireless near more difficult terrain—and that 60 percent fiber will be run for the whole project. Mr. Goligoski said Sparklight has built a larger “pipe” for Type I single fiber, which they own, not lease (this is what Type I refers to). He said with this project they want a bigger capacity than the minimal requirement.</p> <p>Ms. Barber said that Jerome prefers the fiber over wireless and that there is no room for cell sites in town. She asked how the thirteen businesses receive their broadband service. Mr. Goligoski said that the fiber installed either branched off before it reached town hall or branches from town hall. He said the new wireless is not a cell tower and that it is brought up on a less-intrusive “flagpole” and repeaters that can expand service up to a 12-mile radius.</p> <p>Ms. Moore asked if the fiber feed could be underground along Gulch Road. Mr. Goligoski said that they will put fiber underground as much as they can. He said a lot of cable has been run on existing APS poles for the last 20 years.</p> <p>Ms. Moore asked if residents have a choice of service, wired or fixed wireless, and if they would be notified in advance. Mr. Goligoski said residents would want fiber, but some areas may only be serviced with wireless; and yes, they would be notified in advance. He also verified that the financial contribution would be committed to this budget year so the service provider can plan well in advance.</p> <p>Ms. Barber said that fiber is better than wireless and asked if Jerome would be paying the \$22,000 to Sparklight directly. Mr. Goligoski said the provider is yet to be determined, hence the RFP.</p> <p>Councilmember Harvey requested that Item #9C be addressed next.</p>																																										
ITEM #8:	ORDINANCES																																										
8:33 (1:08:53)	<p>ITEM #8A: SECOND READING AND POSSIBLE ADOPTION – ORDINANCE NO. 475, AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AMENDING THE JEROME TOWN CODE BY THE ADDITION OF NEW SECTION 10-3 THEREOF, ENTITLED “SPECIAL EVENTS”</p> <p>Council may conduct the second reading of, and may adopt, Ordinance No. 475.</p> <p>Ms. Gallagher noted that a change, as requested by Council during first reading, was made to the language regarding parking at the 300 level.</p> <p>Motion to adopt Ordinance No. 475</p> <table><tr><th>COUNCILMEMBER</th><th>MOVED</th><th>SECONDED</th><th>AYE</th><th>NAY</th><th>ABSENT</th><th>ABSTAIN</th></tr><tr><td>BARBER</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>DILLENBERG</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>HARVEY</td><td></td><td>X</td><td>X</td><td></td><td></td><td></td></tr><tr><td>MOORE</td><td>X</td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>WORTH</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr></table>	COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN	BARBER			X				DILLENBERG			X				HARVEY		X	X				MOORE	X		X				WORTH			X			
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8:34 (1:10: 46)	<p>ITEM #8B: SECOND READING AND POSSIBLE ADOPTION – ORDINANCE NO. 476, AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AMENDING THE JEROME TOWN CODE TO REMOVE THE RESIDENCY REQUIREMENT FOR THE POSITIONS OF TOWN CLERK AND TOWN MANAGER</p> <p>Council may conduct the second reading of, and may adopt, Ordinance No. 476.</p> <p>Mayor Dillenberg recommended this item be tabled as additional information has come up regarding the requirements of residency for the town manager that needs further investigation. No action was taken.</p>																																										
7:02 (1:09)	<p>ITEM #8C: FIRST READING – ORDINANCE NO. 477, AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, APPROVING AN AMENDMENT TO THE ZONING MAP</p> <p>Council may conduct the first reading of Ordinance No. 477.</p> <p>Mayor Dillenberg conducted the first reading of the ordinance in title only.</p> <p>Ms. Moore addressed the “perceived appearance” of conflict of interest for this item and Item #9G brought about in an email from Jerome property owner Cameron Sinclair to town attorney Bill Sims. She said as a councilmember, it was important to take the interest of the community to heart. Ms. Moore recused herself from this item and 9G because of a perceived conflict of interest, even though she feels she could make an unbiased decision on these issues. She read from the email, which she requested be shared with the other councilmembers and for the record, and countered allegations in the message.</p> <p>Ms. Moore reiterated her recusal and requested once again that the email be included for the record.</p>																																										
ITEM #9:	UNFINISHED BUSINESS																																										
8:35 (1:11:30)	<p>ITEM #9A: PUBLIC HEARING CONTINUED: WATER AND SEWER RATES, FEES AND CHARGES</p> <p>Council will continue a public hearing which commenced on September 14, 2021 regarding possible changes to water and sewer rates, fees, and charges.</p> <p>Ms. Gallagher explained that Resolution #628 would adopt new rates for commercial accounts as of January 1, 2022 and maintain residential rates as they are. The Resolution also anticipates that Council will add a line maintenance charge at a later date. The Resolution setting the new commercial rates can be adopted now, she said, and the public hearing</p>																																										

continued to a later date with respect to the line maintenance charge. Ms. Moore asked if there was anything else that needed to be adjusted or clarified and reminded Council they had agreed to monitor the new rate system for the first year to allow for any needed adjustments. Dan Jackson of Willdan Financial Services was in attendance and said the Council could change the rates at its discretion.

No members of the public spoke.

Ms. Harvey motioned to adopt Resolution No. 628 (next item) and to continue the public hearing until January.

Motion to continue the public hearing until January 11, 2022

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

(1:16:58) Council took a short break from 8:41 to 8:53.

(1:17:19) For clarification and for the record, Mayor Dillenberg reconducted the first reading of Item #8C.

8:39 (

ITEM #9B: RESOLUTION NO. 628, ESTABLISHING WATER AND SEWER RATES, FEES AND CHARGES

Following the public hearing listed above, Council may adopt Resolution No. 628.

Motion to adopt Resolution No. 628 with the date amendment regarding the maintenance charge

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

8:13 (49:12)

ITEM #9C: TOUR BUSINESSES

Council will discuss issues related to tour businesses in Jerome and possible amendments to the Town Code in that regard.

Ms. Gallagher said letters were mailed to tour businesses asking for updated routes and driver information.

Chief Muma said this issue was brought up a couple of months ago due to complaints from residents. He said tour companies were not in compliance with the town code, but that the code was also not being enforced, and that tour routes had to be the ones approved by Council. Chief Muma suggested amending the code so that companies are required to get new tour routes approved in advance of using them.

(52:04) Aeron Bailey, owner of Jerome Ghost Tours, said it has become clear that people are having issues with the tour companies. He said his business has accommodated locals, after seeing comments on Facebook, by changing out bright flashlights and no longer offering tours at 11 p.m. Mr. Bailey said his routes are still the same and that the only change is that they now have a van that goes to the high school and the Audrey headframe. He said this has not affected locals. Mr. Bailey mentioned that their history tour does take them to the top of County Road and that they sometimes, with Jerome resident Roberto Rabago's permission, turn around in his driveway. He said these tours only happen two to three times a week and are mostly attended by senior citizens, so they are not creating disturbances in the neighborhood. Mr. Bailey said he has put this tour route change request in for approval.

Vice Mayor Worth said that along with the issues mentioned, there have been concerns about trespassing on private property. She asked Chief Muma if this has been addressed, and he replied that no additional complaints have been reported to the police since the letters were sent to the tour businesses. He said he was unaware of any significant problems other than one tour company employee who was criminally charged, and that JPD occasionally receives complaints about people in the cemetery, but that it is usually individuals, not tours. Chief Muma said some tours have contracts with UVX, which allows them to take groups to the cemetery.

Ms. Moore pointed out that commercial travel is prohibited in residential areas per the town code—a resident who allows access to their private driveway needs to be addressed. She said she was glad flashlights have been toned down, as well as late tours. Ms. Moore suggested limiting the number of tour companies due to traffic congestion, which was suggested by a former town attorney.

Mayor Dillenberg asked Chief Muma what he thought about the one resident allowing commercial operation in the off-limits neighborhood. Chief Muma suggested checking with the town attorney and establishing night restrictions. He supported the idea of limiting the number of tour companies.

Ms. Barber agreed with these suggestions.

(1:01:33) Mack Brennan of Crested Construction said people have been trespassing the Queen's Neighbor property for quite a while and nothing is being done about it. He said it was dangerous and the town could be liable.

Ms. Gallagher said this issue could be on the next agenda, with suggested changes to the code along with all the current tour company routes.

(1:03:15) Mr. Sinclair said he and Mr. Brennan witnessed a tour van turn around on Queen Street, back into the Guth property, only to get stuck, then in a panic, tear up the terrain as they accelerated to leave. He said the area is used as a turnaround, so this too needs to be addressed.

Mayor Dillenberg expressed his appreciation to Mr. Bailey for his input and compliance with the town code, and he told the mayor he supported whatever changes were needed.

	<p>Vice Mayor Worth said she has heard about tour vans trespassing on Queen Street. She suggested working with the town crew or JPD to eliminate safety concerns and that something be done before the next Council meeting. Ms. Moore agreed. Chief Muma said he wanted to make it clear that complaints in this town do not get to the right place. If they call JPD, it's documented, but he said they have not received many complaints.</p>																																										
8:53 (1:17:46)	<p>ITEM #9D: PUBLIC RESTROOMS AND PORTAJOHNS</p> <p>Council will review preliminary plans for a permanent public restroom and discuss when to remove the portajohns currently located near Middle Park.</p> <p>Ms. Barber asked where the dumpsters would be relocated and mentioned that the artists' co-op is the only space with public restrooms in the lower area of the commercial district. She also asked about the usage of the portajohns.</p> <p>Ms. Gallagher confirmed that the restrooms are open to the public again at the artists co-op, which puts the availability of facilities back to what they were prior to the pandemic. She also stated how much has been spent on the portajohns this fiscal year, what has been budgeted for the public restrooms, and that Chief Muma has said the project could be complete by April/May.</p> <p>Chief Muma said conceptual plans were drawn up to show location and the basic, two unisex restrooms, which would take up two parking spaces. He said the dumpsters would be moved down two parking spaces. The facility would be fully ADA-compliant with a designated accessible parking space. Chief Muma said he, Chief Blair, and Marty Boland met with Harry Stewart to verify that they had sewer, water, electricity all available in that location, and that they will build block or poured concrete walls for the structure. Chief Muma said he believes it can be built within the \$50,000 budget.</p> <p>Vice Mayor Worth said her understanding was that the town would need a licensed commercial contractor to supervise the project. Chief Muma said he would have to check on this, but that licensed laborers would be hired to do the work staff cannot do. The vice mayor said she thought any project over \$1,000 requires a registered, licensed, commercial contractor to oversee it, regardless of who does the work.</p> <p>Ms. Moore asked if the plans would go through P&Z and DRB. Ms. Gallagher confirmed that they would.</p> <p>Ms. Gallagher asked for direction regarding the portajohns. A brief discussion ensued. Mayor Dillenberg agreed with Ms. Barber on cutting down to two at this time and removing the last two johns after the holidays.</p>																																										
9:02 (1:26:10)	<p>ITEM #9E: RESOLUTION NO. 624, A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF JEROME, ARIZONA, AMENDING THE ADOPTED FEE SCHEDULE REGARDING BUILDING PERMIT FEES</p> <p>Council may adopt Resolution No. 624.</p> <p>Ms. Gallagher said she had talked with building inspector Barry Wolstencroft regarding the valuation and fee schedule, which he said was typical in Arizona. Ms. Gallagher pointed out the examples of fee schedules from other municipalities in the agenda packet.</p> <p>Motion to adopt Resolution No. 624</p> <table><tr><th>COUNCILMEMBER</th><th>MOVED</th><th>SECONDED</th><th>AYE</th><th>NAY</th><th>ABSENT</th><th>ABSTAIN</th></tr><tr><td>BARBER</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>DILLENBERG</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>HARVEY</td><td>X</td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>MOORE</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>WORTH</td><td></td><td>X</td><td>X</td><td></td><td></td><td></td></tr></table>	COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN	BARBER			X				DILLENBERG			X				HARVEY	X		X				MOORE			X				WORTH		X	X			
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WORTH		X	X																																								
9:03 (1:27:54)	<p>ITEM #9F: ZONING ADMINISTRATOR POSITION</p> <p>Council will review and may approve a retainer with InterimPublicManagement.com to provide candidates to serve as interim zoning administrator/code enforcement officer.</p> <p>Mayor Dillenberg said Council has an opportunity to get an interim zoning administrator through this agency, which has claimed they have three candidates for Jerome. He said it is a costly service, but the town needs it.</p> <p>Ms. Gallagher reported that other towns have said they have found good candidates from this service but did say it was expensive. She outlined what the town has saved by not having a zoning administrator for the last 18 weeks. She estimated that it would cost \$1000 to \$650 per day to hire an interim zoning administrator through Interim Public Management and that they have not provided estimated fees beyond the \$1500 retainer fee.</p> <p>Mayor Dillenberg said we need coverage, even if it is for two to three months.</p> <p>Ms. Gallagher said there have been no responses to the job posting.</p> <p>Ms. Harvey asked if the other towns are still using the candidates now. Ms. Gallagher said some of the candidates are active now. Ms. Harvey said she would like to see numbers from the agency, not just Ms. Gallagher's estimates.</p> <p>Ms. Gallagher said she would relay this request and suggested scheduling a special meeting once she received information.</p>																																										

7:10 (9:29)

ITEM #9G: CONTRACTUAL OPTIONS FOR ADDRESSING STREET ABANDONMENT AND SUBSIDENCE

Council will discuss with the Town Attorney contractual options for addressing street abandonment and the area of subsidence near the Sliding Jail. A portion of this discussion may take place in executive session, pursuant to A.R.S. § 38-431.03 (A)(3) and (A)(4).

This item followed Item #8C. After Ms. Moore stated her recusal from both items, Council went into closed session.

Motion to enter closed session at 7:11 p.m.

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

Mr. Sims clarified that Ms. Moore would not be able to attend the closed session.

(13:15) Council returned from closed session at 7:37 p.m.

Vice Mayor Worth shared the recommendations determined during the closed session, which included direction to Mr. Sims to work on a development agreement.

Mr. Sims left the meeting at 7:39 p.m.

ITEM #10:

NEW BUSINESS

9:10 (1:34:16)

ITEM #10A: RESOLUTION NO. 629, AUTHORIZING A CHANGE ORDER TO THE AGREEMENT WITH SOUTHWESTERN ENVIRONMENTAL CONSULTANTS (DRAINAGE IMPROVEMENTS)

Council may approve Resolution No. 629, authorizing a change order to the agreement with SEC for engineering work related to drainage improvements funded by the HURF Exchange program.

Ms. Gallagher said Krishan Ginige has requested changes to the contract, a net change of approximately \$26,000 to be covered by the grant.

Ms. Moore said she would like to see the flume design. Ms. Gallagher said she would forward this request.

Motion to approve Resolution No. 629

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

9:12 (1:36:15)

ITEM #10B: AMENDMENTS TO ZONING ORDINANCE: SIGNS

Council will review amendments to the Zoning Ordinance regarding signs as recommended by the Planning & Zoning Commission and may direct staff in this regard.

Ms. Harvey had several questions, mostly to do with typos in the amended changes. She also suggested that in section G.8, that the square footage allowed for banners for town-sponsored events be 16 square feet.

Ms. Gallagher asked Council if they agreed with the comments made in her staff report. Mayor Dillenberg said they did.

Motion to approve changes to the zoning ordinance regarding signs and refer them back to P&Z

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

9:17 (1:41:30)

ITEM #10C: LETTER OF SUPPORT FOR VERDE VALLEY CIRCLE TRAIL PROJECT

Council may authorize a letter of support from the Town of Jerome for the Verde Valley Circle Trail Project.

Ms. Moore asked if the Circle Trail Project would be a motorized or nonmotorized trail. Ms. Harvey said she remembered they talked about hiking and biking and did not mention motorized vehicles.

Motion to approve letter of support for the Verde Valley Circle Trail Project

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

9:20 (1:44:00)

ITEM #10D: COVID-19 PROTOCOL

Council will review the most recent COVID statistics and discuss whether and when to resume in-person Council meetings, and the mask requirement for entering Town buildings.

Mayor Dillenberg said he strongly feels Council should continue with the current COVID-19 protocol considering the increasing case numbers in Yavapai County.

Vice Mayor Worth agreed with continuing with the status quo and would like to revisit this in January.

Ms. Moore said she has received complaints regarding in-person meetings but is willing to go along with what Council decides.

	Mayor Dillenberg said he spoke with staff at Spectrum and Chief Blair and is planning a clinic for free booster shots in Jerome within a few weeks.																																										
ITEM #11: 9:23 (1:47:28)	TO AND FROM THE COUNCIL Council may direct staff regarding items to be placed on a future agenda. <i>Vice Mayor Worth mentioned that the National League of Cities virtual summit was coming up and encouraged the other council members to submit any requests for topics they would like her to pay attention to. She also paid tribute to Tyrone Bell, who recently passed away and whose family is part of Jerome’s history.</i>																																										
ITEM #12:	ADJOURNMENT <u>Motion to adjourn at 9:26 p.m.</u> <table><tr><th>COUNCILMEMBER</th><th>MOVED</th><th>SECONDED</th><th>AYE</th><th>NAY</th><th>ABSENT</th><th>ABSTAIN</th></tr><tr><td>BARBER</td><td></td><td>X</td><td>X</td><td></td><td></td><td></td></tr><tr><td>DILLENBERG</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>HARVEY</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>MOORE</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>WORTH</td><td>X</td><td></td><td>X</td><td></td><td></td><td></td></tr></table>	COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN	BARBER		X	X				DILLENBERG			X				HARVEY			X				MOORE			X				WORTH	X		X			
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BARBER		X	X																																								
DILLENBERG			X																																								
HARVEY			X																																								
MOORE			X																																								
WORTH	X		X																																								

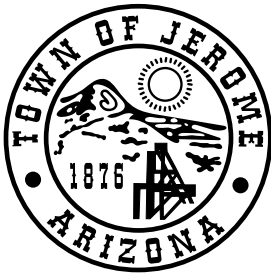
APPROVE:

ATTEST:

Dr. Jack Dillenberg, Mayor

Candace B. Gallagher, CMC, Town Manager/Clerk

Date: _____



TOWN OF JEROME

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

ORDINANCE NO. 477

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, APPROVING AN AMENDMENT TO THE ZONING MAP

WHEREAS, the Town of Jerome Zoning Map dated April 14, 2020 illustrates the location and boundaries of all zoning districts in the Town; and

WHEREAS, Cameron Sinclair and Bethany Halbreich are the owners of parcel 401-06-128G (300 Queen Street), which parcel is currently split between the AR and C-1 zones; and

WHEREAS, Mr. Sinclair and Ms. Halbreich have requested that the portion of said parcel that is zoned as AR be rezoned as C-1, thereby making the entire parcel part of the C-1 zone; and

WHEREAS, on October 20, 2021 the Planning and Zoning Commission adopted P&Z Resolution No. 2021-17, recommending that Council approve this rezoning; 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 portion of parcel 401-06-128G (300 Queen Street) which is currently zoned as AR is hereby rezoned as C-1.

Section 2. The Town Clerk is hereby directed to arrange for a new Zoning Map reflecting this change.

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 as the effective date of this Ordinance.

Section 4. Following its adoption, this Ordinance shall be published by the Town Clerk in accordance with the requirements of A.R.S. § 39-203 *et seq.*

Section 5. All ordinances or parts of ordinances that are in conflict with the provisions of this Ordinance are hereby repealed to the extent of their inconsistency herewith.

Section 6. Should any section or provision of this Ordinance be declared invalid by a court of competent jurisdiction, such decision shall not affect the validity of this Ordinance, any provision incorporated by reference and any other provision of the Town Code as a whole or any part thereof other than the part so declared invalid.

Date of first reading: 11-09-2021

Dates of publication:

Date of adoption:

Voting record at adoption:

	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
BARBER						
DILLENBERG						
HARVEY						
MOORE						
WORTH						

PASSED AND ADOPTED BY THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA,
THIS ____ DAY OF _____ 2021.

