



TOWN OF JEROME

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

AGENDA

(REVISED 5/9/22)

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

TUESDAY, MAY 10, 2022, AT 7:00 P.M.

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

Pursuant to A.R.S. 38-431.02 notice is hereby given to the members of the Council and to the General Public that the Jerome Town Council plans to hold the above meeting.

Persons with a disability may request an accommodation such as a sign language interpreter by contacting Kristen Muenz, Deputy Clerk, at 928-634-7943. Requests should be made early enough to allow time to arrange the accommodation. For TTY access, call the Arizona Relay Service at 800-367-8939 and ask for the Town of Jerome at 928-634-7943.

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

ITEM #1:	CALL TO ORDER/ROLL CALL Mayor/Chairperson to call meeting to order. Town Clerk to call and record the roll.	
ITEM #2:	FINANCIAL REPORTS Financial reports for April 2022	Discussion/Possible Action
ITEM #3:	STAFF AND COUNCIL REPORTS Reports by the Town Manager/Clerk, Deputy Town Clerk, Utilities Clerk, Accounting Clerk, Public Works Department, Building Inspector, Library, Municipal Court, Police Chief, Fire Chief, and Council members.	Discussion/Possible Action
ITEM #4:	ZONING ADMINISTRATOR'S REPORT/PLANNING & ZONING AND DESIGN REVIEW BOARD MINUTES Minutes are provided for the information of Council and do not require action.	Discussion/Possible Direction
ITEM #5:	APPROVAL OF MINUTES April 6, 2022 special meeting; April 12, 2022 special meeting (open and closed sessions); April 12, 2022 regular meeting; April 18, 2022 special meeting (open and closed sessions)	Discussion/Possible Action
ITEM #6:	PETITIONS FROM THE PUBLIC <i>Pursuant to A.R.S. § 38-431.01(H), public comment is permitted on matters not listed on the agenda, but the subject matter must be within the jurisdiction of the Council. All comments are subject to reasonable time, place and manner restrictions. All petitioners must fill out a request form with their name and subject matter. When recognized by the chair, please step to the podium, state your name and please observe the three (3) minute time limit. No petitioners will be recognized without a request. The Council's response to public comments is limited to asking staff to review a matter commented upon, asking that a matter be put on a future agenda, or responding to criticism.</i>	Discussion/Possible Direction
ITEM #7:	PRESENTATIONS	
	ITEM #7A: APS: WILDFIRE SAFETY AND FIRE MITIGATION Representatives of APS will make a presentation regarding wildfire safety and fire mitigation.	Sponsored by Mayor Jack Dillenberg Discussion; Possible Direction
ITEM #8:	UNFINISHED BUSINESS	
	ITEM #8A: CONDITIONAL USE PERMIT – 511 MAIN STREET Council will review and may approve a Conditional Use Permit for the use of three residential apartments at 511 Main Street in the C-1 Zone. This CUP was recommended for approval by Council by the Planning & Zoning Commission on March 16, 2022.	Sponsored by Mayor Jack Dillenberg Discussion; Possible Action
	ITEM #8B: PURCHASE OF REAL PROPERTY FOR STAFF HOUSING Council will review options for the purchase of housing for future staff. A portion of this discussion may take place in executive session pursuant to A.R.S. (A)(3), (A)(4) and (A)(7).	Sponsored by Mayor Jack Dillenberg Discussion/Possible Action
	ITEM #8C: TEMPORARY CONSTRUCTION EASEMENT FOR DRAINAGE IMPROVEMENTS Council will review and may authorize acceptance from Verde Exploration Limited and Jerome Verde Development Company of a temporary construction easement needed for upcoming work by the town as part of the upcoming drainage improvements project funded by HURF Exchange funds.	Sponsored by Mayor Jack Dillenberg Discussion/Possible Action

	ITEM #8D: RESOLUTION NO. 640 – APPROVING BRIDGE LOAN FOR WASTEWATER TREATMENT PLANT IMPROVEMENTS Council may approve acceptance of a bridge loan through the Arizona Community Foundation to fund work associated with planned improvements to our wastewater treatment plant. The loan will be repaid by future wastewater system funding from the USDA for the project.	Sponsored by Mayor Jack Dillenberg Discussion/Possible Action
ITEM #9:	NEW BUSINESS	
	ITEM #9A: CONDITIONAL USE PERMIT – 123 HILL STREET Council will review and may approve a Conditional Use Permit for the use of three residential apartments at 123 Hill Street in the C-1 Zone. This CUP was recommended for approval by Council by the Planning & Zoning Commission on April 19, 2022.	Sponsored by Mayor Jack Dillenberg Discussion/Possible Action
	ITEM #9B: TOUR BUSINESS LICENSE – COPPER CITY ADVENTURE COMPANY Council may approve an application for a tour business license for Copper City Adventure Company.	Sponsored by Mayor Jack Dillenberg Discussion/Possible Action
	ITEM #9C: LEASES UP FOR RENEWAL Council will review the terms of the following leases which have expired and for which existing tenants have requested renewal, and may approve renewed leases for same: <ul style="list-style-type: none"> Jerome Civic Center – Studio: Christy Fisher Jerome Civic Center – Studio: Ginger MacKenzie Hotel Jerome – First floor storage unit: Chad Hembrough 	Sponsored by Mayor Jack Dillenberg Discussion/Possible Action
	ITEM #9D: DRAINAGE IMPROVEMENTS Council may approve a request by the Town Engineer and Mulcaire and Sons Contracting for permission to begin construction at 6 a.m. during the first three weeks of the Town's drainage improvements project.	Sponsored by Mayor Jack Dillenberg Discussion/Possible Action
	ITEM #9E: JUNETEENTH Council will consider whether to add Juneteenth (now both a national and state holiday) as a Town holiday.	Sponsored by Vice Mayor Alex Barber Discussion; Possible Action
ITEM #10:	TO AND FROM THE COUNCIL Council may direct staff regarding items to be placed on a future agenda.	Discussion; Possible Direction
ITEM #11:	ADJOURNMENT	

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

CERTIFICATION OF POSTING OF NOTICE

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

Kristen Muenz, Deputy Town Clerk

Town of Jerome
Budget to Actual Summary
22-Apr

Fund	Department	Current Period			YTD		
		Revenue	Budget	Variance	Revenue	Budget	Variance
	10 GF Revenue	\$ 179,585.81	\$ 204,008.44	\$ (24,422.63)	\$ 1,936,355.99	\$ 1,657,852.32	\$ 278,503.67
	Total	\$ 179,585.81	\$ 204,008.44	\$ (24,422.63)	\$ 1,936,355.99	\$ 1,657,852.32	\$ 278,503.67
		Expense	Budget	Variance	Expense	Budget	Variance
11	Admin	\$ 33,818.13	\$ 44,561.05	\$ 10,742.92	\$ 431,510.52	\$ 521,078.09	\$ 89,567.57
12	Court	\$ 6,252.08	\$ 8,962.79	\$ 2,710.71	\$ 71,262.90	\$ 94,863.92	\$ 23,601.02
13	Police	\$ 49,580.88	\$ 54,146.40	\$ 4,565.52	\$ 497,169.62	\$ 549,754.20	\$ 52,584.58
14	Fire	\$ 34,056.19	\$ 43,417.09	\$ 9,360.90	\$ 318,931.31	\$ 391,306.69	\$ 72,375.38
15	Library	\$ 7,233.78	\$ 7,620.70	\$ 386.92	\$ 77,572.29	\$ 79,957.10	\$ 2,384.81
16	P&Z	\$ 5,702.37	\$ 9,314.36	\$ 3,611.99	\$ 58,922.83	\$ 97,413.78	\$ 38,490.95
17	Parks	\$ 1,590.74	\$ 1,921.28	\$ 330.54	\$ 12,994.54	\$ 18,497.69	\$ 5,503.15
18	Properties	\$ 10,363.43	\$ 19,535.30	\$ 9,171.87	\$ 117,299.86	\$ 192,220.65	\$ 74,920.79
	Total	\$ 148,597.60	\$ 189,478.97	\$ 40,881.37	\$ 1,585,663.87	\$ 1,945,092.12	\$ 359,428.25
General	Net Income (Loss)	\$ 30,988.21	\$ 14,529.47	\$ 16,458.74	\$ 350,692.12	\$ (287,239.80)	\$ 637,931.92
		Revenue	Budget	Variance	Revenue	Budget	Variance
50	Water	\$ 17,566.25	\$ 18,833.32	\$ (1,267.07)	\$ 183,299.23	\$ 188,333.36	\$ (5,034.13)
51	Sewer	\$ 16,836.00	\$ 19,212.48	\$ (2,376.48)	\$ 178,880.77	\$ 192,125.04	\$ (13,244.27)
52	Trash	\$ 14,618.66	\$ 15,833.33	\$ (1,214.67)	\$ 147,438.68	\$ 158,333.34	\$ (10,894.66)
	Total	\$ 49,020.91	\$ 53,879.13	\$ (4,858.22)	\$ 509,618.68	\$ 538,791.74	\$ (29,173.06)
		Expense	Budget	Variance	Expense	Budget	Variance
50	Water	\$ 14,924.24	\$ 34,051.74	\$ 19,127.50	\$ 179,787.99	\$ 241,013.77	\$ 61,225.78
51	Sewer	\$ 18,659.01	\$ 18,571.26	\$ (87.75)	\$ 179,064.15	\$ 243,013.23	\$ 63,949.08
52	Trash	\$ 15,352.70	\$ 16,494.93	\$ 1,142.23	\$ 168,902.47	\$ 190,973.89	\$ 22,071.42
	Total	\$ 48,935.95	\$ 69,117.93	\$ 20,181.98	\$ 527,754.61	\$ 675,000.89	\$ 147,246.28
Utilities	Net Income (Loss)	\$ 84.96	\$ (15,238.80)	\$ 15,323.76	\$ (18,135.93)	\$ (136,209.15)	\$ 118,073.22
		Revenue	Budget	Variance	Revenue	Budget	Variance
30	HURF	\$ 7,688.98	\$ 15,652.83	\$ (7,963.85)	\$ 112,513.34	\$ 108,128.34	\$ 4,385.00
		Expense	Budget	Variance	Expense	Budget	Variance
		\$ 7,688.98	\$ 11,137.58	\$ 3,448.60	\$ 112,513.34	\$ 199,262.09	\$ 86,748.75
Road	Net Income (Loss)	\$ -	\$ 4,515.25	\$ (4,515.25)	\$ -	\$ (91,133.75)	\$ 91,133.75
		Revenue	Budget	Variance	Revenue	Budget	Variance
35	Parking	\$ 33,548.25	\$ 20,833.33	\$ 12,714.92	\$ 277,358.85	\$ 208,333.34	\$ 69,025.51
		Expense	Budget	Variance	Expense	Budget	Variance
		\$ 18,157.20	\$ 17,859.47	\$ (297.73)	\$ 223,002.15	\$ 214,468.81	\$ (8,533.34)
Parking	Net Income (Loss)	\$ 15,391.05	\$ 2,973.86	\$ 12,417.19	\$ 54,356.70	\$ (6,135.47)	\$ 60,492.17
		Current Month			Year To Date		
	Total Revenue	\$ 269,843.95			\$ 2,835,846.86		
	Less Total Expense	\$ 223,379.73			\$ 2,448,933.97		
	Net Income (Loss)	\$ 46,464.22			\$ 386,912.89		

5/2/22
11:17:02 AM

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 4/1/2022 Through 4/30/2022

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Revenues								
Property Taxes	\$912.80	\$0.00	\$912.80	0.0%	\$32,338.94	\$26,350.00	\$5,988.94	22.7%
City Sales Taxes	85,143.65	113,900.00	(28,756.35)	(25.2)	1,146,300.60	864,400.00	281,900.60	32.6
State Sales Taxes	6,618.52	4,452.00	2,166.52	48.7	53,865.06	44,520.00	9,345.06	21.0
Urban Revenue Share	16,485.43	16,309.50	175.93	1.1	164,502.44	163,095.00	1,407.44	0.9
Yavapai County for Library	0.00	0.00	0.00	0.0	12,353.19	12,360.50	(7.31)	(0.1)
Vehicle License Tax	3,404.77	2,901.33	503.44	17.4	31,300.80	29,013.34	2,287.46	7.9
Fines and Forfeitures	7,144.11	6,083.33	1,060.78	17.4	55,290.05	60,833.34	(5,543.29)	(9.1)
Court Security Fund Revenue	930.00	833.33	96.67	11.6	8,891.01	8,333.34	557.67	6.7
Building Permits	1,924.31	666.66	1,257.65	188.6	10,640.93	6,666.68	3,974.25	59.6
Planning & Zoning Fees	350.00	416.66	(66.66)	(16.0)	4,175.00	4,166.68	8.32	0.2
Business Licenses	120.00	416.66	(296.66)	(71.2)	3,714.75	4,166.68	(451.93)	(10.8)
Commercial Filming Fees	0.00	29.16	(29.16)	(100.0)	500.00	291.68	208.32	71.4
Fire Dept Services Rev	128.00	833.33	(705.33)	(84.6)	1,376.00	8,333.34	(6,957.34)	(83.5)
Franchise Fees	0.00	0.00	0.00	0.0	11,498.69	11,250.00	248.69	2.2
PD Parking Citation Revenue	4,435.00	1,666.66	2,768.34	166.1	31,357.60	16,666.68	14,690.92	88.1
PD Revenue From Parking Fund	2,500.00	2,500.00	0.00	0.0	25,000.00	25,000.00	0.00	0.0
Police Officer Safety Equip Rev	193.50	166.66	26.84	16.1	1,865.41	1,666.68	198.73	11.9
Police Services	425.00	1,666.66	(1,241.66)	(74.5)	10,707.34	16,666.68	(5,959.34)	(35.8)
Rents	6,543.51	6,543.50	0.01	0.0	65,835.10	65,435.00	400.10	0.6
Utility Reimbursements	495.95	375.00	120.95	32.3	3,829.73	3,750.00	79.73	2.1
Wildland Fire Fees	18,550.00	18,550.00	0.00	0.0	70,000.00	70,000.00	0.00	0.0
Wildlands Wage Reimbursement	8,209.35	8,209.35	0.00	0.0	40,000.00	40,000.00	0.00	0.0
Firewise Wage Reimbursement	0.00	2,500.00	(2,500.00)	(100.0)	6,210.00	25,000.00	(18,790.00)	(75.2)
Contributions	0.00	125.00	(125.00)	(100.0)	2,713.00	1,250.00	1,463.00	117.0
Library Contributions	0.00	83.33	(83.33)	(100.0)	829.00	833.34	(4.34)	(0.5)
Interest	167.34	125.00	42.34	33.9	1,491.23	1,250.00	241.23	19.3
Sale of Assets	0.00	625.00	(625.00)	(100.0)	0.00	6,250.00	(6,250.00)	(100.0)
Miscellaneous Revenues	1,165.91	291.66	874.25	299.7	2,383.31	2,916.68	(533.37)	(18.3)
Administrative Charges	13,738.66	13,738.66	0.00	0.0	137,386.81	137,386.68	0.13	0.0
Net Revenues	\$179,585.81	\$204,008.44	\$(24,422.63)	(12.0)%	\$1,936,355.99	\$1,657,852.32	\$278,503.67	16.8 %
Net Income (Loss)	\$179,585.81	\$204,008.44	\$(24,422.63)	(12.0)%	\$1,936,355.99	\$1,657,852.32	\$278,503.67	16.8%

5/2/22

11:29:23 AM

Town of Jerome
Income Statement
 (Original Budget to Actual Comparison)
 For the period of 4/1/2022 Through 4/30/2022

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<u>Program Expenses</u>								
Accounting and Auditing	\$0.00	\$0.00	\$0.00	0.0%	\$14,700.00	\$15,000.00	\$300.00	2.0%
Advertising, Printing, & Publishing	2,097.79	0.00	(2,097.79)	0.0	12,249.98	4,500.00	(7,749.98)	(172.2)
Contract Services	150.20	409.09	258.89	63.3	5,244.20	8,581.82	3,337.62	38.9
Conventions and Seminars	0.00	0.00	0.00	0.0	3,344.30	3,718.19	373.89	10.1
Training & Education	140.00	229.16	89.16	38.9	779.00	2,291.68	1,512.68	66.0
Dues, Subs & Memberships	0.00	0.00	0.00	0.0	6,559.08	5,850.00	(709.08)	(12.1)
TPT Collection Fee Exp	0.00	0.00	0.00	0.0	0.00	1,200.00	1,200.00	100.0
Fuel	0.00	0.00	0.00	0.0	45.28	0.00	(45.28)	0.0
Insurance	0.00	0.00	0.00	0.0	14,539.94	17,500.00	2,960.06	16.9
Insurance Deductible Exp	0.00	83.33	83.33	100.0	200.00	833.34	633.34	76.0
COVID Expenses	0.00	75.00	75.00	100.0	0.00	750.00	750.00	100.0
Legal Exp - Gen Gov	429.00	1,166.66	737.66	63.2	11,409.00	11,666.68	257.68	2.2
Miscellaneous	0.00	472.16	472.16	100.0	853.56	4,721.68	3,868.12	81.9
Bank Fees - Gen Admin	158.70	150.00	(8.70)	(5.8)	1,396.07	1,500.00	103.93	6.9
Bank Fees / Merch Svcs	625.55	833.33	207.78	24.9	6,966.29	8,333.34	1,367.05	16.4
Office Supplies	258.38	165.00	(93.38)	(56.6)	6,523.99	5,670.00	(853.99)	(15.1)
Copier & Equip Lease Expense	336.18	625.00	288.82	46.2	5,408.81	6,250.00	841.19	13.5
Software Support Exp - GG	1,107.97	918.66	(189.31)	(20.6)	16,932.43	15,824.68	(1,107.75)	(7.0)
Computer Hardware & Service	747.50	833.33	85.83	10.3	6,339.84	8,333.34	1,993.50	23.9
Operating Supplies - Gen Gov	430.29	83.33	(346.96)	(416.4)	1,326.13	833.34	(492.79)	(59.1)
Postage	294.99	416.66	121.67	29.2	2,396.90	4,166.68	1,769.78	42.5
Rep and Maint - Vehicles	0.00	41.66	41.66	100.0	0.00	416.68	416.68	100.0
Shuttle Expenses	303.32	125.00	(178.32)	(142.7)	3,922.75	1,250.00	(2,672.75)	(213.8)
Small Tools and Equipment	0.00	583.33	583.33	100.0	0.00	5,833.34	5,833.34	100.0
Telephone	190.87	250.00	59.13	23.7	2,052.92	2,500.00	447.08	17.9
Travel	0.00	0.00	0.00	0.0	896.67	500.00	(396.67)	(79.3)
Tourism 1% Bed Tax	0.00	0.00	0.00	0.0	10,126.33	10,000.00	(126.33)	(1.3)
Community Health	0.00	41.66	41.66	100.0	0.00	416.68	416.68	100.0
Preservation of Historic Buildings	0.00	4,166.66	4,166.66	100.0	0.00	41,666.68	41,666.68	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	3,654.50	5,784.71	2,130.21	36.8	31,943.57	47,930.58	15,987.01	33.4
Total Program Expenses	\$10,925.24	\$17,453.73	\$6,528.49	37.4 %	\$166,157.04	\$248,038.73	\$81,881.69	33.0 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$17,244.54	\$19,828.83	\$2,584.29	13.0%	\$193,864.82	\$198,288.34	\$4,423.52	2.2%
Longevity Bonus	0.00	0.00	0.00	0.0	829.00	1,024.00	195.00	19.0

5/2/22

11:29:23 AM

Town of Jerome
Income Statement
 (Original Budget to Actual Comparison)
 For the period of 4/1/2022 Through 4/30/2022

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Payment in Lieu of Medical Benefits	533.46	577.91	44.45	7.7	5,868.06	5,779.18	(88.88)	(1.5)
FICA Match	1,325.85	1,570.08	244.23	15.6	14,957.77	15,700.84	743.07	4.7
Retirement Match	1,083.49	1,456.50	373.01	25.6	14,149.96	14,565.00	415.04	2.8
Health/Life Insurance	2,334.38	3,646.00	1,311.62	36.0	34,411.64	36,460.00	2,048.36	5.6
Workers Compensation	346.00	0.00	(346.00)	0.0	929.00	942.00	13.00	1.4
Unemployment Insurance	25.17	28.00	2.83	10.1	343.23	280.00	(63.23)	(22.6)
Total General & Administrative Expenses	\$22,892.89	\$27,107.32	\$4,214.43	15.5 %	\$265,353.48	\$273,039.36	\$7,685.88	2.8 %
Total Expenses	\$33,818.13	\$44,561.05	\$10,742.92	24.1%	\$431,510.52	\$521,078.09	\$89,567.57	17.2%
Net Income (Loss)	\$(33,818.13)	\$(44,561.05)	\$10,742.92	24.1%	(\$431,510.52)	\$(521,078.09)	\$89,567.57	17.2%

5/2/22

11:31:02 AM

Town of Jerome
Income Statement
 (Original Budget to Actual Comparison)
 For the period of 4/1/2022 Through 4/30/2022

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	\$8,333.34	\$8,333.34	100.0%
Accounting and Auditing	0.00	0.00	0.00	0.0	2,500.00	2,200.00	(300.00)	(13.6)
Contract Services	73.50	583.33	509.83	87.4	2,418.97	5,833.34	3,414.37	58.5
Training & Education	375.00	43.75	(331.25)	(757.1)	375.00	437.50	62.50	14.3
Dues and Subscriptions	0.00	26.66	26.66	100.0	333.64	266.68	(66.96)	(25.1)
Miscellaneous	0.00	25.00	25.00	100.0	18.99	250.00	231.01	92.4
Office Supplies	32.14	16.66	(15.48)	(92.9)	112.48	166.68	54.20	32.5
Copier & Equip Lease Exp	0.00	0.00	0.00	0.0	2,363.91	2,310.00	(53.91)	(2.3)
Operating Supplies - Court	0.00	0.00	0.00	0.0	27.01	0.00	(27.01)	0.0
Telephone	70.30	75.00	4.70	6.3	644.70	750.00	105.30	14.0
Travel	0.00	75.00	75.00	100.0	203.72	750.00	546.28	72.8
Total Program Expenses	\$550.94	\$1,678.73	\$1,127.79	67.2 %	\$8,998.42	\$21,297.54	\$12,299.12	57.7 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$5,065.63	\$6,569.66	\$1,504.03	22.9%	\$55,395.25	\$65,696.68	\$10,301.43	15.7%
Longevity Bonus	0.00	0.00	0.00	0.0	529.00	529.00	0.00	0.0
FICA and Medicare	387.52	505.91	118.39	23.4	4,277.35	5,059.18	781.83	15.5
Retirement	176.00	192.33	16.33	8.5	1,779.84	1,923.34	143.50	7.5
Worker's Compensation	59.00	0.00	(59.00)	0.0	159.00	196.50	37.50	19.1
Unemployment	12.99	16.16	3.17	19.6	124.04	161.68	37.64	23.3
Total General & Administrative Expenses	\$5,701.14	\$7,284.06	\$1,582.92	21.7 %	\$62,264.48	\$73,566.38	\$11,301.90	15.4 %
Total Expenses	\$6,252.08	\$8,962.79	\$2,710.71	30.2%	\$71,262.90	\$94,863.92	\$23,601.02	24.9%
Net Income (Loss)	\$(6,252.08)	\$(8,962.79)	\$2,710.71	30.2%	\$(71,262.90)	\$(94,863.92)	\$23,601.02	24.9%

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Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 4/1/2022 Through 4/30/2022

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<u>Program Expenses</u>								
Advertising, Printing, & Publishing	\$0.00	\$0.00	\$0.00	0.0%	\$99.00	\$0.00	\$(99.00)	0.0%
Contract Services	0.00	41.66	41.66	100.0	0.00	416.68	416.68	100.0
Training & Education	833.00	83.33	(749.67)	(899.6)	982.00	833.34	(148.66)	(17.8)
Dispatch Fees	6,957.50	3,106.87	(3,850.63)	(123.9)	32,539.18	30,641.26	(1,897.92)	(6.2)
Dues and Subscriptions	0.00	0.00	0.00	0.0	743.25	1,200.00	456.75	38.1
Fuel	1,321.58	750.00	(571.58)	(76.2)	8,639.20	7,500.00	(1,139.20)	(15.2)
Prosecutor Exp	1,270.50	2,000.00	729.50	36.5	11,401.50	20,000.00	8,598.50	43.0
Miscellaneous	0.00	50.00	50.00	100.0	427.43	500.00	72.57	14.5
Software Service & Support	185.48	558.33	372.85	66.8	3,229.64	5,583.34	2,353.70	42.2
Computer Hardware & Service	0.00	291.66	291.66	100.0	1,328.71	2,916.68	1,587.97	54.4
Operating Supplies - Police	(4.35)	108.33	112.68	104.0	2,363.32	2,233.34	(129.98)	(5.8)
Postage	0.00	16.66	16.66	100.0	161.49	166.68	5.19	3.1
Rep and Maint - Vehicles	303.50	625.00	321.50	51.4	5,438.48	6,250.00	811.52	13.0
Rep and Maint - Equipment	166.19	0.00	(166.19)	0.0	7,879.63	6,875.00	(1,004.63)	(14.6)
Police Officer Safety Equip Exp	0.00	0.00	0.00	0.0	3,197.38	2,000.00	(1,197.38)	(59.9)
Small Tools and Equipment	0.00	583.33	583.33	100.0	2,676.30	5,833.34	3,157.04	54.1
Telephone	478.03	433.33	(44.70)	(10.3)	5,614.44	4,333.34	(1,281.10)	(29.6)
Uniforms	182.33	125.00	(57.33)	(45.9)	182.33	1,250.00	1,067.67	85.4
Vehicles, Cap Outlay, Police	0.00	0.00	0.00	0.0	32,808.72	37,300.00	4,491.28	12.0
Total Program Expenses	\$11,693.76	\$8,773.50	\$(2,920.26)	(33.3)%	\$119,712.00	\$135,833.00	\$16,121.00	11.9 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$24,648.48	\$28,606.00	\$3,957.52	13.8%	\$266,401.15	\$286,060.00	\$19,658.85	6.9%
Longevity Bonus	0.00	0.00	0.00	0.0	1,209.00	1,359.00	150.00	11.0
FICA and Medicare	1,806.90	2,200.08	393.18	17.9	19,514.81	22,000.84	2,486.03	11.3
Retirement	1,676.53	2,635.16	958.63	36.4	22,372.03	26,351.68	3,979.65	15.1
Health Insurance	4,281.72	6,012.50	1,730.78	28.8	52,231.71	60,125.00	7,893.29	13.1
Worker's Compensation	5,446.00	5,881.00	435.00	7.4	15,619.00	17,643.00	2,024.00	11.5
Unemployment	27.49	38.16	10.67	28.0	335.83	381.68	45.85	12.0
Payroll Adjustment-Police	0.00	0.00	0.00	0.0	(225.91)	0.00	225.91	0.0
Total General & Administrative Expenses	\$37,887.12	\$45,372.90	\$7,485.78	16.5 %	\$377,457.62	\$413,921.20	\$36,463.58	8.8 %
Total Expenses	\$49,580.88	\$54,146.40	\$4,565.52	8.4%	\$497,169.62	\$549,754.20	\$52,584.58	9.6%
Net Income (Loss)	\$(49,580.88)	\$(54,146.40)	\$4,565.52	8.4%	(\$497,169.62)	\$(549,754.20)	\$52,584.58	9.6%

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Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 4/1/2022 Through 4/30/2022

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	\$416.68	\$416.68	100.0%
Training & Education	0.00	500.00	500.00	100.0	3,506.48	5,000.00	1,493.52	29.9
Dispatch Fees	1,120.66	537.50	(583.16)	(108.5)	5,603.30	5,375.00	(228.30)	(4.2)
Dues and Subscriptions	0.00	125.00	125.00	100.0	613.21	1,250.00	636.79	50.9
Fuel	455.92	416.66	(39.26)	(9.4)	5,079.45	4,166.68	(912.77)	(21.9)
Legal Exp - Fire	0.00	41.66	41.66	100.0	0.00	416.68	416.68	100.0
Medical Expenses	0.00	83.33	83.33	100.0	162.58	833.34	670.76	80.5
Medical Supplies Exp	613.31	284.09	(329.22)	(115.9)	3,649.92	3,931.82	281.90	7.2
Miscellaneous	0.00	125.00	125.00	100.0	579.24	1,250.00	670.76	53.7
Software Service & Support	110.49	75.00	(35.49)	(47.3)	856.47	750.00	(106.47)	(14.2)
Operating Supplies - Fire Dept	0.00	125.00	125.00	100.0	755.92	1,250.00	494.08	39.5
Rep and Maint - Vehicles	0.00	1,666.66	1,666.66	100.0	12,548.22	16,666.68	4,118.46	24.7
Rep and Maint - Equipment	500.00	416.66	(83.34)	(20.0)	2,605.53	4,166.68	1,561.15	37.5
Small Tools and Equipment	0.00	0.00	0.00	0.0	10,167.00	10,000.00	(167.00)	(1.7)
Telephone	386.38	333.33	(53.05)	(15.9)	2,488.51	3,333.34	844.83	25.3
Training Center Assessment	0.00	0.00	0.00	0.0	2,692.00	2,700.00	8.00	0.3
Total Program Expenses	\$3,186.76	\$4,771.55	\$1,584.79	33.2 %	\$51,307.83	\$61,506.90	\$10,199.07	16.6 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$10,440.93	\$14,338.91	\$3,897.98	27.2%	\$117,514.31	\$143,389.18	\$25,874.87	18.0%
Wildland Personnel	7,374.41	6,681.81	(692.60)	(10.4)	35,000.00	35,000.00	0.00	0.0
Volunteer-Employee Per Call Personnel	1,431.00	2,583.33	1,152.33	44.6	12,245.00	25,833.34	13,588.34	52.6
Firewise Personnel	1,926.75	3,333.33	1,406.58	42.2	17,158.25	33,333.34	16,175.09	48.5
Longevity Bonus	0.00	0.00	0.00	0.0	446.00	446.00	0.00	0.0
FICA and Medicare	1,676.36	1,682.58	6.22	0.4	13,273.25	16,825.84	3,552.59	21.1
Retirement	835.27	947.58	112.31	11.9	21,402.56	21,475.84	73.28	0.3
Health Insurance	3,389.44	3,699.00	309.56	8.4	37,283.84	36,990.00	(293.84)	(0.8)
Worker's Compensation	3,759.00	5,326.25	1,567.25	29.4	13,029.00	15,978.75	2,949.75	18.5
Unemployment	36.27	52.75	16.48	31.2	271.27	527.50	256.23	48.6
Total General & Administrative Expenses	\$30,869.43	\$38,645.54	\$7,776.11	20.1 %	\$267,623.48	\$329,799.79	\$62,176.31	18.9 %
Total Expenses	\$34,056.19	\$43,417.09	\$9,360.90	21.6%	\$318,931.31	\$391,306.69	\$72,375.38	18.5%
Net Income (Loss)	\$(34,056.19)	\$(43,417.09)	\$9,360.90	21.6%	(\$318,931.31)	\$(391,306.69)	\$72,375.38	18.5%

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Town of Jerome
Income Statement
 (Original Budget to Actual Comparison)
 For the period of 4/1/2022 Through 4/30/2022