Dr. Jack Dillenberg, Mayor

ATTEST:

APPROVED AS TO FORM:

Candace Gallagher, Town Manager/Clerk

William J. Sims, Esq.
Town Attorney



Founded 1876
Incorporated 1899

TOWN OF JEROME

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

P&Z RESOLUTION NO. 2021-17

AR to C-1 ZONING AMENDMENT

WHEREAS Cameron Sinclair and Bethany Halbreich are interested in rezoning an area from A-R to C-1; and

WHEREAS the property to be rezoned is at 300 Queen Street, parcel APN: 401-06-128G; and

WHEREAS a Neighborhood Meeting was held on October 11, 2021; and

WHEREAS the Jerome Planning and Zoning Commission is required to set a public hearing date and provide public notice in accordance with Section 301.C. of the Zoning Ordinance; and

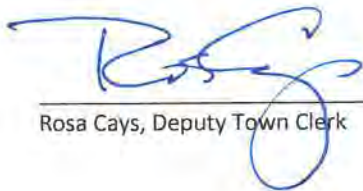
WHEREAS notice was provided (1) by direct mail to parties in the area to be rezoned and within 300 feet of the proposed rezone, (2) by posting on the site at least fifteen (15) days prior to the hearing, and (3) by posting in the *Verde Independent Newspaper* on October 3, 2021; and

WHEREAS a public hearing was held by the Planning and Zoning Commission on October 20, 2021; and


NOW, THEREFORE, BE IT RESOLVED by the Planning and Zoning Commission of the Town of Jerome, Arizona, that an amendment to the Zoning Map, in accordance with Exhibit A, is hereby recommended for approval to the Town Council.

ADOPTED AND APPROVED by a majority vote of the Planning and Zoning Commission on the 20th day of October 2021.

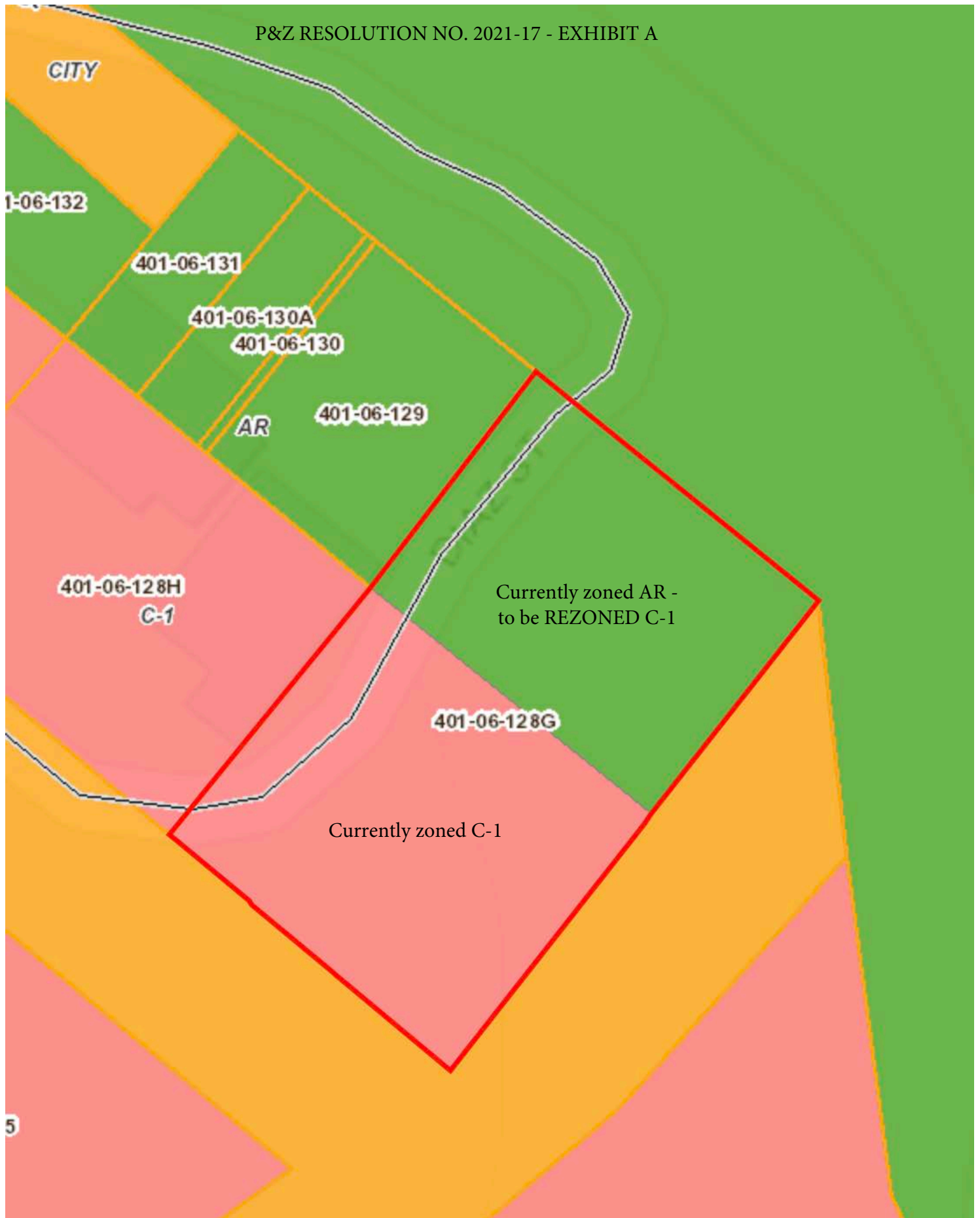
ATTEST:


Rosa Cays, Deputy Town Clerk

APPROVED:

 10/21/2021
Chairman Lance Schall

P&Z RESOLUTION NO. 2021-17 - EXHIBIT A



300 Queen Street, Jerome, AZ - Rezoning Application

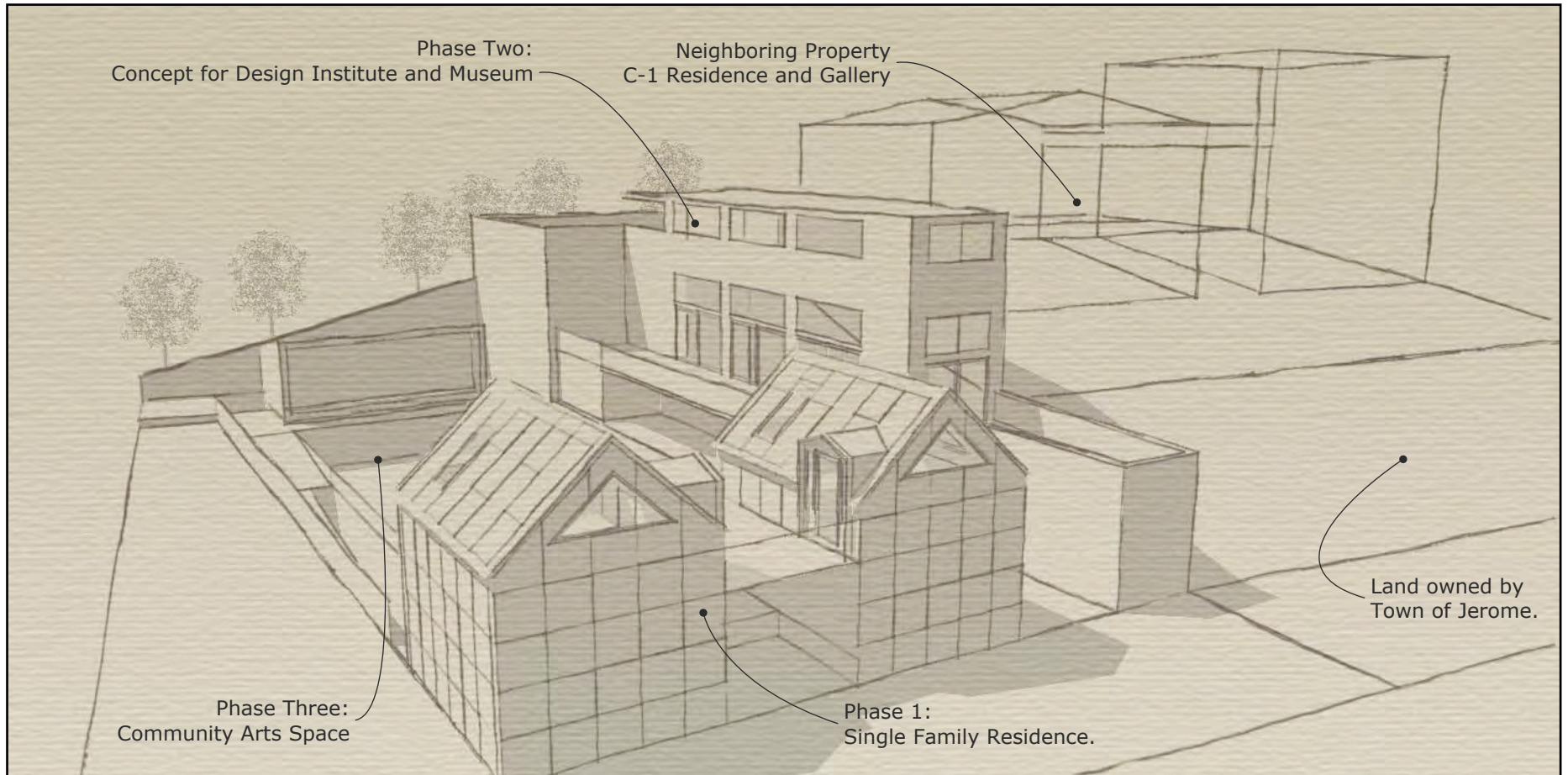


300 Queen Street

In early 2021 we purchased 300 Queen Street, in the heart of Jerome, AZ. The property is the last lot on Queen Street and borders Conglomerate and Diaz St. There is also a public right of way on the neighboring 'Guth' property. 65% of the lot is in C-1 and 35% is in AR. The historic pool bridges the two zones and, based on town ordinance, is C-1. **Since 1928 this lot has been used for civic and institutional use only.** However during the 1940's part of the parcel was reclassified as AR, creating the only split lot in this area.

300 Queen Street, Jerome, AZ, 86331

Project Narrative



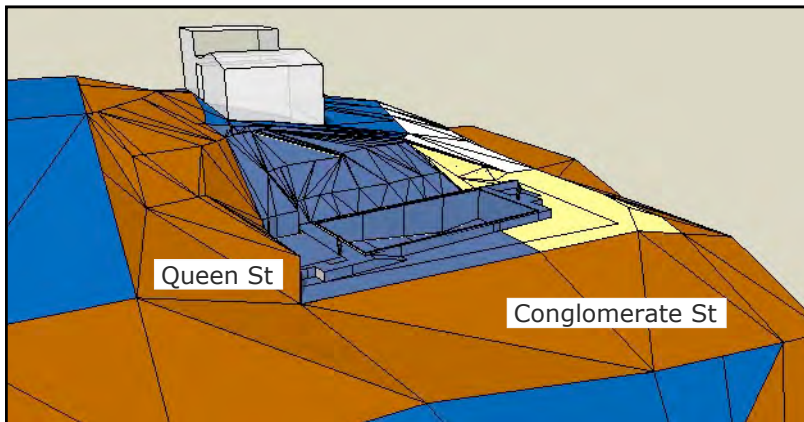
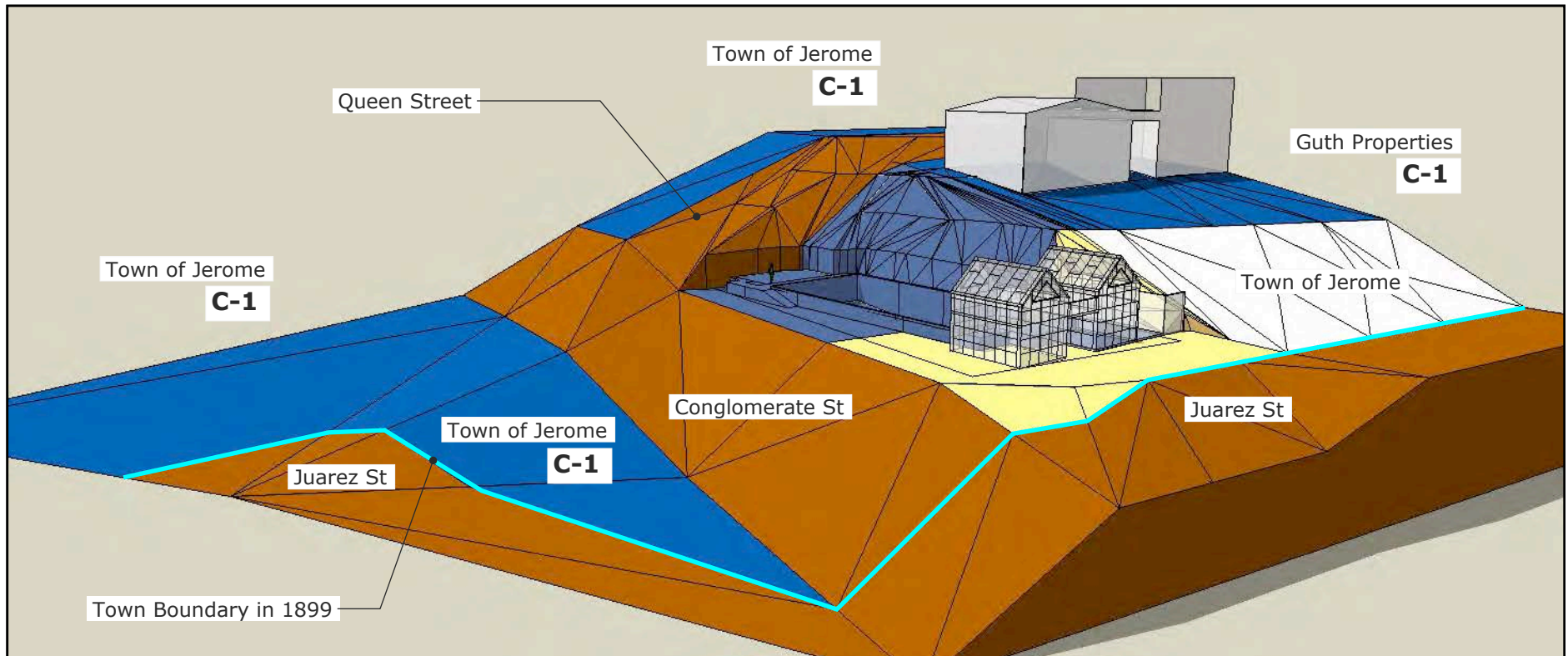
"Respect for the past, looking forward to the future"

Phase 1: Single Family Residence 2021-2022

Currently we are building a one bedroom residence that frames out the pool and will allow us to continue to live in Jerome. Additionally we will build 42" fencing that will protect the historic pool structure. We are looking to unify the split lot during this phase of the project.

Phase 2: Design Institute and Museum - 2022-2026

As we move into this phase we plan host a series of neighborhood meetings and community workshops. This will ensure we are creating a center that benefits the whole community. Given some of the existing issues with the area, this process will take years. We will and have continued to create an honest and transparent process with the residents of Jerome and town officials.



Land Surveys, Geo-technical and Topographic Studies

Four Land Surveys were completed between 2017 and 2021, a geo-technical report for the lot was completed on 3/2018 and cultural resource study on 3/2021. In 6/21 and 10/21 we created a series of topographical studies.

Project Support

We first noted unifying the lot in January 2021 and since then garnered support from all nearby residents including owners of the Cuban Queen and representatives of UVX. Before her passing Denise Guth (of the Queen's Neighbor) enthusiastically lent her support for the project and rezoning.

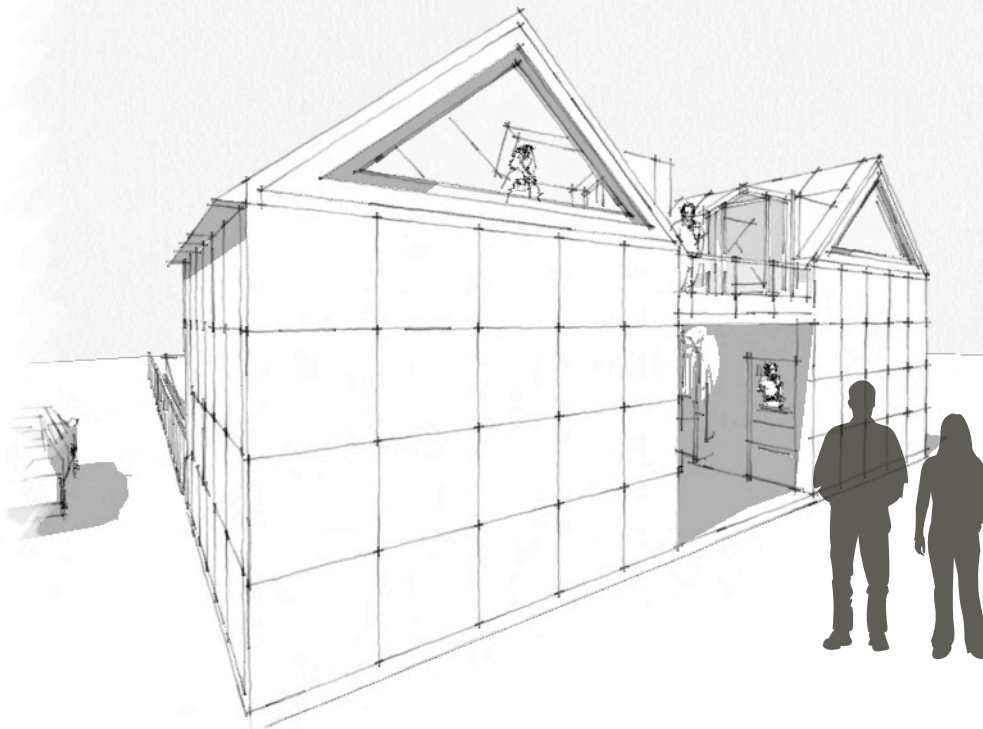
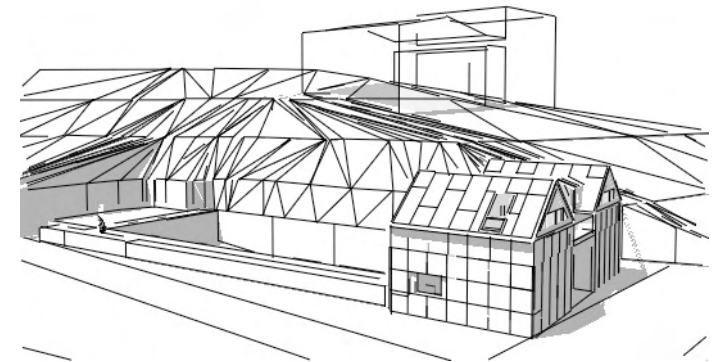
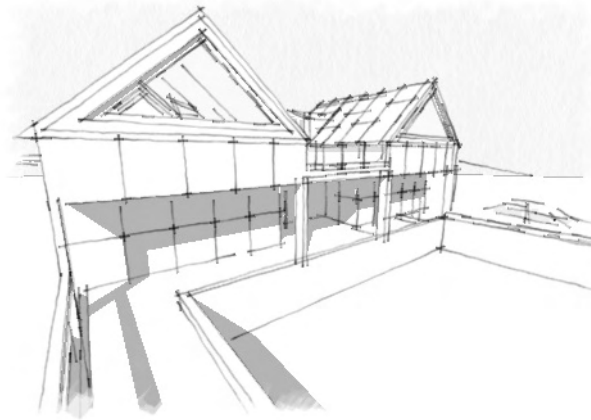
The State Historic Preservation Office (SHPO) has also voiced strong support for our project, the layout, elevations and selection of materials.

300 Queen Street, Jerome, AZ, 86331

Phase One - Single Family Home

We are building an 1100 sq ft. single family home with one bedroom, one bathroom, an office, kitchen and living room. The home has P&Z and DRB approval and permits for demolition (of the pump house) and foundations.

We are reusing and recycling all materials and expect to be completed by early 2022.



300 Queen Street

Site Plan

Key

---	Power
---	Gas
---	Water
---	Sewer
---	Drainage
△	Parking Spot

Utilities

Since P&Z April 2021 Meeting Fire Chief and Public Works Manager visited site and gave verbal approval for access and utilities.