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	\$250.00	\$250.00	100.0%
Contract Services	0.00	104.16	104.16	100.0	0.00	1,041.68	1,041.68	100.0
Miscellaneous	0.00	20.83	20.83	100.0	51.46	208.34	156.88	75.3
Office Supplies	0.00	20.83	20.83	100.0	34.94	208.34	173.40	83.2
Operating Supplies - Library	0.00	0.00	0.00	0.0	3,328.66	3,000.00	(328.66)	(11.0)
Print and Non-Print Materials	580.91	325.00	(255.91)	(78.7)	1,681.46	3,250.00	1,568.54	48.3
Rep and Maint - Equipment	287.44	8.33	(279.11)	(3350.7)	287.44	83.34	(204.10)	(244.9)
Small Tools and Equipment	0.00	0.00	0.00	0.0	1,313.30	1,500.00	186.70	12.4
Telephone	0.00	75.00	75.00	100.0	813.58	750.00	(63.58)	(8.5)
E-Rate Exp	42.95	66.66	23.71	35.6	629.50	666.68	37.18	5.6
Total Program Expenses	\$911.30	\$645.81	\$(265.49)	(41.1)%	\$8,140.34	\$10,958.38	\$2,818.04	25.7 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$4,872.99	\$5,416.66	\$543.67	10.0%	\$54,349.16	\$54,166.68	\$(182.48)	(0.3)%
Longevity Bonus	100.00	100.00	0.00	0.0	708.00	708.00	0.00	0.0
Library Benefit Stipend	533.46	577.91	44.45	7.7	5,868.06	5,779.18	(88.88)	(1.5)
FICA and Medicare	420.71	463.08	42.37	9.1	4,655.28	4,630.84	(24.44)	(0.5)
Retirement	273.54	296.33	22.79	7.7	3,008.94	2,963.34	(45.60)	(1.5)
Health Insurance	41.22	41.00	(0.22)	(0.5)	453.42	410.00	(43.42)	(10.6)
Worker's Compensation	70.00	65.50	(4.50)	(6.9)	189.00	196.50	7.50	3.8
Unemployment	10.56	14.41	3.85	26.7	200.09	144.18	(55.91)	(38.8)
Total General & Administrative Expenses	\$6,322.48	\$6,974.89	\$652.41	9.4 %	\$69,431.95	\$68,998.72	\$(433.23)	(0.6)%
Total Expenses	\$7,233.78	\$7,620.70	\$386.92	5.1%	\$77,572.29	\$79,957.10	\$2,384.81	3.0%
Net Income (Loss)	\$(7,233.78)	\$(7,620.70)	\$386.92	5.1%	(\$77,572.29)	\$(79,957.10)	\$2,384.81	3.0%

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Town of Jerome
Income Statement
 (Original Budget to Actual Comparison)
 For the period of 4/1/2022 Through 4/30/2022

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	\$250.00	\$195.97	78.4%
Contract Services	0.00	0.00	0.00	0.0	400.00	0.00	(400.00)	0.0
Conventions and Seminars	0.00	41.66	41.66	100.0	0.00	416.68	416.68	100.0
Training & Education	0.00	166.66	166.66	100.0	0.00	1,666.68	1,666.68	100.0
Legal Exp - P&Z	702.00	1,125.00	423.00	37.6	15,557.50	15,750.00	192.50	1.2
Map Upgrades and Materials	0.00	20.83	20.83	100.0	0.00	208.34	208.34	100.0
Miscellaneous	0.00	9.33	9.33	100.0	0.00	93.34	93.34	100.0
Software Maintenance & Support	75.00	226.25	151.25	66.9	750.00	2,262.50	1,512.50	66.9
Operating Supplies - P&Z	0.00	20.83	20.83	100.0	0.00	208.34	208.34	100.0
Small Tools and Equipment	0.00	20.83	20.83	100.0	0.00	208.34	208.34	100.0
Telephone	27.90	54.16	26.26	48.5	445.38	541.68	96.30	17.8
Travel	0.00	41.66	41.66	100.0	0.00	416.68	416.68	100.0
Total Program Expenses	\$804.90	\$1,752.21	\$947.31	54.1 %	\$17,206.91	\$22,022.58	\$4,815.67	21.9 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$4,455.47	\$5,713.16	\$1,257.69	22.0%	\$34,100.16	\$57,131.68	\$23,031.52	40.3%
Longevity Bonus	0.00	0.00	0.00	0.0	228.00	228.00	0.00	0.0
FICA and Medicare	340.85	439.33	98.48	22.4	2,623.85	4,393.34	1,769.49	40.3
Retirement	0.00	370.58	370.58	100.0	1,262.71	3,705.84	2,443.13	65.9
Health Insurance	0.00	965.00	965.00	100.0	3,135.86	9,650.00	6,514.14	67.5
Worker's Compensation	88.00	65.50	(22.50)	(34.4)	240.00	196.50	(43.50)	(22.1)
Unemployment	13.15	8.58	(4.57)	(53.3)	125.34	85.84	(39.50)	(46.0)
Total General & Administrative Expenses	\$4,897.47	\$7,562.15	\$2,664.68	35.2 %	\$41,715.92	\$75,391.20	\$33,675.28	44.7 %
Total Expenses	\$5,702.37	\$9,314.36	\$3,611.99	38.8%	\$58,922.83	\$97,413.78	\$38,490.95	39.5%
Net Income (Loss)	\$(5,702.37)	\$(9,314.36)	\$3,611.99	38.8%	\$(58,922.83)	\$(97,413.78)	\$38,490.95	39.5%

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Town of Jerome
Income Statement
 (Original Budget to Actual Comparison)
 For the period of 4/1/2022 Through 4/30/2022

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<u>Program Expenses</u>								
Fuel	\$205.55	\$108.33	\$(97.22)	(89.7)%	\$836.79	\$1,083.34	\$246.55	22.8%
Legal Exp - Parks	0.00	20.83	20.83	100.0	0.00	208.34	208.34	100.0
Miscellaneous	0.00	23.58	23.58	100.0	96.69	235.84	139.15	59.0
Software Service & Support	0.00	0.00	0.00	0.0	79.81	0.00	(79.81)	0.0
Operating Supplies - Parks	0.00	29.16	29.16	100.0	106.20	291.68	185.48	63.6
R&M Building - Parks	0.00	8.33	8.33	100.0	0.00	83.34	83.34	100.0
Rep and Maint - Vehicles	93.75	125.00	31.25	25.0	1,083.16	1,250.00	166.84	13.3
Rep and Maint - Equipment	210.23	41.66	(168.57)	(404.6)	256.13	416.68	160.55	38.5
Rep and Maint - Infrastructure	162.42	333.33	170.91	51.3	638.87	3,333.34	2,694.47	80.8
Small Tools and Equipment	0.00	25.00	25.00	100.0	68.43	250.00	181.57	72.6
Uniform Exp Parks	0.00	25.00	25.00	100.0	217.94	250.00	32.06	12.8
Utilities	165.26	233.33	68.07	29.2	1,791.44	2,333.34	541.90	23.2
Lease Payments	0.00	21.75	21.75	100.0	195.12	217.50	22.38	10.3
Total Program Expenses	\$837.21	\$995.30	\$158.09	15.9 %	\$5,370.58	\$9,953.40	\$4,582.82	46.0 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$470.82	\$558.41	\$87.59	15.7%	\$5,121.14	\$5,584.18	\$463.04	8.3%
FICA and Medicare	33.86	42.75	8.89	20.8	362.68	427.50	64.82	15.2
Retirement	34.02	44.25	10.23	23.1	394.05	442.50	48.45	10.9
Health Insurance	142.52	177.66	35.14	19.8	1,538.42	1,776.68	238.26	13.4
Worker's Compensation	72.00	102.25	30.25	29.6	201.00	306.75	105.75	34.5
Unemployment	0.31	0.66	0.35	53.0	6.67	6.68	0.01	0.1
Total General & Administrative Expenses	\$753.53	\$925.98	\$172.45	18.6 %	\$7,623.96	\$8,544.29	\$920.33	10.8 %
Total Expenses	\$1,590.74	\$1,921.28	\$330.54	17.2%	\$12,994.54	\$18,497.69	\$5,503.15	29.8%
Net Income (Loss)	\$(1,590.74)	\$(1,921.28)	\$330.54	17.2%	\$(12,994.54)	\$(18,497.69)	\$5,503.15	29.8%

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Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 4/1/2022 Through 4/30/2022

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<u>Program Expenses</u>								
Contract Services	\$1,178.29	\$875.00	\$(303.29)	(34.7)%	\$5,141.50	\$8,750.00	\$3,608.50	41.2%
Engineering Fees	0.00	416.66	416.66	100.0	0.00	4,166.68	4,166.68	100.0
Fuel	95.75	108.33	12.58	11.6	484.74	1,083.34	598.60	55.3
Legal Exp - Properties	0.00	25.00	25.00	100.0	0.00	250.00	250.00	100.0
Miscellaneous	0.00	100.00	100.00	100.0	545.97	1,000.00	454.03	45.4
Software Service & Support	0.00	0.00	0.00	0.0	79.81	0.00	(79.81)	0.0
Operating Supplies - Properties	333.43	0.00	(333.43)	0.0	1,894.59	800.00	(1,094.59)	(136.8)
R&M Building - Properties	894.00	3,333.33	2,439.33	73.2	19,395.96	33,333.34	13,937.38	41.8
Rep and Maint - Vehicles	93.75	125.00	31.25	25.0	1,083.16	1,250.00	166.84	13.3
Rep and Maint - Equipment	168.75	20.83	(147.92)	(710.1)	355.36	208.34	(147.02)	(70.6)
Rep and Maint - Infrastructure	47.87	5,250.00	5,202.13	99.1	6,318.05	52,500.00	46,181.95	88.0
Small Tools and Equipment	40.15	0.00	(40.15)	0.0	1,020.17	500.00	(520.17)	(104.0)
Uniform Exp Properties	0.00	25.00	25.00	100.0	217.94	250.00	32.06	12.8
Utilities	2,883.19	3,500.00	616.81	17.6	33,921.89	35,000.00	1,078.11	3.1
Lease Payments	0.00	21.75	21.75	100.0	195.12	217.50	22.38	10.3
Total Program Expenses	\$5,735.18	\$13,800.90	\$8,065.72	58.4 %	\$70,654.26	\$139,309.20	\$68,654.94	49.3 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$2,915.47	\$3,458.08	\$542.61	15.7%	\$31,253.31	\$34,580.84	\$3,327.53	9.6%
FICA and Medicare	209.65	264.58	54.93	20.8	2,245.87	2,645.84	399.97	15.1
Retirement	210.63	274.08	63.45	23.2	2,440.13	2,740.84	300.71	11.0
Health Insurance	882.58	1,100.25	217.67	19.8	9,526.90	11,002.50	1,475.60	13.4
Worker's Compensation	408.00	633.25	225.25	35.6	1,138.00	1,899.75	761.75	40.1
Unemployment	1.92	4.16	2.24	53.8	41.39	41.68	0.29	0.7
Total General & Administrative Expenses	\$4,628.25	\$5,734.40	\$1,106.15	19.3 %	\$46,645.60	\$52,911.45	\$6,265.85	11.8 %
Total Expenses	\$10,363.43	\$19,535.30	\$9,171.87	47.0%	\$117,299.86	\$192,220.65	\$74,920.79	39.0%
Net Income (Loss)	\$(10,363.43)	\$(19,535.30)	\$9,171.87	47.0%	\$(117,299.86)	\$(192,220.65)	\$74,920.79	39.0%

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Town of Jerome
Income Statement
 (Original Budget to Actual Comparison)
 For the period of 4/1/2022 Through 4/30/2022

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	\$4,166.68	\$1,633.32	39.2%
Water Usage Fees	13,822.92	15,000.00	(1,177.08)	(7.8)	142,200.85	150,000.00	(7,799.15)	(5.2)
Miscellaneous	410.00	83.33	326.67	392.0	1,965.00	833.34	1,131.66	135.8
Transfers In	3,333.33	3,333.33	0.00	0.0	33,333.38	33,333.34	0.04	0.0
Net Revenues	\$17,566.25	\$18,833.32	\$(1,267.07)	(6.7)%	\$183,299.23	\$188,333.36	\$(5,034.13)	(2.7)%
<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	8,100.00	9,000.00	900.00	10.0
Training & Education	0.00	41.66	41.66	100.0	0.00	416.68	416.68	100.0
Permit Fee Exp - Water	0.00	150.00	150.00	100.0	500.00	1,500.00	1,000.00	66.7
Engineering Fees	0.00	250.00	250.00	100.0	0.00	2,500.00	2,500.00	100.0
Fuel	163.93	166.66	2.73	1.6	1,177.22	1,666.68	489.46	29.4
Insurance	0.00	0.00	0.00	0.0	4,799.04	7,500.00	2,700.96	36.0
Legal Exp - Water	0.00	145.83	145.83	100.0	1,986.50	1,458.34	(528.16)	(36.2)
Miscellaneous	0.00	0.00	0.00	0.0	450.72	299.00	(151.72)	(50.7)
Software Support Exp - Water	178.65	0.00	(178.65)	0.0	5,159.30	5,017.00	(142.30)	(2.8)
Operating Supplies - Water	0.00	250.00	250.00	100.0	2,533.21	2,500.00	(33.21)	(1.3)
R&M Building - Water	0.00	41.66	41.66	100.0	0.00	416.68	416.68	100.0
Rep and Maint - Vehicles	114.26	166.66	52.40	31.4	1,203.86	1,666.68	462.82	27.8
Rep and Maint - Equipment	122.64	0.00	(122.64)	0.0	3,461.84	2,500.00	(961.84)	(38.5)
Rep and Maint - Infrastructure	624.24	16,708.33	16,084.09	96.3	21,975.59	50,083.34	28,107.75	56.1
Springs Security Exp	103.67	416.66	312.99	75.1	885.19	14,166.68	13,281.49	93.8
Service Tests/System Testing	0.00	83.33	83.33	100.0	423.00	833.34	410.34	49.2
Small Tools and Equipment	0.00	125.00	125.00	100.0	203.65	1,250.00	1,046.35	83.7
DWR Fee Exp	0.00	75.00	75.00	100.0	0.00	750.00	750.00	100.0
Uniform Exp Water	0.00	25.00	25.00	100.0	217.94	250.00	32.06	12.8
Utilities Exp - Water	35.49	41.66	6.17	14.8	367.79	416.68	48.89	11.7
Administrative Charge	4,272.93	4,272.91	(0.02)	0.0	42,729.34	42,729.18	(0.16)	0.0
Lease Payments	0.00	75.91	75.91	100.0	682.92	759.18	76.26	10.0
Total Program Expenses	\$6,515.81	\$23,936.27	\$17,420.46	72.8 %	\$96,893.13	\$147,679.46	\$50,786.33	34.4 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$5,142.82	\$6,099.91	\$957.09	15.7%	\$55,062.61	\$60,999.18	\$5,936.57	9.7%
FICA and Medicare	369.82	466.66	96.84	20.8	3,961.58	4,666.68	705.10	15.1
Retirement	371.55	483.41	111.86	23.1	4,304.35	4,834.18	529.83	11.0

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Town of Jerome
Income Statement
 (Original Budget to Actual Comparison)
 For the period of 4/1/2022 Through 4/30/2022

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	16,805.34	19,408.34	2,603.00	13.4
Worker's Compensation	964.00	1,117.25	153.25	13.7	2,688.00	3,351.75	663.75	19.8
Unemployment	3.38	7.41	4.03	54.4	72.98	74.18	1.20	1.6
Total General & Administrative Expenses	\$8,408.43	\$10,115.47	\$1,707.04	16.9 %	\$82,894.86	\$93,334.31	\$10,439.45	11.2 %
Total Expenses	\$14,924.24	\$34,051.74	\$19,127.50	56.2%	\$179,787.99	\$241,013.77	\$61,225.78	25.4%
Net Income (Loss)	\$2,642.01	\$(15,218.42)	\$17,860.43	117.4%	\$3,511.24	\$(52,680.41)	\$56,191.65	106.7%

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Town of Jerome
Income Statement
 (Original Budget to Actual Comparison)
 For the period of 4/1/2022 Through 4/30/2022

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	\$4,583.34	\$916.66	20.0%
Sewer Usage Fees	13,502.67	15,416.66	(1,913.99)	(12.4)	140,047.39	154,166.68	(14,119.29)	(9.2)
Interest and Investment Earnings	0.00	4.16	(4.16)	(100.0)	0.00	41.68	(41.68)	(100.0)
Transfers In	3,333.33	3,333.33	0.00	0.0	33,333.38	33,333.34	0.04	0.0
Net Revenues	\$16,836.00	\$19,212.48	\$(2,376.48)	(12.4)%	\$178,880.77	\$192,125.04	\$(13,244.27)	(6.9)%
<u>Program Expenses</u>								
Contract Services	\$3,200.00	\$3,200.00	\$0.00	0.0%	\$28,800.00	\$32,000.00	\$3,200.00	10.0%
Permit Fee Exp - Sewer	0.00	0.00	0.00	0.0	7,324.41	1,150.00	(6,174.41)	(536.9)
Engineering Fees	0.00	1,239.99	1,239.99	100.0	16,762.27	22,520.02	5,757.75	25.6
Fuel	163.93	166.66	2.73	1.6	1,431.88	1,666.68	234.80	14.1
Insurance	0.00	0.00	0.00	0.0	5,438.92	10,000.00	4,561.08	45.6
Legal Exp - Sewer	97.50	100.00	2.50	2.5	97.50	1,000.00	902.50	90.3
Miscellaneous	0.00	26.58	26.58	100.0	139.52	265.84	126.32	47.5
Software Support Exp - Sewer	178.65	0.00	(178.65)	0.0	5,159.30	5,020.00	(139.30)	(2.8)
Operating Supplies - Sewer	0.00	833.33	833.33	100.0	4,441.19	8,333.34	3,892.15	46.7
R&M Building - Sewer	0.00	41.66	41.66	100.0	0.00	416.68	416.68	100.0
Rep and Maint - Vehicles	93.75	166.66	72.91	43.7	1,083.16	1,666.68	583.52	35.0
Rep and Maint - Equipment	122.64	333.33	210.69	63.2	122.64	3,333.34	3,210.70	96.3
Rep and Maint - Infrastructure	5,400.00	1,250.00	(4,150.00)	(332.0)	5,870.63	45,500.00	39,629.37	87.1
Service Tests/System Testing	406.00	812.50	406.50	50.0	10,688.20	10,375.00	(313.20)	(3.0)
Small Tools & Equipment (under \$5,000)	0.00	291.66	291.66	100.0	1,351.52	2,916.68	1,565.16	53.7
Uniform Exp Sewer	0.00	25.00	25.00	100.0	217.94	250.00	32.06	12.8
Utilities	197.86	250.00	52.14	20.9	1,827.05	2,500.00	672.95	26.9
Administrative Charge	4,272.93	4,272.91	(0.02)	0.0	42,729.34	42,729.18	(0.16)	0.0
Lease Payments	0.00	75.91	75.91	100.0	682.92	759.18	76.26	10.0
Total Program Expenses	\$14,133.26	\$13,086.19	\$(1,047.07)	(8.0)%	\$134,168.39	\$192,402.62	\$58,234.23	30.3 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$2,788.71	\$3,307.75	\$519.04	15.7%	\$29,898.33	\$33,077.50	\$3,179.17	9.6%
FICA and Medicare	200.53	253.00	52.47	20.7	2,148.18	2,530.00	381.82	15.1
Retirement	201.47	262.16	60.69	23.1	2,334.04	2,621.68	287.64	11.0
Health Insurance	844.20	1,052.41	208.21	19.8	9,112.62	10,524.18	1,411.56	13.4
Worker's Compensation	489.00	605.75	116.75	19.3	1,363.00	1,817.25	454.25	25.0
Unemployment	1.84	4.00	2.16	54.0	39.59	40.00	0.41	1.0
Total General & Administrative Expenses	\$4,525.75	\$5,485.07	\$959.32	17.5 %	\$44,895.76	\$50,610.61	\$5,714.85	11.3 %

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Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 4/1/2022 Through 4/30/2022

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Total Expenses	\$18,659.01	\$18,571.26	\$(87.75)	(0.5)%	\$179,064.15	\$243,013.23	\$63,949.08	26.3%
Net Income (Loss)	\$(1,823.01)	\$641.22	\$(2,464.23)	(384.3)%	(\$183.38)	\$(50,888.19)	\$50,704.81	99.6%

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Town of Jerome
Income Statement
 (Original Budget to Actual Comparison)
 For the period of 4/1/2022 Through 4/30/2022

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<u>Revenues</u>								
Sanitation Usage Fees	\$14,618.66	\$15,750.00	\$(1,131.34)	(7.2)%	\$147,438.68	\$157,500.00	\$(10,061.32)	(6.4)%
Miscellaneous	0.00	83.33	(83.33)	(100.0)	0.00	833.34	(833.34)	(100.0)
Net Revenues	\$14,618.66	\$15,833.33	\$(1,214.67)	(7.7)%	\$147,438.68	\$158,333.34	\$(10,894.66)	(6.9)%
<u>Program Expenses</u>								
Recycling Contract Exp	\$0.00	\$208.33	\$208.33	100.0%	\$360.00	\$2,083.34	\$1,723.34	82.7%
Training & Education	0.00	66.66	66.66	100.0	0.00	666.68	666.68	100.0
Equipment Rentals	0.00	83.33	83.33	100.0	0.00	833.34	833.34	100.0
Fuel	784.90	541.66	(243.24)	(44.9)	5,381.57	5,416.68	35.11	0.6
Insurance	0.00	0.00	0.00	0.0	6,398.73	10,000.00	3,601.27	36.0
Landfill Tipping Fees	2,107.60	2,041.66	(65.94)	(3.2)	15,689.00	20,416.68	4,727.68	23.2
Miscellaneous	0.00	29.00	29.00	100.0	159.68	290.00	130.32	44.9
Software Support Exp - Trash	178.67	0.00	(178.67)	0.0	3,891.23	5,020.00	1,128.77	22.5
Operating Supplies - Trash	0.00	41.66	41.66	100.0	493.68	416.68	(77.00)	(18.5)
Rep and Maint - Vehicles	93.80	0.00	(93.80)	0.0	10,064.01	7,750.00	(2,314.01)	(29.9)
Rep and Maint - Equipment	122.66	41.66	(81.00)	(194.4)	424.17	416.68	(7.49)	(1.8)
Small Tools and Equipment	0.00	416.66	416.66	100.0	68.50	4,166.68	4,098.18	98.4
Uniform Exp Trash	0.00	25.00	25.00	100.0	218.01	250.00	31.99	12.8
Administrative Charge	4,272.93	4,272.91	(0.02)	0.0	42,729.34	42,729.18	(0.16)	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	\$7,560.56	\$7,768.53	\$207.97	2.7 %	\$95,877.92	\$110,455.94	\$14,578.02	13.2 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$4,436.59	\$5,262.25	\$825.66	15.7%	\$47,513.31	\$52,622.50	\$5,109.19	9.7%
FICA and Medicare	319.03	402.58	83.55	20.8	3,417.57	4,025.84	608.27	15.1
Retirement	320.53	417.08	96.55	23.1	3,713.23	4,170.84	457.61	11.0
Health Insurance	1,343.06	1,674.33	331.27	19.8	14,497.46	16,743.34	2,245.88	13.4
Worker's Compensation	1,370.00	963.75	(406.25)	(42.2)	3,820.00	2,891.25	(928.75)	(32.1)
Unemployment	2.93	6.41	3.48	54.3	62.98	64.18	1.20	1.9
Total General & Administrative Expenses	\$7,792.14	\$8,726.40	\$934.26	10.7 %	\$73,024.55	\$80,517.95	\$7,493.40	9.3 %
Total Expenses	\$15,352.70	\$16,494.93	\$1,142.23	6.9%	\$168,902.47	\$190,973.89	\$22,071.42	11.6%
Net Income (Loss)	\$(734.04)	\$(661.60)	\$(72.44)	(10.9)%	(\$21,463.79)	\$(32,640.55)	\$11,176.76	34.2%

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Town of Jerome
Income Statement
 (Original Budget to Actual Comparison)
 For the period of 4/1/2022 Through 4/30/2022

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<u>Revenues</u>								
HURF Revenue	\$3,996.79	\$3,277.83	\$718.96	21.9%	\$38,234.16	\$32,778.34	\$5,455.82	16.6%
Interest and Investment Earnings	37.69	50.00	(12.31)	(24.6)	367.15	500.00	(132.85)	(26.6)
Transfers In	3,654.50	12,325.00	(8,670.50)	(70.3)	73,912.03	74,850.00	(937.97)	(1.3)
Net Revenues	\$7,688.98	\$15,652.83	\$(7,963.85)	(50.9)%	\$112,513.34	\$108,128.34	\$4,385.00	4.1 %
<u>Program Expenses</u>								
Engineering Fees	\$0.00	\$416.66	\$416.66	100.0%	\$0.00	\$4,166.68	\$4,166.68	100.0%
Equipment Rentals - HURF	0.00	83.33	83.33	100.0	0.00	833.34	833.34	100.0
Fuel	95.76	108.33	12.57	11.6	851.59	1,083.34	231.75	21.4
Insurance	0.00	0.00	0.00	0.0	3,199.38	5,000.00	1,800.62	36.0
COVID Expenses - Portajohns	0.00	250.00	250.00	100.0	9,928.00	13,500.00	3,572.00	26.5
Miscellaneous	0.00	38.91	38.91	100.0	119.30	389.18	269.88	69.3
Software Service & Support	0.00	0.00	0.00	0.0	757.56	1,108.00	350.44	31.6
Operating Supplies - HURF	0.00	58.33	58.33	100.0	131.54	583.34	451.80	77.5
Public Restroom Supplies	0.00	233.33	233.33	100.0	603.42	2,333.34	1,729.92	74.1
R&M Building - HURF	0.00	41.66	41.66	100.0	0.00	416.68	416.68	100.0
Rep and Maint - Vehicles	93.75	125.00	31.25	25.0	1,083.16	1,250.00	166.84	13.3
Rep and Maint - Equipment	122.64	41.66	(80.98)	(194.4)	122.64	416.68	294.04	70.6
Rep and Maint - Infrastructure	254.63	1,666.66	1,412.03	84.7	13,514.63	31,666.68	18,152.05	57.3
Small Tools and Equipment	0.00	41.66	41.66	100.0	106.67	416.68	310.01	74.4
Street Lights	1,041.05	1,083.33	42.28	3.9	10,142.22	10,833.34	691.12	6.4
Street Supplies	310.61	0.00	(310.61)	0.0	12,712.45	10,000.00	(2,712.45)	(27.1)
Uniform Exp - HURF	0.00	25.00	25.00	100.0	217.94	250.00	32.06	12.8
Administrative Charge	919.87	919.83	(0.04)	0.0	9,198.79	9,198.34	(0.45)	0.0
Capital Outlay	0.00	0.00	0.00	0.0	0.00	50,000.00	50,000.00	100.0
Lease Payments	0.00	21.75	21.75	100.0	195.21	217.50	22.29	10.2
Total Program Expenses	\$2,838.31	\$5,155.44	\$2,317.13	44.9 %	\$62,884.50	\$143,663.12	\$80,778.62	56.2 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$3,312.31	\$3,958.66	\$646.35	16.3%	\$36,110.06	\$39,586.68	\$3,476.62	8.8%
FICA and Medicare	242.59	302.83	60.24	19.9	2,647.79	3,028.34	380.55	12.6
Retirement	170.08	221.33	51.25	23.2	1,970.31	2,213.34	243.03	11.0
Health Insurance	712.64	888.41	175.77	19.8	7,692.52	8,884.18	1,191.66	13.4
Worker's Compensation	405.00	603.25	198.25	32.9	1,131.00	1,809.75	678.75	37.5
Unemployment	8.05	7.66	(0.39)	(5.1)	77.16	76.68	(0.48)	(0.6)
Total General & Administrative Expenses	\$4,850.67	\$5,982.14	\$1,131.47	18.9 %	\$49,628.84	\$55,598.97	\$5,970.13	10.7 %

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Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 4/1/2022 Through 4/30/2022

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Total Expenses	\$7,688.98	\$11,137.58	\$3,448.60	31.0%	\$112,513.34	\$199,262.09	\$86,748.75	43.5%
Net Income (Loss)	\$0.00	\$4,515.25	\$(4,515.25)	(100.0)%	\$0.00	\$(91,133.75)	\$91,133.75	100.0%

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Town of Jerome
Income Statement
 (Original Budget to Actual Comparison)
 For the period of 4/1/2022 Through 4/30/2022

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<u>Revenues</u>								
Parking Kiosk Revenue	\$33,548.25	\$20,833.33	\$12,714.92	61.0%	\$277,358.85	\$208,333.34	\$69,025.51	33.1%
Net Revenues	\$33,548.25	\$20,833.33	\$12,714.92	61.0 %	\$277,358.85	\$208,333.34	\$69,025.51	33.1 %
<u>Program Expenses</u>								
Miscellaneous	\$0.00	\$20.00	\$20.00	100.0%	\$0.00	\$200.00	\$200.00	100.0%
Credit Card Processing Fees	5,326.48	3,333.33	(1,993.15)	(59.8)	37,304.50	33,333.34	(3,971.16)	(11.9)
Software Service and Support	509.30	447.50	(61.80)	(13.8)	4,531.72	5,213.00	681.28	13.1
Operating Supplies	0.00	250.00	250.00	100.0	626.46	2,500.00	1,873.54	74.9
Telephone	160.04	166.66	6.62	4.0	2,523.90	1,666.68	(857.22)	(51.4)
Capital Outlay	0.00	0.00	0.00	0.0	20,441.70	15,000.00	(5,441.70)	(36.3)
Allow for Additional Capital Purchases	0.00	166.66	166.66	100.0	0.00	1,666.68	1,666.68	100.0
Transfers Out	9,166.66	10,712.50	1,545.84	14.4	132,957.47	128,575.00	(4,382.47)	(3.4)
Total Program Expenses	\$15,162.48	\$15,096.65	\$(65.83)	(0.4)%	\$198,385.75	\$188,154.70	\$(10,231.05)	(5.4)%
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$2,581.66	\$2,384.08	\$(197.58)	(8.3)%	\$22,291.52	\$23,840.84	\$1,549.32	6.5%
FICA Match	197.49	182.41	(15.08)	(8.3)	1,712.88	1,824.18	111.30	6.1
Worker's Compensation	198.00	187.75	(10.25)	(5.5)	500.00	563.25	63.25	11.2
Unemployment	17.57	8.58	(8.99)	(104.8)	112.00	85.84	(26.16)	(30.5)
Total General & Administrative Expenses	\$2,994.72	\$2,762.82	\$(231.90)	(8.4)%	\$24,616.40	\$26,314.11	\$1,697.71	6.5 %
Total Expenses	\$18,157.20	\$17,859.47	\$(297.73)	(1.7)%	\$223,002.15	\$214,468.81	\$(8,533.34)	(4.0)%
Net Income (Loss)	\$15,391.05	\$2,973.86	\$12,417.19	417.5%	\$54,356.70	\$(6,135.47)	\$60,492.17	985.9%

5/2/22
11:19:02 AM

Town of Jerome
Balance Sheet
As of 4/30/2022
Fund: (1) General

Assets

Current Assets

LGIP	\$1,705.08	
Petty Cash - General Gov	275.00	
Auto Lieu Taxes	1,703.09	
City Sales Taxes	159,335.89	
Franchise Fees	3,806.58	
GF Accounts Receivable	(3,563.53)	
Property Taxes	2,314.93	
State Sales Taxes	2,658.34	
Court - Checking & Bond Acct	99,163.31	
Court - JCEF Acct	13,793.90	
Court - FTG Acct	8,060.05	
Petty Cash - Fire Dept	150.00	
Petty Cash - Library	150.00	
General Fund PrePaid Exp	(4,493.76)	
NBA Checking	12,969.49	
OAZ Checking	379,380.29	
OAZ General Savings	897,213.86	
OAZ CTL Business Savings	5.00	
Total Current Assets		\$1,574,627.52

Other Assets

Due From Other Funds	\$1,395,489.57	
Total Other Assets		1,395,489.57

Total Assets

\$2,970,117.09

Liabilities and Net Assets

Current Liabilities

Accounts Payable	\$2,930.99	
Federal WH & FICA	3.83	
Health Insurance	3,298.82	
457G Retirement	(0.01)	
PSPRS	(0.06)	
Customer Deposits	6,760.72	
FD Per Call Payable	4,900.50	
Ganishments Payable	1,735.51	
Wages Payable	30,589.12	
Due To Other Funds	1,600,247.12	
Court Liabilities	10,404.08	
Total Current Liabilities		\$1,660,870.62
Total Liabilities		\$1,660,870.62

Net Assets

Unrestricted Funds	638,873.64	
Current Year Net Assets	670,372.83	
Total Net Assets		1,309,246.47
Total Liabilities and Net Assets		\$2,970,117.09

5/2/22
11:20:34 AM

Town of Jerome
Balance Sheet
As of 4/30/2022

Fund: (2) Utilities

Assets

Current Assets

Allowance for Doubtful Accts	\$(15,000.00)	
Utilities A/R	58,969.92	
Miscellaneous	27.21	
Construction WIP	72,959.00	
Total Current Assets		\$116,956.13

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	\$670,000.19	
Total Other Assets		670,000.19

Total Assets

\$2,780,527.64

Liabilities and Net Assets

Current Liabilities

Sales Tax Payable	\$535.06	
Customer Deposits	27,423.15	
Compensated Absences	5,461.24	
Other Liabilities	4,040.76	
Due To Other Funds	579,077.09	
Accrued Payroll	4,996.84	
Total Current Liabilities		\$621,534.14

Total Liabilities

\$621,534.14

Net Assets

Unrestricted Fund Balance	768,669.00	
Unrestricted Fund Balance	(142,984.00)	
Unrestricted Fund Balance	1,556,567.24	
Current Year Net Assets	(23,258.74)	
Total Net Assets		2,158,993.50
Total Liabilities and Net Assets		\$2,780,527.64

5/2/22
11:22:10 AM

Town of Jerome
Balance Sheet
As of 4/30/2022

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

Assets

Current Assets

HURF Accounts Receivable	\$3,934.32	
OAZ HURF Savings	459,683.68	
Total Current Assets		\$463,618.00

Other Assets

Due From Other Funds	\$100,445.73	
Total Other Assets		100,445.73

Total Assets

\$564,063.73

Liabilities and Net Assets

Current Liabilities

Due To Other Funds	\$454,619.19	
Accrued Payroll	1,287.17	
Total Current Liabilities		\$455,906.36

Total Liabilities

\$455,906.36

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		\$564,063.73

5/2/22
11:22:54 AM

Town of Jerome
Balance Sheet
As of 4/30/2022

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

Assets

Other Assets

Due From	\$518,446.18	
Total Other Assets		\$518,446.18
Total Assets		\$518,446.18

Liabilities and Net Assets

Current Liabilities

Due To	\$347,763.17	
Wages Payable	387.54	
Total Current Liabilities		\$348,150.71
Total Liabilities		\$348,150.71

Net Assets

Current Year Net Assets	\$170,295.47	
Total Net Assets		170,295.47
Total Liabilities and Net Assets		\$518,446.18

5/2/22
11:23:23 AM

Town of Jerome
Balance Sheet
As of 4/30/2022

Fund: (4) Firefighters Pension & Relief

Assets

Current Assets

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

Other Assets

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

Total Assets		\$246,240.82
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Liabilities and Net Assets

Current Liabilities

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

Total Liabilities		\$27,372.89
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Net Assets

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

Total Net Assets		218,867.93
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Total Liabilities and Net Assets		\$246,240.82
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5/2/22
11:23:45 AM

Town of Jerome

Balance Sheet

As of 4/30/2022

Fund: (5) Operating Grants

Assets

Current Assets

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

Other Assets

Due From Other Funds	\$126,991.52	
Total Other Assets		126,991.52

Total Assets

\$142,616.05

Liabilities and Net Assets

Current Liabilities

Due To Other Funds	\$46,427.57	
Deferred Revenue - Opr Grants	51,303.51	
Total Current Liabilities		\$97,731.08

Total Liabilities

\$97,731.08

Net Assets

Unrestricted Fund Balance	32,586.67	
Current Year Net Assets	12,298.30	
Total Net Assets		44,884.97
Total Liabilities and Net Assets		<u>\$142,616.05</u>

5/2/22
11:24:17 AM

Town of Jerome
Balance Sheet
As of 4/30/2022

Fund: (6) Capital Grants

Assets

Current Assets

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

Other Assets

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

Total Assets		\$215,352.51
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Liabilities and Net Assets

Current Liabilities

Deferred Revenue - Cap Grants	\$109,069.87	
Due To Other Funds	78,815.47	
Accounts Payable - Cap Grants	89.56	
Total Current Liabilities		\$187,974.90

Total Liabilities		\$187,974.90
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Net Assets

Restricted Fund Balance	\$141,447.16	
Unrestricted Fund Balance	(128,623.24)	
Current Year Net Assets	14,553.69	

Total Net Assets		27,377.61
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Total Liabilities and Net Assets		\$215,352.51
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5/2/22
11:24:45 AM

Town of Jerome

Balance Sheet

As of 4/30/2022

Fund: (7) GF Contingencies

Assets

Current Assets

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

Other Assets

Due From Other Funds	\$128,564.42	
Total Other Assets		128,564.42

Total Assets		\$173,331.16
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Liabilities and Net Assets

Current Liabilities

Due To Other Funds	\$93,139.30	
Total Current Liabilities		\$93,139.30

Total Liabilities		\$93,139.30
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Net Assets

Unrestricted Fund Balance	\$80,916.63	
Current Year Net Assets	(724.77)	

Total Net Assets		80,191.86
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Total Liabilities and Net Assets		\$173,331.16
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5/2/22
11:25:05 AM

Town of Jerome

Balance Sheet

As of 4/30/2022

Fund: (8) UF Contingencies

Assets

Other Assets

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

Liabilities and Net Assets

Current Liabilities

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

Net Assets

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

5/2/22
11:25:23 AM

Town of Jerome
Balance Sheet
As of 4/30/2022

Fund: (9) Capital

Assets

Current Assets

OAZ Capital Improvements	\$60,783.36	
Total Current Assets		\$60,783.36

Other Assets

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

Total Assets		<u>\$92,907.80</u>
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Net Assets

Unrestricted Fund Balance	\$77,812.73	
Current Year Net Assets	<u>15,095.07</u>	
Total Net Assets		<u>92,907.80</u>
Total Liabilities and Net Assets		<u>\$92,907.80</u>

Town of Jerome

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

Ledger as of : 4/1/2022 to 4/30/2022

Invoice Number	Inv.Date	Post.Date	Due.Date		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
Description		Account									
VENDOR: 1001 - INTELLICORP RECORDS, INC.											\$0.00
4622MA7	04/06/22	04/06/22	05/06/22								
Inv 1265004 Background Check		1.11.6110 - Contract Services			\$150.20	\$0.00	\$150.20	04/06/22	12680	ASCUCK	\$0.00
INVOICE 4622MA7 TOTALS:					\$150.20	\$0.00	\$150.20				\$0.00
INTELLICORP RECORDS, INC. TOTALS:					\$150.20	\$0.00	\$150.20				\$0.00
VENDOR: 1011 - SOUTHWESTERN ENVIRON (SEC)											\$0.00
42722MA2	04/27/22	04/27/22	05/27/22								
Inv 2002-093 SEC #20-0510CE CDBG Du		6.70.6105 - CDBG Dundee Waterline Expen			\$625.50	\$0.00	\$625.50	04/27/22	12734	ASCUCK	\$0.00
Inv 2022-088 SEC #20-0213CE HURF Ex		6.70.6106 - HURF Exchange Drainage Expe			\$15,157.25	\$0.00	\$15,157.25	04/27/22	12734	ASCUCK	\$0.00
INVOICE 42722MA2 TOTALS:					\$15,782.75	\$0.00	\$15,782.75				\$0.00
SOUTHWESTERN ENVIRON (SEC) TOTALS:					\$15,782.75	\$0.00	\$15,782.75				\$0.00
VENDOR: 1028 - YAVAPAI CO. EDUCATION TECH											\$460.07
4622MA14	04/06/22	04/06/22	05/06/22								
Inv 21-1301 Internet Access GG		1.11.6192 - Software Support Exp - GG			\$120.00	\$0.00	\$120.00	04/06/22	12681	ASCUCK	\$0.00
Inv 21-1301 Internet Access PW		1.16.6192 - Software Maintenance & Suppor			\$75.00	\$0.00	\$75.00	04/06/22	12681	ASCUCK	\$0.00
Inv 21-1301 Internet Access PD		1.13.6192 - Software Service & Support			\$150.00	\$0.00	\$150.00	04/06/22	12681	ASCUCK	\$0.00
Inv 21-1301 Internet Access FD		1.14.6192 - Software Service & Support			\$75.00	\$0.00	\$75.00	04/06/22	12681	ASCUCK	\$0.00
Inv 21-1300 E-Rate LB		1.15.6266 - E-Rate Exp			\$42.95	\$0.00	\$42.95	04/06/22	12681	ASCUCK	\$0.00
INVOICE 4622MA14 TOTALS:					\$462.95	\$0.00	\$462.95				\$0.00
YAVAPAI CO. EDUCATION TECH TOTALS:					\$462.95	\$0.00	\$462.95				\$460.07
VENDOR: 1054 - PARKEON											\$0.00
41322MA16	04/13/22	04/13/22	05/13/22								
S0131335, Inv IV128604 Media Card F		3.35.6192 - Software Service and Support			\$133.61	\$0.00	\$133.61	04/13/22	12704	ASCUCK	\$0.00
S0131335, Inv IV128464 Parkfolio Fe		3.35.6192 - Software Service and Support			\$375.69	\$0.00	\$375.69	04/13/22	12704	ASCUCK	\$0.00
INVOICE 41322MA16 TOTALS:					\$509.30	\$0.00	\$509.30				\$0.00
PARKEON TOTALS:					\$509.30	\$0.00	\$509.30				\$0.00
VENDOR: 109 - AFLAC											\$0.00
42722MA3	04/27/22	04/27/22	04/27/22								
Acct # DN513, Inv. 954436 April Bil		1.10.2405 - AFLAC			\$103.20	\$0.00	\$103.20	04/27/22	12735	ASCUCK	\$0.00
INVOICE 42722MA3 TOTALS:					\$103.20	\$0.00	\$103.20				\$0.00
AFLAC TOTALS:					\$103.20	\$0.00	\$103.20				\$0.00
VENDOR: 1098 - PROCOPY											\$0.00
4622MA8	04/06/22	04/06/22	05/06/22								
Inv 3444186 Copier lease		1.11.6191 - Copier & Equip Lease Expense			\$336.18	\$0.00	\$336.18	04/06/22	12682	ASCUCK	\$0.00
INVOICE 4622MA8 TOTALS:					\$336.18	\$0.00	\$336.18				\$0.00

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

Ledger as of : 4/1/2022 to 4/30/2022

Invoice Number	Inv.Date	Post.Date	Due.Date		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
Description			Account								
PROCOPY TOTALS:					\$336.18	\$0.00	\$336.18				\$0.00
VENDOR: 1108 - FITZGIBBONS LAW OFFICES, PLC											\$0.00
41322MA13	04/13/22	04/13/22	05/13/22								
Inv 163775 Legal, PZ			1.16.6170 - Legal Exp - P&Z		\$292.50	\$0.00	\$292.50	04/13/22	12705	ASCUCK	\$0.00
INVOICE 41322MA13 TOTALS:					\$292.50	\$0.00	\$292.50				\$0.00
FITZGIBBONS LAW OFFICES, PLC TOTALS:					\$292.50	\$0.00	\$292.50				\$0.00
VENDOR: 1109 - TIANA CHEYENNE LOZANO											\$0.00
41322MA14	04/13/22	04/13/22	05/13/22								
2022 Initial Attack Texas Wildland			1.14.5002 - Wildland Personnel		\$3,923.28	\$0.00	\$3,923.28	04/13/22	12706	ASCUCK	\$0.00
INVOICE 41322MA14 TOTALS:					\$3,923.28	\$0.00	\$3,923.28				\$0.00
TIANA CHEYENNE LOZANO TOTALS:					\$3,923.28	\$0.00	\$3,923.28				\$0.00
VENDOR: 1110 - SERVPRO OF YAVAPAI COUNTY											\$0.00
42022MA1	04/20/22	04/20/22	05/20/22								
Inv 1116 Water Restoration Services			1.18.6215 - R&M Building - Properties		\$13,418.73	\$0.00	\$13,418.73	04/20/22	12720	ASCUCK	\$0.00
Inv 1117 Asbestos Testing Services			1.18.6215 - R&M Building - Properties		\$1,308.00	\$0.00	\$1,308.00	04/20/22	12720	ASCUCK	\$0.00
INVOICE 42022MA1 TOTALS:					\$14,726.73	\$0.00	\$14,726.73				\$0.00
42722MA4	04/27/22	04/27/22	05/27/22								
Inv JFD0419 Deposit for Services			1.18.6215 - R&M Building - Properties		\$15,100.56	\$0.00	\$15,100.56	04/27/22	12736	ASCUCK	\$0.00
INVOICE 42722MA4 TOTALS:					\$15,100.56	\$0.00	\$15,100.56				\$0.00
SERVPRO OF YAVAPAI COUNTY TOTALS:					\$29,827.29	\$0.00	\$29,827.29				\$0.00
VENDOR: 113 - ALL-MED EQUIPMENT & SERVICES											\$0.00
41322MA12	04/13/22	04/13/22	04/13/22								
Inv 690343 Monthly Tank Fee			1.14.6181 - Medical Supplies Exp		\$119.04	\$0.00	\$119.04	04/13/22	12707	ASCUCK	\$0.00
INVOICE 41322MA12 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
4622MA18	04/06/22	04/06/22	04/21/22								
9438060 Hull St Roof			1.18.6285 - Utilities		\$14.26	\$0.00	\$14.26	04/06/22	12683	ASCUCK	\$0.00
INVOICE 4622MA18 TOTALS:					\$14.26	\$0.00	\$14.26				\$0.00
42722MA7	04/27/22	04/27/22	05/12/22								
1490440 Street Lights			3.30.6255 - Street Lights		\$1,041.05	\$0.00	\$1,041.05	04/27/22	12738	ASCUCK	\$0.00
INVOICE 42722MA7 TOTALS:					\$1,041.05	\$0.00	\$1,041.05				\$0.00
42722MA8	04/27/22	04/27/22	05/12/22								

Town of Jerome

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

Ledger as of : 4/1/2022 to 4/30/2022

Invoice Number	Inv.Date	Post.Date	Due.Date							
Description		Account		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
3216010 Hotel Jerome		1.18.6285 - Utilities		\$36.72	\$0.00	\$36.72	04/27/22	12737	ASCUCK	\$0.00
6109570 Perkinsville Rd		1.18.6285 - Utilities		\$108.27	\$0.00	\$108.27	04/27/22	12737	ASCUCK	\$0.00
5613490 Upper Park 2		1.17.6285 - Utilities		\$54.10	\$0.00	\$54.10	04/27/22	12737	ASCUCK	\$0.00
8468241 Middle Park		1.17.6285 - Utilities		\$36.86	\$0.00	\$36.86	04/27/22	12737	ASCUCK	\$0.00
2353720 Gulch Fire Station		1.18.6285 - Utilities		\$82.46	\$0.00	\$82.46	04/27/22	12737	ASCUCK	\$0.00
8061950 Sunshine Hill Water Tank		2.50.6285 - Utilities Exp - Water		\$35.49	\$0.00	\$35.49	04/27/22	12737	ASCUCK	\$0.00
7575770 Town Hall		1.18.6285 - Utilities		\$588.51	\$0.00	\$588.51	04/27/22	12737	ASCUCK	\$0.00
7575770 Town Hall Solar Credit		1.18.6285 - Utilities		(\$312.50)	\$0.00	(\$312.50)	04/27/22	12737	ASCUCK	\$0.00
0024240 Lower Park		1.17.6285 - Utilities		\$37.44	\$0.00	\$37.44	04/27/22	12737	ASCUCK	\$0.00
6506951 Police Station		1.18.6285 - Utilities		\$132.28	\$0.00	\$132.28	04/27/22	12737	ASCUCK	\$0.00
0421621 Fire Station		1.18.6285 - Utilities		\$451.95	\$0.00	\$451.95	04/27/22	12737	ASCUCK	\$0.00
2383901 Upper Park		1.17.6285 - Utilities		\$36.86	\$0.00	\$36.86	04/27/22	12737	ASCUCK	\$0.00
4246290 WWTP		2.51.6285 - Utilities		\$197.86	\$0.00	\$197.86	04/27/22	12737	ASCUCK	\$0.00
1976520 Co-Op		1.18.6285 - Utilities		\$147.64	\$0.00	\$147.64	04/27/22	12737	ASCUCK	\$0.00
2839800 Ghost Pepper		1.18.6285 - Utilities		\$74.36	\$0.00	\$74.36	04/27/22	12737	ASCUCK	\$0.00
INVOICE 42722MA8 TOTALS:				\$1,708.30	\$0.00	\$1,708.30				\$0.00
APS TOTALS:				\$2,763.61	\$0.00	\$2,763.61				\$0.00
VENDOR: 122 - AT&T										\$0.00
42022MA11	04/20/22	04/20/22	05/20/22							
287251435682x04152022 Phone, PD		1.13.6265 - Telephone		\$46.14	\$0.00	\$46.14	04/20/22	12721	ASCUCK	\$0.00
INVOICE 42022MA11 TOTALS:				\$46.14	\$0.00	\$46.14				\$0.00
AT&T TOTALS:				\$46.14	\$0.00	\$46.14				\$0.00
VENDOR: 135 - AMRRP - WC										\$0.00
4622MA2	04/06/22	04/06/22	04/06/22							
WC Qtr 1 2022 GG		1.11.5013 - Workers Compensation		\$346.00	\$0.00	\$346.00	04/06/22	12684	ASCUCK	\$0.00
WC Qtr 1 2022 CT		1.12.5013 - Worker's Compensation		\$59.00	\$0.00	\$59.00	04/06/22	12684	ASCUCK	\$0.00
WC Qtr 1 2022 PD		1.13.5013 - Worker's Compensation		\$5,446.00	\$0.00	\$5,446.00	04/06/22	12684	ASCUCK	\$0.00
WC Qtr 1 2022 FD		1.14.5013 - Worker's Compensation		\$3,759.00	\$0.00	\$3,759.00	04/06/22	12684	ASCUCK	\$0.00
WC Qtr 1 2022 LB		1.15.5013 - Worker's Compensation		\$70.00	\$0.00	\$70.00	04/06/22	12684	ASCUCK	\$0.00
WC Qtr 1 2022 PZ		1.16.5013 - Worker's Compensation		\$88.00	\$0.00	\$88.00	04/06/22	12684	ASCUCK	\$0.00
WC Qtr 1 2022 Parks		1.17.5013 - Worker's Compensation		\$72.00	\$0.00	\$72.00	04/06/22	12684	ASCUCK	\$0.00
WC Qtr 1 2022 Prop		1.18.5013 - Worker's Compensation		\$408.00	\$0.00	\$408.00	04/06/22	12684	ASCUCK	\$0.00
WC Qtr 1 2022 Water		2.50.5013 - Worker's Compensation		\$964.00	\$0.00	\$964.00	04/06/22	12684	ASCUCK	\$0.00
WC Qtr 1 2022 Sewer		2.51.5013 - Worker's Compensation		\$489.00	\$0.00	\$489.00	04/06/22	12684	ASCUCK	\$0.00
WC Qtr 1 2022 Trash		2.52.5013 - Worker's Compensation		\$1,370.00	\$0.00	\$1,370.00	04/06/22	12684	ASCUCK	\$0.00
WC Qtr 1 2022 HURF		3.30.5013 - Worker's Compensation		\$405.00	\$0.00	\$405.00	04/06/22	12684	ASCUCK	\$0.00
WC Qtr 1 2022 Parking		3.35.5013 - Worker's Compensation		\$198.00	\$0.00	\$198.00	04/06/22	12684	ASCUCK	\$0.00
INVOICE 4622MA2 TOTALS:				\$13,674.00	\$0.00	\$13,674.00				\$0.00
AMRRP - WC TOTALS:				\$13,674.00	\$0.00	\$13,674.00				\$0.00
VENDOR: 141 - ARIZONA SUPREME COURT										\$0.00

Town of Jerome

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

Ledger as of : 4/1/2022 to 4/30/2022

Invoice Number	Inv.Date	Post.Date	Due.Date		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
Description		Account									
41322MA1	04/13/22	04/13/22	04/13/22								
Inv #ESD-2022-448 Judicial Conf/Nap		1.12.6116 - Training & Education			\$375.00	\$0.00	\$375.00	04/13/22	12708	ASCUCK	\$0.00
INVOICE 41322MA1 TOTALS:					\$375.00	\$0.00	\$375.00				\$0.00
ARIZONA SUPREME COURT TOTALS:					\$375.00	\$0.00	\$375.00				\$0.00
VENDOR: 157 - BOUND TREE MEDICAL, LLC											\$0.00
41322MA10	04/13/22	04/13/22	05/13/22								
103795, Inv 84460893 Curaplex Episa		1.14.6181 - Medical Supplies Exp			\$494.27	\$0.00	\$494.27	04/13/22	12709	ASCUCK	\$0.00
INVOICE 41322MA10 TOTALS:					\$494.27	\$0.00	\$494.27				\$0.00
BOUND TREE MEDICAL, LLC TOTALS:					\$494.27	\$0.00	\$494.27				\$0.00
VENDOR: 164 - SUPERIOR COURT YAVAPAI COUNTY											\$0.00
42022MA7	04/20/22	04/20/22	04/20/22								
Inv 3 2022 J Pro Tem Quarter 1		1.12.6110 - Contract Services			\$73.50	\$0.00	\$73.50	04/20/22	12722	ASCUCK	\$0.00
INVOICE 42022MA7 TOTALS:					\$73.50	\$0.00	\$73.50				\$0.00
SUPERIOR COURT YAVAPAI COUNTY TOTALS:					\$73.50	\$0.00	\$73.50				\$0.00
VENDOR: 167 - OFFICE DEPOT											\$0.00
4622MA22	04/06/22	04/06/22	06/05/22								
63266436, 236498344001 Folders		1.11.6190 - Office Supplies			\$43.74	\$0.00	\$43.74	04/06/22	12685	ASCUCK	\$0.00
INVOICE 4622MA22 TOTALS:					\$43.74	\$0.00	\$43.74				\$0.00
42022MA12	04/20/22	04/20/22	06/19/22								
63266436, Inv238850366001 Cash Box		1.11.6190 - Office Supplies			\$37.67	\$0.00	\$37.67	04/20/22	12723	ASCUCK	\$0.00
63266436, Inv235467367001 Desktop L		1.11.6190 - Office Supplies			\$162.89	\$0.00	\$162.89	04/20/22	12723	ASCUCK	\$0.00
63266436, Inv235409773001 Tissue		1.11.6190 - Office Supplies			\$6.92	\$0.00	\$6.92	04/20/22	12723	ASCUCK	\$0.00
INVOICE 42022MA12 TOTALS:					\$207.48	\$0.00	\$207.48				\$0.00
42722MA1	04/27/22	04/27/22	06/26/22								
63266436, Inv238377265001 Batteries		1.11.6190 - Office Supplies			\$7.16	\$0.00	\$7.16	04/27/22	12739	ASCUCK	\$0.00
63266436, Inv238377261001 Hole Punc		1.12.6190 - Office Supplies			\$28.97	\$0.00	\$28.97	04/27/22	12739	ASCUCK	\$0.00
63266436, Inv238375021001 Stapler		1.12.6190 - Office Supplies			\$3.17	\$0.00	\$3.17	04/27/22	12739	ASCUCK	\$0.00
INVOICE 42722MA1 TOTALS:					\$39.30	\$0.00	\$39.30				\$0.00
OFFICE DEPOT TOTALS:					\$290.52	\$0.00	\$290.52				\$0.00
VENDOR: 168 - CENTURY LINK											\$0.00
42022MA10	04/20/22	04/20/22	05/05/22								
Inv 288574377 Phone GG		1.11.6265 - Telephone			\$4.78	\$0.00	\$4.78	04/20/22	12724	ASCUCK	\$0.00
INVOICE 42022MA10 TOTALS:					\$4.78	\$0.00	\$4.78				\$0.00
42722MA5	04/27/22	04/27/22	05/12/22								
928 634 2245 PD		1.13.6265 - Telephone			\$34.10	\$0.00	\$34.10	04/27/22	12740	ASCUCK	\$0.00

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

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Invoice Number	Inv.Date	Post.Date	Due.Date							
Description		Account		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
928 634 7943 GG		1.11.6265 - Telephone		\$162.51	\$0.00	\$162.51	04/27/22	12740	ASCUCK	\$0.00
928 634 8992 PD		1.13.6265 - Telephone		\$173.32	\$0.00	\$173.32	04/27/22	12740	ASCUCK	\$0.00
928 639 0574 LB		1.14.6265 - Telephone		\$82.95	\$0.00	\$82.95	04/27/22	12740	ASCUCK	\$0.00
928 649 2776 PD		1.13.6265 - Telephone		\$39.99	\$0.00	\$39.99	04/27/22	12740	ASCUCK	\$0.00
928 649 3034 FD		1.14.6265 - Telephone		\$126.57	\$0.00	\$126.57	04/27/22	12740	ASCUCK	\$0.00
928 649 3250 CT		1.12.6265 - Telephone		\$70.30	\$0.00	\$70.30	04/27/22	12740	ASCUCK	\$0.00
INVOICE 42722MA5 TOTALS:				<u>\$689.74</u>	<u>\$0.00</u>	<u>\$689.74</u>				<u>\$0.00</u>
CENTURY LINK TOTALS:				<u>\$694.52</u>	<u>\$0.00</u>	<u>\$694.52</u>				<u>\$0.00</u>
VENDOR: 170 - THYSSENKRUPP ELEVATOR CORP										\$0.00
4622MA20	04/06/22	04/06/22	04/06/22							
51348, Inv 3006508910 4/1 - 6/30/22		1.18.6110 - Contract Services		\$1,128.29	\$0.00	\$1,128.29	04/06/22	12686	ASCUCK	\$0.00
INVOICE 4622MA20 TOTALS:				<u>\$1,128.29</u>	<u>\$0.00</u>	<u>\$1,128.29</u>				<u>\$0.00</u>
THYSSENKRUPP ELEVATOR CORP TOTALS:				<u>\$1,128.29</u>	<u>\$0.00</u>	<u>\$1,128.29</u>				<u>\$0.00</u>
VENDOR: 218 - VERIZON WIRELESS										\$0.00
4622MA16	04/06/22	04/06/22	05/01/22							
928 300 5987 PZ		1.16.6265 - Telephone		\$27.90	\$0.00	\$27.90	04/06/22	12688	ASCUCK	\$0.00
928 300 8701 FD		1.14.6265 - Telephone		\$56.83	\$0.00	\$56.83	04/06/22	12688	ASCUCK	\$0.00
928 821 0133 Shuttle		1.11.6265 - Telephone		\$23.58	\$0.00	\$23.58	04/06/22	12688	ASCUCK	\$0.00
928 821 3155 PD		1.13.6265 - Telephone		\$40.01	\$0.00	\$40.01	04/06/22	12688	ASCUCK	\$0.00
928 821 6402 PD		1.13.6265 - Telephone		\$40.01	\$0.00	\$40.01	04/06/22	12688	ASCUCK	\$0.00
928 821 4154 FD		1.14.6265 - Telephone		\$40.01	\$0.00	\$40.01	04/06/22	12688	ASCUCK	\$0.00
928 821 4392 FD		1.14.6265 - Telephone		\$40.01	\$0.00	\$40.01	04/06/22	12688	ASCUCK	\$0.00
928 963 4958 FD		1.14.6265 - Telephone		\$40.01	\$0.00	\$40.01	04/06/22	12688	ASCUCK	\$0.00
INVOICE 4622MA16 TOTALS:				<u>\$308.36</u>	<u>\$0.00</u>	<u>\$308.36</u>				<u>\$0.00</u>
4622MA17	04/06/22	04/06/22	05/01/22							
928 301 4380 PD		1.13.6265 - Telephone		\$52.23	\$0.00	\$52.23	04/06/22	12687	ASCUCK	\$0.00
928 301 9672 PD		1.13.6265 - Telephone		\$52.23	\$0.00	\$52.23	04/06/22	12687	ASCUCK	\$0.00
928 451 2174 Kiosk Phone		3.35.6265 - Telephone		\$40.01	\$0.00	\$40.01	04/06/22	12687	ASCUCK	\$0.00
928 451 2402 Kiosk Phone		3.35.6265 - Telephone		\$40.01	\$0.00	\$40.01	04/06/22	12687	ASCUCK	\$0.00
928 451 2436 Kiosk Phone		3.35.6265 - Telephone		\$40.01	\$0.00	\$40.01	04/06/22	12687	ASCUCK	\$0.00
928 821 0736 Kiosk Phone		3.35.6265 - Telephone		\$40.01	\$0.00	\$40.01	04/06/22	12687	ASCUCK	\$0.00
INVOICE 4622MA17 TOTALS:				<u>\$264.50</u>	<u>\$0.00</u>	<u>\$264.50</u>				<u>\$0.00</u>
VERIZON WIRELESS TOTALS:				<u>\$572.86</u>	<u>\$0.00</u>	<u>\$572.86</u>				<u>\$0.00</u>
VENDOR: 224 - LEGEND										\$0.00
4622MA5	04/06/22	04/06/22	05/06/22							
Acct 00-0001475, Inv. 2204739		2.51.6240 - Service Tests/System Testing		\$51.00	\$0.00	\$51.00	04/06/22	12689	ASCUCK	\$0.00
INVOICE 4622MA5 TOTALS:				<u>\$51.00</u>	<u>\$0.00</u>	<u>\$51.00</u>				<u>\$0.00</u>
41322MA15	04/13/22	04/13/22	05/13/22							