Parking Requirements:

2 Parking Spots in AR/ Residential

Proposed Parking:

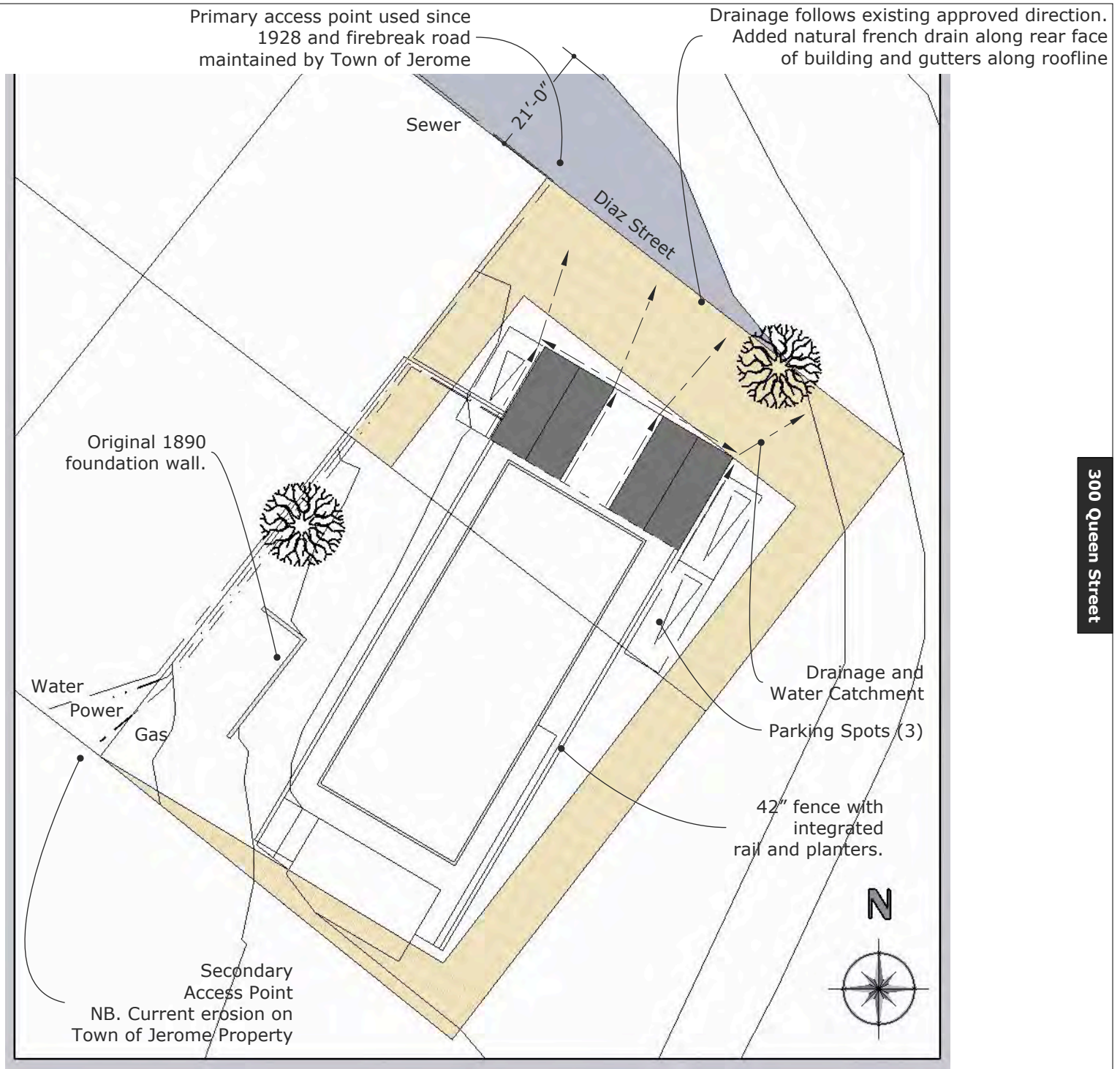
3 Parking Spots

Cultural Resource Study:

We have looked to adapt the pump house with materials that reflect the mining community and cultural community of the 1920's in this area of Jerome. Additionally a Cultural Resource Survey was completed March 2021.

Additional Notes:

New ordinance changes setback on 1927 pool house footprint. Original 1890's foundation wall noted in study.

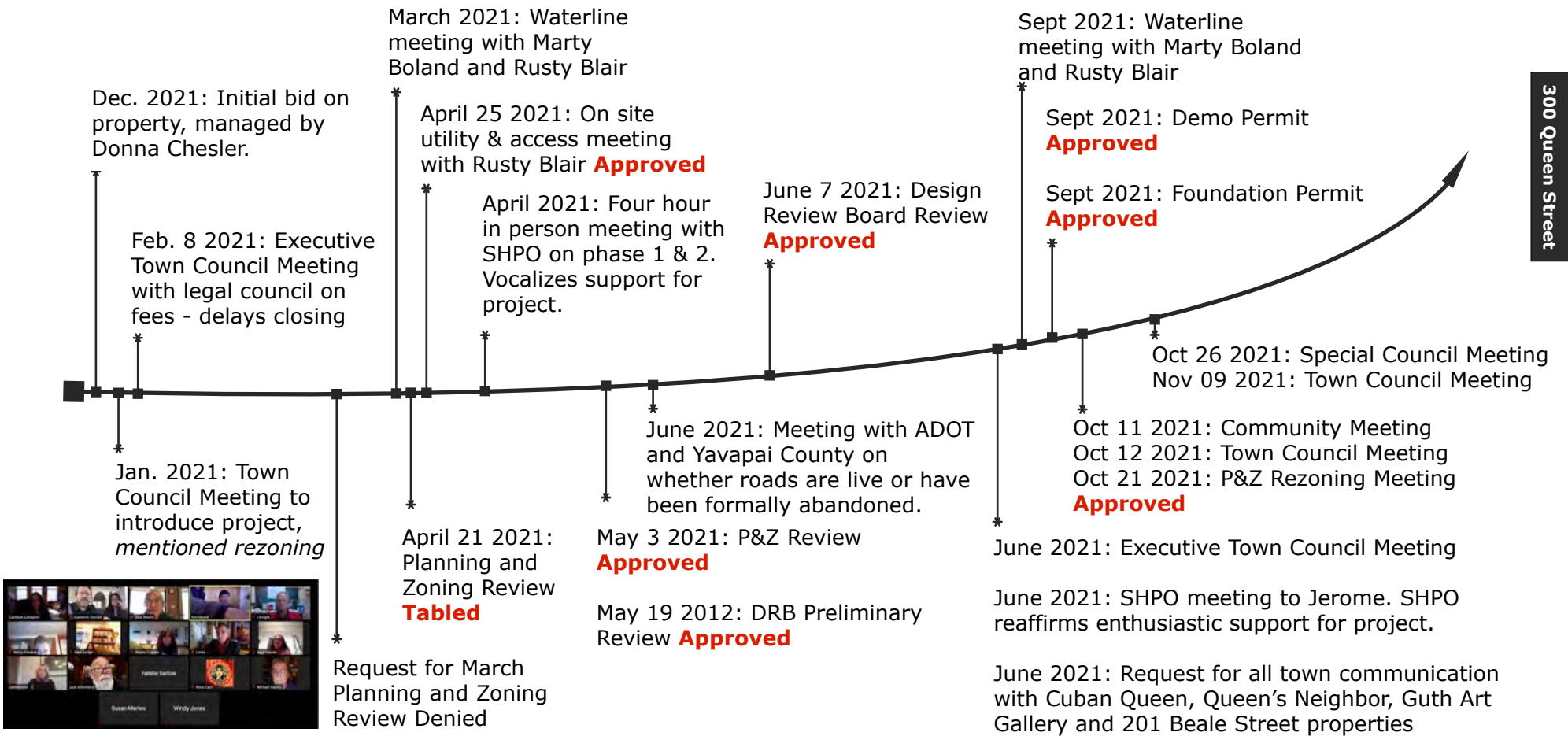


Phase One Timeline - Year One

To date we have with met with town staff hundreds of times over the course of phase one of our project. This includes over 150 email threads, dozens of calls and twice weekly meetings with John Knight alone. We have been transparent in our communication with elected and appointed officials, ensuring that quorum is not met during non official meetings. Due to requirements by town staff our DRB and P&Z set is over 100 pages including geo-technical study and cultural resource study. The town required us to pay for 3 surveys in 6 months.

To date the town of Jerome has received over \$700 in various fees in 2021. We’ve had two legal issues that have arisen so far, including hookup fees and potential infringement of constitutional rights on applicants by council members. Both issues have been resolved. Currently we are looking to rezone our lot and begin the community design process of introducing our second phase.

This rezone was first mentioned in January of 2021 and town staff recommended we start the process in August 2021.



Site Images



East-North-East Facing View



East-South-East Facing View



South Facing View



East Facing View



300 Queen Street



North Facing View



Neighbor Images

The only neighbor to 300 Queen Street are the Guth Properties, a series of mixed use buildings that include an art gallery, wine bar and a residence. The two level art gallery connects to a three level residence via deck bridge over breezeway entrance.

We have spoken with Denise Guth regarding the project and she is in support of the design.

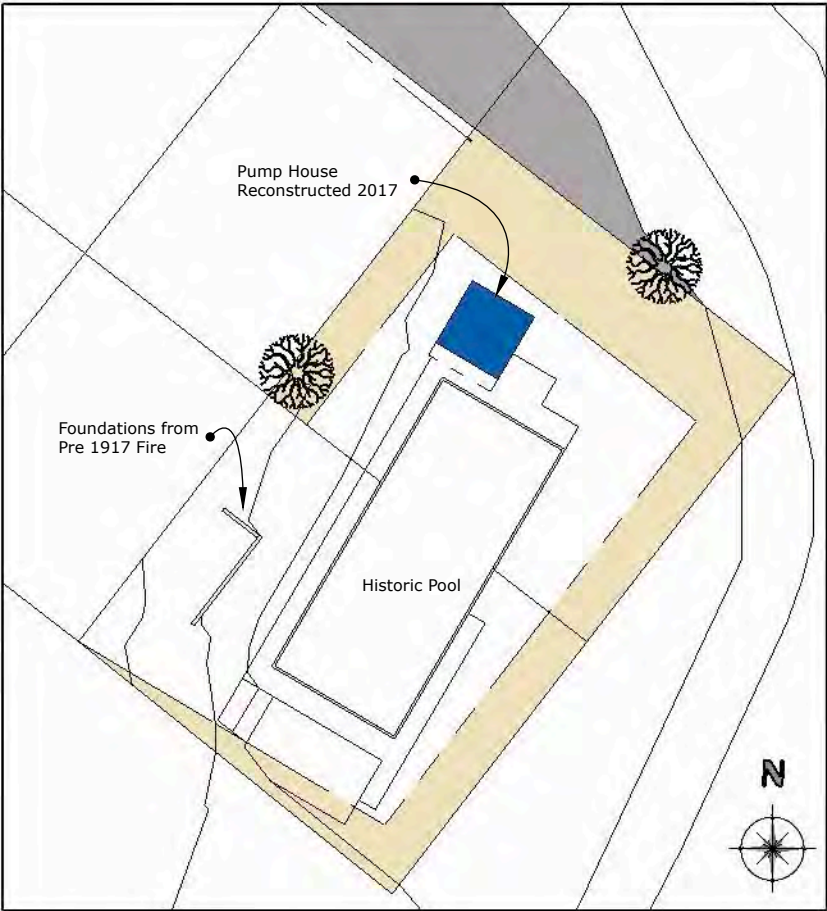
Other surrounding open land is owned by the Town of Jerome, including Queen St. and Conglomerate St. Verde Exploration, owns the land formally known as Diaz St.



300 Queen Street



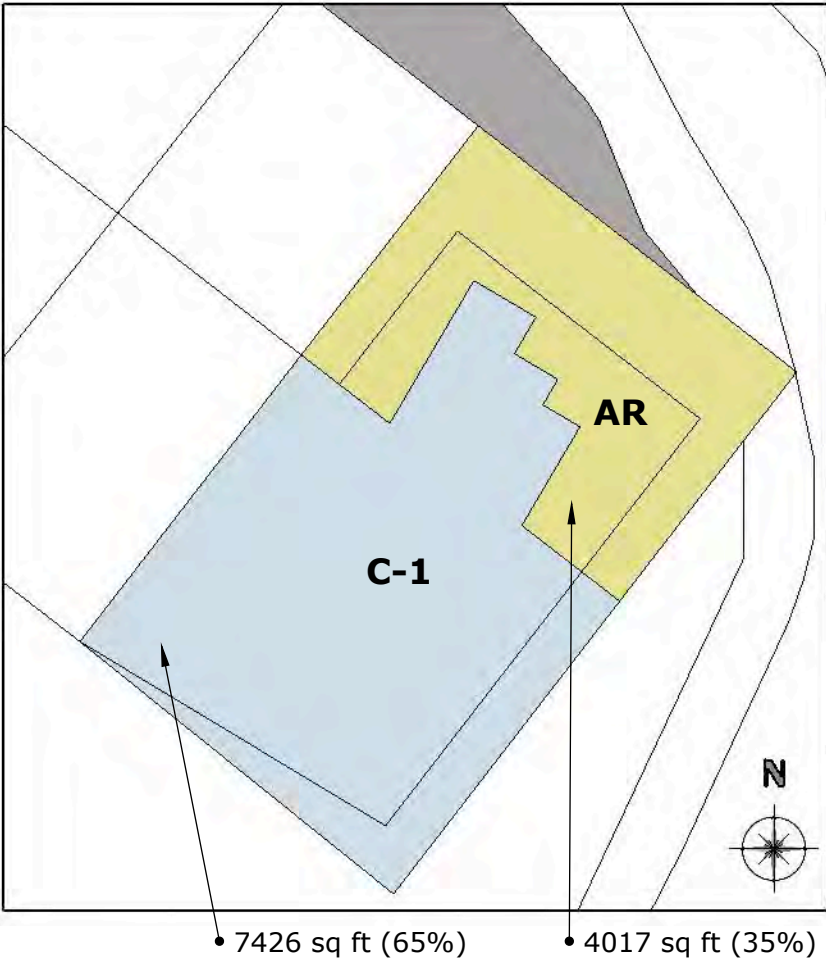
Existing Plans



3113 Sq Ft - Pool

7426 Sq Ft - Total C-1
6287 Sq Ft - C-1 with setbacks
3174 Sq Ft - C-1 Buildable Space

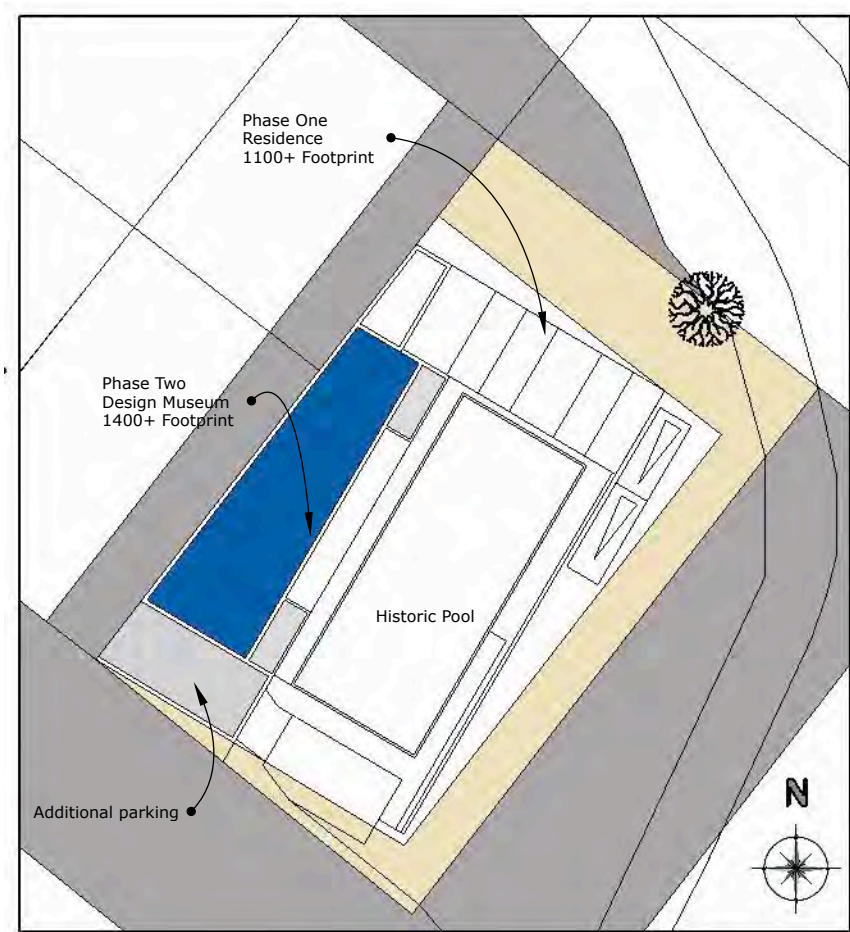
Existing Zoning



4017 Sq Ft - Total AR
1534 Sq Ft - AR with setbacks
1534 Sq Ft - AR Buildable Space

65% of the lot is C-1 and 35% is AR. In terms of buildable space only 27.8% in C-1 and 13.4% is in AR
NB. Legal council and land use experts have confirmed that this is the current split on our property.

Proposed Phase Two



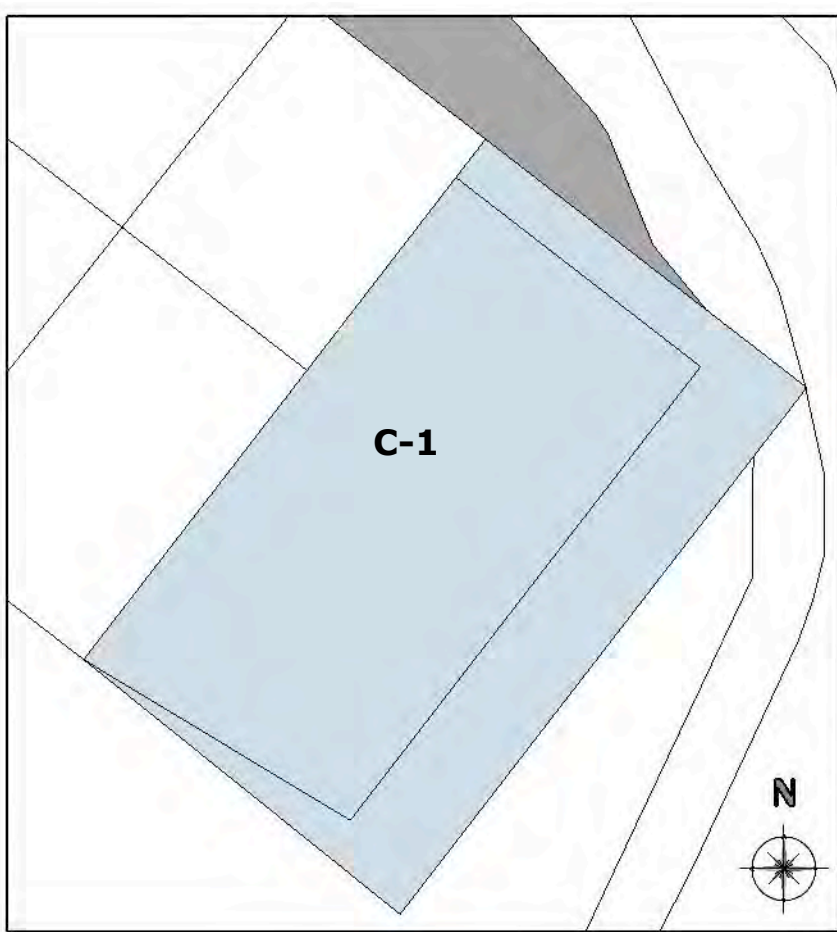
11443 Sq Ft - Total C-1
8962 Sq Ft - C-1 with setbacks

1537 Sq Ft - Proposed Phase Two Footprint
453 Sq Ft - Proposed Additional Parking
1990 Sq Ft - Total Proposed Footprint

Building Space = 17.3%

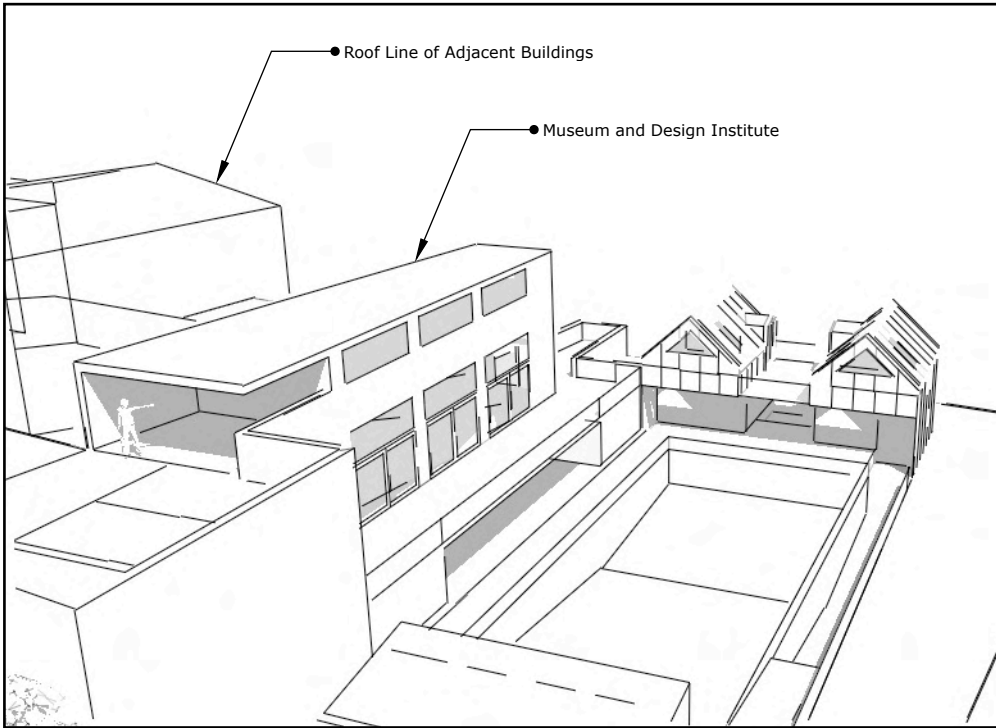
Land Use

Proposed Zoning (without town additions*)



*With phase two we would be looking to finance a 142' long retaining wall that is to stop the Town of Jerome property from eroding into our property and causing instability in neighboring properties.

Conceptual rendering for museum and design institute



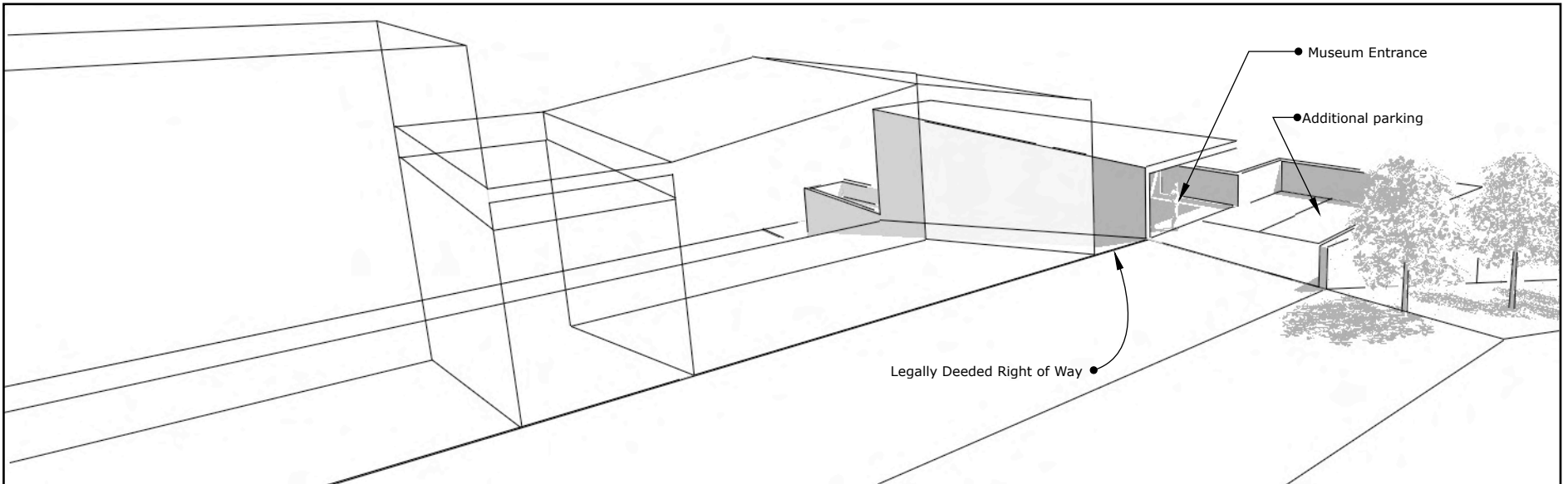
Why C-1?

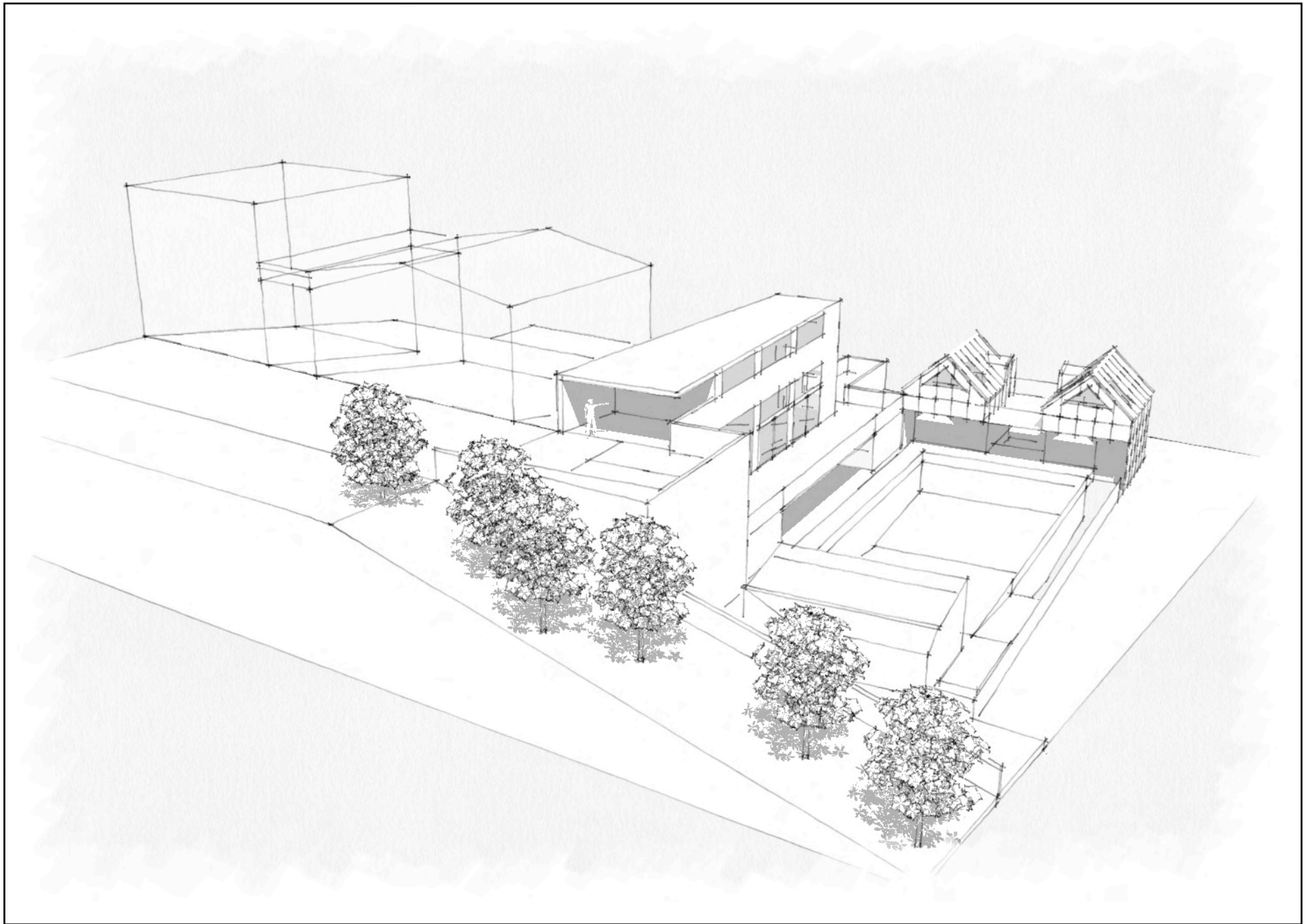
C-1 is for designated for institutional use not just commercial. Our project falls under the following categories:

15. Establishments whose principal function is **basic research, design, and pilot or experimental product development.**

16. Business and **trade schools**, dancing, art and music schools and studios.

17. **Headquarters buildings of charitable, philanthropic, and welfare organizations.**





"Respect for the past, looking forward to the future"

Appendix A: History

Cultural Sustainability in Historic Preservation: Working class housing in Mining Towns of Arizona

Perched on the edge of Cleopatra Hill, more than 15,000 people lived and worked in an area that was the center of the US mining industry. During its' peak over 80% of the mine workers were from Mexico or from Mexican heritage. While the mining companies executives lived at the top of the hill, almost all the hispanic workers lived in a densely crowded section of town known as Mexicantown. (Also originally inhabited by Austrian and Italian immigrants)

This area was filled with single pitched roofed homes made from materials used in the mines and heated by simple wood stoves. While Jerome has never been a formally segregated town, in the 1920's the makeup of residents above Hull Street were almost all European or born in the United States of European heritage and those below were either Mexican or born in the United States from Mexican heritage.

Thanks to the Jerome Historical Society and many private individuals countless buildings have been saved. However the homes of the original workforce have often been overlooked with a few appointed and elected officials recently noting in public meetings that these homes are 'unworthy' and were a blight on the town (and rightfully destroyed).



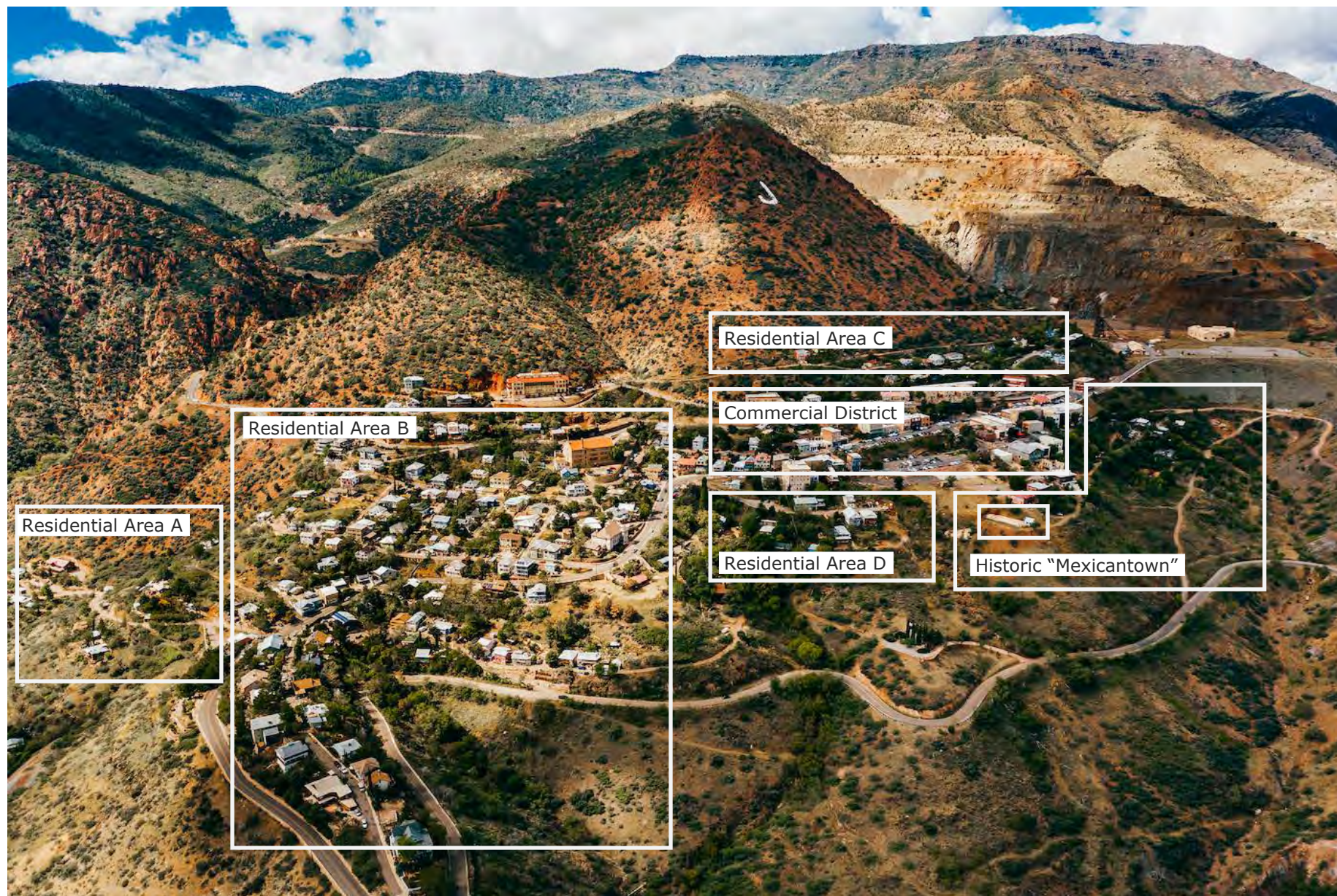
300 Queen Street

As we look to embrace broader perspectives and engaging diverse voices, historic preservation should encourage conversations around our complex and often challenging history. Our team, made up of cultural and land use specialists, are hoping we can create a building that reflects and tells the story of the neighborhoods past but also looks to the future.

It is vital that as we look to honor the legacy and architectural history of Jerome we must look to tell the honest story of the homes of the working class. Generations of mine workers built Jerome with blood and sweat so we should not neglect their contribution to the unique and distinct architectural legacy of Jerome.

One of the last remaining structures we believe best encapsulates this struggle is La Piscina Mexicana. Through this unique property, we will continue to investigate and understand social inequity in our architectural history.

Understanding the architectural language of Jerome: A place of many historic styles.

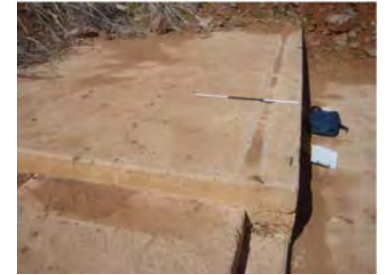


The town has been built with a variety of architectural styles, in part to the social and economic hierarchy of a place reliant on the mining industry. The most well documented style are the Victorian homes of the mining executives and the downtown brick commercial buildings. However, other areas haven't been formally recognized that are contributing factors to history. The least documented have been the structures built in the "Mexicantown" district.



La Piscina Mexicana

From 1928-36 La Piscina Mexicana served as the only community structure within this area of town. Built by UVCC, it was gifted to the mine workers and their families as a place to gather, swim and relax. It was open from 9-9 every day with a lifeguard on duty.



Swimming and Segregation in Jerome

Jerome has been home to three pools; Walnut Springs (now in ruins), The American Pool (covered/built over) and La Piscina Mexicana (uncovered in 2017 and currently visible.) However the story of these pools reveal the checkered past of the evolution of the town.

Jerome is one of the few places in the United States where community structures began integrated, then segregated, then reintegrated again. Our cultural resource study noted that, based on timing, segregation happened when mixed gender swimming became the norm. **Records show strong pushback from town council members on mixed race interactions**, primarily hispanic male miners swimming with the towns' caucasian women.

For the first 3 months of existence the American pool used to segregate "American" and "Mexican" residents, draining the pool every few days when each group was designated to use it. In a last minute decision UVCC built La Piscina Mexicana (a few months after The American Pool). By the 1930's only the American pool remained and renamed as the 300 level pool. In the undated photo on the right, it appears this pool was finally integrated.



Walnut Springs Pool (2 miles from town)



Name
Built
Size (ft.)
Area of water (sq. ft.)
Maximum Depth
Diving platform
Railings around pool
Area lights
Underwater lights
Benches next to pool
Wading pool
Change room
Showers and lockers
Pipe fencing
Lifeguard
Current Status

The American Pool.



The American Pool
May 1928
85x48
4080
9.5
Yes
No
6
Yes?
Yes
Yes
Yes
No
Yes
Yes
Built over

La Piscina Mexicana



La Piscina Mexicana
July 1928
70x30*
2100
8.1
No
Yes (2 sides)
4
Yes?
No
No
Yes
No
No
Yes
Visible. Uncovered 2017

The uncovering of La Piscina Mexicana

In late 2017 the former owner (also former Mayor of Jerome) Frank Vander horst dug out the pool after being covered in mud since the late 1930's. As a result the pool has been completely preserved and currently the only civic structure in Jerome built to serve the hispanic working class community of the town.

Located on Rich Street (now Queen) in the heart of the "Mexicantown" neighborhood. During this period Jerome had an unwritten rule that hispanic workers could only live below Hull Street, in what current City Council member Jane Moore called the "Fighting line" between Causacian and Mexican residents⁽¹⁾.



2006



2009



2011



2012



2014



June 2015



Dec 2015



June 2017

300 Queen Street

(1) in Conversation with Andrew Christensen on 03/22/2021

Before the Pool: Historic Maps of 300 Queen Street (1898-1917)



Sanborn Map May 1898 (pop. 2800)



Sanborn Map September 1901



Sanborn Map October 1910



9 Rich Street (renamed 307 Rich Street, now on the site of 300 Queen Street) was built prior to the 1890's with a similar footprint to its famous neighbor "The Cuban Queen". It was the only home on Rich St with a terra-cotta chimney and appears to be one of the first worker housing built in Jerome with access to utilities. 10 Rich Street was built on piers.



8 Rich Street (renumbered 306) was owned by Francisco Madrid. Foundations remain on site and have not shifted in 120+ years ago. Clear utilities are embedded within the foundations. This land was purchased by VX and buildings removed for the building of La Piscina Mexicana.

From 1898 to 1917 the site grew from two to nine homes.

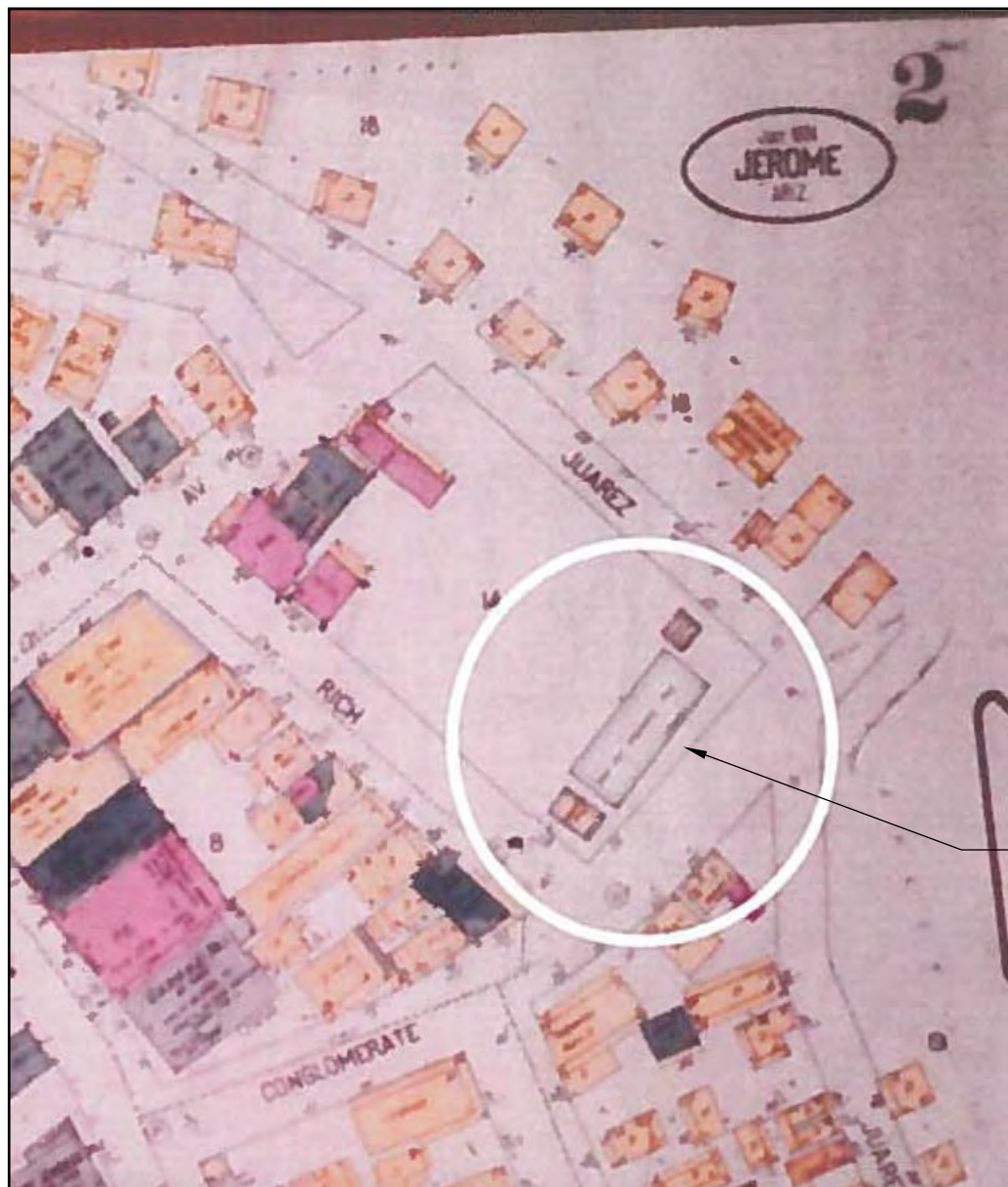
In 1917 a fire swept through this section of town possibly leaving only the slagcrete foundations of 306 Rich St (tbc).