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Invoice Number	Inv.Date	Post.Date	Due.Date		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
Description			Account								
Acct 00-0001475, Inv. 2204974			2.51.6240 - Service Tests/System Testing		\$75.00	\$0.00	\$75.00	04/13/22	12710	ASCUCK	\$0.00
INVOICE 41322MA15 TOTALS:					\$75.00	\$0.00	\$75.00				\$0.00
42022MA6	04/20/22	04/20/22	05/20/22								
Acct 00-0001475, Inv. 2205389			2.51.6240 - Service Tests/System Testing		\$75.00	\$0.00	\$75.00	04/20/22	12725	ASCUCK	\$0.00
INVOICE 42022MA6 TOTALS:					\$75.00	\$0.00	\$75.00				\$0.00
42722MA6	04/27/22	04/27/22	05/27/22								
Acct 00-0001475, Inv. 2205628			2.51.6240 - Service Tests/System Testing		\$75.00	\$0.00	\$75.00	04/27/22	12741	ASCUCK	\$0.00
INVOICE 42722MA6 TOTALS:					\$75.00	\$0.00	\$75.00				\$0.00
LEGEND TOTALS:					\$276.00	\$0.00	\$276.00				\$0.00
VENDOR: 237 - UNISOURCE ENERGY SERVICES											\$0.00
42022MA2	04/20/22	04/20/22	05/10/22								
435334 Town Yard			1.18.6285 - Utilities		\$195.21	\$0.00	\$195.21	04/20/22	12726	ASCUCK	\$0.00
055982 Fire Department			1.18.6285 - Utilities		\$113.55	\$0.00	\$113.55	04/20/22	12726	ASCUCK	\$0.00
750593 Town Hall			1.18.6285 - Utilities		\$393.18	\$0.00	\$393.18	04/20/22	12726	ASCUCK	\$0.00
693726 Police Department			1.18.6285 - Utilities		\$26.36	\$0.00	\$26.36	04/20/22	12726	ASCUCK	\$0.00
235334 Co-Op			1.18.6285 - Utilities		\$98.23	\$0.00	\$98.23	04/20/22	12726	ASCUCK	\$0.00
INVOICE 42022MA2 TOTALS:					\$826.53	\$0.00	\$826.53				\$0.00
UNISOURCE ENERGY SERVICES TOTALS:					\$826.53	\$0.00	\$826.53				\$0.00
VENDOR: 238 - VERDE VALLEY HARDWARE											\$0.00
4622MA19	04/06/22	04/06/22	04/21/22								
2860 Inv 41035 Gypsum			3.30.6260 - Street Supplies		\$46.10	\$0.00	\$46.10	04/06/22	12690	ASCUCK	\$0.00
2860 Inv 41103 Grass Seed/Soil			1.17.6230 - Rep and Maint - Infrastructure		\$70.24	\$0.00	\$70.24	04/06/22	12690	ASCUCK	\$0.00
2860 Inv 41148 Service Kits/Oil			1.17.6225 - Rep and Maint - Equipment		\$87.59	\$0.00	\$87.59	04/06/22	12690	ASCUCK	\$0.00
2860 Inv 41299 Paint/Brushes			3.30.6260 - Street Supplies		\$264.51	\$0.00	\$264.51	04/06/22	12690	ASCUCK	\$0.00
2860 Inv 41479 Floor Squeegee			1.18.6250 - Small Tools and Equipment		\$40.15	\$0.00	\$40.15	04/06/22	12690	ASCUCK	\$0.00
2860 Inv 41585 Deck Screws/Bits			1.18.6230 - Rep and Maint - Infrastructure		\$47.87	\$0.00	\$47.87	04/06/22	12690	ASCUCK	\$0.00
2860 Inv 41805 Top Soil			1.17.6230 - Rep and Maint - Infrastructure		\$30.71	\$0.00	\$30.71	04/06/22	12690	ASCUCK	\$0.00
2860 Inv 42068 Lower Park			1.17.6230 - Rep and Maint - Infrastructure		\$61.47	\$0.00	\$61.47	04/06/22	12690	ASCUCK	\$0.00
INVOICE 4622MA19 TOTALS:					\$648.64	\$0.00	\$648.64				\$0.00
VERDE VALLEY HARDWARE TOTALS:					\$648.64	\$0.00	\$648.64				\$0.00
VENDOR: 249 - POSTMASTER											\$0.00
42722MA9	04/27/22	04/27/22	04/27/22								
Postage Newsletter May/June			1.11.6200 - Postage		\$62.99	\$0.00	\$62.99	04/27/22	12742	ASCUCK	\$0.00
INVOICE 42722MA9 TOTALS:					\$62.99	\$0.00	\$62.99				\$0.00
POSTMASTER TOTALS:					\$62.99	\$0.00	\$62.99				\$0.00
VENDOR: 252 - NAPA AUTO PARTS											\$0.00

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

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Description		Account		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
4622MA6	04/06/22	04/06/22	04/26/22							
31380 Inv 283848 Windshield Nozzle		2.50.6220 - Rep and Maint - Vehicles		\$20.51	\$0.00	\$20.51	04/06/22	12691	ASCUCK	\$0.00
31380 Inv 284856,286184 Hydraulic Oi		1.17.6225 - Rep and Maint - Equipment		\$50.01	\$0.00	\$50.01	04/06/22	12691	ASCUCK	\$0.00
31380 Inv 284856,286184 Hydraulic Oi		1.18.6225 - Rep and Maint - Equipment		\$50.01	\$0.00	\$50.01	04/06/22	12691	ASCUCK	\$0.00
31380 Inv 284856,286184 Hydraulic Oi		2.50.6225 - Rep and Maint - Equipment		\$50.01	\$0.00	\$50.01	04/06/22	12691	ASCUCK	\$0.00
31380 Inv 284856,286184 Hydraulic Oi		2.51.6225 - Rep and Maint - Equipment		\$50.01	\$0.00	\$50.01	04/06/22	12691	ASCUCK	\$0.00
31380 Inv 284856,286184 Hydraulic Oi		2.52.6225 - Rep and Maint - Equipment		\$50.03	\$0.00	\$50.03	04/06/22	12691	ASCUCK	\$0.00
31380 Inv 284856,286184 Hydraulic Oi		3.30.6225 - Rep and Maint - Equipment		\$50.01	\$0.00	\$50.01	04/06/22	12691	ASCUCK	\$0.00
31380 Inv 285277,285610,285721 Park		1.17.6220 - Rep and Maint - Vehicles		\$83.65	\$0.00	\$83.65	04/06/22	12691	ASCUCK	\$0.00
31380 Inv 285277,285610,285721 Prop		1.18.6220 - Rep and Maint - Vehicles		\$83.65	\$0.00	\$83.65	04/06/22	12691	ASCUCK	\$0.00
31380 Inv 285277,285610,285721 Wate		2.50.6220 - Rep and Maint - Vehicles		\$83.65	\$0.00	\$83.65	04/06/22	12691	ASCUCK	\$0.00
31380 Inv 285277,285610,285721 Sewe		2.51.6220 - Rep and Maint - Vehicles		\$83.65	\$0.00	\$83.65	04/06/22	12691	ASCUCK	\$0.00
31380 Inv 285277,285610,285721 Tras		2.52.6220 - Rep and Maint - Vehicles		\$83.69	\$0.00	\$83.69	04/06/22	12691	ASCUCK	\$0.00
31380 Inv 285277,285610,285721 HURF		3.30.6220 - Rep and Maint - Vehicles		\$83.65	\$0.00	\$83.65	04/06/22	12691	ASCUCK	\$0.00
31380 Inv 284248 Wheel Bearing/Hub		1.13.6220 - Rep and Maint - Vehicles		\$303.50	\$0.00	\$303.50	04/06/22	12691	ASCUCK	\$0.00
INVOICE 4622MA6 TOTALS:				\$1,126.03	\$0.00	\$1,126.03				\$0.00
NAPA AUTO PARTS TOTALS:				\$1,126.03	\$0.00	\$1,126.03				\$0.00
VENDOR: 254 - VERDE VALLEY NEWSPAPERS										\$0.00
4622MA4	04/06/22	04/06/22	04/16/22							
11366, Stmt #162803 Notice 3/6		6.70.6106 - HURF Exchange Drainage Expe		\$72.04	\$0.00	\$72.04	04/06/22	12692	ASCUCK	\$0.00
11366, Stmt #162803 Notice 3/13		6.70.6106 - HURF Exchange Drainage Expe		\$72.04	\$0.00	\$72.04	04/06/22	12692	ASCUCK	\$0.00
11366, Stmt #162803 Legal Notice 3/		1.11.6105 - Advertising, Printing, & Publishin		\$122.64	\$0.00	\$122.64	04/06/22	12692	ASCUCK	\$0.00
11366, Stmt #162803 Legal Notice 3/		1.11.6105 - Advertising, Printing, & Publishin		\$122.64	\$0.00	\$122.64	04/06/22	12692	ASCUCK	\$0.00
INVOICE 4622MA4 TOTALS:				\$389.36	\$0.00	\$389.36				\$0.00
VERDE VALLEY NEWSPAPERS TOTALS:				\$389.36	\$0.00	\$389.36				\$0.00
VENDOR: 255 - CITY OF COTTONWOOD										\$0.00
41322MA6	04/13/22	04/13/22	04/13/22							
Inv 4997 Dispatch Fees FD Mar & Apr		1.14.6120 - Dispatch Fees		\$1,120.66	\$0.00	\$1,120.66	04/13/22	12711	ASCUCK	\$0.00
Inv 4997 Dispatch Fees PD Mar & Apr		1.13.6120 - Dispatch Fees		\$6,957.50	\$0.00	\$6,957.50	04/13/22	12711	ASCUCK	\$0.00
INVOICE 41322MA6 TOTALS:				\$8,078.16	\$0.00	\$8,078.16				\$0.00
CITY OF COTTONWOOD TOTALS:				\$8,078.16	\$0.00	\$8,078.16				\$0.00
VENDOR: 260 - CYMA SYSTEMS, INC										\$0.00
41322MA8	04/13/22	04/13/22	04/13/22							
Inv 494971 Software Renewal GG		1.11.6192 - Software Support Exp - GG		\$535.96	\$0.00	\$535.96	04/13/22	12712	ASCUCK	\$0.00
Inv 494971 Software Renewal Water		2.50.6192 - Software Support Exp - Water		\$178.65	\$0.00	\$178.65	04/13/22	12712	ASCUCK	\$0.00
Inv 494971 Software Renewal Sewer		2.51.6192 - Software Support Exp - Sewer		\$178.65	\$0.00	\$178.65	04/13/22	12712	ASCUCK	\$0.00
Inv 494971 Software Renewal Trash		2.52.6192 - Software Support Exp - Trash		\$178.67	\$0.00	\$178.67	04/13/22	12712	ASCUCK	\$0.00
INVOICE 41322MA8 TOTALS:				\$1,071.93	\$0.00	\$1,071.93				\$0.00
CYMA SYSTEMS, INC TOTALS:				\$1,071.93	\$0.00	\$1,071.93				\$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
VENDOR: 265 - CONTRACT WASTEWATER OPERATIONS										\$0.00
4622MA21	04/06/22	04/06/22	05/01/22							
Inv 1015191 Spring Maintenance Mar		2.50.6110 - Contract Services		\$900.00	\$0.00	\$900.00	04/06/22	12693	ASCUCK	\$0.00
Inv 1015191 WWTP Maintenance Mar 20		2.51.6110 - Contract Services		\$3,200.00	\$0.00	\$3,200.00	04/06/22	12693	ASCUCK	\$0.00
Inv 1015191 Sample Transport		2.51.6240 - Service Tests/System Testing		\$130.00	\$0.00	\$130.00	04/06/22	12693	ASCUCK	\$0.00
INVOICE 4622MA21 TOTALS:				\$4,230.00	\$0.00	\$4,230.00				\$0.00
CONTRACT WASTEWATER OPERATIONS TOTALS:				\$4,230.00	\$0.00	\$4,230.00				\$0.00
VENDOR: 406 - DIVERSIFIED INSPECTIONS, INC										\$0.00
41322MA4	04/13/22	04/13/22	04/13/22							
Inv INDI49272 Annual Safety Inspect		1.14.6225 - Rep and Maint - Equipment		\$500.00	\$0.00	\$500.00	04/13/22	12713	ASCUCK	\$0.00
INVOICE 41322MA4 TOTALS:				\$500.00	\$0.00	\$500.00				\$0.00
DIVERSIFIED INSPECTIONS, INC TOTALS:				\$500.00	\$0.00	\$500.00				\$0.00
VENDOR: 412 - JOHN MCDONALD										\$0.00
41322MA5	04/13/22	04/13/22	04/13/22							
Reimburse For Supplies GG		1.11.6195 - Operating Supplies - Gen Gov		\$430.29	\$0.00	\$430.29	04/13/22	12714	ASCUCK	\$0.00
Reimburse For Supplies Prop		1.18.6195 - Operating Supplies - Properties		\$307.40	\$0.00	\$307.40	04/13/22	12714	ASCUCK	\$0.00
INVOICE 41322MA5 TOTALS:				\$737.69	\$0.00	\$737.69				\$0.00
JOHN MCDONALD TOTALS:				\$737.69	\$0.00	\$737.69				\$0.00
VENDOR: 448 - BLACK HILLS PUMPING, INC										\$0.00
41322MA2	04/13/22	04/13/22	04/13/22							
Inv 98908 Pump Sewer Tanks in Dec.		2.51.6230 - Rep and Maint - Infrastructure		\$5,400.00	\$0.00	\$5,400.00	04/13/22	12715	ASCUCK	\$0.00
INVOICE 41322MA2 TOTALS:				\$5,400.00	\$0.00	\$5,400.00				\$0.00
BLACK HILLS PUMPING, INC TOTALS:				\$5,400.00	\$0.00	\$5,400.00				\$0.00
VENDOR: 450 - #1 FOOD STORE										\$0.00
41322MA11	04/13/22	04/13/22	04/13/22							
Fuel, PD		1.13.6145 - Fuel		\$145.70	\$0.00	\$145.70	04/13/22	12716	ASCUCK	\$0.00
Fuel, FD		1.14.6145 - Fuel		\$455.92	\$0.00	\$455.92	04/13/22	12716	ASCUCK	\$0.00
INVOICE 41322MA11 TOTALS:				\$601.62	\$0.00	\$601.62				\$0.00
#1 FOOD STORE TOTALS:				\$601.62	\$0.00	\$601.62				\$0.00
VENDOR: 502 - DANA KEPNER CO										\$0.00
41322MA3	04/13/22	04/13/22	05/13/22							
5124, Inv9029868 Romac Clamps		2.50.6230 - Rep and Maint - Infrastructure		\$624.24	\$0.00	\$624.24	04/13/22	12717	ASCUCK	\$0.00
INVOICE 41322MA3 TOTALS:				\$624.24	\$0.00	\$624.24				\$0.00
DANA KEPNER CO TOTALS:				\$624.24	\$0.00	\$624.24				\$0.00

Town of Jerome

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

Ledger as of : 4/1/2022 to 4/30/2022

Invoice Number	Inv.Date	Post.Date	Due.Date		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
Description		Account									
VENDOR: 548 - JC CULLEN INC											\$0.00
4622MA9	04/06/22	04/06/22	05/06/22								
Inv 149717 Port Services, PD		1.13.6192 - Software Service & Support		\$35.48	\$0.00	\$35.48	04/06/22	12694	ASCUCK	\$0.00	
Inv 149717 Port Services, FD		1.14.6192 - Software Service & Support		\$35.49	\$0.00	\$35.49	04/06/22	12694	ASCUCK	\$0.00	
INVOICE 4622MA9 TOTALS:				\$70.97	\$0.00	\$70.97				\$0.00	
JC CULLEN INC TOTALS:				\$70.97	\$0.00	\$70.97				\$0.00	
VENDOR: 686 - PROFORCE											\$0.00
42022MA8	04/20/22	04/20/22	05/20/22								
Ins 479134 Bolawrap 150 YLW w/lsr		5.40.6236 - RICO Exp - Opr Grants		\$7,231.04	\$0.00	\$7,231.04	04/20/22	12727	ASCUCK	\$0.00	
INVOICE 42022MA8 TOTALS:				\$7,231.04	\$0.00	\$7,231.04				\$0.00	
PROFORCE TOTALS:				\$7,231.04	\$0.00	\$7,231.04				\$0.00	
VENDOR: 725 - DIESEL DIRECT WEST											\$0.00
41322MA9	04/13/22	04/13/22	04/28/22								
18583, Inv 84480109 Fuel, Water		2.50.6145 - Fuel		\$26.14	\$0.00	\$26.14	04/13/22	12718	ASCUCK	\$0.00	
18583, Inv 84480109 Fuel, Sewer		2.51.6145 - Fuel		\$26.14	\$0.00	\$26.14	04/13/22	12718	ASCUCK	\$0.00	
18583, Inv 84480109 Fuel, Trash		2.52.6145 - Fuel		\$209.12	\$0.00	\$209.12	04/13/22	12718	ASCUCK	\$0.00	
18583, Inv 84481250 Fuel, Water		2.50.6145 - Fuel		\$16.58	\$0.00	\$16.58	04/13/22	12718	ASCUCK	\$0.00	
18583, Inv 84481250 Fuel, Sewer		2.51.6145 - Fuel		\$16.58	\$0.00	\$16.58	04/13/22	12718	ASCUCK	\$0.00	
18583, Inv 84481250 Fuel, Trash		2.52.6145 - Fuel		\$132.71	\$0.00	\$132.71	04/13/22	12718	ASCUCK	\$0.00	
INVOICE 41322MA9 TOTALS:				\$427.27	\$0.00	\$427.27				\$0.00	
42022MA3	04/20/22	04/20/22	05/05/22								
18583, Inv 84504729 Fuel, Water		2.50.6145 - Fuel		\$17.48	\$0.00	\$17.48	04/20/22	12728	ASCUCK	\$0.00	
18583, Inv 84504729 Fuel, Sewer		2.51.6145 - Fuel		\$17.48	\$0.00	\$17.48	04/20/22	12728	ASCUCK	\$0.00	
18583, Inv 84504729 Fuel, Trash		2.52.6145 - Fuel		\$139.86	\$0.00	\$139.86	04/20/22	12728	ASCUCK	\$0.00	
INVOICE 42022MA3 TOTALS:				\$174.82	\$0.00	\$174.82				\$0.00	
DIESEL DIRECT WEST TOTALS:				\$602.09	\$0.00	\$602.09				\$0.00	
VENDOR: 735 - FOUR-D LLC											\$0.00
4622MA15	04/06/22	04/06/22	05/06/22								
Inv 837 IT Work Completed March 202		1.11.6193 - Computer Hardware & Service		\$747.50	\$0.00	\$747.50	04/06/22	12695	ASCUCK	\$0.00	
INVOICE 4622MA15 TOTALS:				\$747.50	\$0.00	\$747.50				\$0.00	
FOUR-D LLC TOTALS:				\$747.50	\$0.00	\$747.50				\$0.00	
VENDOR: 747 - TOWN OF JEROME PR											\$0.00
4622MA3	04/06/22	04/06/22	04/06/22								
Monthly Payroll Transfer		1.10.2999 - Suspense Account		\$90,000.00	\$0.00	\$90,000.00	04/06/22	12696	ASCUCK	\$0.00	
INVOICE 4622MA3 TOTALS:				\$90,000.00	\$0.00	\$90,000.00				\$0.00	

Town of Jerome

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

Ledger as of : 4/1/2022 to 4/30/2022

Invoice Number	Inv.Date	Post.Date	Due.Date		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
Description		Account									
TOWN OF JEROME PR TOTALS:					\$90,000.00	\$0.00	\$90,000.00				\$0.00
VENDOR: 748 - SIMS MACKIN, LTD											\$0.00
42022MA9	04/20/22	04/20/22	05/20/22								
Inv 33963 Legal, GG			1.11.6170 - Legal Exp - Gen Gov		\$429.00	\$0.00	\$429.00	04/20/22	12729	ASCUCK	\$0.00
Inv 33963 Legal, PZ			1.16.6170 - Legal Exp - P&Z		\$409.50	\$0.00	\$409.50	04/20/22	12729	ASCUCK	\$0.00
Inv 33963 Legal, Sewer			2.51.6170 - Legal Exp - Sewer		\$97.50	\$0.00	\$97.50	04/20/22	12729	ASCUCK	\$0.00
INVOICE 42022MA9 TOTALS:					\$936.00	\$0.00	\$936.00				\$0.00
SIMS MACKIN, LTD TOTALS:					\$936.00	\$0.00	\$936.00				\$0.00
VENDOR: 754 - ARIZONA BUG COMPANY											\$0.00
42022MA13	04/20/22	04/20/22	05/20/22								
Inv 181939 Pest Control, 10101 prop			1.18.6110 - Contract Services		\$50.00	\$0.00	\$50.00	04/20/22	12730	ASCUCK	\$0.00
INVOICE 42022MA13 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
4622MA13	04/06/22	04/06/22	05/06/22								
7002-01 Town Hall			1.18.6285 - Utilities		\$194.51	\$0.00	\$194.51	04/06/22	12697	ASCUCK	\$0.00
7060-01 Town Yard			1.18.6285 - Utilities		\$180.44	\$0.00	\$180.44	04/06/22	12697	ASCUCK	\$0.00
7054-01 Police Station			1.18.6285 - Utilities		\$177.32	\$0.00	\$177.32	04/06/22	12697	ASCUCK	\$0.00
7015-01 Fire Station			1.18.6285 - Utilities		\$180.44	\$0.00	\$180.44	04/06/22	12697	ASCUCK	\$0.00
INVOICE 4622MA13 TOTALS:					\$732.71	\$0.00	\$732.71				\$0.00
TOWN OF JEROME - UTILITIES TOTALS:					\$732.71	\$0.00	\$732.71				\$0.00
VENDOR: 806 - PRESCOTT LAW GROUP, PLC											\$0.00
42022MA4	04/20/22	04/20/22	05/20/22								
2011-00019, Inv 5193 Legal, PD			1.13.6172 - Prosecutor Exp		\$1,270.50	\$0.00	\$1,270.50	04/20/22	12731	ASCUCK	\$0.00
INVOICE 42022MA4 TOTALS:					\$1,270.50	\$0.00	\$1,270.50				\$0.00
PRESCOTT LAW GROUP, PLC TOTALS:					\$1,270.50	\$0.00	\$1,270.50				\$0.00
VENDOR: 891 - ALPHA OMEGA POWER SYSTEMS											\$0.00
4622MA12	04/06/22	04/06/22	05/06/22								
Inv 4701 Generator Repair/Service L			1.18.6215 - R&M Building - Properties		\$705.00	\$0.00	\$705.00	04/06/22	12698	ASCUCK	\$0.00
Inv 4701 Generator Repair/Service P			1.18.6215 - R&M Building - Properties		\$93.00	\$0.00	\$93.00	04/06/22	12698	ASCUCK	\$0.00
INVOICE 4622MA12 TOTALS:					\$798.00	\$0.00	\$798.00				\$0.00
ALPHA OMEGA POWER SYSTEMS TOTALS:					\$798.00	\$0.00	\$798.00				\$0.00
VENDOR: 914 - LIFE & PROPERTY SAFETY, LLC											\$0.00
4622MA11	04/06/22	04/06/22	05/06/22								

Town of Jerome

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

Ledger as of : 4/1/2022 to 4/30/2022

Invoice Number	Inv.Date	Post.Date	Due.Date							
Description		Account		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
Inv 7492 Monthly Fire Alarm Monitor		1.18.6215 - R&M Building - Properties		\$96.00	\$0.00	\$96.00	04/06/22	12699	ASCUCK	\$0.00
INVOICE 4622MA11 TOTALS:				\$96.00	\$0.00	\$96.00				\$0.00
LIFE & PROPERTY SAFETY, LLC TOTALS:				\$96.00	\$0.00	\$96.00				\$0.00
VENDOR: 952 - KAIROS HEALTH ARIZONA, INC.										\$0.00
4622MA1	04/06/22	04/06/22	05/06/22							
Health Insurance - April 2022 Billi		1.10.2406 - Health Insurance		\$17,025.03	\$0.00	\$17,025.03	04/06/22	12700	ASCUCK	\$0.00
INVOICE 4622MA1 TOTALS:				\$17,025.03	\$0.00	\$17,025.03				\$0.00
KAIROS HEALTH ARIZONA, INC. TOTALS:				\$17,025.03	\$0.00	\$17,025.03				\$0.00
VENDOR: 968 - PATRIOT DISPOSAL, INC.										\$0.00
4622MA10	04/06/22	04/06/22	05/06/22							
0040, Ticket 261153		2.52.6165 - Landfill Tipping Fees		\$406.80	\$0.00	\$406.80	04/06/22	12701	ASCUCK	\$0.00
0040, Ticket 261600		2.52.6165 - Landfill Tipping Fees		\$385.60	\$0.00	\$385.60	04/06/22	12701	ASCUCK	\$0.00
0040, Ticket 262074		2.52.6165 - Landfill Tipping Fees		\$426.40	\$0.00	\$426.40	04/06/22	12701	ASCUCK	\$0.00
0040, Ticket 262542		2.52.6165 - Landfill Tipping Fees		\$444.40	\$0.00	\$444.40	04/06/22	12701	ASCUCK	\$0.00
0040, Ticket 263022		2.52.6165 - Landfill Tipping Fees		\$444.40	\$0.00	\$444.40	04/06/22	12701	ASCUCK	\$0.00
INVOICE 4622MA10 TOTALS:				\$2,107.60	\$0.00	\$2,107.60				\$0.00
PATRIOT DISPOSAL, INC. TOTALS:				\$2,107.60	\$0.00	\$2,107.60				\$0.00
VENDOR: ONETIM - ACIP										\$0.00
4622MA23	04/06/22	04/06/22	05/06/22							
HR Summit/Atkin		1.11.6116 - Training & Education		\$75.00	\$0.00	\$75.00	04/06/22	12702	ASCUCK	\$0.00
INVOICE 4622MA23 TOTALS:				\$75.00	\$0.00	\$75.00				\$0.00
ACIP TOTALS:				\$75.00	\$0.00	\$75.00				\$0.00
VENDOR: ONETIM - HINTONBURDICK CPAS										\$0.00
4622MA24	04/06/22	04/06/22	05/06/22							
LGS-AZ 2022 Local Government Semina		1.11.6116 - Training & Education		\$65.00	\$0.00	\$65.00	04/06/22	12703	ASCUCK	\$0.00
INVOICE 4622MA24 TOTALS:				\$65.00	\$0.00	\$65.00				\$0.00
HINTONBURDICK CPAS TOTALS:				\$65.00	\$0.00	\$65.00				\$0.00
VENDOR: ONETIM - JOHN MCLOUGHLIN										\$0.00
CR-0000012	04/11/22	04/11/22	10/08/21							
LMP Refund Acct 2104-05		2.00.2600 - Customer Deposits		(\$132.51)	\$0.00	(\$132.51)	04/11/22		ASCUCK	\$0.00
INVOICE CR-0000012 TOTALS:				(\$132.51)	\$0.00	(\$132.51)				\$0.00
42022MA5	04/20/22	04/20/22	05/20/22							
LMP Deposit Refund Acct 2104-05		2.00.2600 - Customer Deposits		\$132.51	\$0.00	\$132.51	04/20/22	12732	ASCUCK	\$0.00
INVOICE 42022MA5 TOTALS:				\$132.51	\$0.00	\$132.51				\$0.00

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

Ledger as of : 4/1/2022 to 4/30/2022

Invoice Number	Inv.Date	Post.Date	Due.Date							
Description		Account		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
JOHN MCLOUGHLIN TOTALS:				\$0.00	\$0.00	\$0.00				\$0.00
VENDOR: ONETIM - LEO SHAKESPEARE										\$0.00
41322MA7	04/13/22	04/13/22	05/13/22							
Reimburse For Paint and Lumber		1.15.6225 - Rep and Maint - Equipment		\$147.44	\$0.00	\$147.44	04/13/22	12719	ASCUCK	\$0.00
Labor For Story Walk Stands		1.15.6225 - Rep and Maint - Equipment		\$140.00	\$0.00	\$140.00	04/13/22	12719	ASCUCK	\$0.00
INVOICE 41322MA7 TOTALS:				\$287.44	\$0.00	\$287.44				\$0.00
LEO SHAKESPEARE TOTALS:				\$287.44	\$0.00	\$287.44				\$0.00
LEDGER TOTALS:				\$218,287.47	\$0.00	\$218,287.47				\$460.07

*V - Denotes Voided Check Entries

For the meeting of May 10, 2022

MONTHLY STAFF REPORT TO THE MAYOR AND COUNCIL

Candace B. Gallagher, Town Manager/Clerk

My activities over the past month have included:

- Attended pre-construction meetings for Dundee waterline improvements and HURF-funded drainage projects.
 - Finalized contract documents, issued Notice to Proceed and assisted with ADOT permitting for the drainage project.
 - Worked with NACOG to finalize contract documents for Dundee waterline improvements.
- Continued work with PACE Engineering regarding funding for wastewater plant improvements.
 - *FYI: A Municipal Property Corporation will not be necessary or desirable.*
- Worked with Town Manager/Clerk applicant Brett Klein to draft proposed employment agreement.
- Posted notice, per Town Code, regarding mandatory water restrictions beginning May 1.
- Submitted annual report regarding American Rescue Plan Act funding.
- With Mayor Dillenberg and Councilmember Moore, attended on site meeting with Town Engineer and representatives of Verde Exploration regarding construction easement for drainage work and reconnection of water to Verde Ex properties.
- Continued work on FY23 budget and working to set budget meeting dates in May and June.
- Prepared and compiled materials for Council meeting packets.
- Continued attendance at various virtual meetings and webinars with local officials and others.
- Continued maintenance of Town of Jerome website and Facebook page.
- Continued to meet and/or speak individually with residents, businesspeople, contracted professionals, members of the governing body, and staff regarding various issues.
- Continued to field and respond to day-to-day issues requiring my attention, including support for Planning & Zoning.

**** CONGRATULATIONS TO ****

Public Works Crew Chief Lyle Keith, who completed **5 years** of service on May 1, 2022

Librarian Kathleen Jarvis, who completed **13 years** of service on April 26, 2022

Fire Chief Rusty Blair, who will have completed **15 years** of service as of May 11, 2022

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

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

Candace

WATER FLOWS REPORT

Reading Date	WALNUT GPM	VERDE GPM
6-Apr	77	109
12-Apr	82	102
19-Apr	77	180
26-Apr	71	194
7-May	77	196
11-May	77	190
17-May	66	193
24-May	71	189
1-June	66	182
8-June	60	250
15-June	57	248
21-June	57	242
28-June	57	244
6-July	52	248
12-July	57	240
14-July	48	243
19-July	52	180
28-July	83	177
2-Aug	101	108
11-Aug	77	175
16-Aug	172	180
23-Aug	72	175
30-Aug	66	170
8-Sept	61	168
13-Sept	57	170
20-Sept	57	148
27-Sept	61	162
4-Oct	57	160
11-Oct	61	162
18-Oct	71	165
25-Oct	71	160
1-Nov	66	152
8-Nov	61	159
19-Nov	71	158
22-Nov	71	155
29-Nov	61	158
6-Dec	66	155
14-Dec	71	156
20-Dec	71	144
23-Dec	71	142
27-Dec	71	144
2022 3-Jan	71	140
18-Jan	68	145
24-Jan	71	150
31-Jan	77	141
7-Feb	77	137
14-Feb	57	134
28-Feb	57	139
14-Mar	52	148
21-Mar	48	135
28-Mar	48	129
4-Apr	52	131
11-Apr	40	163
18-Apr	44	153
25-Apr	40	153
2-May	44	159

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

	FY2022 BUDGET	FY2022 actual	Budget +/-	FY2021 actual	Compared to prior year +/-
July	80,500	117,605	37,105	84,065	33,540
August	78,000	118,436	40,436	81,343	37,093
September	74,100	81,826	7,726	77,127	4,699
October	85,600	140,055	54,455	89,557	50,498
November	101,700	160,051	58,351	107,091	52,960
December	97,000	124,708	27,708	102,005	22,703
January	69,600	123,149	53,549	72,290	50,859
February	71,300	85,855	14,555	74,062	11,793
March	92,700	105,343	12,643	97,302	8,041
April	113,900			133,377	
May	114,200			133,613	
June	121,400			141,472	
Total YTD	1,100,000	1,057,028	306,528	1,193,304	272,186

TOWN OF JEROME, AZ

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

	RESTAURANTS/BARS (Bus Class 11)			ACCOMMODATION (Bus Class 44/144)			RETAIL (Bus Class 17)		
	FY2022 actual	FY2021 actual	+/-	FY2022 actual	FY2021 actual	+/-	FY2022 actual	FY2021 actual	+/-
July	38,281	30,997	7,284	18,467	12,545	5,922	47,339	31,882	15,457
August	41,580	27,677	13,903	18,024	12,215	5,809	47,731	26,169	21,562
September	26,920	28,733	(1,813)	14,684	12,548	2,136	28,573	27,630	943
October	45,726	29,686	16,040	20,051	14,078	5,973	58,351	37,015	21,336
November	53,186	39,092	14,094	25,622	17,604	8,018	68,645	41,909	26,736
December	42,240	31,036	11,204	19,769	17,514	2,255	51,239	43,545	7,694
January	36,189	20,729	15,460	17,289	12,071	5,218	48,750	30,776	17,974
February	28,416	26,693	1,723	12,954	12,132	822	32,562	24,068	8,494
March	33,497	34,952	(1,455)	19,946	13,831	6,115	41,523	38,250	3,273
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	76,440		188,325	42,268		466,215	123,469

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	3,942	14,900
December	3,041	17,941
January	2,660	20,601
February	1,993	22,594
March	3,068	25,662
April		
May		
June		



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: April Year: 2022

Calls by Type	Number	Resident	Non-Resident
EMS Calls	12	8	4
Residential Fire	2	0	2
Commercial Fire	0	0	0
Wildland	0	0	0
Still Assignment	6	6	0
Station Staffing	5	5	0
Citizen Assist	4	3	1
Agency Assist	7	3	4
Special Duty	3	3	0
Snake Removal	4	4	0
Tech Rope Rescue	1	0	1
MVA/Rescue	2	0	2
HazMat	4	4	0
Dispatch Error	0	0	0
Totals:	50		
Total Calls Chief on Scene	44		
Total JFD Meetings Chief Attended	4		

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

JVFD Hours Worked (No Salaried Hours Included in these totals)	Total Hours: 473
--	------------------

Fire Chief Meetings	Date
Fire Marshals Meeting	4/6/22
Chief's Meeting	4/6/22

Education, Summer Semester:

- 2 Members are continuing classes in Yavapai's Colleges Spring Semester.
- Ricardo Hernandez for Fire Prevention and Fire Department Co Officer.
 - Carl Whiting for Firefighter Safety and building construction.

Additional Training:

- On Thursday 5PM April 7th we had a Business meeting and EMS protocol Updates conducted by Blair and Muma.
- On Thursday 5PM April 14th we conducted Training on pumping Vehicles with Muma
- On Thursday 5PM April 21st we conducted training on Ladders with Kinsella and Giles.
- On Saturday 9AM April 23rd we conducted Vortex Rope Training with Muma and Lee.
- On Thursday 5PM April 28th we conducted hose pack and foam systems training

Department Affairs and On-going Projects

- Our April call volume is up by 15 calls over last April's 35 calls, totaling 50 calls this month. Our year-to-date call volume is 152 compared with 129 calls YTD 2021. Our Fire Department personnel are performing their tasks in a professional manner with no injuries occurring.
- On March 15th an overflow of the upper men's toilet occurred and caused water damage from bathrooms down to the EMS room. Over the next several weeks Servpro will be in and out restoring the Bathrooms, the middle storage room, and the EMS Room. We are fully covered by our insurance and our deductible was paid by Ropes that Rescue. Starting the week of the 24th restoration has begun on the station.
- We have received the Firehouse Subs Grant for 16,000 plus for new Innorex Turnouts. This Is a 100 Percent grant with no expense to the town.

Prevention

- We have had a total of 29 Firewise activities and visits to the burn pile in April with 29 loads of trimmings, slash, and brush for a total of 48 combined Jerome's citizen hours. As well as 82 total hours from our Fuels Crew. If you need assistance, and have not filled out a Firewise application, they can be obtained at the Town Hall or the Fire Department.
- 2 Business license inspections were performed.
- At both the Jerome Cemetery in Clarkdale off of Mine rich Rd. as well as our Upper Cemetery off of cemetery rd. The Jerome Fire Department has been performing Fuel Mitigation as well as restoration and cataloging of the gravesites.
- Starting May 5th Jerome will be joining Prescott National Forest in beginning Stage 1 Fire restrictions. This means no campfires or burning allowed other than Charcoal grills with a lid, Gas fireplaces with a shutoff and approved heating devices.

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.

April Fire and EMS Report:

Incident	Date	Time	Day	Select Type	Additional Info	#
22-63	4/1/22	8:00:00 PM	Fri	Agency Assist Non-Resident	Provide FLIR for PD Incident	1
42	4/1/22	11:42:00 PM	Fri	EMS Resident	7 YOM and 42 YOF Dog Bites	4
22-64	4/2/22	11:30:00 AM	Sat	Snake Removal	Rattlesnake	1
22-65	4/2/22	8:00:00 AM	Sat	Agency Assist Resident	Rehab E-126	3
43	4/4/22	1:49:00 PM	Mon	EMS Non Resident	85 YOM - Stroke	8
44	4/4/22	4:15:00 PM	Mon	MVA/Rescue Non-Resident	59 YOM W/ Injuries	6
22-66	4/4/22	10:07:00 PM	Mon	EMS Resident	Assist Hospice	3
45	4/5/22	10:24:00 AM	Tue	EMS Resident	69 YOF - Stroke	5
22-67	4/5/22	1:00:00 PM	Tue	EMS Resident	41 YOM - Basic First Aid	3

22-68	4/5/22	1:30:00 PM	Tue	EMS Non Resident	73 YOM - Basic First Aid.	2
22-69	4/6/22	10:45:00 AM	Wed	MVA/Rescue Non-Resident	Box truck Stuck	7
22-70	4/6/22	5:30:00 PM	Wed	Snake Removal	4' Diamondback	1
22-71	4/7/22	10:00:00 AM	Thurs	Agency Assist Resident	Provide JPW W/ Equipment	1
22-72	4/8/22	9:00:00 AM	Fri	Agency Assist Resident	Assist JPW W/ Garbage Truck	2
22-73	4/8/22	9:15:00 AM	Fri	Hazmat	Clean up Antifreeze in Rd.	2
22-74	4/8/22	1:00:00 PM	Fri	Citizen Assist Resident	Vehicle Lockout	1
22-75	4/8/22	4:00:00 PM	Fri	Agency Assist Non-Resident	Assist PD W/ Vehicle stop	2
22-76	4/8/22	4:30:00 PM	Fri	Special Duty Resident	Building / Property Inspection	2
22-77	4/8/22	8:18:00 PM	Fri	Still Assignment Resident	Smell of gas	2
22-78	4/12/22	3:30:00 PM	Tue	Still Assignment Resident	Smoke Check	2
22-79	4/14/22	10:15:00 AM	Thurs	Still Assignment Resident	Smoke Check	2
22-80	4/14/22	11:00:00 AM	Thurs	Agency Assist Non-Resident	Traffic Control	2
46	4/14/22	1:17:00 PM	Thurs	EMS Non Resident	Unknown Medical	6
22-81	4/15/22	12:15:00 PM	Fri	EMS Resident	76 YOM Lift Assist	4
22-82	4/16/22	5:00:00 PM	Sat	Still Assignment Resident	Smoking Ash container	3
22-83	4/17/22	9:15:00 AM	Sun	Citizen Assist Resident	Disabled Vehicle	2
22-84	4/18/22	8:30:00 AM	Mon	Hazmat	Remove Oil Spill	3
47	4/21/22	6:38:00 PM	Thurs	Residential Fire	Canceled Enroute	4
22-85	4/22/22	4:30:00 PM	Fri	Agency Assist Non-Resident	Assist JPD W/ Abandoned Vehicle	1
22-86	4/23/22	1:00:00 PM	Sat	Special Duty Resident	Snake Removal	2
22-87	4/24/22	9:00:00 AM	Sun	Hazmat	Assist W/ Biohazard Cleanup	1
22-88	4/24/22	8:00:00 AM	Sun	Station Staffing	Station Staffing for Rope Class	7
48	4/24/22	2:38:00 PM	Sun	Hazmat	Gasoline Spill	3
22-89	4/24/22	3:00:00 PM	Sun	Still Assignment Resident	Smoke Check	3
22-90	4/25/22	6:00:00 AM	Mon	Citizen Assist Resident	Vehicle Escort	1
22-91	4/26/22	8:00:00 AM	Tue	Station Staffing	Rope Class	7
49	4/26/22	6:27:00 PM	Tue	EMS Resident	61 YOM - Fall	6
22-92	4/27/22	8:00:00 AM	Wed	Station Staffing	Rope Class	6
22-93	4/27/22	2:45:00 PM	Wed	Special Duty Resident	Wasp Nest Mitigation	2
22-94	4/27/22	3:30:00 PM	Wed	Snake Removal & Relocation	Snake Removal	2
50	4/28/22	10:26:00 AM	Thurs	EMS Resident	Unknown Medical	10
22-95	4/28/22	7:00:00 AM	Thurs	Station Staffing	Station Staffing for Rope Class	8
22-96	4/28/22	7:00:00 PM	Thurs	Snake Removal & Relocation	Snake removal	2
51	4/28/22	7:11:00 PM	Thurs	Residential Fire	Canceled Enroute	7
52	4/28/22	7:22:00 PM	Thurs	EMS Non Resident	49 YOM Unknown Medical	7
22-97	4/29/22	8:00:00 AM	Fri	Station Staffing	Station Staffing for Rope Class	4
22-98	4/29/22	12:00:00 PM	Fri	Citizen Assist Non-Resident	Disabled Vehicle	2
53	4/29/22	8:05:00 PM	Fri	EMS Resident	33 YOM Unknown Medical	6
54	4/29/22	8:43:00 PM	Fri	Still Assignment Resident	Smell of natural gas	2
55	4/30/22	4:16:00 AM	Sat	Tech Rescue Non-Resident	Canceled Enroute	5

Incident	Date	Time	Day of week	Select Type	Additional Info	#
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April 2022 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.
4/1/2022	295 Dundee				0	2	2	2	4
4/3/2022	651 Clark				0	3	2	4	8
4/2/2022	100 UVX		1	8	8	4			0
4/4/2022	1000 Perkinsville Burn Pile				0				0
4/7/2022	203 3rd				0	1	1	2	2
4/7/2022	222 County				0	2	1	2	2
4/9/2022	121 Diaz		1	4	4				0
4/10/2022	Mine Rich Rd.		2	2	4				0
4/10/2022	121 Diaz		1	4	4				0
4/12/2022	Mine Rich Rd.				0	1	2	2	4
4/14/2022	421 Giroux				0	1	2	2	4
4/16/2022	Beale		1	8	8				0
4/17/2022	Beale		1	8	8				0
4/18/2022	100 Hill				0	1	1	2	2
4/18/2022	Dundee				0	2	1	6	6
4/19/2022	410 Clark		2	4.5	9	4			0
4/19/2022	UVX		2	0.5	1	1			0
4/20/2022	601 Clark				0	2	2	4	8
4/25/2022	Giroux		1	8	8				0
4/26/2022	659 Giroux				0	1	1	1	1
4/26/2022	150 North				0	1	1	1	1
4/23/2022	Beale		1	8	8				0
4/24/2022	89A		1	8	8				0
4/26/2022	345 Dundee				0	1	1	2	2
4/28/2022	231 Allen Springs				0	1	1	2	2
4/28/2022	842 Gulch Rd.				0	1	1	2	2
4/28/2022	Dundee		1	4	4				0
4/30/2022	89A		1	8	8				0
	Totals	0	16	75	82	29	19	34	48
	Jerome Citizen Hours-	Adult Prob.	Firewise	FW Hrs.	Firewise Total Hrs.	# Loads	JC# Crew	JC# Hrs.	JC Total Hrs.

Thank you for your continuing support
Rusty Blair Chief JVFD



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

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

APRIL 2022 STAFF REPORT

From: Melanie Atkin, Finance Manager

To: The Mayor and Council

Accounting Duties:

- ❖ Processed the weekly imports, which accounts for A/R transactions made with checks, credit cards, and cash.
- ❖ Made the weekly bank deposits.
- ❖ Processed 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, supplemented Water, Sewer, and Police with transfers from the Parking Fund, and supplemented HURF from the General Fund.
- ❖ Ran monthly fund, departmental, and vendor reports.
- ❖ Created an April summary budget to actual report for General, Utility, Road, and Parking funds.
- ❖ Ran daily bank statements, making the necessary journal entries to balance the daily bank reconciliations.

HR Duties:

- ❖ Helped some employees with benefit related questions.
- ❖ Distributed health benefit open enrollment paperwork to all eligible employees.



Founded 1876
Incorporated 1899

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

May 2022 Staff Report for April activity

Respectfully submitted by Kristen Muenz, Deputy Town Clerk

- ⚙ Continued to support new Utilities and Customer Service Clerk, Terri Card, with training and advice. This past month we have concentrated on business licenses, payables filing, closing and opening utilities accounts and also making account changes.
- ⚙ Assisted Zoning Administrator Will Blodgett with BOA, P&Z and DRB-related business, answering general questions, arranging meeting times, and gathering information.
- ⚙ Posted town notices and meeting agendas throughout the month at the three locations in town (Gulch Road, post office, town hall).
- ⚙ Prepared agenda packets for P&Z and DRB meetings with support from Candace Gallagher and Will Blodgett and assisted in preparing the Council meeting agenda packets. Took and transcribed the minutes for all open sessions of Council, DRB, and P&Z meetings.
- ⚙ Assisted staff members, department heads, board members, residents, service agents, and contractors with a range of inquiries or tasks and helped answer the phone when needed.
- ⚙ Maintained record retention duties for Ordinances, Resolutions and Minutes.

Jerome Library Staff Report, April 2022

Libraries connect people to their communities through many different avenues.

For many folks discovering the variety of events a library offers creates the opportunity for a whole new level of learning and connection.

One of the challenges with library events is getting the word out. In working towards this objective the Jerome library is creating a special events newsletter to be posted around town and handed out to patrons. This newsletter will be published on alternate months.

Art Classes, Book Room special events and Children's programming along with exhibits and author readings will be advertised as well as computer tips and helpful websites.

Library staff are now seeing many patrons that have not used the library in over two years, we are reaching out to the community as our way of saying we are here for you.

Respectfully, Kathleen Jarvis



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Town of Jerome, Zoning Administrators Report

Town Council: Tuesday, May 10, 2022

Prepared by: William Blodgett, Zoning Administrator

Planning & Zoning Commission-

Recommended approval for a Conditional Use Permit (CUP) for residential Apartments in the C-1 district for Dewayne Woodworth at 123 Hill Street (APN: 401-07-169A) Applicant is seeking a conditional use permit for three residential apartments within the C-1 zone.

Renewed approval for accessory feature (Generator) for Mike Gray / James Keenan in the R1-5 district at 103 Dundee Avenue (APN: 401-11-015M). Applicant is seeking to install a back-up Generator at 103 Dundee. Project was previously approved, but the permit was allowed to expire. This item was tabled and direction to staff was to set up a neighborhood meeting. The following day the applicant removed the item from the agenda, intending to redesign the project and resubmit.

Design Review Board-

April 26th Regular meeting was cancelled. (No items)

Board of Adjustment-

Nothing to report at this time.

Code Enforcement-

Nothing to report at this time.

Administrative Approvals-

None to report in the past 30 days.

Other Business-

Attended a walk-through of the Hotel Jerome with the Town Council and a number of town staff and volunteer-advisors to assess the practicality of adaptive-reuse of the building to affording residential apartment units. Assisted in setting up a special council meeting the following week (Wed, April 27th) with Steve Knowlton to discuss build-out options for the project. Began a new parking inventory of available on-street parking, starting with the Commercial (C-1) district. Preliminary results will be available by the next regular council meeting in June. Began coordination of an Archaeological assessment and study regarding the Jerome Pioneer Cemetery with NAU Graduate Candidate Sarah Lewis. This project is still in the background research phase, and Ms. Lewis intends to discuss the project and progress, possibly by the next regular council meeting in June.



TOWN OF JEROME

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

DRAFT MINUTES

Regular Meeting of the Planning and Zoning Commission

Tuesday, April 19, 2022, 6:00 pm

Jerome Civic Center, 600 Clark Street, Jerome Arizona, 86331

6:13 (0:10) Item 1: Call to order

Chair Ready called the meeting to order at 6:13 p.m.

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

6:14 (1:16) Item 2: Petitions from the public – There were no petitions from the public.

Possible Direction to Staff

6:14 (1:27) Item 3: Approval of Minutes – Regular meeting of February 16, 2022, Joint Special meeting of February 22, 2022, and Regular meeting of March 16, 2022

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

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

(2:42) Chair Jeanie Ready made a point of clarification on the February 22, 2022, special joint meeting minutes. In the call of order, the P&Z officers were listed as Chair Schall and Vice Chair Romberger when the new chair and vice chair had been voted in on the meeting of February 16, 2022. Because Chair Ready was not in attendance at the February 22nd meeting, she suggested the commission table the minutes until their next meeting.

Motion to table the minutes of the February 22, 2022 special joint meeting

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

Motion to approve the minutes of the March 16, 2022 regular P&Z meeting

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

Old (continued) Business: none

New Business:

6:19 (6:32) Item 4: Conditional Use Permit (CUP) for Apartments in C-1

Applicant/Owner: Dewayne Woodworth

Zone: C-1

Address: 123 Hill Street

APN: 401-07-169A

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

Discussion/Possible Action

Zoning Administrator Will Blodgett read his report that explained the scope of project.

Commissioner Peterson asked how many parking spaces there would be.

Member of the public Bob Woods spoke on behalf of Mr. Woodworth, the project manager. Mr. Woods described the number and location of parking spaces on the property.

Ms. Peterson commented that 15 spaces sounded adequate.

Vice Chair Schall explained that, originally, there were more apartments planned. He commented that the tandem parking on south side of building had previously been board approved. He also believes the change to fewer apartments would be less parking intensive.

Mr. Blodgett stated that he had overestimated the amount of required parking for the retail space because the actual number will be based on the final useable space.

Mr. Schall explained that, based on the current floor plan, the whole first floor will not be retail space. Therefore, there should be enough parking to fit requirements.

Ms. Peterson commented that she had walked around the building and it looked like plenty of parking.

(14:42) Chair Ready asked when they anticipate the finish-out to be done and people or businesses start moving in.

Mr. Woods explained that they have been working on repairs, fixing walls and ceilings. If they receive the CUP, they will present plans for a building permit, hopefully within the next few months. They are planning on starting at the bottom floor and working up, but some work is being done currently.

Vice Chair Schall asked about the fire escape for the building.

Mr. Woods explained his plans for the fire escape.

Member of the public Nancy Robinson suggested that they paint the red curb yellow if allowed to increase the parking inventory.

Motion to approve the conditional use permit for apartments in the C-1 zone at 123 Hill St.

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

6:33 (20:30) Item 5: Renewed approval for accessory feature (Generator)

Applicant/Owner: Mike Gray / James Keenan

Zone: R1-5

Address: 103 Dundee Avenue

APN: 401-11-015M

Applicant is seeking to install a back-up Generator at 103 Dundee. Project was previously approved, but the permit was allowed to expire, and the applicant is renewing the process to begin construction.

Discussion/Possible Action

Zoning Administrator Will Blodgett introduced the project and explained that the prior approval for the generator project had expired. He notified the commission that the applicant, Mike Gray, was present.

Commissioner Peterson commented that she had gone to the property and talked to Michael Gray. She explained that she had concerns due to the fact the generator would be in a residential area and could create a nuisance. Ms. Peterson felt that the residents should be allowed to comment.

Mr. Blodgett pointed out some of the safety features of the generator that would mitigate some noise and other concerns.

Mike Gray, representing the applicant, is introduced.

Chair Ready asked about sound attenuation measures.

Mr. Gray responded that they had gone to lengths to add features to mitigate noise and other issues.

Chair Ready asked if the neighbors had been asked about their feelings on the project.

Mr. Gray responded that he did not know.

Vice Chair Schall stated that the fire chief had reviewed the plans for fuel storage, and it met requirements. Also, the generator was meant as a back-up, and would not be run every day, only when needed for power outages.

Chair Ready agreed that it was a good point that it would be used only temporarily.

Mr. Schall commented that it was not unusual for a generator to be used for that purpose.

Chair Ready thanked Mr. Schall for his comments.

Ms. Peterson said that she didn't think the project had gone through Planning & Zoning the first time. She also felt they should give the neighborhood a chance to weigh in on the project.

(33:00) Vice Chair Schall recalled that it had gone through Planning & Zoning the first time, but as part of a larger building project.

Mr. Gray confirmed that was correct.

There was some discussion as how best to proceed.

Mr. Schall suggested that the correct procedure would be to table the issue and direct staff to set up a neighborhood meeting.

Motion to table a decision on the approval for accessory feature until a future meeting date and direct staff to set up a meeting for information gathering

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

Meeting Updates:

6:53 (40:12) Item 6: Updates of recent and upcoming meetings

- **March 30 BOA meeting** – Meeting cancelled until further notice.
- **April 4 DRB special meeting** – Approved the minutes of the regular meeting of February 7, 2022. Approved amendment to the DRB bylaws regarding meeting dates, changing to the fourth Tuesday of each month.
- **April 12 Council meeting** – Approved the minutes from both the February 22nd special meeting and the March 8th regular meeting. Approved Resolution 637 awarding the Dundee waterline contract. Approved Resolution 638 awarding contract for drainage improvements. No action was taken on resolution 639 and Ordinance 482 regarding the 2018 edition of the International Residential Code.

6:55 (42:30) Item 7: Potential items for May's Planning & Zoning meeting, Tuesday May 17 – Discussion of definitions within the Zoning Ordinance relating to land use.

Item 8: Adjourn

Motion to adjourn at 6:56 p.m.

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

Approved: _____ Date: _____
Jeanie Ready, Planning & Zoning Commission Chair

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



APS Wildfire Safety and Fire Mitigation

APS is committed to helping protect people, property and Arizona's lands from wildfires.

The risk of wildfire cannot be eliminated, but it can be managed. APS is actively involved year-round in efforts to prepare and to increase the general safety of our electric system.

As an electricity provider, our role includes partnering with communities, first responders and customers to reduce wildfire risk and then prepare for emergency responses.

We play our part through long-term planning and ongoing system upgrades to keep people, property, and land safe around electricity.

Our year-round wildfire preparedness and efforts involve:



Clearing vegetation, creating defensible space around critical electrical infrastructure, and helping people know how to create defensible space around their property.



Working with communities on their emergency preparedness specific to wildfires.



Keeping customers informed during any power outages that may be necessary to reduce wildfire risk or keep responders safe.



Communicating to our partners and the public about our work to prevent wildfires and to promptly restore power after an outage.

Integrated Vegetation Management Program

We conduct annual inspections of transmission and distribution lines and, in accordance with all state regulations, clear overgrowth to ensure safe clearances around our equipment within rights-of-way. Historically, our utility rights-of-way have been heavily used by fire fighters as a fire break, making routine maintenance a critical process.

Protocols During Elevated Fire Conditions

During elevated fire conditions, we may have to prolong power outages until crews can perform visual inspections of lines and remove any vegetation or potential hazards from around our equipment that could pose fire risks. In the event of a wildfire, power lines may be temporarily taken out of service to protect firefighters, which could result in outages that might last longer than usual. In advance of 2022 elevated fire conditions, we have invested millions of dollars in specialized equipment on our lines to help reduce outage durations for customers.





Line Inspections and Public Safety Patrols

We conduct an annual patrol of nearly 5,000 miles of overhead lines using drones, vehicles and, in heavily vegetated areas, by foot. Annually, we complete a pole-by-pole inspection and identify necessary maintenance and complete the work ahead of elevated fire conditions.

Defensible Space Around Poles (DSAP) Program

Proactively creating defensible space within a 10-foot radius around poles helps protect electrical equipment from the impacts of wildfire and prevent wildfire ignitions.

Customer Communication

We realize that any disruption of power is a major inconvenience to customers. To ensure customers are kept informed, we are reaching out to customers in a variety of ways, including:



Mailed postcards to customers in high fire risk areas



Emails and bill messages



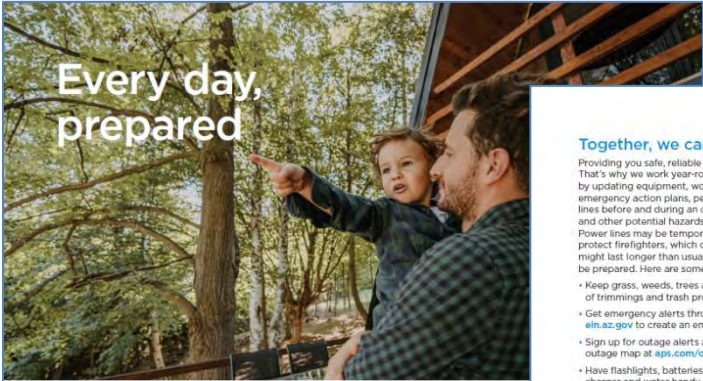
Radio and newspaper ads



Online Outage Center and Wildfire Safety pages



Example of Defensible Space Around Poles



**Every day,
prepared**

**Wildfire preparation protects you,
the community and first responders.**



Together, we can be prepared.

Providing you safe, reliable energy is our top priority. That's why we work year-round to prepare for wildfires by updating equipment, working with first responders on emergency action plans, performing visual inspections of lines before and during an outage, and clearing vegetation and other potential hazards from around our equipment. Power lines may be temporarily taken out of service to protect firefighters, which could result in outages that might last longer than usual. Working together, we can be prepared. Here are some things you can do:

- Keep grass, weeds, trees and shrubs trimmed. Dispose of trimmings and trash properly.
- Get emergency alerts through local resources and visit eln.az.gov to create an emergency preparedness plan.
- Sign up for outage alerts and view our interactive outage map at aps.com/outagecenter.
- Have flashlights, batteries, a portable cell phone charger and water handy.

Thank you for the opportunity to serve you. We appreciate your partnership as we work together to protect you, your community and first responders during wildfire season.

Please visit aps.com/wildfiresafety for more information.





TOWN OF JEROME

Post Office Box 335, Jerome, Arizona 86331

(928) 634-7943

**Jerome Town Council
Tuesday, May 10, 2022**

Item : Conditional Use Permit (CUP) for Residential Apartments
Location: 511 Main Street
Applicant/Owner: Caden Williams
Zone: C-1
APN: 401-06-089
Prepared by: Will Blodgett, Zoning Administrator
Discussion/Possible Action

Summary: The applicant requests approval of a Conditional Use Permit (CUP) to allow use of residential apartments on the second, third and fourth floors of the building, while the first floor (on Main Street) is to remain as commercial retail. Yavapai county provided the following information about the property; Constructed in 1900 with four floors, the building's uses originally were commercial retail on the main street frontage with three residential apartments in the three levels above the retail. Hours of operation, number of Employees and additional parking requirements are dependent upon the needs/use of the retail tenant at such time that it is rented. Mr. Williams provided photographs of the residential units, showing the bathrooms, kitchen and living areas in response to concerns that at least one of the units was not suitable for occupation.

Use Interpretation: The building is located within the Town of Jerome's C-1 Commercial district, and as such the retail location on the Main street frontage is a permitted use, while the Apartments located on the second, third and fourth floors are considered "existing non-conforming uses" which are conditionally permitted under section 507.C.-1: *Any "permitted" or "conditional" uses in the "R1-10", "R1-5" and "R-2" zones.*

Background: The building at 511 Main street is a four-level mixed-use building constructed in 1900. The earliest documents available list the original building having commercial retail established on the ground floor along the Main street frontage. The three floors above the retail were listed as being residential apartments for the bulk of the life of the building, with the top floor having frontage along School Street to the south, and upslope. This fourth floor residence has been previously permitted to be a small commercial retail (bookshop, "Kate's Books) an action that was within the permitted uses for the building. Reverting back to a residential use would require a Conditional Use Permit, while the second and third floors, having not changed in use, fall into the "existing, non-conforming use" category. This change in use for the top level could potentially be a lower intensity use than commercial retail, and reduce the required Parking Spaces, depending on the number that was required for the fourth floor retail previously.

Parking: Parking requirements for the Retail use remain at 1 space for 300sq ft. of useable space, while residential parking requirements are 1.5 spaces per unit. The floor area of the retail level is recorded as; 1,518sq. ft. of useable retail area under the previous tenant, which requires 5 parking spaces for the retail. The residential portion of the building will require 4.5 parking spaces, which rounded up as the TOJ Zoning Ordinance requires, comes out to 5 parking spaces. Total calculated

parking requirements for this building would be for 10 spaces, though note that a retail tenant using less of the allotted space could potentially reduce that requirement.

Code Compliance:

B. GENERAL REGULATIONS

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

Section 302.D. Commission Actions and Findings:

E. COUNCIL ACTION

1. Upon receipt from the Zoning Administrator of a Planning and Zoning Commission recommended action on a Conditional Use Permit application, the Town Clerk shall place the permit on the regular Council meeting agenda first following the 15th day after approval of the permit by the Planning Commission.
2. The Council shall within fifteen (15) days after their regular meeting or public hearing act on the recommendation of the Planning and Zoning Commission by either affirming, reversing or modifying the action of the Planning and Zoning Commission. The Town Council may make a decision based on its own findings.
3. The Council may designate such conditions in connection with the permit as it deems necessary to secure the intent and purpose of this Ordinance and may require such guarantees and evidence that such conditions are being, or will be, complied with.
- 4 The Council's decision shall be final and shall become effective immediately. Notice of the decision shall be mailed to the applicant at the address shown in the application.

[Ord. No. 470]

G. REVOCATION

Use permits granted in accordance with the provisions of this ordinance may be revoked if any of the conditions of terms of the permit are violated or if any law or ordinance is violated in connection therewith.

The Zoning Administrator shall notify the permittee, by regular First-Class mail, of a violation or termination of a use permit. If no attempt to change the violation is made within fifteen (15) days after notification, the permit shall be revoked and considered null and void.

Any use permit shall be considered null and void if construction does not conform to the originally approved site plan. Any deviations requested from the originally approved site plan shall be processed as a new use permit.

[Ord. No. 470]

Recommendation: The Planning and Zoning Commission recommends approval (see action minutes below) and the Zoning Administrator requested that the Jerome Town Council review/discuss the proposed application, add/modify conditions if necessary, and vote to approve or deny the application. The Zoning Administrator feels that the applicant has demonstrated through photographic evidence (provided below) that the previously mentioned concerns regarding suitability for occupancy should not be an issue moving forward.



TOWN OF JEROME

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

ACTION MINUTES

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

Item 1: Call to order 6:06 p.m. Commissioners Ready, Schall, Peterson, & Romberger were present. Commissioner Riley was absent.