The Library of Congress has Sanborn maps from 1925 and 1938. These have been requested for use for planning and zoning in addition to contextual data for the design review board and Town of Jerome city council members.



300 Queen Street

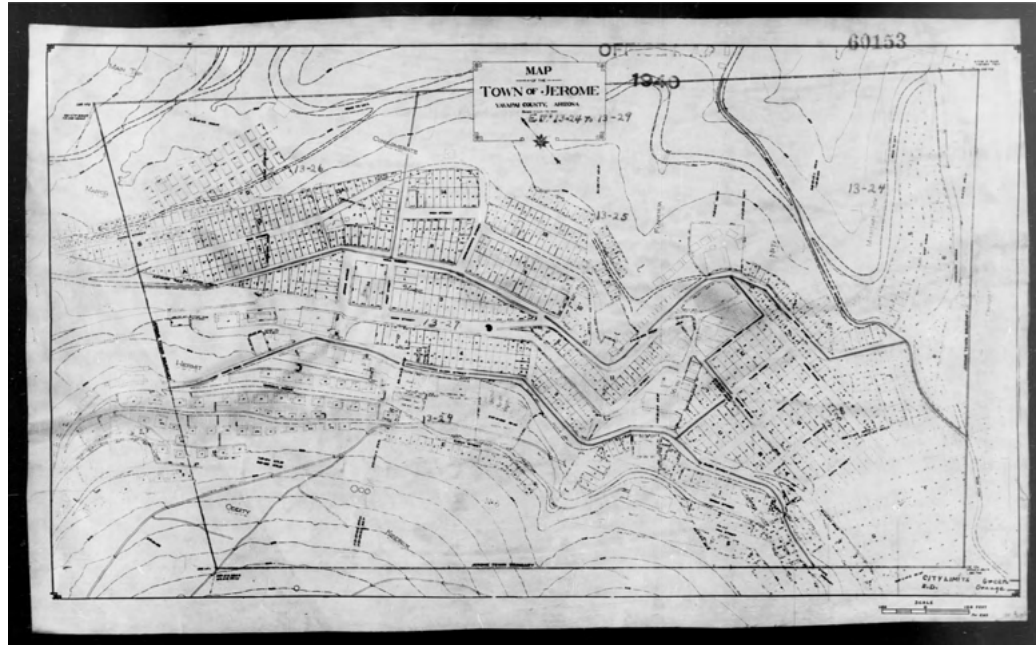
During the Pool: Historic Maps of 300 Queen Street (1934)



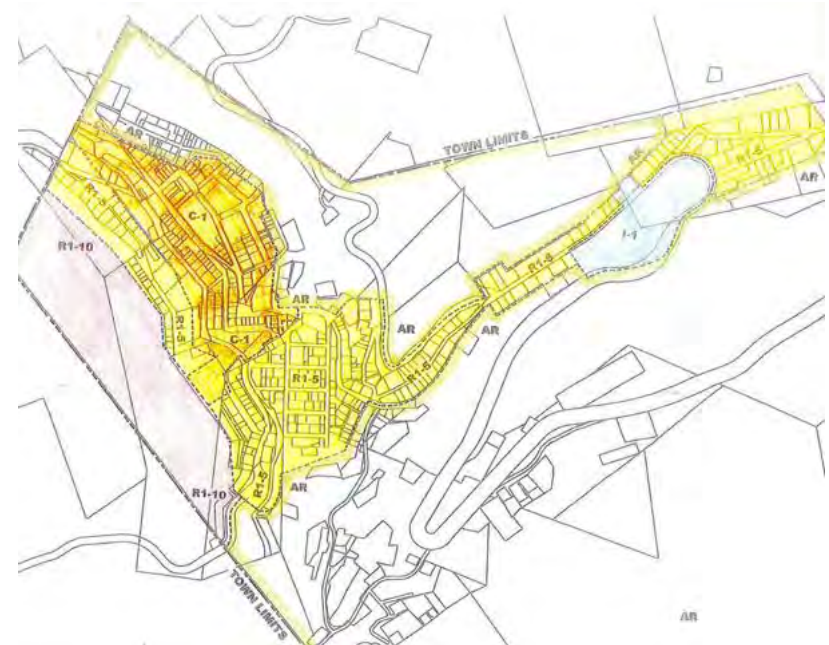
Sanborn Map July 1934

- After the great fire of 1917
There were **no residential properties**
in the area between Juarez and Rich Street.
These were female 'boarding houses' aka bordellos
and the pool provided by the mining company

After the Pool: Historic Maps of 300 Queen Street (1940-1977)



Census Map 1940



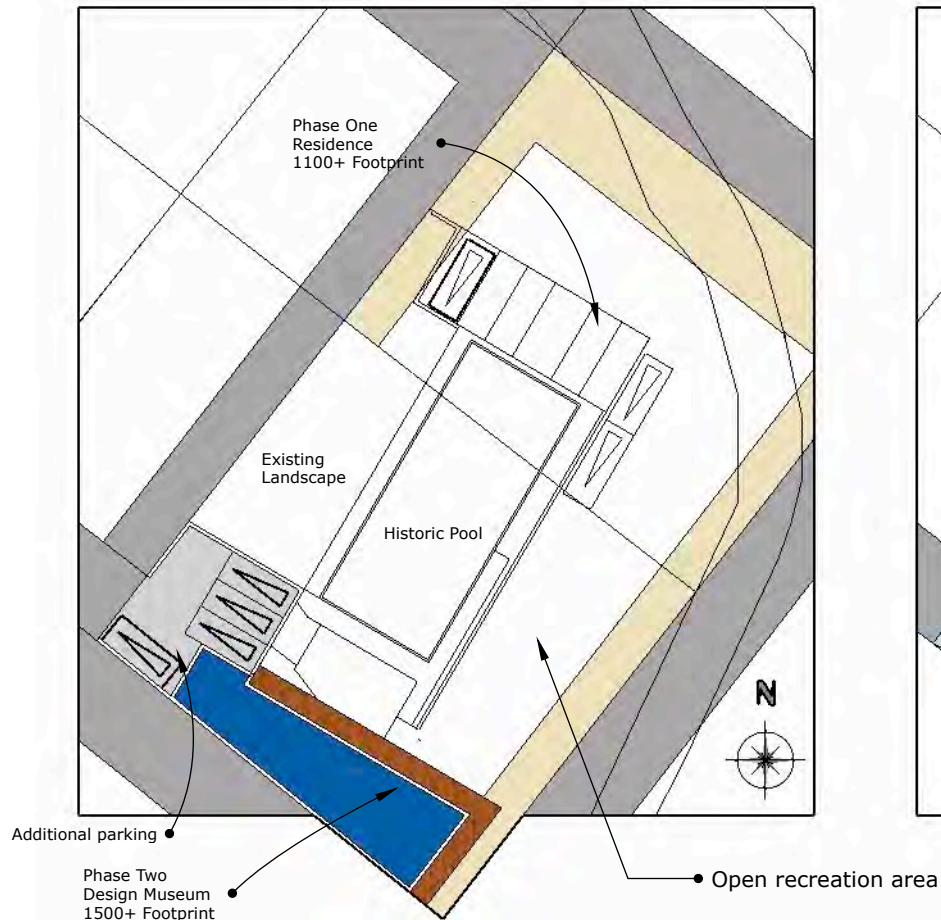
Town of Jerome Map 1977



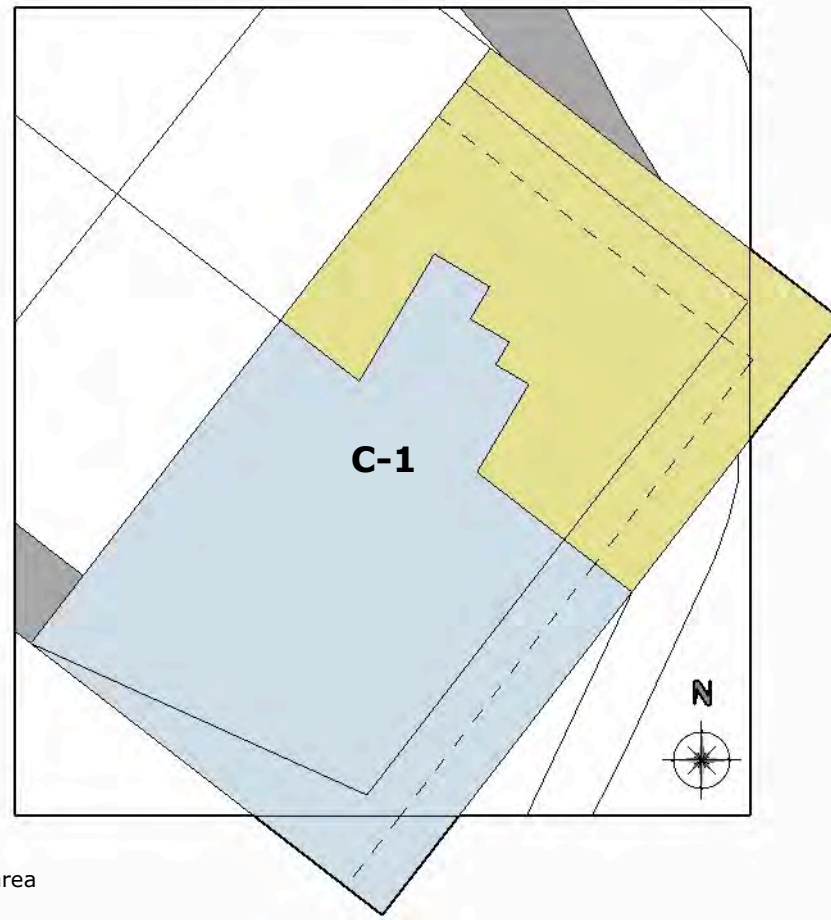
Enlargement of Mexicantown

Appendix B: Alternate Zoning

Alternative 1 Phase Two



Alternative Zoning



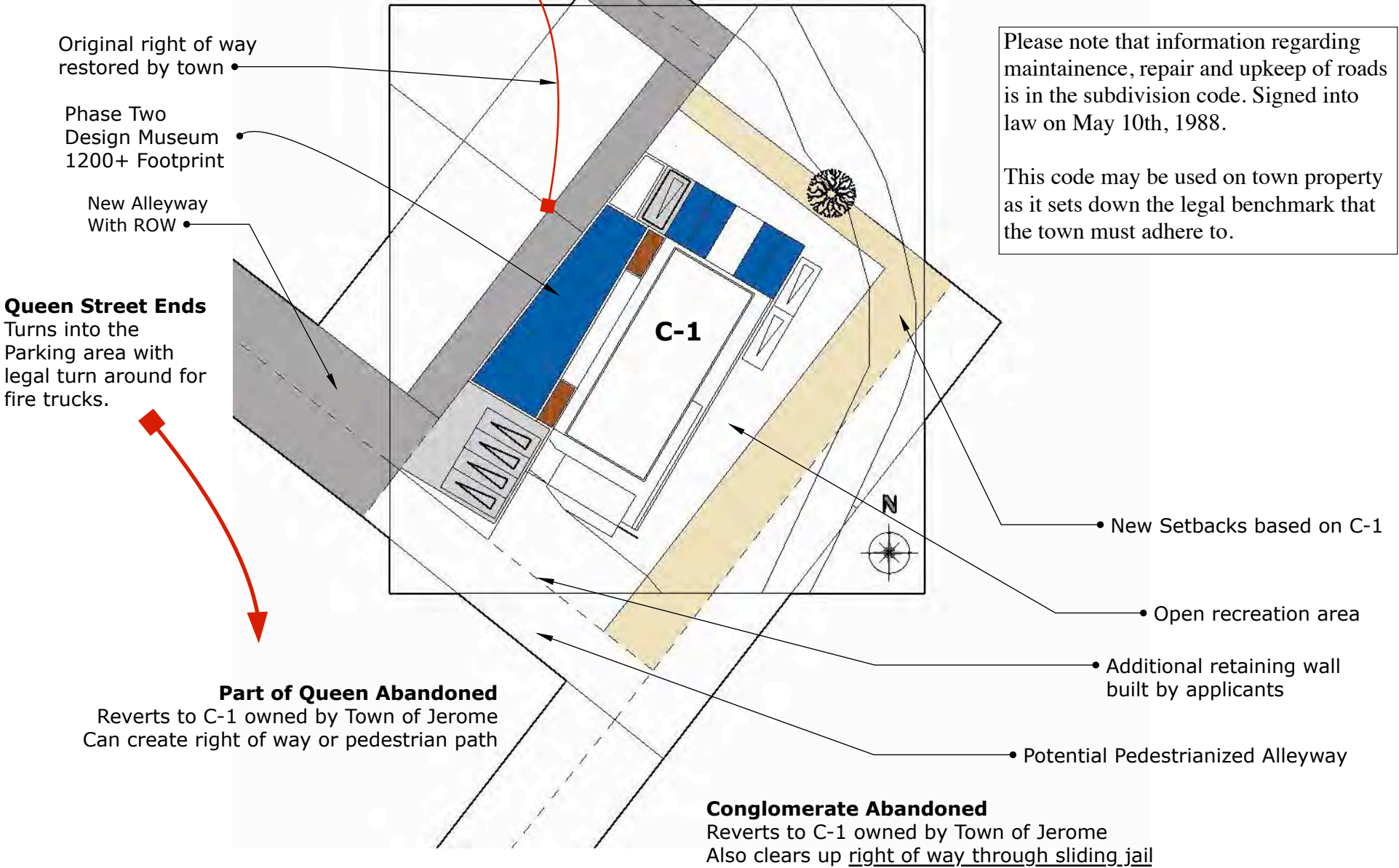
Continuing the split lot will mean relocating of phase two. This would be visually disjointed and create a large unprotected hole between the residential and institutional elements of the project. A retaining wall would form a 15'-20' drop from the deeded right of way on the land owned by the Town of Jerome and also lead to continual drainage and erosion issues caused by the elevation rise and redirection of Queen Street in the early 2000's.

Unless the Town of Jerome abandons *ghost streets* it is financially responsible for building and maintaining a 20' high 10" retaining wall on the southern border of the property as well as the south western edge. The TOJ will also be financially responsible for protecting UVX land to the North and East of the property. The Jerome Historical Society only has liabilities for the Sliding Jail.

300 Queen Street || Alternate Land Use

Alternative (ideal scenario)

Minimizing all town liability and future financial responsibilities.



300 Queen Street

Appendix B: About us



Cameron Sinclair

For the past two decades Cameron has worked at the forefront of social innovation, community development and historic preservation. He began his career restoring Brancusi monuments and developing urban planning strategies for the World Monuments Fund. As a trained architect he has built cultural centers, educational facilities and implemented community centric urban planning projects. He has managed multi-multidisciplinary teams to support communities in 58 countries, developing and building housing, schools and health facilities to over two million people.

Cameron runs a design consultancy, focused on shelter solutions around the world His teams have developed workforce and affordable housing, economic revitalization of rural towns, addressing systems for nomadic populations, livelihoods for resettled refugees, marketplaces for traditional craftspeople and advising on historic preservation projects in Afghanistan, Japan, South Africa and the United States.

In 1999 Sinclair co-founded of Architecture for Humanity, which designed and built schools, health clinics, resilient housing and developed long term sustainable reconstruction programs. Through this organization he was recognized with TED prize, the National Design Award and a runner-up for UK Designer of the Year. He was recipient of the bicentennial medal from the Royal Society of the Arts for his community driven development work.

He is a strong advocate in the power of design as a catalyst for social and economic change. Sinclair compiled a number of best selling books, is a visiting professor to a number of universities and holds an honorary doctorate of Architecture. Sinclair was a Senior Fellow of the Design Futures Council, an advisor at USAID, UNESCO and a Young Global Leader of the World Economic Forum.



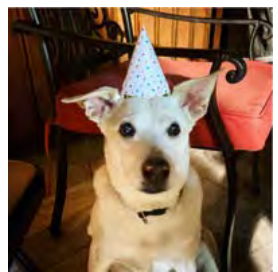
Bethany Halbreich

Bethany Halbreich is the founder of Paint the World, a non profit dedicated to inspiring and enabling creative expression through collaborative experiences. They have programs in eight countries, primarily activating communities by securing large blank canvas installations in areas that would otherwise have little or no access to these tools. In 2020, Paint the World worked with emergency wards and intensive care units across the United States, including Arizona, to utilize art therapy as a creative outlet for the stress in frontline workers responding to the Covid-19 crises.

She leads Incipe Insight, an innovation, design & strategy company with clients including IBM and PepsiCo. For the past three years she has also run Going Tiny, Living Large - a site to support those building and developing location specific tiny homes. This was borne out of her own experience designing and building a home in Topanga, California. Her tiny home video has has over 1.1M views.

Previously Bethany was director of onsite operations of THINK Global School, the world’s first traveling high school, to empower the next generation of leaders through travel and cultural immersion. In her first stint as an Arizona resident, she worked at in addiction rehabilitation, directing various projects that harnessed the Native American communities’ entrepreneurial potential.

Bethany received her B.A. from New York University’s Gallatin School of Individualized Study, concentrating in Sustainable Development, Entrepreneurship and Global Initiative and her M.S.Ed. in Education Entrepreneurship at the University of Pennsylvania. She was an inaugural Resident at TED and has spoken at TED conference across the US.



Alvie Woof.

Environmental, Regenerative and Restorative Design Team



Raúl de Villafranca
Architect, Master in Socio-environmental Business Administration (UMA), Courses at Schumacher College, Center Of Ecoliteracy, National Charrete Institute, Fellow at the Biomimicry Institute, Visiting Professor at Schumacher College and Professor at the Department of Architecture at Ibero. Co-designer of the master's program in architecture at UMA. Member of Regenesi Group and Regenesi Group México. Founder of the NGO Ecología y Habitat AC Co-Creator of the ANP Filobobos and co-discoverer of the Pre-Hispanic city of Cuajilote.

Regenerative architect, socio-environmental activist and nature lover, committed to a genuine comprehensive well-being, with various projects such as the Systemic Strategy of projects on the northern border of the country, landscape, basic architecture, specialized in architecture with Bamboo, Biomimseis, Regeneration, Ecotourism and river descent.

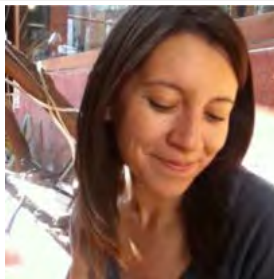


Juan Manuel Casillas Pintor
Juan Manuel Casillas Pintor is an architect who has been involved with rural and Native communities for the last 18 years. He is a professor at the IberoAmerican University of Mexico City. He has worked across North America on innovative collaborative projects in partnership with students and communities where he co-teaches ecological techniques, solar energy, bio climatic design and constructions of earth.