Item 2: Petitions from the public – None

Item 3: Approval of Minutes – Regular meeting of February 16, 2022

TABLED

Old (continued) Business: none

New Business:

Item 4: Conditional Use Permit (CUP) for Apartments in C-1

Applicant/Owner: Caden Williams

Zone: C-1

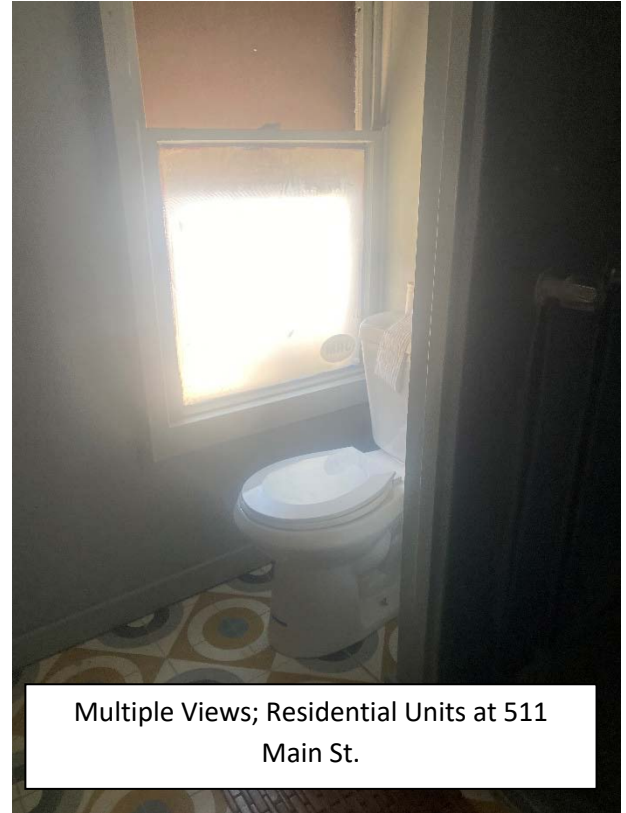
Address: 511 Main Street

APN: 401-06-089

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

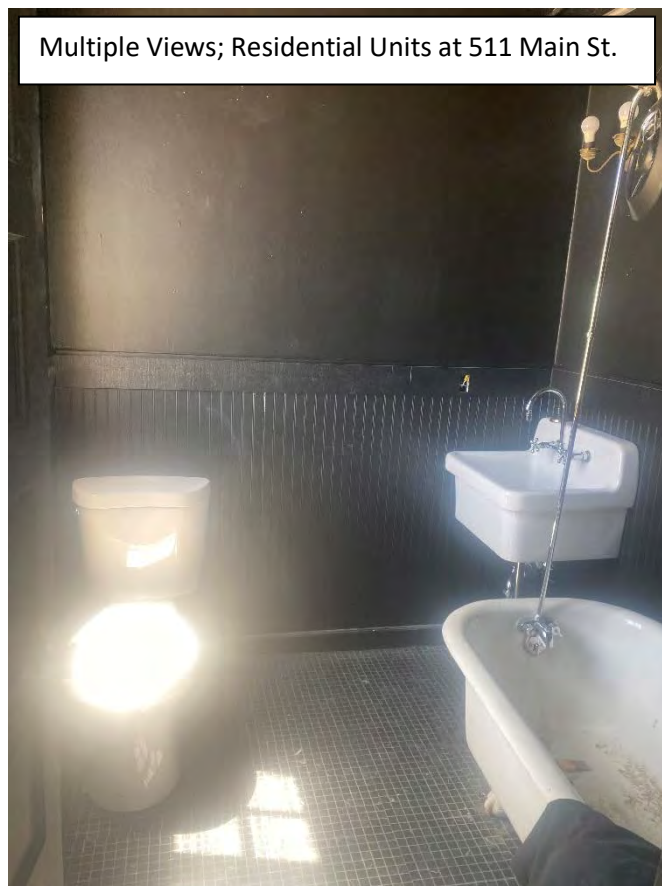
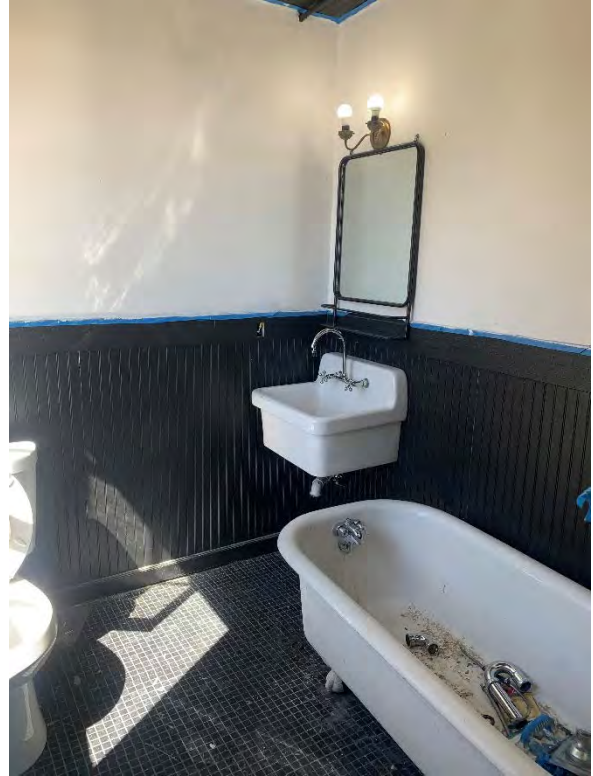
Discussion/Possible Action

APPROVED



Multiple Views; Residential Units at 511
Main St.







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 \$300 | <input type="checkbox"/> Design Review \$25 to \$500 | <input checked="" type="checkbox"/> Conditional Use Permit (CUP) \$500 |
| <input type="checkbox"/> Demolition \$50/\$200 | <input type="checkbox"/> Signage/Awning \$50 | <input type="checkbox"/> Paint/Roofing \$25 |
| <input type="checkbox"/> Time Extension \$25 to \$200 | <input type="checkbox"/> Other: _____ | <input type="checkbox"/> Other: _____ |

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

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

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

Applicant Signature: _____ Date: _____

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

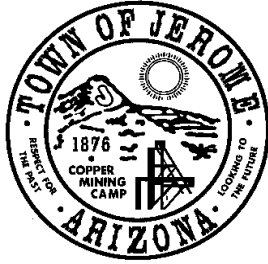
For Town Use Only

Received from: _____ Date: _____

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

By: _____ For: _____

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



TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331

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

ZONING ADMINISTRATOR ANALYSIS PLANNING & ZONING COMMISSION March 16, 2020

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

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

Code Compliance:

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

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

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

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

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

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

Section 302.D. Commission Actions and Findings:

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

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

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

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

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

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

EXCERPT FROM MARCH 16, 2022 P&Z MEETING MINUTES:

New Business:

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

Applicant/Owner: Caden Williams

Zone: C-1

Address: 511 Main Street

APN: 401-06-089

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

Discussion/Possible Action

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

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

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

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

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

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

Blodgett explains that the apartment is a nonconforming use.

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

Blodgett confirms that is the case.

Schall brings up the parking. He reads from the application "Applicant wishes to apply for 3 off-street parking spaces for apartments." He states that this board does not grant parking and that it's a separate issue.

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

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

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

Ready agrees.

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

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

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

Mayor and Council Members,

I'm in the process of downsizing some of my property holdings in Jerome. I will be listing two of my properties on Rich Street in the near future. Both of these properties are in the C-1 zone. The properties consist of my home located at 40 Rich Street (401-06-135C) and an empty lot across the street with a 10ft. by 10ft. shed (401-06-076A). The home is 3000 sq. ft. excluding the decks and consists of three floor. The top floor has a living room, kitchen and a bedroom and bath. The middle floor has a sitting room and bedroom with a bathroom. The ground floor has a living room, bedroom and bathroom and galley kitchen along with a utility room. The utility room has a shared washer and dryer. The middle floor and ground floor connect by an interior door and stairwell. The town of Jerome owns property that adjoins the empty lot. I've been in contact with a realtor that is very familiar with Jerome. I will be listing these two properties for \$950,000.00 as suggested. It is my understanding the Town Council has had discussions on possibly purchasing property for future department heads to live in. This offer that I'm extending to the Town is twofold. One is that the new department heads coming to Jerome have no affordable place to live. The second is I'm moving across the street and I would not like to see a commercial venture in the neighborhood.

I am willing to make this offer to the Town Council for consideration, this offer only extends to the Town of Jerome. I will sell both parcels to the Town of Jerome for the exclusive use of housing for the future department heads or employees of the Town of Jerome only. The selling price to the town of Jerome would be \$825,000.00, which is a substantial decrease in the comparison prices. The Town would be responsible for all cost to the tittle company. I would be willing to carry the note at a fixed rate of 4% up to 20 years with 40% down. There also would be not penalty for an early payoff.

The Town has been very good to me that last 42 years and I understand the circumstances the Town is in, this is the reason I'm making this offer to the Town. There will be no bad feelings on my end if the Town so chooses to decline this offer.

Please review the attached information that is provided by Carol Anne Teague in regards to price comparisons.

Sincerely,



Jay Kinsella

administrator@jeromehistoricalsociety.com

From: j kinsella <jnj1362@gmail.com>
Sent: Monday, May 2, 2022 9:04 PM
To: administrator@jeromehistoricalsociety.com
Subject: Fwd: CMA, 40 Rich Street

Begin forwarded message:

From: Carol Anne Teague <catinarizona@gmail.com>
Date: May 2, 2022 at 7:02:11 PM MST
To: jnj1362 <jnj1362@gmail.com>
Subject: CMA, 40 Rich Street

Hi, Jay.
The link below takes you to the CMA.

Looking only at what has sold, we're at \$286.00 per square foot.
If I added in active listings and pending listings the per square footage price would be higher - the active is at \$544 a square foot and the pending is at \$550.
The house is 2898 square feet.
2898 X \$286. = \$828,828. Add the extra lot at \$40,000 and we're at \$868,828.00.
Since there are no homes for sale except 275 Dundee in Jerome, I'm inclined to bump up the \$868,828. I think that the house will sell for \$950,000.

Follow this link to see the page:

<https://www.flexmls.com/link.html?1ob5smqa8hjs,12,1>

Carol Anne Teague

REALTOR®, Broker Associate, Realty One Group Mountain Desert
direct phone: 928-300-9031

GRI: Graduate, Realtor® Institute
rCRMS: Certified Risk Management Specialist
AAR® Professional Standards Committee Chair
AAR® Ethics and Professional Standards Mediator
ABR: Accredited Buyer Representative
ASR: Accredited Seller Representative
AHWD: At Home With Diversity
CNE: Certified Negotiation Expert
MRE: AAR® Master of Real Estate
2006 SVVAR REALTOR® of the Year
2010 SVVAR President
NAR certified Realtor Ethics instructor
NAR certified Fair housing and Diversity instructor

Comparable Properties

529862



**275 Dundee
Jerome AZ**

529507



**511 School St
Jerome AZ**

527280



**213 6th St
Jerome AZ**

List Price	\$728,000	\$955,000	\$635,000
Original List Price	\$728,000	\$955,000	\$635,000
Sold Price			\$635,000
Status	Active	Pending - Take Backup	Closed
Status Date	04/26/2022	04/17/2022	07/30/2021
Agent Days on Market	7	29	3
Cumulative Days on Market	7	29	3
Bedrooms (1 - 12)	3	3	3
Baths - Total (0-10)	2	3	2
Apx Total SF	1,336	1,736	2,444
Lot Dimensions	116.67 X 89.5 X 116.67 X 79.5		irregular
Lot Acreage	0.13	0.06	0.22
Year Built	1996	2006	1914
Seller Conc Y/N			N
Zip + 4			
Price	\$728,000	\$955,000	\$635,000

528350



367+ Main St
Jerome AZ

List Price	\$1,300,000		
Original List Price	\$1,300,000		
Sold Price	\$1,325,100		
Status	Closed		
Status Date	01/03/2022		
Agent Days on Market	52	undefined	undefined
Cumulative Days on Market	52	undefined	undefined
Bedrooms (1 - 12)	0		
Baths - Total (0-10)	0		
Apx Total SF	4,650		
Lot Dimensions			
Lot Acreage	0.03		
Year Built	1917		
Seller Conc Y/N	N		
Zip + 4			
Price	\$1,325,100		

525290



100 Dundee Ave
Jerome AZ

525268



896 Hampshire Ave
Jerome AZ

528749



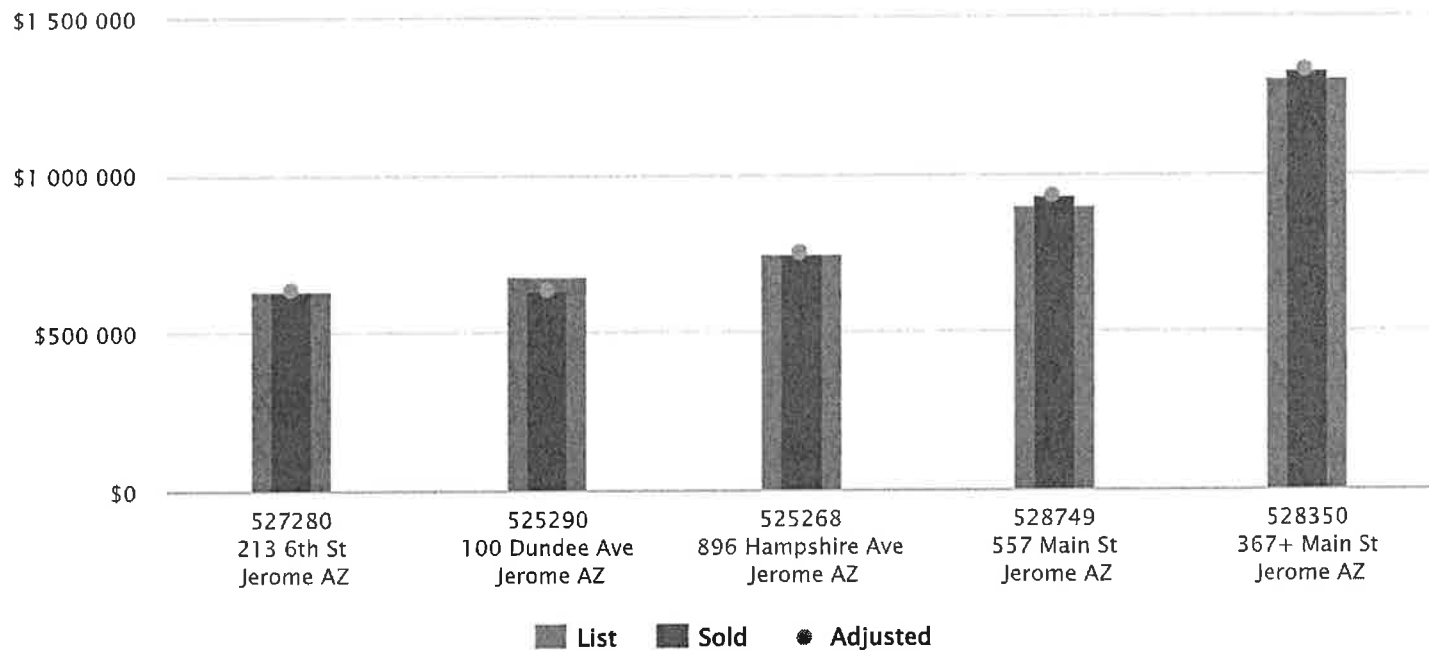
557 Main St
Jerome AZ

List Price	\$675,000	\$748,000	\$895,000
Original List Price	\$675,000	\$748,000	\$1,200,000
Sold Price	\$635,000	\$750,000	\$930,000
Status	Closed	Closed	Closed
Status Date	05/26/2021	07/06/2021	04/06/2022
Agent Days on Market	121	157	79
Cumulative Days on Market	121	157	79
Bedrooms (1 - 12)	3	5	0
Baths - Total (0-10)	5	3	0
Apx Total SF	3,219	4,000	1,846
Lot Dimensions			50 X 50
Lot Acreage	0.21	0.46	0.06
Year Built	2000	2009	1991
Seller Conc Y/N	N	N	N
Zip + 4	0897		
Price	\$635,000	\$750,000	\$930,000

Price Analysis

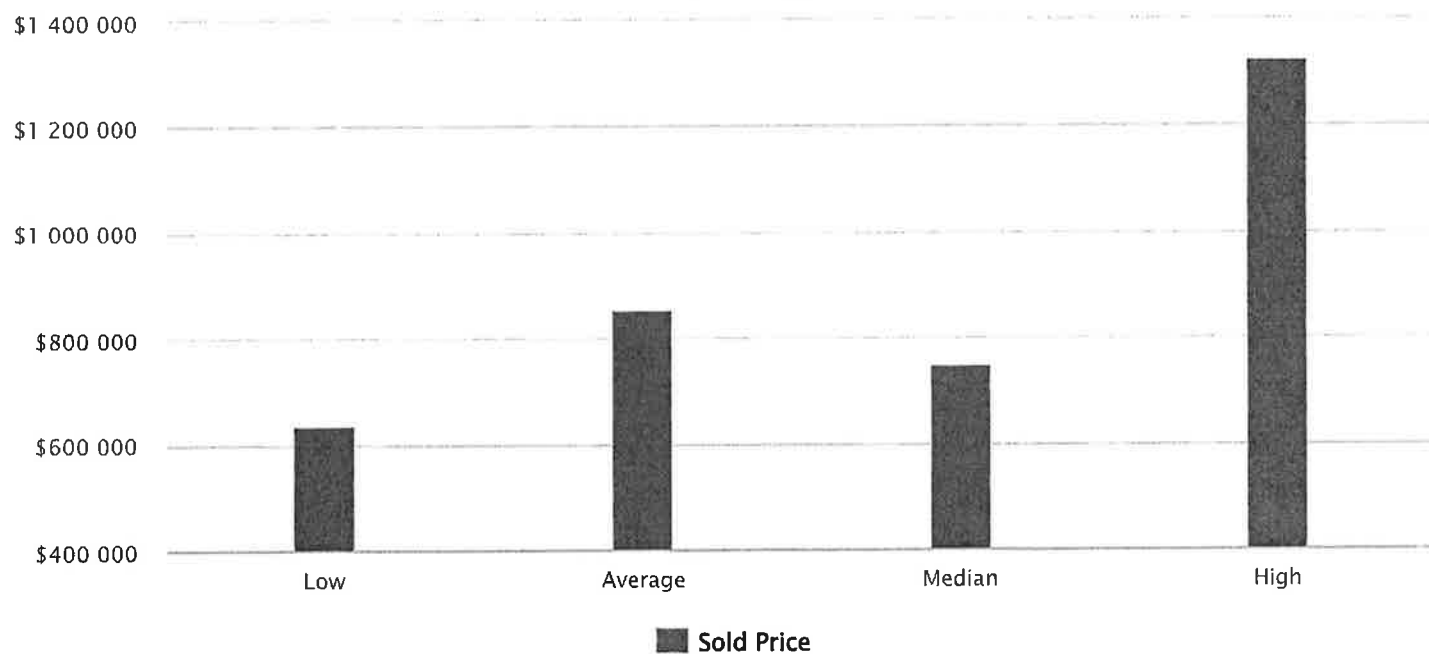
List, Sold and Adjusted Prices

Closed Listings



Low, Average, Median, and High Sold Prices

Closed Listings



Summary of Closed Listings

MLS #	Address	List Price	ADOM	CDOM	Sold Date	Sold Price	Total Adjustments	Adjusted Price
527280	213 6th St, Jerome AZ	\$635,000	3	3	07/30/2021	\$635,000	-	\$635,000
525290	100 Dundee Ave, Jerome AZ	\$675,000	121	121	05/26/2021	\$635,000	-	\$635,000
525268	896 Hampshire Ave, Jerome AZ	\$748,000	157	157	06/28/2021	\$750,000	-	\$750,000
528749	557 Main St, Jerome AZ	\$895,000	79	79	04/06/2022	\$930,000	-	\$930,000
528350	367+ Main St, Jerome AZ	\$1,300,000	52	52	01/03/2022	\$1,325,100	-	\$1,325,100

Summary of Active Listings

MLS #	Address	Orig. List Price	ADOM	CDOM	List Price	Total Adjustments	Adjusted Price
529862	275 Dundee, Jerome AZ	\$728,000	7	7	\$728,000	-	\$728,000
529507	511 School St, Jerome AZ	\$955,000	29	29	\$955,000	-	\$955,000

Low, Average, Median, and High Comparisons

	Closed	Active	Overall
Low	\$635,000	\$728,000	\$635,000
Average	\$855,020	\$841,500	\$851,157
Median	\$750,000	\$841,500	\$750,000
High	\$1,325,100	\$955,000	\$1,325,100

Overall Market Analysis (Unadjusted)

Status	#	List Vol.	Avg.								
			Avg. List Price	Avg. Sold Price	Sale/List Price	Avg. Apx Total SF	Avg. List \$/Apx Total SF	Avg. Sold \$/Apx Total SF	Avg. ADOM	Avg. CDOM	
Closed	5	4,253,000	850,600	4,275,100	855,020	1.00	3,232	284.18	286.67	82	82
Active	1	728,000	728,000	0	0	0.00	1,336	544.91	0.00	7	7
Pending - Take Backup	1	955,000	955,000	0	0	0.00	1,736	550.12	0.00	29	29
Overall	7	5,936,000	848,000	4,275,100	855,020	1.00	2,747	359.42	286.67	64	64



TOWN OF JEROME

Post Office Box 335, Jerome, Arizona 86331

(928) 634-7943

**Jerome Town Council
Tuesday, May 10, 2022**

Item : Conditional Use Permit (CUP) for Residential Apartments
Location: 123 Hill Street
Applicant/Owner: Dewayne Woodworth
Zone: C-1
APN: 401-07-169A
Prepared by: Will Blodgett, Zoning Administrator
Discussion/Possible Action

Summary: The applicant requests approval of a Conditional Use Permit (CUP) to allow use of residential apartments on the second, and third floors. Commercial Gallery space is intended on the first floor, with two Residential apartments on the second floor, and an owner-occupied apartment on the third floor. Yavapai county provided the following information about the property; Constructed in 1920 with three floors, the building's uses originally were commercial retail with "mixed office units".

Use Interpretation: The building is located within the Town of Jerome's C-1 Commercial district, and as such the retail location on the Clark street frontage is a permitted use, while the Apartments located on the second and third floors are considered "existing non-conforming uses" which are conditionally permitted under section 507.C.-1: *Any "permitted" or "conditional" uses in the "R1-10", "R1-5" and "R-2" zones.*

Background: The building at 123 Hill street is a three-level building constructed in 1920 as a Hospital and known locally as the "Jerome Clubhouse" today. The Architectural of the structure can be described as Eclectic/Mission style, with asymmetrical tri-level main section with an arch at the 1st and 2nd level doors. A wrought iron balcony railing common to Spanish Eclectic styling exists on the structure. Construction materials used were concrete, masonry and wood with stucco.

Parking: Parking requirements for the Retail use remain at 1 space for 300sq ft. of useable space, while residential parking requirements are 1.5 spaces per unit. The floor area of the retail level is recorded as; 4,522sq. ft. by Yavapai County. The total useable area will depend on the needs and wishes of the tenant upon renting, but generally should require 13-15 spaces potentially. The residential portion of the building will require 4.5 parking spaces, which rounded up as the TOJ Zoning Ordinance requires, comes out to 5 parking spaces. Total calculated parking requirements for this building will depend on the retail on the first floor, factoring in intensity of use as well as useable floor space as described in the TOJ Zoning Ordinance.

Code Compliance:

B. GENERAL REGULATIONS

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

E. COUNCIL ACTION

1. Upon receipt from the Zoning Administrator of a Planning and Zoning Commission recommended action on a Conditional Use Permit application, the Town Clerk shall place the permit on the regular Council meeting agenda first following the 15th day after approval of the permit by the Planning Commission.
2. The Council shall within fifteen (15) days after their regular meeting or public hearing act on the recommendation of the Planning and Zoning Commission by either affirming, reversing or modifying the action of the Planning and Zoning Commission. The Town Council may make a decision based on its own findings.
3. The Council may designate such conditions in connection with the permit as it deems necessary to secure the intent and purpose of this Ordinance and may require such guarantees and evidence that such conditions are being, or will be, complied with.
4. The Council's decision shall be final and shall become effective immediately. Notice of the decision shall be mailed to the applicant at the address shown in the application.

[Ord. No. 470]

F. TIME LIMITS

1. Use permits become effective immediately upon action by the Town Council.
2. Any use permit issued by the Town Council shall be commenced within six (6) months from the date of Council ratification, and diligently pursued, otherwise it shall become null and void.
3. No person shall reapply for the same or substantially the same use permit on the same or substantially the same plot, lot, or parcel of land within a period of one (1) year from the date of denial or revocation of said use permit.
4. An extension of approval may be granted if the applicant files for the extension prior to the approval becoming void and the extension is granted by the town council. The Town Council may grant up to two additional extensions provided the approval is in compliance with all ordinances and requirements in effect at the time of the extension request. Application for an extension shall be accompanied by a filing fee in an amount established by a schedule adopted by resolution of the Council and filed in the office of the Town Clerk.

[Ord. No. 470]

G. REVOCATION

Use permits granted in accordance with the provisions of this ordinance may be revoked if any of the conditions of terms of the permit are violated or if any law or ordinance is violated in connection therewith.

The Zoning Administrator shall notify the permittee, by regular First-Class mail, of a violation or termination of a use permit. If no attempt to change the violation is made within fifteen (15) days after notification, the permit shall be revoked and considered null and void.

Any use permit shall be considered null and void if construction does not conform to the originally approved site plan. Any deviations requested from the originally approved site plan shall be processed as a new use permit.

[Ord. No. 470]

Recommendation: The Planning & Zoning Commission recommends approval [\(see action minutes below\)](#), and the Zoning Administrator requests that the Jerome Town Council review/discuss the proposed application, add/modify conditions if necessary, and vote for approval or denial of the Conditional Use Permit.



TOWN OF JEROME

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

ACTION MINUTES

Regular Meeting of the Planning and Zoning Commission
Tuesday, April 19, 2022, 6:00 pm
Jerome Civic Center, 600 Clark Street, Jerome Arizona, 86331

Item 1: Call to order 6:13 p.m. Vice Chair Schall was present, Chair Ready and Commissioner Peterson joined via Zoom. Commissioners Riley and Romberger were absent.

Item 2: Petitions from the public – None
Possible Direction to Staff

Item 3: Approval of Minutes – Regular meeting of February 16, 2022
Joint Special meeting of February 2022
Regular meeting of March 16, 2022

APPROVED
TABLED
APPROVED

Old (continued) Business: none

New Business:

Item 4: Conditional Use Permit (CUP) for Apartments in C-1

Applicant/Owner: Dewayne Woodworth

Zone: C-1

Address: 123 Hill Street

APN: 401-07-169A

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

Discussion/Possible Action

APPROVED

Item 5: Renewed approval for accessory feature (Generator)

Applicant/Owner: Mike Gray / James Keenan

Zone: R1-5

Address: 103 Dundee Avenue

APN: 401-11-015M

Applicant is seeking to install a back-up Generator at 103 Dundee. Project was previously approved, but the permit was allowed to expire, and the applicant is renewing the process to begin construction.

Discussion/Possible Action

TABLED direction to staff to set up a neighborhood meeting

Meeting Updates:

Item 6: Updates of recent and upcoming meetings

- **March 30 BOA meeting** – Meeting cancelled until further notice.
- **April 4 DRB special meeting** – Approved the minutes of the regular meeting of February 7, 2022. Approved amendment to the DRB bylaws regarding meeting dates, changing to the fourth Tuesday of each month.
- **April 12 Council meeting** – Approved the minutes from both the February 22nd special meeting and the March 8th regular meeting. Approved Resolution 637 awarding the Dundee waterline contract. Approved Resolution 638 awarding contract for drainage improvements. No action was taken on resolution 639 and Ordinance 482 regarding the 2018 edition of the International Residential Code.

Item 7: Potential items for May's Planning & Zoning meeting, Tuesday May 17 – Discussion of definitions within the Zoning Ordinance relating to land use.

Item 8: Adjourn 6:56 p.m.

3/21/2022

To: Town of Jerome

From: Dewayne Woodworth

Re: Letter of Intent 123 Hill Street, Jerome APN 401-07-169A

Owner Danna Wakefield, Red Iron Construction LLC, is proposing the development of new residences with continued commercial/retail uses within the existing building at 123 Hill Street. Commercial/retail uses are being proposed for the first floor. Two residences are proposed for the second floor. A single residence is proposed for the third floor.

The first floor will include two gallery spaces for local artisans on the North end of the building. There will be one employee for the galleries. On the South end of the first floor, we are creating a day spa for Jerome tourist to enjoy while staying at our local hotels. The day spa will have one or two employees. The first floor will also include a management office and a utility room.

The second floor will include two residences. There will be a two bedroom and one bath unit on the North end. There will be a one bedroom and one bath unit on the South end.

The third floor will be a one bedroom and one bath open loft that will be owner occupied.

The existing building has been recently painted. New windows and doors have replaced existing for many of the existing openings. New exterior fire escapes and exterior lighting will be provided at the West side of the building to provide proper egress for the residential units. In addition, we will be installing fire sprinklers and a fire panel to better protect the building. Parking will be decomposed granite. Exterior walkways will be concrete. New site walls will be exposed concrete to match existing.

Our development team is working to preserve the history of the Club House and 2nd United Verde Hospital during the remodel and repair of this beautiful and historic building. The goal is to have minimal impact on the historic aspects of the building and property to insure it will live on to be productive for another 100 years.

Thank you for your consideration.

Dewayne Woodworth



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

File #:

Town Use

General Land Use Application – Check all that apply

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

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

Applicant: Dewayne Woodworth	Owner: Red Iron Construction LLC
Applicant mailing address: 2655 S Tissaw Road Cornville AZ 86325	Property owner mailing address: 1585 N Charleboise Rd. Apache Junction AZ 85219
Applicant role/title:	
Applicant phone: 928-274-1216	Owner phone: 602-513-9604
Applicant email: ctwdninja@gmail.com	Owner email: danna@dannawakefield.com
Project address: 123 Hill Street	Parcel number: 401-07-169A
Describe project: Residential development in C-1 zone with continued commercial/retail use of the property.	

- 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: Danna Wakefield Date: 3-21-22
 Property Owner Signature: Danna Wakefield Date: 3-21-22

For Town Use Only	
Received from: _____	Date: _____
Received the sum of \$ _____ as: <input type="checkbox"/> Check No. _____ <input type="checkbox"/> Cash <input type="checkbox"/> Credit Card	
By: _____	For: _____
Tentative Meeting Date/s - DRB: _____ P&Z: _____	





Multiple views of 123 Hill Street





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

File #:

Town Use

General Land Use Application – Check all that apply

- ☐ Site Plan Review \$300 ☐ Design Review \$25 to \$500 ☒ Conditional Use Permit (CUP) \$500
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Note: Refer to the corresponding Project Application Checklist/s for additional submittal requirements.

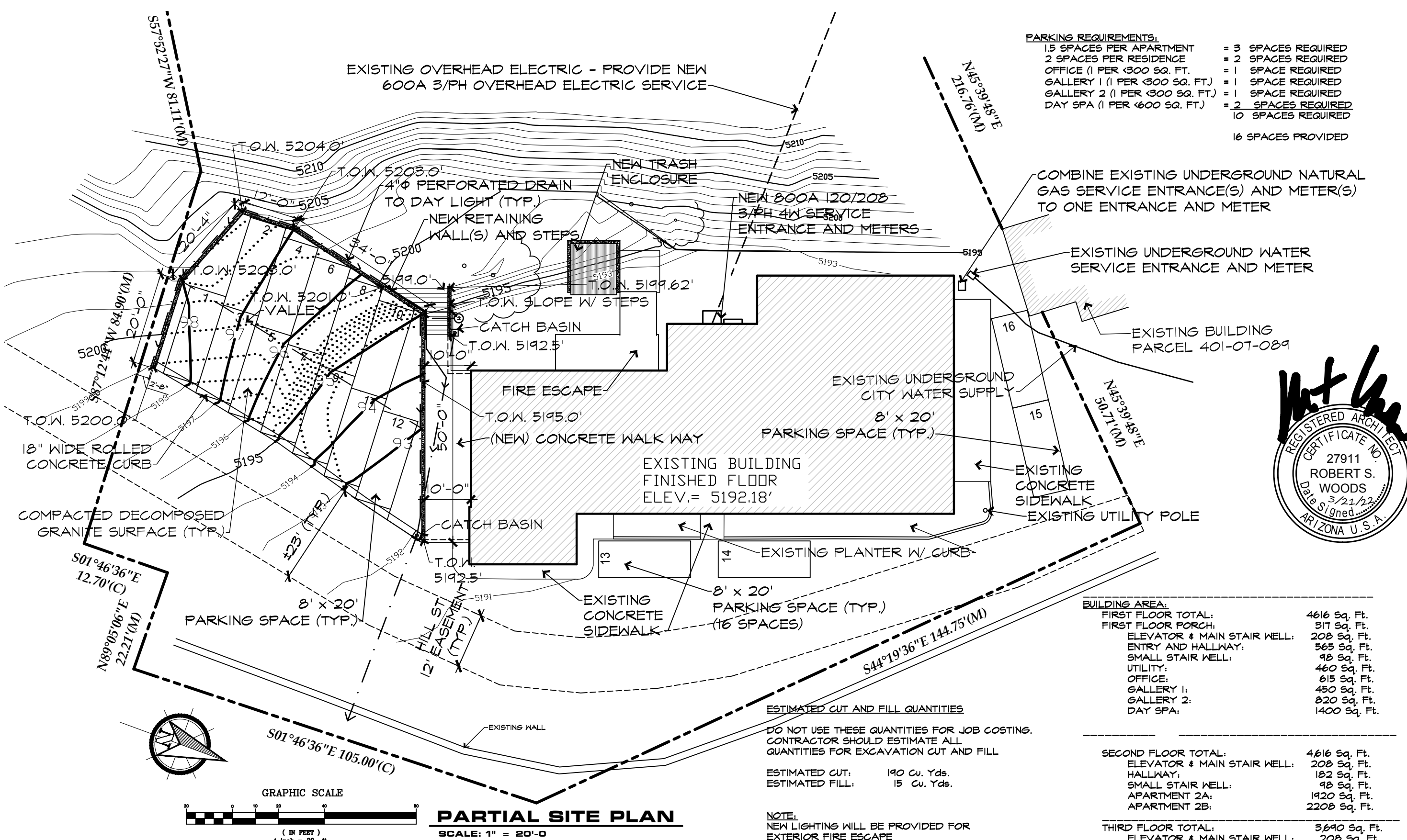
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Received the sum of \$ _____ as: <input type="checkbox"/> Check No. _____ <input type="checkbox"/> Cash <input type="checkbox"/> Credit Card	
By: _____	For: _____
Tentative Meeting Date/s - DRB: _____ P&Z: _____	



PARKING REQUIREMENTS:

1.5 SPACES PER APARTMENT	= 3 SPACES REQUIRED
2 SPACES PER RESIDENCE	= 2 SPACES REQUIRED
OFFICE (1 PER <300 SQ. FT.)	= 1 SPACE REQUIRED
GALLERY 1 (1 PER <300 SQ. FT.)	= 1 SPACE REQUIRED
GALLERY 2 (1 PER <300 SQ. FT.)	= 1 SPACE REQUIRED
DAY SPA (1 PER <600 SQ. FT.)	= 2 SPACES REQUIRED
	10 SPACES REQUIRED
	16 SPACES PROVIDED



BUILDING AREA:

FIRST FLOOR TOTAL:	4616 Sq. Ft.
FIRST FLOOR PORCH:	317 Sq. Ft.
ELEVATOR & MAIN STAIR WELL:	208 Sq. Ft.
ENTRY AND HALLWAY:	565 Sq. Ft.
SMALL STAIR WELL:	98 Sq. Ft.
UTILITY:	460 Sq. Ft.
OFFICE:	615 Sq. Ft.
GALLERY 1:	450 Sq. Ft.
GALLERY 2:	820 Sq. Ft.
DAY SPA:	1400 Sq. Ft.

SECOND FLOOR TOTAL:

ELEVATOR & MAIN STAIR WELL:	4,616 Sq. Ft.
HALLWAY:	208 Sq. Ft.
SMALL STAIR WELL:	182 Sq. Ft.
APARTMENT 2A:	98 Sq. Ft.
APARTMENT 2B:	1,920 Sq. Ft.
	2,208 Sq. Ft.

THIRD FLOOR TOTAL:

ELEVATOR & MAIN STAIR WELL:	3,640 Sq. Ft.
HALLWAY:	208 Sq. Ft.
DECK(S):	24 Sq. Ft.
RESIDENCE:	430 Sq. Ft.
	3,458 Sq. Ft.

ESTIMATED CUT AND FILL QUANTITIES

DO NOT USE THESE QUANTITIES FOR JOB COSTING.
CONTRACTOR SHOULD ESTIMATE ALL
QUANTITIES FOR EXCAVATION CUT AND FILL

ESTIMATED CUT: 190 Cu. Yds.
ESTIMATED FILL: 15 Cu. Yds.

NOTE:
NEW LIGHTING WILL BE PROVIDED FOR
EXTERIOR FIRE ESCAPE

PARTIAL SITE PLAN
SCALE: 1" = 20'-0"

BOB WOODS ARCHITECT
1473 S. GRAY BAR DRIVE
COTTONWOOD AZ. 86326
[928] 646 - 5989

JEROME CLUBHOUSE
A RENOVATION / REMODEL
FOR
RED IRON CONSTRUCTION LLC.
AT 123 HILL STREET

SITE PLAN

SCALE: 1" = 20'-0"

SP1

EXCERPT FROM APRIL 19, 2022 P&Z DRAFT MINUTES:

New Business:

6:19 (6:32) Item 4: Conditional Use Permit (CUP) for Apartments in C-1

Applicant/Owner: Dewayne Woodworth

Zone: C-1

Address: 123 Hill Street

APN: 401-07-169A

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

Discussion/Possible Action

Zoning Administrator Will Blodgett read his report that explained the scope of project.

Commissioner Peterson asked how many parking spaces there would be.

Member of the public Bob Woods spoke on behalf of Mr. Woodworth, the project manager. Mr. Woods described the number and location of parking spaces on the property.

Ms. Peterson commented that 15 spaces sounded adequate.

Vice Chair Schall explained that, originally, there were more apartments planned. He commented that the tandem parking on south side of building had previously been board approved. He also believes the change to fewer apartments would be less parking intensive.

Mr. Blodgett stated that he had overestimated the amount of required parking for the retail space because the actual number will be based on the final useable space.

Mr. Schall explained that, based on the current floor plan, the whole first floor will not be retail space. Therefore, there should be enough parking to fit requirements.

Ms. Peterson commented that she had walked around the building and it looked like plenty of parking.

(14:42) Chair Ready asked when they anticipate the finish-out to be done and people or businesses start moving in.

Mr. Woods explained that they have been working on repairs, fixing walls and ceilings. If they receive the CUP, they will present plans for a building permit, hopefully within the next few months. They are planning on starting at the bottom floor and working up, but some work is being done currently.

Vice Chair Schall asked about the fire escape for the building.

Mr. Woods explained his plans for the fire escape.

Member of the public Nancy Robinson suggested that they paint the red curb yellow if allowed to increase the parking inventory.

Motion to approve the conditional use permit for apartments in the C-1 zone at 123 Hill St.

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



TOWN OF JEROME

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

Business license # _____

Expiration _____

BUSINESS LICENSE APPLICATION

Date 4/28/22 Name of Business Copper City Adventure Company

AZ TPT # (if applicable) 21426659 (A copy of current TPT license is required.) Exp 12/31/22
TPT license: ☐ CURRENT TPT ON FILE ☐ EXEMPT

If your business is subject to a certificate of health or sanitary examination, please include a copy of your current license from Yavapai County Community Health Services. Where any business activity is subject to a certificate of health or sanitary examination, before commencing operation, the applicant must produce a current license, certificate or permit from Yavapai County Community Health Services. Failure to do so is grounds for revocation or suspension of the license.

County health license: ☐ CURRENT LICENSE ON FILE ☒ EXEMPT

Physical address of business (Not PO Box) 457 miners gulch dr Clarkdale 86324

Mailing address Same

Business Phone 928 592 8747 Cell 928 300 7136 Email address mrhoda1450@gmail.com

Type of business Tourism / Tour Company Home-based business? ☒ YES ☐ NO

Estimated gross annual revenue ☐ \$2,500 - \$10,000 (fee: \$20) ☒ Over \$10,000 (fee: \$50)

Business Owner(s) Michael Rhoda

Signature _____ Date 4/28/22

By my signature above, I certify, under penalty of law, that the information provided herein is true and correct to the best of my knowledge.

This Licensee acknowledges that to operate the above business in accordance with Section 8-3-1 of the Jerome Town Code, it is subject to Licensee's compliance with all laws, ordinances, regulations, and requirements regarding Licensee's activities, including, but not limited to, zoning regulations, building code requirements, and fire code requirements. Issuance of this license shall not be construed as evidence of Licensee's compliance with such regulations and requirements, and it is the responsibility of the Licensee to assure such compliance prior to commencing business operations.

FOR TOWN USE ONLY

DATE APPLICATION SUBMITTED _____ ACCEPTED BY _____ ☐ Access ☐ EXSP ☐ HC to IT

☐ \$20 ☐ \$50 ☐ CASH ☐ CREDIT CARD ☐ CHECK # _____ PAYMENT DATE _____

UTILITIES ACCT/CLASSIFICATION _____ Status: ☐ Current ☐ 30 days past due ☐ 30 days+ past due

☐ APPROVED ☐ DENIED _____ Date _____ (If denied, attach reason for denial.)
Zoning Administrator

☐ APPROVED ☐ DENIED _____ Date _____
Fire Chief

☐ APPROVED ☐ DENIED _____ Date _____
Building Official

☐ APPROVED ☐ DENIED _____ Date _____
Town Manager

NEW EXPIRATION DATE _____ DATE ISSUED _____ NEXT INSPECTION _____

Arizona DRIVER LICENSE USA

NOT FOR FEDERAL IDENTIFICATION

9 CLASS D 4d DLN D04239395
 9a END NONE 3 DOB 09/08/1979
 12 REST NONE

1 RHODA
 2 MICHAEL RAY
 6 457 MINERS GULCH DR
 CLARKDALE, AZ 863244703

4b EXP 09/08/2044 4a ISS 11/01/2021

15 SEX M 18 EYES GRN
 16 HGT 5'-11" 19 HAIR BRO
 17 WGT 200 lb

DONOR ♥

5 DD 007102DF6R103705

09/08/79

2010 Basic First Aid Certification Card

Mike Rhoda

has successfully completed and competently performed the required knowledge and skill objectives for this program.

☐ Adult
☐ Pediatric
☒ Adult and Pediatric

AMERICAN SAFETY & HEALTH INSTITUTE

CERTIFICATION CARD

CPR and AED

Mike Rhoda

has successfully completed and competently performed the required knowledge and skill objectives for this program.

Adult Adult and Child ✓ Adult, Child, and Infant

Card is void if more than one box is checked.

AMERICAN SAFETY & HEALTH INSTITUTE

can be contacted for
 council approval



300 Hull Ave
(928)634-7308 (56)

Restaurant



928-639-3197
located in the Jerome Grand Hotel

Across the street from The Haunted Hamburger

Olive Oil Traders

403 N Clark Street
(928) 634-2090 (10a)



HILLTOP DELI
JEROME ARIZONA
(928) 639-3354 (10b)




HILLTOP DELI
JEROME OLIVE OIL CO.
WICKED CITY BREW AND MORE!!
JEROMEUVX.COM (10)

Jerome Historical Society's


MINE MUSEUM & GIFT SHOP

200 Main Street
634-5477 (40)



ROOMS WITH VIEW
(928) 634-5094

tommy rocks



Jerome's music store
gifts • instruments • rock & roll
autographs • memorabilia

140 Main St. Jerome AZ (928) 963-0409
Across from Grapes on Main Street
www.TommyRocks.com Facebook: TommyRocksJerome


CONNOR HOTEL



(928) 634-5006 (41)

open 7 days • since 1996

Jerome Artists Cooperative GALLERY



502 Main St. • 928.639.4276 (24)

Jerome State Historic Park




Exhibits & Picnic Area • AZStateParks.com (68)

The Spirit Room



Cold drinks & Great music


JEROME ART WALK



ARIZONA'S ART DESTINATION

First Saturday of every month
From 5 p.m. - 8 p.m.
Call for shuttle: 928-821-0133

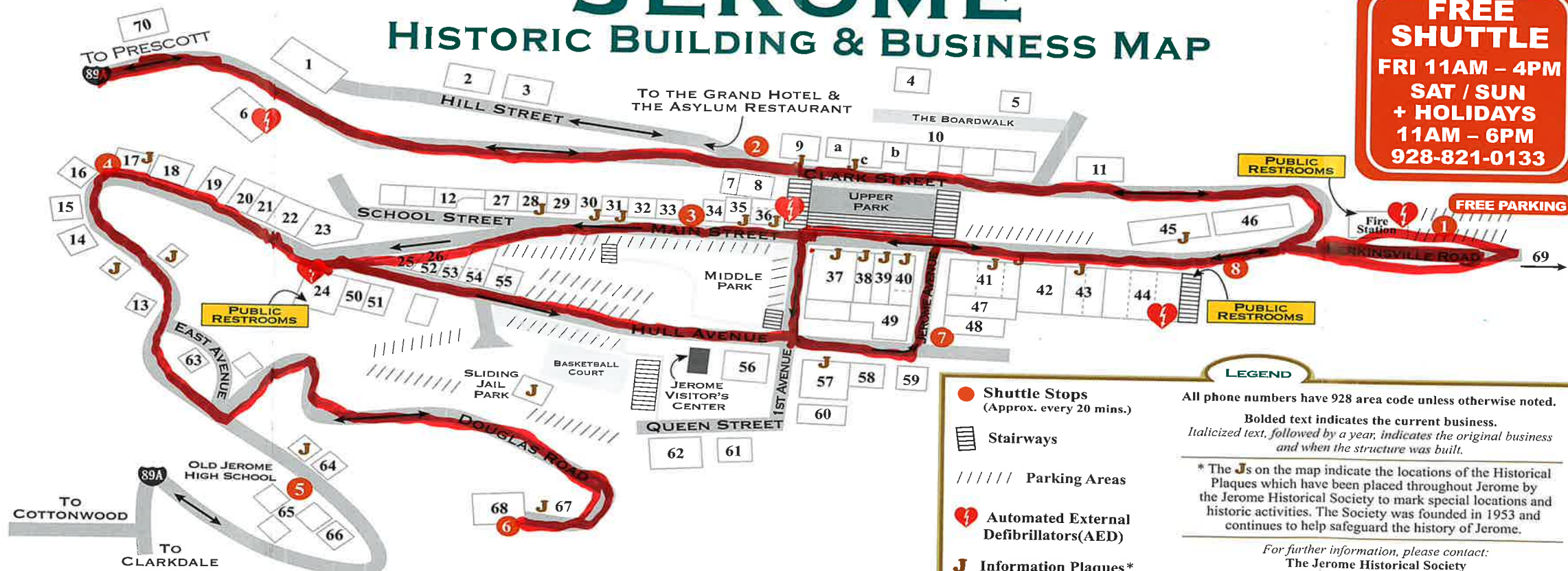
Kaleidoscopes and Art Glass



136 Main Street
928-634-0255

JEROME

HISTORIC BUILDING & BUSINESS MAP



FREE SHUTTLE
FRI 11AM - 4PM
SAT / SUN + HOLIDAYS
11AM - 6PM
928-821-0133

CADUCEUS CELLARS & MERKIN VINEYARDS



158 MAIN STREET
 JEROME, AZ
 (928) 639-9463 (41)

POPEL PUSCHER



Jerome, AZ

140 Main Street
 Jerome AZ 86331
 ph (928) 639-3516 www.PUSCHER


1. Jerome Grand Hotel 634-8200, 888-817-6788
 Asylum, A Restaurant on the Fringe 639-3197
 United Verde Heenrich (1927)

23. Altai Leather Designs 639-2221
 Central Hotel Annex (1917)

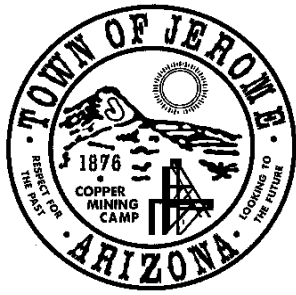
Site of P.O. Cigar Store
 43. Nellie Bly 634-0255

62. New Building
 63. Beckwith House (1914)

FOUR EIGHT WINeworks



THE ARIZONA
 WINEMAKERS
 CO-OPERATIVE (42)



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 #9C: Leases up for renewal

MEETING DATE: May 10, 2022

Background/History: There are three leases of town-owned spaces which expired on March 31, 2022. Each tenant has requested renewal. They are:

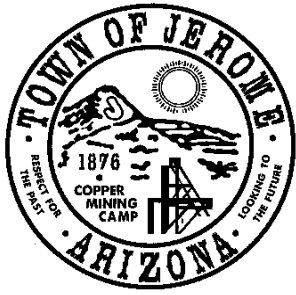
- Christy Fisher – Jerome Civic Center, Studio 1
- Ginger MacKenzie – Jerome Civic Center, Studio 3
- Chad Hembrough – Hotel Jerome basement, Unit B2 (storage)

Each tenant has rented these spaces since 2015, with no rent increase to date. All are up to date with rental payments.

Attachments/Exhibits:

1. Listing of current Town property rentals
2. Standard lease language (for Civic Center rentals)

		Lease Expires	Rent	SQ. FT.	rate per sq ft
<i>Hotel Jerome Ground Floor Rentals</i>					
Tenant	Room #				
Artists Co op		12/31/23	1,832.74	2,696	0.68
Jerome Ghost Pepper Co.		10/31/23	1,200.00	806	1.49
<i>Hotel Jerome Basement Rentals</i>					
Tenant	Room #				
Nicole Lahti	B1	Month to month	52.97	185	0.29
Chad Hembrough	B2	03/31/22	55.25	221	0.25
Bonnie Caron	B3	Month to month	56.95	901	0.06
<i>Old Town Hall Rental</i>					
Tenant	Room #				
Passion Cellars	n/a	09/14/22	2,586.00	1,269	2.04
				includes patio	
<i>Jerome Civic Center Rentals</i>					
Tenant	Room #				
Christy Fisher	Studio 1	03/31/22	243.20	608	0.40
Carrie Mae Rose	Studio 2	07/05/23	252.00	630	0.40
Ginger MacKenzie	Studio 3	03/31/22	264.40	661	0.40



TOWN OF JEROME

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

Founded 1876
Incorporated 1899

LEASE AGREEMENT

This Agreement, made and entered into as of this ____ day of _____, _____ between the Town of Jerome, an Arizona municipal corporation, (hereinafter called "Landlord"), and _____ (hereinafter called "Tenant").

RECITALS

1. Landlord is the owner of that certain real property and improvements located at **600 Clark Street, Jerome, Arizona, Studio** _____.
2. The Town Council finds that the public interest will be benefited by leasing a portion of said real property and improvements to Tenant and Tenant desires to lease the premises and improvements on the terms and conditions as set forth herein.

AGREEMENT

In consideration of the mutual covenants contained herein, and good and valuable consideration, the parties agree as to follows:

1. Basic Provisions:

1.1 Premises: Landlord hereby leases to Tenant and Tenant hereby leases from Landlord that certain space (herein called "Premises"). For purposes of this Lease, Premises are located at **600 Clark Street, Jerome, Arizona, Studio** _____ and consist of an area of _____ square feet.

1.1.1 Rules and Regulations: Tenant shall faithfully observe and comply with the rules and regulations that Landlord shall from time to time promulgate. Landlord reserves the right from time to time to make any reasonable modifications to said rules. The additions and modifications to those rules shall be binding upon Tenant upon delivery of a copy of them to Tenant. If there is a conflict between the rules and regulations and any of the provisions of this Lease, the provisions of this Lease shall prevail. Landlord shall make all reasonable efforts to enforce the rules and regulations uniformly against all tenants in the Building in which the Premises are located, and no such rules and regulations shall require a tenant to pay additional rent under this Lease. Landlord shall not, however, be responsible to Tenant for the nonperformance of any of said rules by any other tenants or occupants.

1.2. Agreement to Abide by Terms of Lease: This Lease is subject to the terms, covenants and conditions set forth herein. Landlord and Tenant covenant, as a material part of the consideration for this Lease, that each party will keep and perform each and all of the terms, covenants, and conditions for which it is made responsible by the terms of this Lease.

1.3 Term: The term of this lease shall be for three years, commencing on _____ ("Commencement Date") and ending on _____ ("Expiration Date"), unless sooner terminated pursuant to the provisions of this Lease.

1.4 Rent: Tenant shall pay to Landlord at Town Hall, Jerome, Arizona 86331, without prior notice or demand, on or before the first day of each month, rent for the Premises consisting of monthly payments, each in the amount of _____ dollars (\$_____).

1.5 Deposits:

1.5.1 Tenant's prior deposit of \$_____, representing the final month's rent, shall be retained by the Town to serve as the deposit for this renewal.

1.5.2 Tenant's prior deposit of \$_____ representing a Key Deposit, shall be retained by the Town to serve as the deposit for this renewal.

1.6 Permitted Use:

1.6.1 Tenant shall use the Premises for **private artist studio** purposes only and shall not use or permit the Premises to be used for any other purpose without prior written consent from Landlord.

2. Possession of Premises:

2.1 Acceptance of Premises: By taking possession of the Premises, Tenant shall be deemed to have accepted the Premises as being in good, sanitary order, condition and repair and in compliance with all applicable laws. Tenant shall be further deemed to have

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

accepted the Premises as suitable for Tenant's intended use. By taking possession Tenant warrants that it has performed such investigation as it deems necessary to make the above stated determinations. Tenant assumes all responsibility for its acceptance of the Premises "as is" at the time of possession. Landlord has not made any oral or written representations or warranties with respect to the said matters other than as set forth in this Lease.

2.2 Delay in Possession: If for any reason whatsoever Landlord cannot deliver possession of the Premises to Tenant as agreed herein, this Lease shall not be voidable. Landlord shall not be liable to Tenant for any loss or damage resulting from said delay and the expiration date of the term of this Lease shall not be extended in any way because of said delay. Should such delay occur, all rent shall be abated during the period between the commencement of the term of the Lease and the time when Landlord delivers possession.

2.3 Early Possession: In the event that Landlord permits Tenant to occupy the Premises prior to the commencement date of the term, such occupancy shall be subject to all the provisions of this Lease. Early possession shall not advance the termination date set forth herein.

4. Use:

4.1 Use: Tenant shall use and occupy the Premises only for the purposes set forth in Paragraph 1.6 and for no other purpose. Tenant shall not use or permit the use of the Premises as a residence or for overnight occupancy. Tenant shall not use or permit the use of the Premises in a manner that creates waste or a nuisance, or that disturbs owners and / or occupants of or causes damage to neighboring premises or properties. Tenant shall not bring or keep anything on the Premises which will in any way increase the existing rate of or affect any fire or other insurance upon the Building or any of its contents, or cause cancellation of any insurance policy covering said Building or any part thereof or any of its contents.

4.2 Hazardous Substances:

4.2.1 Reportable Uses Require Consent: "Hazardous Substance" as used in this Lease means any product, substance, chemical, material, or waste whose presence, nature, quality, and/or intensity of existence, use, manufacture, disposal, transportation, spill, release, or effect either by itself or in combination with other materials expected to be on the Premises is either: (i) potentially injurious to the public health, safety, or welfare, the environment, or the Premises, (ii) regulated or monitored by any governmental authority, or (iii) a basis for liability of Landlord to any governmental agency or third party under any applicable statute or common law theory. Hazardous Substance shall include, but not be limited to, hydrocarbons, petroleum, gasoline, crude oil, or any products, by-products, or fractions thereof. Tenant shall not engage in any activity in, on, or about the Premises which constitutes a Reportable Use (as hereinafter defined) of Hazardous Substances without the express prior written consent of Landlord and compliance in a timely manner (at Tenant's sole cost and expense) with all Applicable Laws. "Reportable Use" means (i) the installation or use of any above or below ground storage tank, (ii) the generation, possession, storage, use, transportation, or disposal of a Hazardous Substance that requires a permit from, or with respect to which a report, notice, registration, or business plan is required to be filed with, any governmental authority. Reportable Use shall also include Tenant's being responsible for the presence in, on, or about the Premises of a Hazardous Substance with respect to which any Applicable Law requires that a notice be given to persons entering or occupying the Premises or neighboring properties. Notwithstanding the foregoing, Tenant may, with Landlord's prior consent and in compliance with all Applicable Law, use any ordinary and customary materials reasonably required to be used by Tenant in the normal course of Tenant's business permitted on the Premises, so long as such use is not a Reportable Use and does not expose the Premises or neighboring properties to any meaningful risk of contamination or damage or expose Landlord to liability therefore.

4.2.2 Duty to Inform Landlord: If Tenant knows, or has reasonable cause to believe, that a Hazardous Substance, or a condition involving or resulting from same has come to be located in, on, or about the Premises, Tenant shall immediately give written notice of such fact to Landlord. Tenant shall also immediately give Landlord a copy of any statement, report, notice, registration, application, permit, business plan, license, claim, action, or proceeding given to or received from any governmental authority or private party or persons entering or occupying the Premises concerning the presence, spill, release, discharge of, or exposure to any Hazardous Substance or contamination in, on, or about the Premises, including but not limited to all such documents as may be involved in any Reportable Uses involving Premises.

4.2.3 Indemnification: Tenant shall indemnify, protect, defend, and hold Landlord, its agents, employees, lenders, and ground lessor, if any, of the Premises harmless from and against any and all losses of rents and / or damages, liabilities, judgments, costs, claims, liens, expenses, penalties, permits, and attorneys' and consultants' fees arising out of or involving any Hazardous Substance or storage tank brought onto the Premises by or for Tenant or under Tenant's control. Tenant's obligations under this Paragraph 4.2 shall include, but not be limited to, the effects of any contamination or injury to person, property, or the environment created or suffered by Tenant, and the cost of investigation (including consultants' and attorneys' fees and testing), removal, remediation, restoration, and / or abatement thereof, or of any contamination therein involved, and shall survive the expiration or earlier termination of this Lease. No termination, cancellation, or release agreement entered into by Landlord and Tenant shall release Tenant from its obligations under this Lease with respect to Hazardous Substances or storage tanks, unless specifically so agreed by Landlord in writing at the time of such agreement.

4.3 Tenant's Compliance with Law: Except as otherwise provided in this Lease, Tenant shall, at Tenant's sole cost and expense, fully, diligently, and in a timely manner, comply with all "Applicable Law," which term is used in this Lease to include all laws, rules, regulations, ordinances, directives, covenants, easements, and restrictions of record, permits, the requirements of any applicable fire insurance underwriter or rating bureau, and the recommendations of Landlord's engineer and / or consultants relating in any manner to the Premises (including but not limited to matters pertaining to: (i) industrial hygiene in environmental conditions on, in, under, or about the Premises, including soil and groundwater conditions and (ii) the use, generation, manufacture, production, installation, maintenance, removal, transportation, storage, spill, or release of any Hazardous Substance or storage tank), now in effect or which may hereafter come into effect, and whether or not reflecting a change in policy from any previously existing policy. Tenant shall, within five (5) days after receipt

of Landlord's written request, provide Landlord with copies of all documents and information, including, but not limited to, permits, registrations, manifests, applications, reports, and certificates, evidencing Tenant's compliance with any Applicable Law specified by Landlord, and shall immediately upon receipt notify Landlord in writing (with copies of any documents involved) of any threatened or actual claim, notice, citation, warning, complaint, or report pertaining to or involving failure by Tenant or the Premises to comply with any Applicable Law. The judgment of any court of competent jurisdiction or the admission of Tenant in any action against Tenant, whether Landlord be a party thereto or not, that Tenant has violated any Applicable Law shall be conclusive of that fact as between Tenant and Landlord.

4.4 Inspection Compliance: Landlord and Landlord's Lender(s), if any, shall have the right to enter the Premises at any time, in the case of an emergency, and otherwise at reasonable times, for the purpose of inspecting the condition of the Premises and for verifying compliance by Tenant with this Lease and all Applicable Laws and to employ experts and / or consultants in connection therewith and / or to advise Landlord with respect to Tenant's activities, including but not limited to the installation, operation, use, monitoring, maintenance, or removal of any Hazardous Substance or storage tank on or from the Premises. The costs and expenses of any such inspections shall be paid by the party requesting the same unless a default or breach of this Lease, violation of Applicable Law, or a contamination caused or materially contributed to by Tenant is found to exist or be imminent, or unless the inspection is requested or ordered by a governmental authority as the result of any such existing or imminent violation or contamination. In any such case, Tenant shall, upon request, reimburse Landlord or Landlord's Lender, as the case may be for the costs and expenses of such inspections.

5. Maintenance, Repairs, Alterations, and Trade Fixtures:

5.1 Tenant's Obligations: Tenant shall, at Tenant's sole cost and expense and at all times, keep the Premises and every part thereof in good order, condition, and repair, including fixtures, interior walls and windows, but excluding foundations, the exterior roof, and the structural aspects of the Premises. Tenant shall at all times keep all exit ways and passages free of impediments. Tenant, in keeping the Premises in good order, condition, and repair, shall exercise and perform good maintenance practices.

5.2 Landlord's Obligations: Landlord shall, at Landlord's expense, maintain the electrical, plumbing, heating and cooling facilities, boilers, the foundations, exterior roof, and structural aspects of the Premises in good order, condition, and repair. Landlord shall not, however, be obligated to paint or maintain the interior surface of the exterior walls or to maintain the windows or doors. Landlord shall not, in any event, have any obligation to make any repairs until Landlord receives written notice from Tenant of the need for such repairs. It is the intention of the Parties that the terms of this Lease govern the respective obligations of the Parties as to maintenance and repair of the Premises. Tenant and Landlord expressly waive the benefit of any statute now or hereafter in effect to the extent it is inconsistent with the terms of this Lease, or which affords Tenant the right to make repairs at the expense of Landlord

5.3 Utility Installations, Trade Fixtures, and Alterations:

5.3.1 Definition:

5.3.1.1 "Utility Installations" shall mean all carpeting, window coverings, air lines, gas lines, power panels, electrical distribution, security, fire protection systems, communication systems, lighting fixtures, heating, ventilating, air conditioning equipment, plumbing, and fencing in, on, or about the Premises.

5.3.1.2 "Trade Fixtures" shall mean Tenant's machinery and equipment that can be removed without doing material damage to the Premises.

5.3.1.3 "Alterations" shall mean any modification of the Premises from that which is provided by Landlord under the terms of this Lease, other than Utility Installations or Trade Fixtures, whether by addition or deletion.

5.3.2 Consent Required: Tenant shall not make any Alterations or Utility Installations in, on, or about the Premises without Landlord's prior written consent, which, if given, is conditioned upon the following:

5.3.2.2. Tenant shall provide Landlord with detailed final plans and specifications and working drawings of the proposed Utility Installations and/or Alterations and the name of the contractor who will perform the work at least thirty (30) days before the date it intends to commence the Utility Installations or Alterations;

5.3.2.3. Tenant shall give Landlord two days prior notice of commencement so that Landlord may post notices of non-responsibility on or at the Premises as provided by law.

5.3.2.4. Tenant shall acquire all applicable permits, approvals and licenses required by any and all governmental agencies and shall furnish proof of the same to Landlord.

5.3.2.5. All Utility Installations and Alterations shall be completed with due diligence in compliance with the plans and specifications and working drawings and all Applicable Laws.

5.3.2.6. If the estimated cost of Utility Installations or Alterations exceeds \$5,000.00, before commencement of Utility Installations or Alterations, Tenant, at its cost, shall furnish to Landlord a performance and completion bond issued by an insurance company qualified to do business in Arizona in a sum equal to the cost of the Utility Installation or Alteration guaranteeing the completion of the Utility Installation or Alteration free and clear of all liens and other charges, and in accordance with the plans and specifications.

5.3.2.7. All work shall be performed in a manner that does not interfere with the Town's use of the Building or the quiet enjoyment of other tenants in the Building in which the Premises are located.

5.3.3. Indemnification: Tenant shall pay, when due, all claims for labor or materials furnished or alleged to have been furnished to or for Tenant at or for use on the Premises, which claims are or may be secured by any mechanic's or materialmen's lien against the Premises or any interest therein.

5.4 Ownership, Removal, Surrender, and Restoration:

5.4.1 Ownership and Removal: All Alterations and Utility Installations shall, at the expiration or earlier termination of this Lease, become the property of Landlord and remain upon and be surrendered by Tenant with the Premises, except that Landlord may elect within thirty (30) days before the expiration of the Lease, or within five (5) days after termination of the Lease, to require Tenant to remove any Utility Installations or Alterations that Tenant has made to the Premises. If Landlord so elects, Tenant at its cost shall restore the Premises to the condition designated by Landlord in its election, before the last day of the term, or within thirty (30) days after notice of election is given, whichever is later.

5.4.2. Removal: If Tenant is not then in default of any provisions of this Lease, Tenant shall have the right to remove from the Premises immediately before the expiration of the term, any Trade Fixtures Tenant has made to the premises, as long as the removal will not cause any structural damage to the Premises, and Tenant at its cost promptly restores any damage caused by the removal.

5.4.3 Surrender / Restoration: Tenant shall surrender the Premises by the end of the last day of the Lease term or any earlier termination date with all of the improvements and surfaces thereof clean and free of debris and in good operating order, condition, and state of repair, ordinary wear and tear excepted. "Ordinary Wear and Tear" shall not include any damage or deterioration that would have been prevented by good maintenance practice by Tenant performing its entire obligation under this Lease. The obligation of Tenant shall include the repair of any damage occasioned by the installation, maintenance, or removal of Tenant's Trade Fixtures, furnishings, Alterations, and/or Utility Installations, as well as the removal of any storage tank installed by or for Tenant, and the removal, replacement, or remediation of any soil, material, or ground water contaminated by Tenant, all as may then be required by Applicable Law and/or good practice.