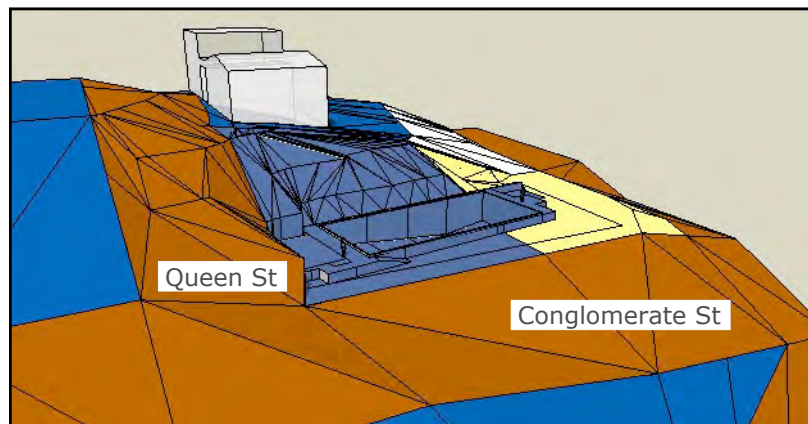
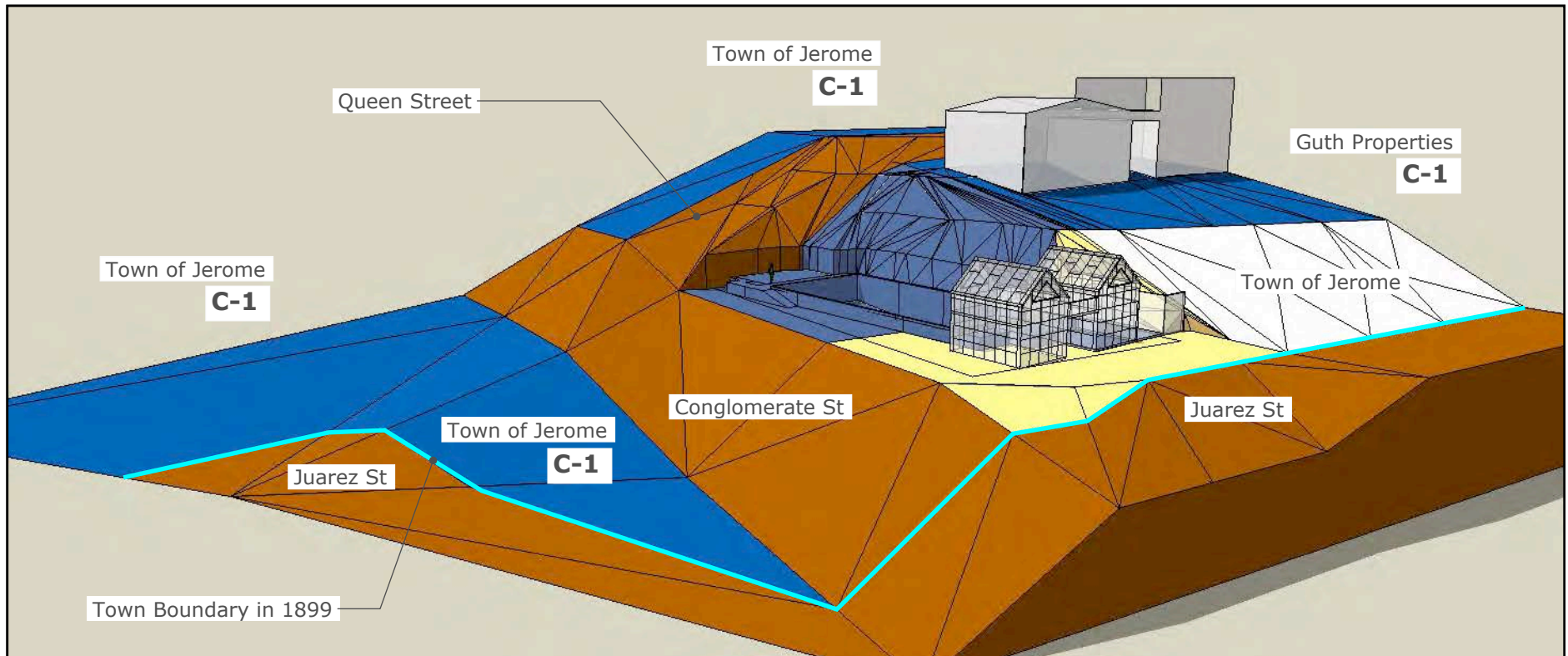
Elias Cattán
Elias is Founder and Director of Taller13 Arquitectura Regenerativa, dedicated to understanding living systems within nature and cities. He designs furniture, interiors, buildings and urban planning to scale, integrating the patterns of community life and the systems in which they operate.

Cattán has been recognized for his work in regenerative urban design and leader of the Regeneration of the Río de la Piedad project in Mexico City. He is a graduate of Architecture and holds a diploma in sustainable design and construction from Universidad Iberoamericana in Mexico. He has also completed courses in urbanism at The Architectural Association in England and in furniture design in Italy.



Estefania Henkel
Co-founder of PuntoArco Arquitectos, based in Pachuca and Mexico City. We provide design and extensive construction management experience at different scales: from housing to public space intervention. Holds a Master's in Architecture, Design and Sustainable Construction Candidate at the University of the Environment (UMA), in Mexico.

Previously co-founded Aparato and worked for a housing development company for over 6 years. Collaborated at Folio Volumen de Diseño Magazine. After the devastating earthquakes that shook Mexico in September 2017, Estefania formed a network of voluntary architects and designers to help vulnerable people reconstruct their homes called Casa Voluntaria.



Phase 1: Single Family Residence

Currently we are building a one bedroom residence that frames out the pool and will allow us to continue to live in Jerome. Additionally we will build 42" fencing that will protect the historic pool structure.

Phase 2: Design Institute and Museum

As we move into this phase we plan host a series of neighborhood meetings and community workshops. This will ensure we are creating a center that benefits the whole community. This process will take years but we have continued to create an honest and transparent process with the residents of Jerome and town officials. Once this phase is completed we will move our family into the lower level and repurpose phase one

LAW OFFICES
BOYLE, PECHARICH, CLINE, WHITTINGTON & STALLINGS, P.L.L.C.

Robert S. Pecharich
William R. Whittington
John C. Stallings
Donald C. Zavala, Jr.
Jonathan A. Millet
Nancy Hargiss-Tatlock

125 North Granite Street
Prescott, Arizona 86301
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Stephen W. Polk
Tyler J. Godbehere
Hans N. Clugston, Of Counsel
John T. Polk, Of Counsel

September 29, 2021

VIA EMAIL j.knight@jerome.az.gov

Town of Jerome
Planning & Zoning Department
P.O. Box 335
Jerome, AZ 86331

Re: Planning and Zoning Commission Hearing
Wednesday, October 20, 2021, at 6:00 p.m.

Dear Mr. Knight:

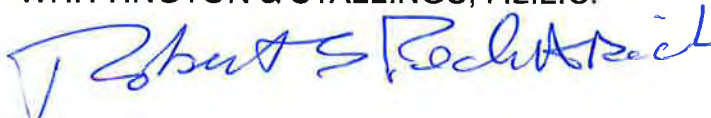
Please be advised that this Firm represents Verde Exploration, owner of property near the Parcel 401-06-128G and located at 300 Queen Street, Jerome, Arizona.

Please be advised that Verde Exploration has received your notice of an application to rezone from AR to C-1 zone. Verde Exploration has no objection to the rezone, and supports the application for zoning change.

If you have any questions, please do not hesitate to contact the office.

Sincerely,

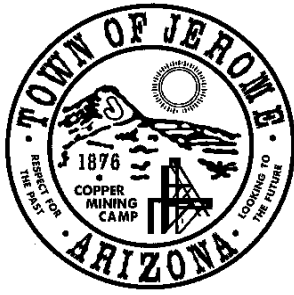
BOYLE, PECHARICH, CLINE,
WHITTINGTON & STALLINGS, P.L.L.C.



Robert S. Pecharich

RSP/mrc

p:\vx\cameron sinclair-mexican pool lease (5072.278)\lr2town of jerome, planning & zoning department 9.29.21.dotx



Founded 1876
Incorporated 1899

TOWN OF JEROME

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

STAFF SUMMARY REPORT

FROM: Candace Gallagher, Town Manager/Clerk

ITEM: Item #7B: AMENDING THE FEE SCHEDULE

MEETING DATE: December 14, 2021

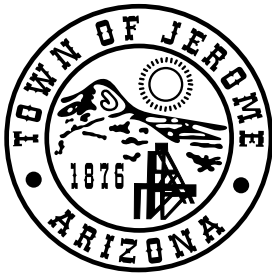
I have drafted Resolution #630, amending fees related to Planning & Zoning, Design Review and Board of Adjustment, based on Council's prior review and recommendations from the former Zoning Administrator.

Attached is a "worksheet" showing both current and proposed fees, with notes regarding the changes.

The Resolution itself includes the proposed new fee schedule (Schedule A) which reflects these changes.

P&Z/DRB/BOA FEES WORKSHEET

	<u>CURRENT</u>	<u>PROPOSED</u>	<u>Notes</u>
Planning and Zoning:			
Petition to Amend Boundaries or Zoning Regulations	\$300.00	\$1,000 - boundaries \$300 - regulations	<i>Equivalent to Clarkdale (Same as previous but separate out)</i>
Conditional Use Permit Fee	\$100.00	\$500.00	<i>Equivalent to Clarkdale</i>
Preliminary Site Plan Application Fee	\$100.00	\$300.00	<i>Equivalent to Clarkdale</i>
Ads for New Construction	Cost/not to exceed \$350	(no change)	
Neighborhood Meeting	\$50 plus cost of mailings	(no change)	
District Sign, per slat (price)	\$10.00	REMOVE	<i>No longer applicable</i>
Design Review Board:			
Paint colors/roofing of same material	fee but must have approval	\$25.00	<i>Per J. Knight: May want to consider a small fee</i>
New Construction of Accessory Features (304 F.I)	\$50.00	(no change)	
New Construction of Residential Buildings	\$200.00	\$250.00	
New Construction of Commercial Buildings	\$200.00	\$500.00	
Demolition of Accessory Features (304 F.I)	\$50.00	(no change)	
Demolition of Residential Buildings	\$200.00	(no change)	<i>Per J. Knight: Typically done concurrently with other DRB/P&Z</i>
Demolition of Commercial Buildings	\$200.00	(no change)	<i>applications. Should clarify if this is in addition to those fees.</i>
Large Alterations:			
Under \$500 in value	\$25.00	(no change)	
\$501 - \$10,000 in value	\$100.00	(no change)	
> \$10,000 in value	1% of value up to max \$200	Increase max fee to \$500	
Ads for New Construction	Cost/not to exceed \$350	(no change)	
Sign Permit	\$25.00	\$50.00	
Board of Adjustment:			
Appeals and Variances	\$200 (refundable if upheld)	\$300.00	<i>Need to clarify: Appeals refundable if upheld; variance fee non-refundable</i>
<i>Per ZO 509, variance fee applies to each provision for which a variance is sought</i>			
Ads for Appeals and Variances	No fee	(no change)	
NEW FEES:			
Administrative review of temporary signs		\$25.00	<i>Recommended by J. Knight</i>
Extension of approval		\$200.00	<i>Recommended by J. Knight</i>
Work without approval		Double application fee	<i>Recommended by J. Knight</i>
Appeals to Council		\$50	<i>Recommended by J. Knight; Equivalent to Clarkdale</i>



TOWN OF JEROME

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

RESOLUTION NO. 630

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF JEROME, ARIZONA, AMENDING THE ADOPTED FEE SCHEDULE REGARDING PLANNING & ZONING, DESIGN REVIEW AND BOARD OF ADJUSTMENT FEES

WHEREAS, on July 13, 2021, Council adopted Resolution 621, consolidating all town fees into one schedule; and

WHEREAS, Council wishes to amend certain fees related to Planning & Zoning, Design Review and the Board of Adjustment;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Town of Jerome, Arizona, that "Planning & Zoning Fees," "Design Review Board fees," and "Board of Adjustment fees" included on the Town's adopted fee schedule are hereby replaced with those set forth on Schedule A, attached, and "Other Planning/Zoning/Design Review related fees" as set forth on Schedule A added.

ADOPTED AND APPROVED by a majority vote of the Jerome Town Council on the 14th day of December, 2021.

APPROVED:

Dr. Jack Dillenberg, Mayor

ATTEST:

APPROVED AS TO FORM:

Candace Gallagher, Town Manager/Clerk

William J. Sims, Town Attorney

RESOLUTION NO. 630 - SCHEDULE A

Planning and Zoning:

Petition to Amend Zoning Boundaries	\$1,000.00
Petition to Amend Zoning Regulations	\$300.00
Conditional Use Permit Fee	\$500.00
Preliminary Site Plan Application Fee	\$300.00
Ads for New Construction	Cost/not to exceed \$351
Neighborhood Meeting	\$50 plus cost of mailings

Design Review Board:

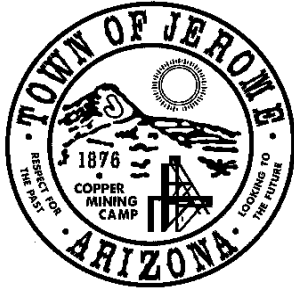
Paint colors/roofing of same material	\$25.00
New Construction of Accessory Features (304 F.I)	\$50.00
New Construction of Residential Buildings	\$250.00
New Construction of Commercial Buildings	\$500.00
Demolition of Accessory Features (304 F.I)	\$50.00
Demolition of Residential Buildings (fee in addition to other fees)	\$200.00
Demolition of Commercial Buildings (fee in addition to other fees)	\$200.00
Large Alterations:	
Under \$500 in value	\$25.00
\$501 - \$10,000 in value	\$100.00
> \$10,000 in value	1% of value up to max \$500
Ads for New Construction	Cost/not to exceed \$351
Sign Permit	\$50.00

Board of Adjustment:

Appeals	\$300 (refundable if upheld)
Variances	\$300.00
<i>Per ZO 509, variance fee applies to each provision for which a variance is sought</i>	
Ads for Appeals and Variances	No fee

Other planning/zoning/design review related fees:

Administrative review of temporary signs	\$25.00
Extension of approval	\$200.00
Work without approval	Double application fee
Appeals to Council	\$50



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TOWN OF JEROME

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

STAFF SUMMARY REPORT

FROM: Candace Gallagher, Town Manager/Clerk

ITEM: #8A: JEROME PIONEER CEMETERY

MEETING DATE: December 14, 2021

Dave Garner, one of the gentlemen who has been doing volunteer work to clean up our cemetery property in Clarkdale, has recommended that we repair the fencing there and allow goats to graze, which will keep the Mesquite trees trimmed. He has requested that the Town fund the cost of the fencing materials. He wrote:

To whom it may concern,

Going forward with upkeep at the Old Pioneer Cemetery. It will return to its overgrown state in less than two years without some intervention.

Goats will browse everything they can reach, even standing on their hind legs to do so. That action will result in the trimming of the Mesquite shrubs resulting in trees instead of low shrubs.

With the fencing repaired to the point of keeping the many coyotes in the area at bay and the goats contained to do their duty you will have a beautiful cemetery with Mesquite trees.

There are people here in the valley that raise goats, perhaps one of them would like to trade some graze in the cemetery for continual maintenance of the fencing. If nobody can be found that wants that opportunity a few head can be bought at the auction. When their work is done for the summer they can be taken back to the auction and resold.

Contrary to popular myth goats do not eat tin cans~!~ The Forest Service and the BLM hire herds of them complete with herder to reduce the fuels that feed forest fires. This is done here in Arizona as well as Colorado and Wyoming, and other states~!~

Jerome should not have to hire any but rather trade out the owner for more work on that old fencing~!~

Regards,

Dave Garner

I checked with the Town of Clarkdale, and (with permits) we would be able to have up to two goats per acre. The fee to Clarkdale would be \$25 per animal per year. Mr. Garner then provided more details:

First on behalf of the 788 souls interred there with no voice, over half of which are babies, I thank you all for working to address this~!~

The fence is simply a repair of the existing fence. Along the West side are two spans of some 30-50 feet that are nowhere to be found~!~ Other places are simply mangled or rusted beyond help and replacing parts here and there will require almost 300 feet of four-foot-tall field fencing. Some of the cedar posts have rotted off and will require 24 steel "T" post to replace them with.

The existing fence is four-foot-tall field fencing over 100 years of age at least I am sure, however it is very heavy gauge~!~ The goal is making it coyote tight and tall.

I propose a one-sided lean-to of approximately 4' X 8' at the Southeast corner... camouflaged with Mesquite so as not be an eyesore to passersby, or an attractant for errant mischief makers. Having one side will break the winds and the roof (corrugated tin) will give shelter from sun and or rain(s). That corner also has a Fire Hydrant. Those can be plumbed to a hose or in this case PVC with a valve that can be locked into place. The other end goes to a water trough in or near the lean-to, attached to a float that will let water through as needed. Should be minimal usage.

Duration of graze length will depend on the year and vegetation. A goat owner will know if the graze is enough and when to pull them off. I suggest final say and oversight by someone in Jerome or perhaps Clarkdale, by someone on staff with animal husbandry experience, in case it is determined by that person that perhaps they need to be pulled off. The goat owner must of course sign an agreement to abide to this condition in addition to the standard Release of Liability.

Amount of goats, The cemetery is 656' X 288' = 188,928 square feet divided by 43560 square feet to the acre = 4.3319 acres = up to eight goats~!~ Awesome~!~ the number may be only 2 or 3 that will stay most of the season, again depending on rain. The end result will be a well maintained cemetery that both Jerome and Clarkdale will be pointing to with pride~!~ Well trimmed mesquite trees as high as a goat can reach on its hind legs~!~ There is quite a lot of wild grass in there that did well and sent out runners in addition to putting on a good crop of seeds this year~!~

Access to people must be maintained so the public can wander about in there, so the parking area is rather small but room along the road shoulder is easy enough to use too... The parking lot will have to be fenced and a one way, (in only) spring loaded, "goatie" gate created. I can build this out of a 4' tall chain link gate.

I hope I have addressed in more detail anything that you might have questions about. Please feel free to E me any other things that come to mind that I can answer..

In closing I would again like to thank you all for your time... and a small favor... Always something right??? LOL

I would hope and ask that Clarkdale in the interest of having a beautiful cemetery.... and.... the kindness toward and respect for those souls... please waive the charge per animal... and the water... it is not much water per day per animal..

These will not be pets but rather a silent and almost free bunch of manicurist's~!~

Kind Regards,

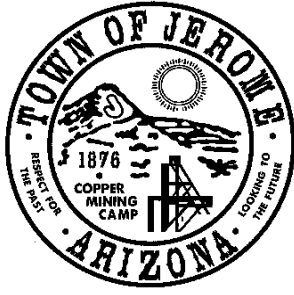
Dave Garner, semi-retired rancher

I did a bit of online research and found that goats are used for groundskeeping in cemeteries around the country, including the Congressional Cemetery in Washington, DC. They are a "green" alternative to using herbicides to control weeds and invasive species.

Questions for Council are:

- Do you wish to pursue Mr. Garner's idea of having goats brought in to graze?
- If so ... is the town willing to fund the cost of materials for the fencing repairs and shelter? Mr. Garner had previously estimated the cost for fencing material at \$300 - \$400. We did not discuss the shelter.





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Incorporated 1899

TOWN OF JEROME

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

STAFF SUMMARY REPORT

FROM: Candace Gallagher, Town Manager/Clerk

ITEM: **ITEM #8B: TOUR BUSINESSES**

MEETING DATE: December 14, 2021

Your meeting packets include, for Council's approval, current tour routes for our three tour companies: Ghost Town Tours, Tours of Jerome, and Jerome Ghost Tours. Each has also provided for our files copies of drivers' licenses for their current drivers.

Chief Muma has made the following recommendations for amendments to our town code regarding tour businesses:

1. Restrict hours of operation, to include no tours anywhere after 11 p.m.
2. Either prohibit tours in commercial areas where residences are located OR restrict hours of operation there to no later than 9 or 10 p.m.
3. Prohibit the use of amplified sound.
4. Prohibit tour vehicle parking on Main Street, Jerome Avenue or Hull Avenue when not in use, except for loading or unloading.

At the last meeting, Council also discussed limiting the number of tour business licenses to be issued.

Also discussed was the matter of tours in residential areas with permission of the property owner. Our existing code states clearly that "Tour businesses shall not operate in, conduct tours through, or traverse residential areas of the Town of Jerome." If Council intends to allow tours through residential areas with permission of a property owner, that should be clarified in the Code. Otherwise, it would remain prohibited.

A copy of our existing Tour Business Code is attached for your review.

EXCERPT FROM JEROME TOWN CODE: TOUR BUSINESSES

ARTICLE 8-5 **Tour Business Code**

- 8-5-1 Purpose and Intent
- 8-5-2 Definitions
- 8-5-3 Compliance with Town Regulations
- 8-5-4 Location
- 8-5-5 Routes
- 8-5-6 General Provisions
- 8-5-7 Exclusions
- 8-5-8 Existing Tour Businesses
- 8-5-9 Violations and Penalties

Section 8-5-1 Purpose and Intent. It is the purpose and intent of this Article to regulate tour businesses within the Town of Jerome, to promote the public health and safety and general welfare of citizens and visitors to the Town, and to mitigate the detrimental secondary effects of tour businesses through reasonable regulations.

Section 8-5-2. Definitions. For the purposes of this Article, a “tour business” is defined as follows: the carrying or guiding of persons, for compensation, on foot or in any mode of transportation, around any portion of the Town of Jerome for the purpose of viewing the Town or portions thereof, and not for the primary purpose of transportation from one location to another.

Section 8-5-3. Compliance with Town Regulations.

- A. All tour businesses must be licensed by the Town to conduct business, in accordance with Article 8-3 of the Jerome Town Code.
- B. All tour businesses are subject to the requirements of the Jerome Zoning Ordinance regarding parking, signage and all other matters, and all other laws of the Town of Jerome.

Section 8-5-4. Location.

- A. All tour businesses shall be operated out of the business location identified in the application for the tour business license submitted to the Town by the tour business. Said location shall be the actual physical location where the business is conducted and available for service of legal process. If the business location is in the Town of Jerome, the location must be in the C-1 Zone and shall otherwise comply with all zoning, building, fire and other codes and regulations of the Town of Jerome. Tour businesses that change such location shall notify the Town Manager within thirty (30) days following the change of location.
- B. Any change in business location for tour businesses located in the Town of Jerome must be approved in writing by the Town Manager.

EXCERPT FROM JEROME TOWN CODE: TOUR BUSINESSES

Section 8-5-5. Routes.

- A. Tour businesses shall not operate in, conduct tours through, or traverse residential areas of the Town of Jerome.
- B. The proposed routes of all tour businesses shall be approved in advance by the Town Council. The submittal seeking approval shall include a legible map of the Town clearly showing all routes, stopping points, pick-up and drop-off points, and the business's parking area.
- C. Deviation from the approved route at any time during a tour shall be grounds for revocation of the business license.

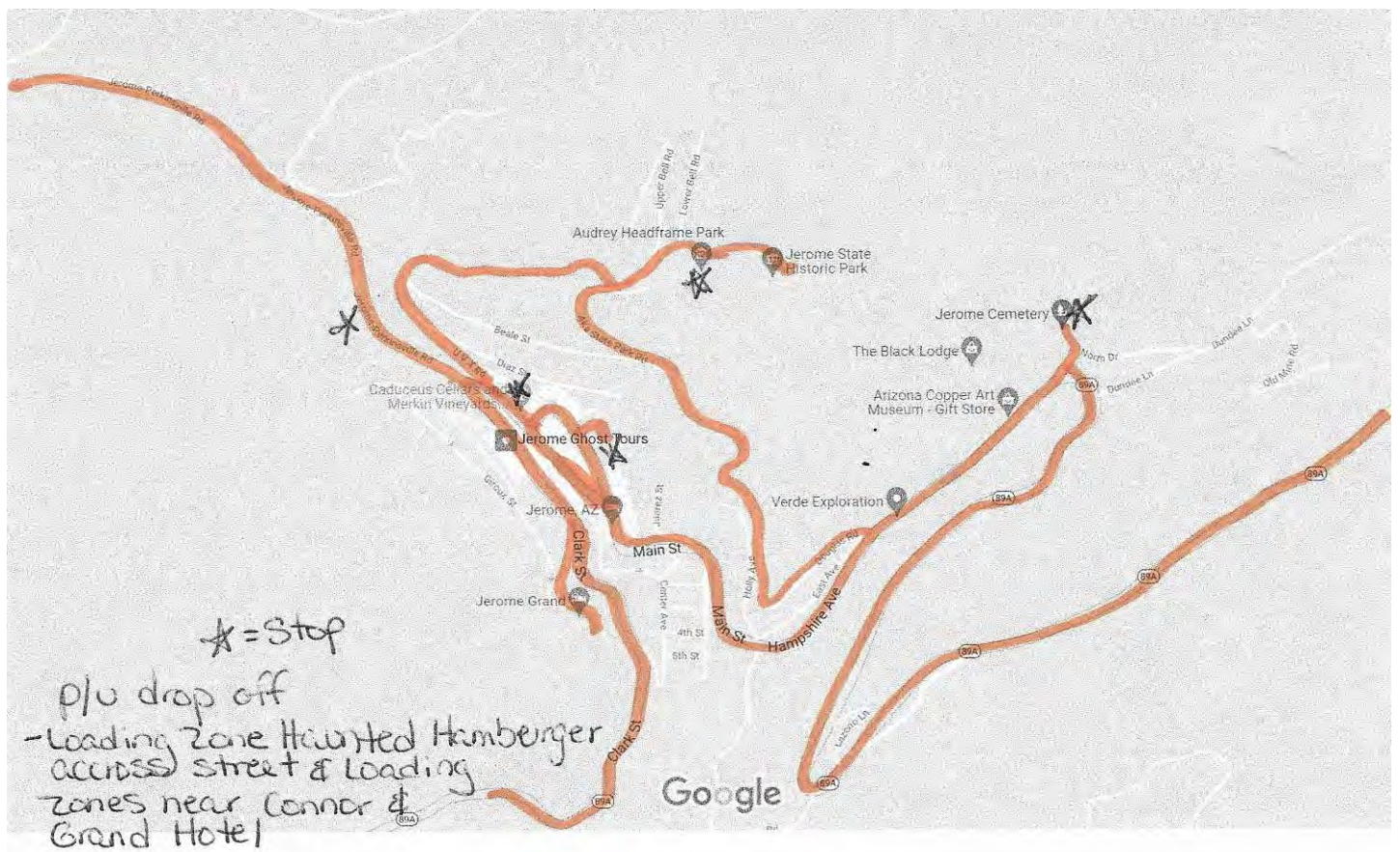
Section 8-5-6. General Provisions.

- A. A tour business may not create congestion on any Town right of way during its operations.
- B. Sales and related literature of the tour business may not be distributed on any public property or right of way within the Town of Jerome except at the business location of the tour business.
- C. A tour business shall not utilize external sound amplification devices within Town of Jerome limits.
- D. No tour business shall operate within the jurisdiction of the Town of Jerome unless it has first provided acceptable evidence of liability insurance naming the Town of Jerome as an additional insured. The minimum limit of liability for each applicable coverage shall be \$1,000,000.00.
- E. All drivers of tour vehicles shall maintain a current driver's license issued by the State of Arizona. A copy of each driver's license shall be filed by the tour business with the Town prior to that driver operating any tour business vehicle.
- F. Open alcoholic beverages shall not be carried in any tour business vehicle during operations.

Section 8-5-7 Exclusions. This section shall not apply to the Annual Home Tour conducted by the Jerome Chamber of Commerce.

Section 8-5-8 Existing Tour Businesses. Tour businesses lawfully operating within the Town of Jerome as of the effective date of this Ordinance shall comply fully with all of the provisions herein within sixty (60) days.

Section 8-5-9 Violations and Penalties. A person commits a Class 1 misdemeanor if that person operates or causes to be operated a tour business within the Town of Jerome unless in full compliance with this Article.



JEROME GHOST TOURS



Route Guide 2021

403 CLARK ST B-7 JEROME, AZ 86331

(928) 649-8998

JEROME GHOST TOURS

HISTORY TOURS

JEROME HISTORY WALK (Revision 2021)

1. The Jerome History Walk will depart from the UVX building at 403 Clark St B-7 and make its first stop next to the Holy Family Church on County Rd.
2. From there we will head up to the top of County Rd next to the gate of the mine entrance.
3. From there we will head down County Rd to Clark St taking the first staircase down to Main St.
4. First we will visit the old bank vault.
5. We will then cross Main St to view pictures on the Connor Hotel.
6. We will then swing around to visit the Liberty Theater.
7. We will then walk down to Husbands Alley.
8. From there we will walk to 1st Ave and swing around to the Sliding Jail.
9. From there we will walk up to Hull St and then to 1st Ave as we walk past the Barlett Hotel.
10. Finally we will visit the Smelter where we will conclude the tour.

WILD WILD WEST (Revision 2021)

1. The Wild Wild West tour will depart from the UVX building at 403 Clark St B-7 and make its first stop next to the Holy Family Church on County Rd.
2. From there we will head down County Rd to Clark St where we will take the first staircase down to Main St.
3. We will first visit the old bank vault.
4. From there we will stop by the Connor Hotel and view the pictures on the wall.
5. From there we will swing around to visit the Liberty Theater.
6. Next we will stop down at Husbands Alley.
7. At this point we will transition to a van. Guest we will while they overlook the UVX Mine while a tour guide retrieves a van.
8. From here we will depart in a van taking UVX Rd around and down to Audrey Headframe.
9. We will pit stop at Audrey Headframe.
10. Next we will depart and circle through the Douglass Mansion parking lot.
11. From here we will take Douglass Rd out to 89A.
12. Next we travel up 89A to 1st Ave where we will pit stop at the Sliding Jail.
13. Next we take 89A to Jerome Perkinsville Rd to pit stop at the United Verde Copper Company.
14. Finally we will drive up to the loading zone across from the Haunted Hamburger where we drop off our guests and conclude the tour.



Note - we do not enter the establishments of any of the mentioned locations unless granted permission by the property owners.

JEROME GHOST TOURS

GHOST TOURS

JEROME GHOST WALK

1. The Jerome Ghost Walk will depart the UVX building at 403 Clark St B-7 and make its first stop next to the Holy Family Church on County Rd.
2. From there we head down into the UVX parking lot.
- 3 From there we will make a pit stop in front of the Holy Family Church.
5. We will then head down County Rd to Clark St where we will pit stop above the park on Clark St to talk about the UVX building.
- 5 From here we will walk down Clark St to the Haskins House to visit two of our exclusive locations inside the Haskins House.
- 6 Next we will depart from the Haskins House and make our way over to the smelter on Main St where we will conclude the tour.

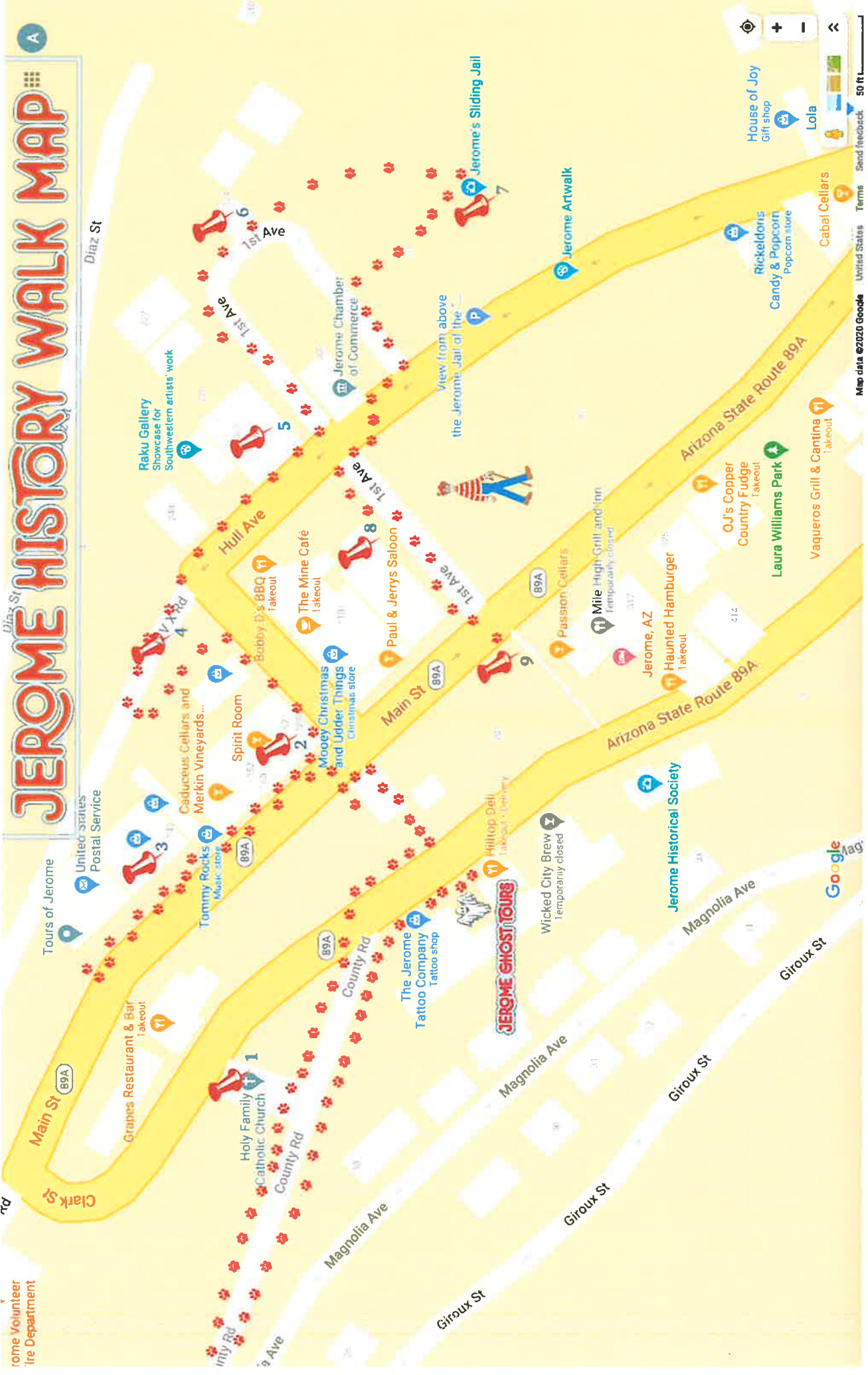
PANDORA'S BOX (Revision 2021)

1. The Pandora's Box Tour will depart the UVX building at 403 Clark St B-7 and make its first stop next to the Holy Family Church on County Rd.
2. From there we head down into the UVX parking lot.
- 3 Next we will make a pit stop in front of the Holy Family Church.
5. We will then head down County Rd to Clark St where we will pit stop above the park on Clark St to talk about the UVX building.
- 5 From here we will walk down Clark St to the Haskins House to visit two of our exclusive locations inside the Haskins House.
- 6 Next we will depart from the Haskins House and make our way over to the smelter on Main St.
- 7 At this point we transition into a van. We will pick our guests up at the smelter and travel down 89A to our exclusive location the auditorium at the old high school.
- 8 From there we will depart the old high school and head to North St where we will pit stop at the cemetery.
- 9 Finally, we will depart the Cemetery and take 89A up to the loading zone on Clark St across from the Haunted Hamburger where we drop off our guests and conclude the tour.



Note – we do not enter the establishments of any of the mentioned locations unless granted permission by the property owners.

JEROME HISTORY WALK MAP



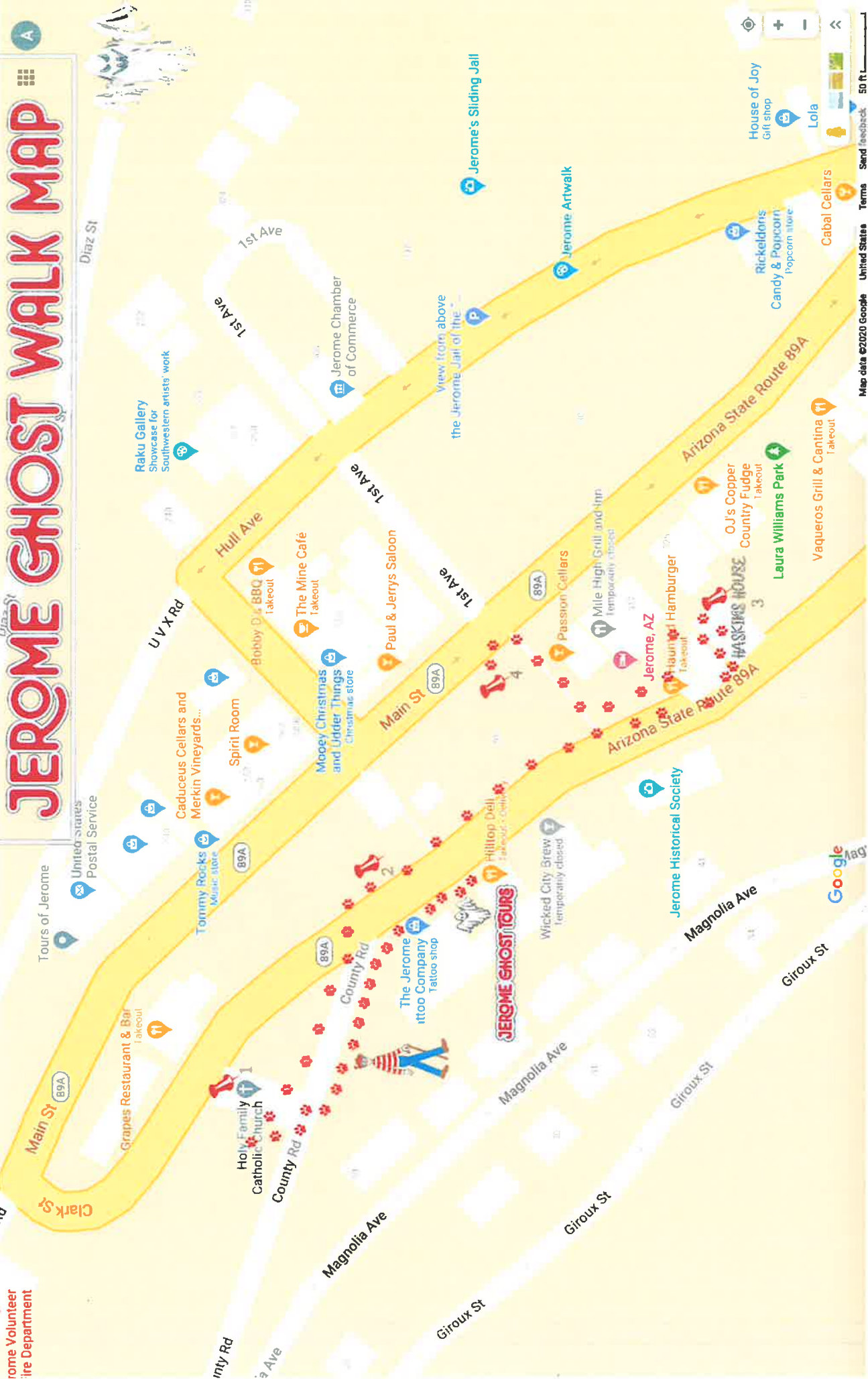
WILD WILD WEST MAP



WILD WILD WEST MAP PT 2

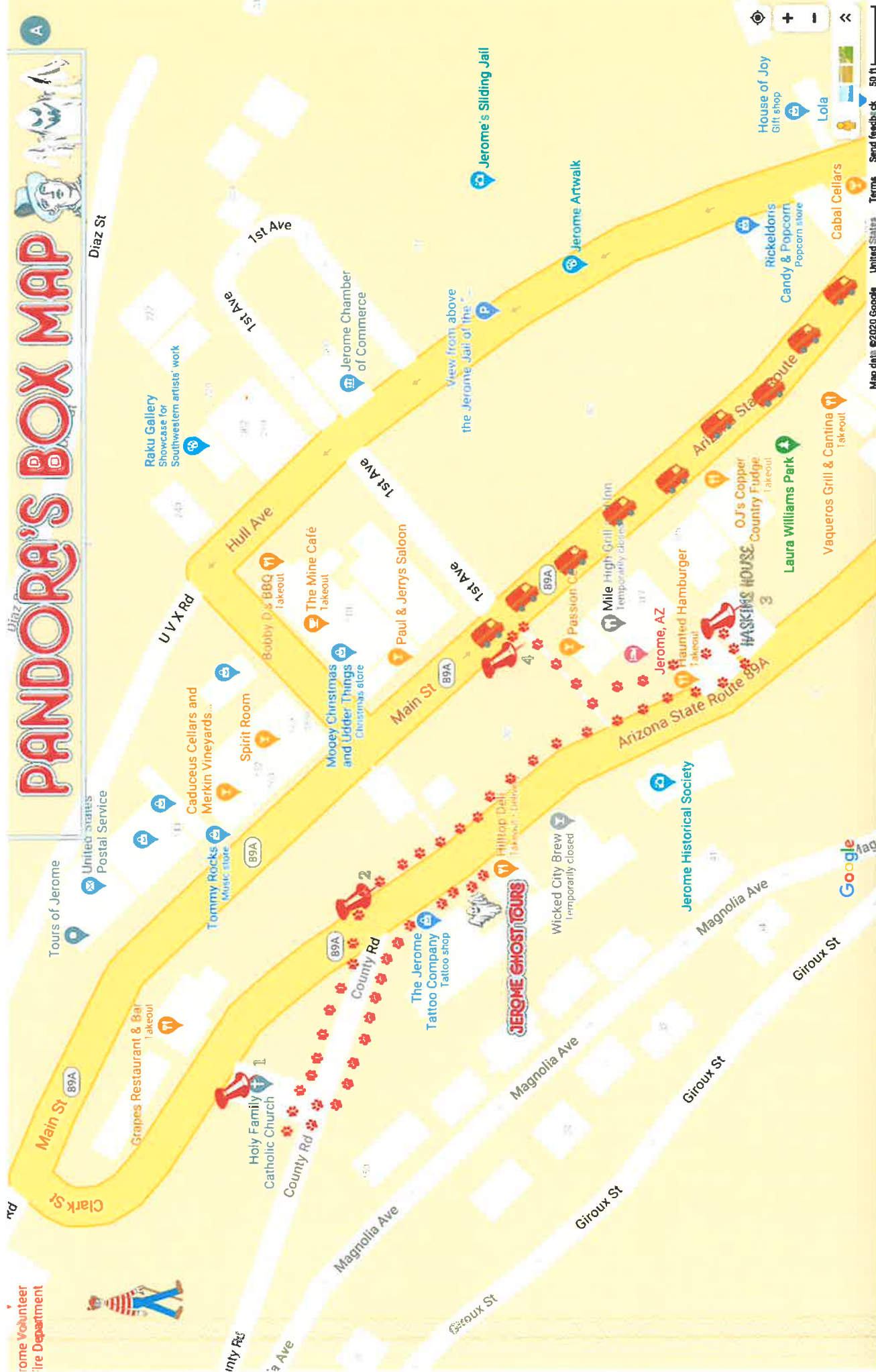


JEROME GHOST WALK MAP



Jerome Volunteer
Fire Department

PANDORE'S BOX MAP



Map data ©2020 Google

United States

Terms

Send feedback

50 ft

PANDORA'S BOX MAP PT2



Revisions Made to Routes 2021

Jerome History Walk – The only change is the request to walk up to the top of County Rd.

Wild Wild West Tour – The only changes include the van transporting guests down to the Audrey Headframe and over to the United Verde Copper Company.

Jerome Ghost Walk – No changes requests.

Pandora's Box Tour – Only change is transporting our guests in a van down to the high school auditorium and cemetery.

Cleopatra Hill

TO THE OVERLOOK AND BACK ON 89A

300' LEVEL AND OUT TO SEE

PERKINSVILLE ROAD

TOURS OF JEROME

HISTORIC DRIVING ROUTE

2021

TRAFFIC AND ROAD CLOSURES MAY
SLIGHTLY ALTER ROUTE!

JEHOVE

Chapter 5.25

SHORT-TERM RENTAL REGULATION

Sections:

- 5.25.010 Title.**
- 5.25.020 Findings and purpose.**
- 5.25.030 Definitions.**
- 5.25.040 Emergency contact.**
- 5.25.050 Use regulations.**
- 5.25.060 Penalties.**

5.25.010 Title.

This chapter shall be known as the city of Sedona short-term rental regulation chapter. [Code 2006 § 8-4-1. Ord. 2008-01, 1-22-2008; Ord. 2016-06 § 1, 10-11-2016; Res. 2016-29 Exh. A, 10-11-2016; Ord. 2016-12 § 1, 12-13-2016; Res. 2016-37 Exh. A, 12-13-2016; Ord. 2018-02 § 1, 1-9-2018; Res. 2018-02 Exh. A, 1-9-2018; Ord. 2018-09 § 1, 5-22-2018; Res. 2018-15 Exh. A, 5-22-2018; Ord. 2019-08 § 1, 11-26-2019 ([Res. 2019-22](#)); Res. 2019-22 Exh. A, 11-26-2019].

5.25.020 Findings and purpose.

The city of Sedona is committed to maintaining its small-town character, scenic beauty, and natural resources that are the foundation of its economic strength and quality of life. (Sedona Community Plan, Section 9.2, Recommendations Goal 1.0.) The purpose of this chapter is to safeguard the public health and safety of the residents of Sedona and their visitors and guests while preserving the residential character of neighborhoods, minimizing nuisances, and providing equity with other residential and commercial uses. Therefore, in an attempt to further promote the aims and goals of the Sedona Community Plan, the city does hereby adopt the following provisions in an attempt to protect the public's health and safety in residential neighborhoods. [Code 2006 § 8-4-2. Ord. 2008-01, 1-22-2008; Ord. 2016-06 § 1, 10-11-2016; Res. 2016-29 Exh. A, 10-11-2016; Ord. 2016-12 § 1, 12-13-2016; Res. 2016-37 Exh. A, 12-13-2016; Ord. 2018-02 § 1, 1-9-2018; Res. 2018-02 Exh. A, 1-9-2018; Ord. 2018-09 § 1, 5-22-2018; Res. 2018-15 Exh. A, 5-22-2018; Ord. 2019-08 § 1, 11-26-2019 ([Res. 2019-22](#)); Res. 2019-22 Exh. A, 11-26-2019].

5.25.030 Definitions.

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning:

“Emergency point of contact” means the owner or owner’s designee who is located within 25 miles of the vacation rental, short-term rental, or transient lodging establishment and who is available 24 hours per day, seven days per week for the purpose of responding in person, telephonically, or by electronic mail to complaints, emergencies, or other incidents at the property in a timely manner.

“Transient” means any person who either at the person’s own expense or at the expense of another obtains lodging space or the use of lodging space on a daily or weekly basis, or any other basis for less than 30 consecutive days.

“Transient lodging” means the business of operating for occupancy by transients a hotel or motel, including an inn, tourist home or house, dude ranch, resort, campground, studio or bachelor hotel, lodging house, rooming house, apartment house, dormitory, public or private club, mobile home or house trailer at a fixed location, or other similar structure, and also including a space, lot, or slab that is occupied or intended or designed for occupancy by transients in a mobile home or trailer furnished by them for such occupancy. Transient lodging does not include those exceptions identified in A.R.S. § [42-5070\(B\)](#).

“Vacation rental” or “short-term rental” means any individually or collectively owned single-family or one- to four-family house or dwelling unit or any unit or group of units in a condominium, cooperative, or timeshare that is also a transient public lodging establishment or owner-occupied residential home offered for transient use if the accommodations are not classified for property taxation under A.R.S. § [42-12001](#). “Vacation rental” and “short-term rental” do not include a unit that is used for any nonresidential use, including retail, restaurant, banquet space, event center, or another similar use. [Code 2006 § 8-4-3. Ord. 2008-01, 1-22-2008; Ord. 2016-06 § 1, 10-11-2016; Res. 2016-29 Exh. A, 10-11-2016; Ord. 2016-12 § 1, 12-13-2016; Res. 2016-37 Exh. A, 12-13-2016; Ord. 2018-02 § 1, 1-9-2018; Res. 2018-02 Exh. A, 1-9-2018; Ord. 2018-09 § 1, 5-22-2018; Res. 2018-15 Exh. A, 5-22-2018; Ord. 2019-08 § 1, 11-26-2019 ([Res. 2019-22](#)); Res. 2019-22 Exh. A, 11-26-2019].

5.25.040 Emergency contact.

Before renting the property or offering the property for rent, the owner of any vacation rental, short-term rental, or transient lodging establishment shall provide the city with the name, address, e-mail address, and phone number of an emergency point of contact who is available 24 hours per day, seven days per week for the purpose of responding in a timely manner to any complaints, emergencies, or other incidents at the property. The owner shall notify the city, in writing, of all changes in the emergency contact information required by this section, **not less than 10 days prior to the effective date of the change**. The emergency point of contact shall be responsible to ensure that the occupants and guests of the property do not create unlawful noise disturbances, engage in disorderly conduct, or violate provisions of the Sedona City Code or any state law. Upon notification from the city that any occupant or guest of the property has created unlawful noise or disturbances, engaged in disorderly conduct, or committed violations of provisions of the Sedona City Code or any state law, **the emergency point of contact shall respond in a timely and appropriate manner to prevent such conduct**. The phrase “in a timely and appropriate manner” shall mean telephonic or in-person contact with the occupants of the property and the city or the city’s designee **within 60 minutes** of a call for each incident.

The contact information for the emergency point of contact shall be posted in a prominent and visible location inside the short-term rental, vacation rental, or transient lodging establishment. [Code 2006 § 8-4-5. Ord. 2008-01, 1-22-2008; Ord. 2016-06 § 1, 10-11-2016; Res. 2016-29 Exh. A, 10-11-2016; Ord. 2016-12 § 1, 12-13-2016; Res. 2016-37 Exh. A, 12-13-2016; Ord. 2018-02 § 1, 1-9-2018; Res. 2018-02 Exh. A, 1-9-2018; Ord. 2018-09 § 1, 5-22-2018; Res. 2018-15 Exh. A, 5-22-2018; Ord. 2019-08 § 1, 11-26-2019 ([Res. 2019-22](#)); Res. 2019-22 Exh. A, 11-26-2019. Formerly 5.25.050].

5.25.050 Use regulations.

The Sedona Land Development Code district regulations shall be applied to a short-term rental, vacation rental, or transient lodging establishment in the same manner as other property classified under A.R.S. §§ [42-12003](#) and [42-12004](#) except as permitted by state law. The use of any short-term rental, vacation rental, or transient lodging establishment in any single-family residential district shall be limited to the uses identified in the Sedona Land Development Code for that particular zoning district. No vacation rental, short-term rental, or transient lodging establishment in any residential district shall be used for nonresidential uses, including for any special event that would require a permit or license pursuant to SCC [5.05.030\(B\)](#) or as a retail establishment, restaurant, banquet space, or any other similar use. The owner of any vacation rental, short-term rental, or transient lodging establishment shall be responsible to ensure that the property complies with all applicable fire, building, health and safety codes, and all other relevant state and local laws. No vacation rental, short-term rental, or transient lodging establishment shall be rented or offered for rent without a current, valid transaction privilege tax license. The owner of any vacation rental, short-term rental, or transient lodging establishment shall list the transaction privilege tax license number on each advertisement offering the property for rent. [Code 2006 § 8-4-6. Ord. 2008-01, 1-22-2008; Ord. 2015-09 § 1, 6-23-2015; Ord. 2016-06 § 1, 10-11-2016; Res. 2016-29 Exh. A, 10-11-2016; Ord. 2016-12 § 1, 12-13-2016; Res. 2016-37 Exh. A, 12-13-2016; Ord. 2018-02 § 1, 1-9-2018; Res. 2018-02 Exh. A, 1-9-2018; Ord. 2018-09 § 1, 5-22-2018; Res. 2018-15 Exh. A, 5-22-2018; Ord. 2019-08 § 1, 11-26-2019 ([Res. 2019-22](#)); Res. 2019-22 Exh. A, 11-26-2019. Formerly 5.25.060].

5.25.060 Penalties.

Failure to comply with this chapter may subject the owner of the short-term rental, vacation rental, or transient lodging establishment to civil penalties up to \$2,500 per violation under SCC [1.15.010](#). [Ord. 2019-08 § 1, 11-26-2019 ([Res. 2019-22](#)); Res. 2019-22 Exh. A, 11-26-2019].

The Sedona City Code is current through Ordinance 2021-07, passed September 28, 2021, and Resolution 2021-23, passed September 28, 2021.

Disclaimer: The city clerk's office has the official version of the Sedona City Code. Users should contact the city clerk's office for ordinances passed subsequent to the ordinance cited above.

Note: This site does not support Internet Explorer. To view this site, Code Publishing Company recommends using one of the following browsers: Google Chrome, Firefox, or Safari.

[City Website: www.SedonaAZ.gov](http://www.SedonaAZ.gov)

[Code Publishing Company](#)

9-500.39. Limits on regulation of vacation rentals and short-term rentals: state preemption; definitions

A. A city or town may not prohibit vacation rentals or short-term rentals.

B. A city or town may not restrict the use of or regulate vacation rentals or short-term rentals based on their classification, use or occupancy except as provided in this section. **A city or town may regulate vacation rentals or short-term rentals for the following purposes:**

1. **Protecting the public's health and safety**, including rules and regulations related to fire and building codes, health and sanitation, transportation or traffic control, solid or hazardous waste and pollution control, and designation of an emergency point of contact, if the city or town demonstrates that the rule or regulation is for the primary purpose of protecting the public's health and safety.

2. Adopting and enforcing residential use and zoning ordinances, including ordinances related to noise, protection of welfare, property maintenance and other nuisance issues, **if the ordinance is applied in the same manner as other property classified under sections 42-12003 and 42-12004.**

3. Limiting or prohibiting the use of a vacation rental or short-term rental for the purposes of **housing sex offenders, operating or maintaining a sober living home, selling illegal drugs, liquor control or pornography, obscenity, nude or topless dancing** and other adult-oriented businesses.

4. Requiring the owner of a vacation rental or short-term rental to provide the city or town with contact information for the owner or the owner's designee who is responsible for responding to complaints in a timely manner in person, over the phone or by email at any time of day before offering for rent or renting the vacation rental or short-term rental.

C. Within thirty days after a verified violation, a city or town shall notify the department of revenue and the owner of the vacation rental or short-term rental of the verified violation of the city's or town's applicable laws, regulations or ordinances and, if the owner of the vacation rental or short-term rental received the verified violation, whether the city or town imposed a civil penalty on the owner of the vacation rental or short-term rental and the amount of the civil penalty, if assessed. If multiple verified violations arise out of the same response to an incident at a vacation rental or short-term rental, those verified violations are considered one verified violation for the purpose of assessing civil penalties pursuant to section 42-1125.02, subsection B.

Commented [B51]: This generally means you have to treat a short term rental like residential property – see footnote #1 of the AG Investigative Report.

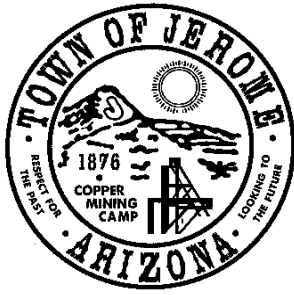
D. If the owner of a vacation rental or short-term rental has provided contact information to a city or town pursuant to subsection B, paragraph 4 of this section and if the city or town issues a citation for a violation of the city's or town's applicable laws, regulations or ordinances or a state law that occurred on the owner's vacation rental or short-term rental property, the city or town shall make a reasonable attempt to notify the owner or the owner's designee of the citation within seven business days after the citation is issued using the contact information provided pursuant to subsection B, paragraph 4 of this section. If the owner of a vacation rental or short-term rental has not provided contact information pursuant to subsection B, paragraph 4 of this section, the city or town is not required to provide such notice.

E. This section does not exempt an owner of a residential rental property, as defined in section 33-1901, from maintaining with the assessor of the county in which the property is located information required under title 33, chapter 17, article 1.

F. A vacation rental or short-term rental may not be used for nonresidential uses, including for a special event that would otherwise require a permit or license pursuant to a city or town ordinance or a state law or rule or for a retail, restaurant, banquet space or other similar use.

G. For the purposes of this section:

1. "Transient" has the same meaning prescribed in section 42-5070.
2. "Vacation rental" or "short-term rental" means any individually or collectively owned single-family or one-to-four-family house or dwelling unit or any unit or group of units in a condominium, cooperative or timeshare, that is also a transient public lodging establishment or owner-occupied residential home offered for transient use if the accommodations are not classified for property taxation under section 42-12001. Vacation rental and short-term rental do not include a unit that is used for any nonresidential use, including retail, restaurant, banquet space, event center or another similar use.
3. "Verified violation" means a finding of guilt or civil responsibility for violating any state law or local ordinance relating to a purpose prescribed in subsection B or F of this section that has been finally adjudicated.



Founded 1876
Incorporated 1899

TOWN OF JEROME

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

STAFF SUMMARY REPORT

FROM: Candace Gallagher, Town Manager/Clerk

ITEM: **ITEM #9A: REQUEST FOR ABANDONMENT OF RIGHT-OF-WAY**

MEETING DATE: December 14, 2021

Sean Bauer plans to construct a home at 686 Verde Avenue. In order to meet the maximum lot coverage requirement, he would need to combine parcels 401-07-069 and 401-07-067. They would be contiguous except for a portion of a town right-of-way that lies between them.

That portion includes town utility lines.

I have discussed this with Mr. Bauer and our Town Attorney, and the solution would be to abandon that portion of the right-of-way that lies between the two parcels, while retaining a utility easement thereon with a requirement that nothing be built on it. I discussed this with Marty Boland, and he has no objection to that. The two parcels could then be combined and the lot coverage matter resolved.

If Council is in agreement with this, the attorney can prepare the necessary documents for approval by Council at a future meeting.



File #:

Town Use



TOWN OF JEROME, ARIZONA

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

General Land Use Application – Check all that apply

- | | | |
|---|---|---|
| <input type="checkbox"/> Site Plan Review \$100 | <input type="checkbox"/> Design Review \$50/\$200 | <input type="checkbox"/> Conditional Use Permit (CUP) \$100 |
| <input type="checkbox"/> Demolition \$50/\$200 | <input type="checkbox"/> Signage/Awning \$50 | <input type="checkbox"/> Paint/Roofing \$0 |
| <input type="checkbox"/> Time Extension \$0 | <input type="checkbox"/> Variance \$200 | <input checked="" type="checkbox"/> Other: <u>Easement</u> |

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

Applicant: <u>Sean Bauer</u>	Owner: <u>Keith Lobert</u>
Applicant address: <u>217 2nd Street</u>	Owner Mailing Address: <u>2885 Ten Mile Road NE</u>
	<u>#124 Rockford, MI 49341</u>
Applicant role/title: <u>Builder</u>	
Applicant phone: <u>9284602167</u>	Owner phone: <u>2034170770</u>
Applicant email: <u>sean.l.bauer@gmail.com</u>	Owner email: <u>keith.lobert@gmail.com</u>
Project address: <u>686 Verde Avenue</u>	Parcel number: <u>800-18-008A</u>
Describe project: <u>Easement to allow for combining lots. Lot numbers as follows: 401-07-067, 401-07-068</u>	

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

Applicant Signature: [Signature] Date: 11/11/2021

Owner Signature: [Signature] Date: 11/11/2021

For Town Use Only

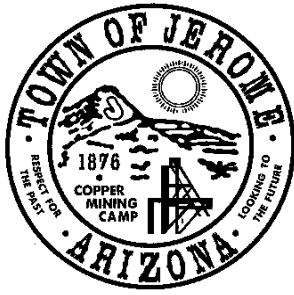
Received from: _____ Date: _____

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

By: _____ For: _____

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

E-mail completed forms and application information to: John Knight, Zoning Administrator j.knight@jerome.az.gov



TOWN OF JEROME

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

Founded 1876
Incorporated 1899

STAFF SUMMARY REPORT

FROM: Candace Gallagher, Town Manager/Clerk
ITEM: **ITEM #: 9B - PROP 202 FUNDING REQUEST**
MEETING DATE: December 14, 2021

At the November 5, 2002 general election, Arizona voters approved Proposition 202, the "Indian Gaming Preservation and Self-Reliance Act," which in large part is codified in Arizona Revised Statutes Section 5-601-01. That statute states that a portion of the gaming funds received by the Tribes shall be contributed to "cities, towns and counties as defined in title 11, Arizona Revised Statutes, for government services that benefit the general public, including public safety, mitigation of impacts of gaming, and promotion of commerce and economic development."

Awards typically range between \$18,000 and \$20,000. Funding is not automatic, but competitive.

The application deadline is January 4, 2022. I am seeking guidance from Council regarding a project for which to apply for funding. Prior funding has been awarded for the horseshoe pits at Upper Park, our shuttle van, picnic benches and tables and the community garden. We should choose a project that benefits the community as a whole, and is not something that would be considered routine maintenance.