6. Insurance, Indemnity:

6.1 Liability Insurance: Tenant shall, at Tenant's expense obtain and keep in force during the term of this Lease a policy of comprehensive public liability insurance insuring Tenant and Landlord (as an additional insured) against any liability arising out of the ownership, use, occupancy or maintenance of the Premises and all areas appurtenant thereto. Such insurance shall be on an occurrence basis providing single limit coverage in an amount not less than ONE MILLION DOLLARS (\$1,000,000.00) per occurrence. The limit of said insurance shall not, however, limit the liability of the Tenant hereunder. Tenant may carry said insurance under a blanket policy, providing, however, said insurance by Tenant shall have a Landlord's protective liability endorsement attached thereto.

6.2 Tenant's Property Insurance: Tenant, at its sole cost, shall maintain whatever insurance coverage on Tenant's personal property as Tenant deems necessary. The proceeds from any such insurance shall be used by Tenant for the replacement of personal property.

6.3 Plate Glass Insurance: Not applicable for this Lease.

6.4 Insurance Policies: Insurance required hereunder shall be provided by companies duly licensed to transact business in the State of Arizona and rated A+, AAA or better in "Best's Insurance Guide." Tenant shall not do or permit to be done anything which shall invalidate the insurance policies. Prior to occupancy of the Premises under this lease, Tenant shall deliver or cause to be delivered to Landlord copies of policies of liability insurance required herein or certificates evidencing the existence and amounts of such insurance with loss payable claims satisfactory to Landlord. No policy shall be cancelable or subject to modification or reduction of coverage except after thirty (30) days prior written notice to Landlord. At least thirty (30) days prior to the expiration of such policies, Tenant shall furnish Landlord with evidence of renewals or "insurance binder" evidencing renewal thereof. If Tenant fails to procure, maintain, and/or provide evidence of said insurance, Landlord may, but shall not be required to, procure and maintain same, but at the expense of Tenant, which amount shall be payable by Tenant to Landlord upon demand.

6.5 Indemnity: Tenant shall indemnify, protect, defend, and hold harmless the Premises, Landlord, and its officials, officers, employees, agents, partners, and lenders, from and against any and all claims, loss of rents, and / or damages, costs, liens, judgments, penalties, permits, attorneys' and consultants' fees, expenses and / or liabilities arising out of, involving, or in dealing with the occupancy of the Premises by Tenant, the conduct of Tenant's business, any act, omission, or neglect of Tenant, its agents, contractors, employees, or manner of any obligation on Tenant's part to be performed under this Lease. In case any action or proceeding is brought against Landlord by reason of any of the foregoing matters, Tenant shall defend Landlord at Tenant's expense and Landlord shall cooperate with Tenant in such defense. Landlord need not have first paid any such claim in order to be so indemnified.

6.6 Exemption of Landlord from Liability: Landlord shall not be liable for injury or damage to the person or goods, wares, merchandise, or other property of Tenant, Tenant's employees, contractors, invitees, customers, or any other person in or about the Premises, whether such damage or injury is caused by or result from fire, steam, electricity, gas, water, or rain, or from the breakage, leakage, obstruction, or other defects of pipes, fire sprinklers, wires, appliances, plumbing, air conditioning, or lighting fixtures, or from any other cause, whether the said injury or damage results from conditions arising upon the Premises or upon other portions of the building of which the Premises are a part, or from other sources or places, and regardless of whether the cause of such damage or injury or the means of

repairing the same is accessible or not. Landlord shall not be liable for any damages arising from any act or neglect of any other tenant of Landlord. Landlord shall under no circumstances be liable for injury to Tenant's business or for any loss of income or profit therefrom.

7. Destruction of the Premises: If the Premises is destroyed by fire or other casualty, Landlord shall have the option to either (a) repair or rebuild within one hundred fifty (150) days, or (b) not to repair or rebuild and to cancel this Lease on thirty (30) days notice. If Landlord fails to give Tenant the required written notice of its election as provided herein, or if restoration of the premises cannot be completed within one hundred fifty (150) days from the date of notice, Tenant may cancel this Lease at its option on two (2) days notice. In making repairs Landlord shall be obligated to replace only such glazing as shall have been damaged by fire and other damaged glazing shall be replaced by Tenant. Landlord shall not be required to rebuild, repair, or replace any part of the partitions, fixtures, additions, or other improvements which may have been placed in or about the Premises by Tenant. A total destruction of the Premises shall, at the option of Landlord, terminate this Lease. If the destruction results from Tenant's negligence, then the Lease shall not terminate nor shall the rental rate be reduced.

8. Personal Property Taxes: Tenant shall pay, prior to delinquency, all taxes assessed against and levied upon Alterations, Utility Installations, Trade Fixtures, furnishings, and all personal property of Tenant contained in the Premises or elsewhere.

9. Utilities: Not applicable for this lease.

10. Assignment and Subletting: Tenant shall not, either voluntarily or by operation of law, assign, transfer, mortgage, pledge, hypothecate or encumber this Lease or any interest therein, and shall not sublet the Premises in whole or part, nor shall there be any succession to the interest of Tenant by another.

11. Default, Breach, Remedies:

11.1 Default, Breach: The occurrence of any one or more of the following events shall constitute a default and breach of this Lease by Tenant:

(a) The vacating or abandonment of the Premises by Tenant;

(b) The failure by Tenant to make any payment of rent or any other payment required to be made by Tenant hereunder, as and when due, where such failure shall continue for a period of three (3) days after written notice thereof by Landlord to Tenant;

(c) The failure by Tenant to provide Landlord with reasonable evidence of insurance or surety bond required under this Lease; or the failure of Tenant to fulfill any obligation under this Lease which failure endangers or threatens life or property, where such failure continues for a period of five (5) days following written notice thereof by or on behalf of Landlord to Tenant;

(d) Except as expressly otherwise provided in the Lease, the failure by Tenant to provide Landlord with reasonable written evidence in duly executed original form of any documentation or information which Landlord may reasonably require of Tenant under the terms of this Lease, where any such failure continues for a period of ten (10) days following written notice by or on behalf of Landlord to Tenant;

(e) A failure by Tenant to comply with any terms, covenants, conditions, or provisions of this Lease, or of the rules hereof, that are to be observed, complied with, or performed by Tenant, other than those described in subparagraphs (a), (b), or (c), above, where such failure continues for a period of fifteen (15) days after written notice thereof by or on behalf of Landlord to Tenant; provided, however, that the Landlord may, at its option, extend this period if Tenant is diligently acting to cure the default;

(f) The making by Tenant of any general arrangement or assignment for the benefit of creditors; or Tenant's becoming a "Debtor" as defined in 11 USC §101 or any successor statute thereto (unless, in the case of a petition filed against Tenant, the same is dismissed within sixty (60) days; or the appointment of a trustee or receiver to take possession of substantially all of Tenant's assets located at the Premises of Tenant's interest in this Lease, where possession is not restored to Tenant within thirty (30) days; or the attachment, execution, or other judicial seizure of substantially all of Tenant's assets located at the Premises or of Tenant's interest in this Lease, where such seizure is not discharged within thirty (30) days; provided, however, in the event that any provision of this subparagraph (e) is contrary to any Applicable Law such provision shall be of no force or effect and shall not affect the validity of the remaining provisions;

(g) The discovery by Landlord that any financial statement given to Landlord by Tenant or any Guarantor of Tenant's obligations hereunder was materially false.

11.2 Landlord's Remedies in Default:

11.2.1 If Tenant fails to perform any affirmative duty or obligation required of it under this Lease within the applicable time-frame set forth above after written notice to Tenant (or in the case of an emergency, without notice), Landlord may at its option (but without obligation to do so) perform such duty or obligation on Tenant's behalf, and the costs and expenses of any such performance by Landlord shall be due and payable by Tenant to Landlord upon receipt of the invoice therefore.

11.2.2 If any check given to Landlord by Tenant is not honored by the bank upon which it is drawn, Landlord, at its option, may require all future payments to be made under this Lease by Tenant to be made only by cashier's check.

11.2.3 In the event of a Breach of this Lease by Tenant as defined in Paragraph 11.1, with or without further notice or demand, and without limiting Landlord in the exercise of any right or remedy which Landlord may have by reason of such Breach, Landlord may:

(i) Terminate Tenant's right to possession of the Premises by any lawful means, in which case this Lease and the term hereof shall terminate and Tenant shall immediately surrender possession of the Premises to Landlord. In such event Landlord shall be entitled to recover from Tenant: the worth at the time of the award of the unpaid rent which had been earned at the time of termination; and any other amount necessary to compensate Landlord for all the detriment proximately caused by the Tenant's failure to perform its obligations under this Lease, including but not limited to the cost of recovering possession of the Premises and expenses of re-letting, including necessary renovation and alteration; and

(ii) Pursue any other remedy now or hereafter available to Landlord under the laws or judicial decisions of the State of Arizona; and

(iii) The expiration or termination of this Lease and / or the termination of Tenant's right to possession shall not relieve Tenant from liability under and indemnity provisions of this Lease as to matters occurring or accruing during the term hereof or by reason of Tenant's occupancy of the Premises.

11.3 Late Charges: Tenant hereby acknowledges that late payment by Tenant to Landlord of rent and other sums due hereunder will cause Landlord to incur costs not contemplated by this Lease, the exact amount of which will be extremely difficult to ascertain. Accordingly, if any installment of rent or any other sum due from Tenant shall not be received by Landlord within seven (7) days after such amount shall be due, then, without any requirement for notice to Tenant, Tenant shall pay to Landlord a late charge equal to FIVE DOLLARS (\$5.00) a day for every day rent or any other sum is overdue. Acceptance of such late charge by Landlord shall in no event constitute a waiver of Tenant's Default or Breach with respect to such overdue amount nor prevent Landlord from exercising any of the other rights and remedies granted hereunder.

11.4 Breach by Landlord: Landlord shall not be deemed in breach of this Lease unless Landlord fails within a reasonable time to perform an obligation required to be performed by Landlord. For purposes of this Paragraph, a reasonable time shall in no event be less than thirty (30) days after receipt by Landlord of written notice specifying wherein such obligation of Landlord has not been performed; provided, however, that the nature of Landlord's obligation is such that, if more than thirty (30) days after such notice are reasonably required for its performance, then Landlord shall not be in breach of this Lease if performance is commenced within such thirty (30) day period and thereafter diligently pursued to completion.

12. Condemnation: If the Premises or any portion thereof are taken under the power of eminent domain or sold under threat of the exercise of said power (all of which are herein called "condemnation"), this Lease shall terminate on thirty (30) days written notice to Tenant. Any award for the taking of all or any part of the Premises under the power of eminent domain or any payment made under threat of the exercise of such power shall be the property of Landlord, whether such award shall be made as compensation for diminution in value of the leasehold or for the taking of the fee, or as severance damages, provided, however, that Tenant shall be entitled to any compensation, separately awarded to Tenant for Tenant's relocation expenses and/or loss of Tenant's Trade Fixtures.

13. Tenancy: If Landlord desires to finance, refinance, or sell the Premises, any part thereof, or the building of which Premises are a part, Tenant and all Guarantors of Tenant's performance hereunder shall deliver to any potential lender or purchaser designated by Landlord such financial statements of Tenant, and such Guarantors as may be reasonably required by such lender or purchaser, including but not limited to Tenant's financial statements for the past three (3) years. All such financial statements shall be received by Landlord and such lender or purchaser in confidence and shall be used only for the purposes herein set forth.

14. Sale of Premises by Landlord: In the event of any sale of the Building, Landlord shall be and is hereby entirely freed and relieved of all liability under any and all of its covenants and obligations contained in or derived from this Lease arising out of any act, occurrence or omission occurring after the consummation of such sale; and the purchaser, at such sale or any subsequent sale of the Premises shall be deemed, without any further agreement between the parties or their successors in interest or between the parties and any such purchaser, to have assumed and agreed to carry out any and all of the covenants and obligations of the Landlord under this Lease.

15. Severability: The invalidity of any provision of this Lease, as determined by a court of competent jurisdiction, shall in no way affect the validity of any other provision hereof.

16. Interest on Past-Due Obligations: Any monetary payment due to Landlord hereunder, other than late charges, not received by Landlord within thirty (30) days following the date on which it was due, shall bear interest from the thirty-first (31st) day after it was due at the rate of twelve percent (12%) per annum, but not exceeding the maximum rate allowed by law, in addition to the late charge provided for in Paragraph 11.3.

17. Time of Essence: Time is of the essence with respect to the performance of all obligations to be performed or observed by the Parties under this Lease.

18. Rent Defined: All monetary obligations of Tenant to Landlord under the terms of this Lease are deemed to be rent.

19. No Prior or Other Agreements: This Lease contains all agreements between the Parties with respect to any matter mentioned herein, and no other prior or contemporaneous agreement or understanding shall be effective.

20. Notices: All notices required or permitted by this Lease shall be in writing and sent by mail, return receipt requested, to the other Party at the address listed below. Either Party may by written notice to the other specify a different address for notice purposes. All notices

sent certified mail, return receipt requested, shall be deemed given on the date of delivery shown on the receipt card, or if no delivery date is shown, the postmark thereon.

Landlord: Attn: Candace Gallagher, Town Manager/Clerk
Town of Jerome
P.O. Box 335
Jerome, AZ 86331

Tenant: _____

21. Waivers: No waiver by Landlord of the Default or Breach of any term, covenant, or condition hereof by Tenant shall be deemed a waiver of any other term, covenant, or condition hereof, or of any subsequent Default or Breach by Tenant of the same or of any other term, covenant or condition hereof. Landlord's consent to or approval of any act shall not be deemed to render unnecessary the obtaining of Landlord's consent to or approval of any subsequent or similar act by Tenant, or be construed as the basis of an estoppel to enforce the provision or provisions of this Lease requiring such consent. Regardless of Landlord's knowledge of a Default or Breach at the time of accepting rent, the acceptance of rent by Landlord shall not be a waiver of any preceding Default or Breach by Tenant of any provision hereof, other than failure of Tenant to pay the particular rent so accepted.

22. Recording: Neither Landlord nor Tenant shall record this Lease or a short form memorandum hereof without the prior written consent of the other party.

23. No Right to Holdover: Tenant has no right to retain possession of the premises or any part thereof beyond the expiration or earlier termination of this Lease. If Tenant does not vacate the Premises as provided by this Lease, Tenant's occupancy shall be on a month-to-month tenancy subject to all the terms and conditions of this Lease with the exception that the total rent charged under this Lease shall be increased on a monthly basis by two percent (2%) per month.

24. Cumulative Remedies: No remedy or election hereunder shall be deemed exclusive but shall, wherever possible, be cumulative with all other remedies at law or in equity.

25. Covenants and Conditions: All provisions of this Lease to be observed or performed by Tenant are both covenants and conditions.

26. Binding Effect, Choice of Law: This Lease shall be binding upon the parties, their personal representatives, successors, and assigns and be governed by the laws of the State of Arizona. Any litigation between the Parties hereto concerning this Lease shall be litigated in Yavapai County.

27. Subordination, Attornment, Non-Disturbance:

27.1 Subordination: This Lease and any Option granted hereby shall be subject and subordinate to any ground lease, mortgage, deed of trust, or hypothecation or security devise (collectively "Security Device"), now or hereafter placed by Landlord upon the real property of which the Premises are a part, to any and all advances made on the security thereof, and to all renewals, modifications, consolidations, replacements, and extensions thereof. Tenant agrees that the lenders holding such Security Device shall have no duty, liability, or obligation to perform any of the obligations of Landlord under this Lease.

27.2 Attornment: Subject to the non-disturbance provisions of Paragraph 27.3, Tenant agrees to attorn to lender or any other party who acquires ownership of the Premises by reason of a foreclosure of a Security Device, and that in the event of such foreclosure such new owners shall not: (i) be liable for any act or omission of any prior lessor or with respect to events occurring prior to acquisition of ownership, (ii) be subject to any offsets or defenses which Tenant might have against any prior lessor, or (iii) be bound by prepayment of more than one month's rent.

27.3 Non-Disturbance: With respect to Security Devices entered into by Landlord after the execution of this Lease, Tenant's subordination of this Lease shall be subject to receiving assurance (a "non-disturbance agreement") from the lender that Tenant's possession and this Lease, including any options to extend the term hereof, will not be disturbed so long as Tenant is not in breach hereof and attorns to the record owner of the Premises.

27.4 Self Executing: The agreements contained in this Paragraph 27 shall be effective without the execution of any further documents; provided, however, that upon written request from Landlord or a lender in connection with a sale, financing, or refinancing of the Premises, Tenant and Landlord shall execute such subordination or non-subordination, Attornment, and / or non-disturbance agreement as is provided for herein.

28. Attorneys' Fees: If either Party brings an action or proceeding to enforce the terms hereof or declare rights hereunder, the Prevailing Party in any such proceedings, action, or appeal thereon shall be entitled to its reasonable attorneys' fees.

29. Landlord's Access, Showing Premises, Repairs: Landlord and Landlord's agents shall have the right to enter the Premises at any time in the case of an emergency, and otherwise at reasonable times for the purpose of showing the same to prospective purchasers, lenders, or lessees, and for making such alterations, repairs, improvements, or additions to the Premises or to the building of which they are a part, as Landlord may reasonably deem necessary.

30. Offset Statement: Tenant shall at any time and from time to time, upon not less than ten (10) days prior written notice from Landlord, execute, acknowledge and deliver to Landlord a statement, in writing, (a) certifying that this Lease is unmodified and in full force and effect (or, if modified, stating the nature of such modification and certifying that this Lease as so modified, is in full force and effect), and the date to which the rental and other charges are paid in advance, if any, and (b) acknowledging that there are not, to Tenant's knowledge, any uncured defaults on the part of the Landlord hereunder, or specifying such defaults if any are claimed. Any such statement may be relied upon by any prospective purchaser or encumbrance of all or any portion of the real property of which the Premises are a part.

31. Signs: Tenant shall not place any sign upon the Premises, except that Tenant may, with Landlord's prior written consent, install such signs as are reasonably required to advertise Tenant's own business subject to all applicable laws and ordinances regarding the same.

32. Termination, Merger:

32.1 This agreement may be terminated for any reason by either party with sixty (60) days written notice.

32.2 Unless specifically stated otherwise in writing by Landlord, the voluntary or other surrender of this Lease by Tenant, the mutual termination or cancellation hereof, or a termination hereof by Landlord for Breach by Tenant, shall automatically terminate any sublease or lesser estate in the Premises; provided, however, Landlord shall, in the event of any such surrender, termination, or cancellation, have the option to continue any one or all of the existing sub tenancies.

33. Quiet Possession: Upon payment by Tenant of the rent for the Premises and the observance and performance of all of the covenants, conditions, and provisions on Tenant's part to be observed and performed under this Lease, Tenant shall have quiet possession of the Premises for the entire term hereof subject to all of the provisions of this Lease.

34. Security Measures: Tenant hereby acknowledges that the rental payable to Landlord hereunder does not include the cost of guard service or other security measures, and that Landlord shall have no obligation whatsoever to provide same. Tenant assumes all responsibility for the protection of the Premises, Tenant, its agents, and invitees and their property from the acts of third parties.

35. Reservations: Landlord reserves to itself the right, from time to time, to grant, without the consent or joinder of Tenant, such easements, rights, and dedications that Landlord deems necessary, and to cause the recordation of parcel maps and restrictions, so long as such easements, rights, dedications, maps, and restrictions do not unreasonably interfere with the use of the Premises by Tenant. Tenant agrees to sign any documents reasonably requested by Landlord to effectuate any easement rights, dedication, map, or restrictions.

36. Authority: If either Party hereto is a limited liability company, corporation, trust, or general or limited partnership, each individual executing this Lease on behalf of such entity represents and warrants that he or she is duly authorized to execute and deliver this Lease on its behalf. If Tenant is a limited liability company, corporation, trust or partnership, Tenant shall, within thirty (30) days after requested by Landlord, deliver to Landlord evidence satisfactory to Landlord of such authority.

37. Amendments: This Lease may be modified only in writing, signed by the parties in interest at the time of the modification. The parties shall amend this Lease from time to time to reflect any adjustments that are made to the Base Rent or other rent payable under this Lease. As long as they do not materially change Tenant's obligations hereunder, Tenant agrees to make such reasonable non-monetary modifications to this Lease as may be reasonably required by an institution, insurance company, or pension plan lender in connection with the obtaining of normal financing or refinancing of the property of which the premises are a part.

38. Multiple Parties: Except as otherwise expressly provided herein, if more than one person or entity is named herein as either Landlord or Tenant, the obligations of such multiple parties shall be the joint and several responsibility of all persons or entities names herein as such Landlord or Tenant.

39. Cancellation: Pursuant to A.R.S. § 38-511, Landlord may cancel this Lease, without penalty or further obligation within three years after its execution if any person significantly involved in initiating, negotiating, securing, drafting or creating the Lease on behalf of Landlord is, at any time while this Lease or any extension of the Lease is in effect, an employee or agent of any other party to the contract in any capacity or a consultant to any other party of the Lease with respect to the subject matter of the Lease.

The parties hereto have executed this Lease at the place on the dates specified below to their respective signatures.

Executed at:

on:

Executed at:

on:

by Landlord:

THE TOWN OF JEROME

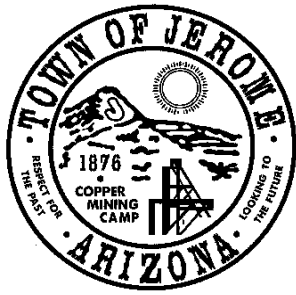
By: _____

Its: Town Manager

by Tenant:

By: _____

Its: _____



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 #9E: Juneteenth

MEETING DATE: May 10, 2021

Juneteenth (June 19) has been designated as both a federal and a state holiday, celebrating the freedom of enslaved people in the United States at the end of the Civil War. Council may decide whether to join other towns in declaring it a Town holiday.

I sent an inquiry to all other towns in Arizona and have attached a list of the results. Of the respondents as of this writing, 16 towns have recognized Juneteenth as a paid holiday, 19 have not, and it is under consideration in 4 towns.

Currently the Town recognizes 10 holidays: New Year's Day, Martin Luther King Day, President's Day, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving Day, Day after Thanksgiving and Christmas Day.

To add Juneteenth as an 11th Town-recognized holiday can be accomplished by a motion to amend the Personnel Policy Manual in that regard.

For complete information about the holiday, see attached reprint from *The National Geographic*.

JUNETEENTH

Reprinted from THE NATIONAL GEOGRAPHIC, JUNE 2021

The United States has a new federal holiday. On Thursday, U.S. President Joe Biden signed a bill into law that officially designates Juneteenth—observed each year on June 19—as an American holiday. As the holiday falls on a Saturday this year, federal workers will have the day off on June 18.

Known to some as the country’s “second Independence Day,” Juneteenth celebrates the freedom of enslaved people in the United States at the end of the Civil War. For more than 150 years, African American communities across the country have observed this holiday.

Juneteenth has gained awareness in recent years as activists have pushed for state and federal recognition. With the signing of this bill, those efforts will finally come to fruition as Juneteenth becomes the first new federal holiday since the establishment of Martin Luther King Jr. Day in 1983.

So what’s the story behind Juneteenth? Here’s a look at the history of the holiday and how it has been celebrated through the years.

Freedom after the Confederacy

At the stroke of midnight on January 1, 1863, the Emancipation Proclamation came into effect and declared enslaved people in the Confederacy free—on the condition that the Union won the war. The proclamation turned the war into a fight for freedom and by the end of the war 200,000 Black soldiers had joined the fight, spreading news of freedom as they fought their way through the South.

Since Texas was one of the last strongholds of the South, emancipation would be a long-time coming for enslaved people in the state. Even after the last battle of the Civil War was fought in 1865—a full two years after the Emancipation Proclamation was signed—it is believed that many enslaved people still did not know they were free. As the story goes, some 250,000 enslaved people only learned of their freedom after Union General Gordon Granger arrived in Galveston, Texas, on June 19, 1865, and announced that the president had issued a proclamation freeing them. On that day, Granger declared, “The people of Texas are informed that, in accordance with a proclamation from the Executive of the United States, all slaves are free. This involves an absolute equality of personal rights and rights of property between former masters and slaves, and the connection heretofore existing between them becomes that between employer and hired labour.”

A celebratory day

With Granger’s announcement, June 19—which would eventually come to be known as Juneteenth—became a day to celebrate the end of slavery in Texas. As newly freed Texans began moving to neighboring states, Juneteenth celebrations spread across the South and beyond. Early Juneteenth celebrations included church services, public readings of the Emancipation Proclamation, and social events like rodeos and dances.

For decades, many southern Black communities were forced to celebrate Juneteenth on the outskirts of town due to racism and Jim Crow laws. To ensure they had a safe place to gather, Juneteenth groups would often collectively purchase plots of land in the city on which to celebrate. These parks were commonly named Emancipation Parks, many of which still exist today.

As the Civil Rights movement gained momentum in the ‘60s, Juneteenth celebrations faded. In recent years, however, Juneteenth has regained popularity and is often celebrated with food and community. It also has helped raise awareness about ongoing issues facing the African American community, including a political fight for reparations, or compensation, to the descendants of victims of slavery.

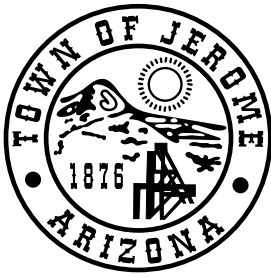
In 1980, Texas became the first state to recognize June 19 as a state holiday, which it did with legislation. Today, Juneteenth is recognized by nearly every state, and in June 2021, the U.S. Congress has passed a bill to make Juneteenth a federal holiday.

JUNETEENTH PAID HOLIDAY?**YES****NO****Other**

Apache Junction		x	on May agenda
Benson			
Bullhead City	x		
Camp Verde		x	
Carefree		x	
Clarkdale		x	
Coolidge		x	
Cottonwood	x		
Dewey-Humboldt		x	
Eloy	x		
Flagstaff		x	
Florence	x		
Fountain Hills		x	
Glendale		x	
Goodyear	x		
Guadalupe	x		
Kingman		x	
Litchfield Park	x		
Mesa		x	
Nogales		x	
Oro Valley		x	
Paradise Valley		x	
Parker	x		
Peoria		x	
Phoenix	x		
Scottsdale	x		
Sedona		x	
Show Low		x	
Sierra Vista	x		
Snowflake			"not yet"
Springerville			Under consideration
Surprise			on May agenda
Tempe	x		
Tolleson	x		
Wickenburg		x	
Willcox	x		
Winslow	x		
Yavapai County		x	
Yuma	x		
TOTAL	16	19	4

MAY 10, 2022 COUNCIL MEETING PACKET
ADDENDUM #1

- Council meeting minutes:
 - April 6 special meeting
 - April 12 special meeting
 - April 12 regular meeting
 - April 18 special meeting
- Public Works staff report
- Utilities/Front Desk staff report



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 VIA ZOOM WEDNESDAY, APRIL 6, 2022 AT 3:00 P.M.

ITEM #1: 3:00 PM (0:24)	CALL TO ORDER/ROLL CALL Mayor/Chairperson to call meeting to order. <i>Mayor Jack Dillenberg called the meeting to order at 3:03 PM</i> Town Clerk to call and record the roll. <i>Town Manager/Clerk Candace Gallagher called the roll. Present were Mayor Jack Dillenberg and Councilmembers Sage Harvey, Alex Barber, and Jane Moore.</i> <i>Vice Mayor Mandy Worth was not present.</i> <i>Other staff present were Finance Manager Melanie Atkin, Zoning Administrator Will Blodgett, and Deputy Town Clerk Kristen Muenz.</i>
ITEM #2: 3:04 PM (0:47)	RESIGNATION OF VICE MAYOR MANDY WORTH Vice Mayor Mandy Worth may formally announce her resignation from Council, effective this date. <i>Ms. Gallagher read a letter from Vice Mayor Mandy Worth, dated April 6, 2020, resigning as Vice Mayor and as a member of the town council, effective at 3 PM on April 6, 2022. Ms. Worth explained that it was a difficult decision to make. She expressed gratitude and appreciation to be a part of the Jerome Council. She asked for the letter to be shared with the various boards and commissions, and staff.</i> <i>(2:58) Mayor Dillenberg stated from that moment, Ms. Worth is officially resigned.</i> <i>Ms. Moore expressed appreciation for Ms. Worth's involvement on council for the last four years, both with her time and dedication.</i>
	The Mayor requested that Item #4 be addressed at this time, and it was, but it appears in these minutes in the order originally agendized.
ITEM #3: 3:09 PM (5:57)	INTERVIEW WITH TOWN MANAGER APPLICANT Council will conduct an interview via Zoom with Brett Klein, out-of-state applicant for the position of Town Manager. <i>Mayor Jack Dillenberg thanked applicant Brett Klein for joining the meeting and asked him to speak.</i> <i>Mr. Klein introduced himself. He said he had been raised around the Chicago area and spent many summers in Arizona. His wife and he have worked, through educational pursuits and work experience, to put themselves in a position to retire to Arizona and fully intend to do so. The opportunity in Jerome fits with his skillset and 15-to-20-year plans. Mr. Klein commented that Jerome reminds him of one of his favorite towns, and that's what brought him to apply for the position.</i> <i>(10:00) Ms. Barber asked, "If you got the job, would you try to do it remotely or are you interested in moving here?"</i> <i>Mr. Klein confirmed that his plans are to work onsite and be immersed in the community.</i> <i>Ms. Barber then asked if Mr. Klein has done any management for any other municipalities.</i> <i>(10:48) Mr. Klein stated that he has managed several other communities, ranging in size. He has also worked in government in an administrative capacity and has experience in large and small governmental organizations, rural and urban.</i> <i>(11:48) Ms. Harvey asked Mr. Klein to describe the most difficult personnel matter he has experienced, and if he should have handled it differently.</i> <i>Mr. Klein described one of his early positions as the Director of the Office of Professional Standards, where he reviewed employee conduct and acted as a repository of outside and internal complaints. He was assigned to investigate the brother of his chief. Mr. Klein explained the difficulties involved, considering the complicated nature of the investigation which resulted in a charge of dishonorable conduct and malfeasance for the individual under</i>

investigation. Mr. Klein described how he handled the situation by following procedure, and he felt that the result was satisfactory and would not do anything differently.

(15:50) Ms. Harvey asked Mr. Klein to describe his experience preparing and administering municipal budgets. Mr. Klein described his extensive experience in preparing and presenting budgets, following the financial policies and objectives of a finance committee or board. He also described experience with capital improvement and equipment plans, and grant funding, and considers budgets as one of his strengths.

(17:56) Ms. Harvey asked Mr. Klein how familiar he is with Arizona Open Meeting Law. Mr. Klein responded that Arizona OML is similar to that of Iowa. He cannot quote the OML verbatim, but the exceptions are very similar, endorsing transparency and public participation.

(19:16) Ms. Harvey asked Mr. Klein to describe the town manager's role in relationship with department heads and how to establish leadership and promote communication and teamwork. Mr. Klein described how he works with employees to build trust and increase their motivation, opportunities, personal skills, and training skills to help them meet their goals. He believes it is important to retain all valuable personnel through empowerment and strategic policies and initiatives.

Ms. Harvey commented that Mr. Klein covered the topic well.

3:26 (23:14) Ms. Moore asked Mr. Klein about his impressions of Jerome and why he might be a good fit for the community, and what he could bring to the town that may be lacking. Mr. Klein described his impressions of Jerome from his research, including the beauty and recreational opportunities. He was also impressed with past audits, with solid financial policies and no significant deficiencies. Mr. Klein commented on the excellent stewardship of funds and said that he believes there is opportunity to build on that. What he brings to the table is practical experience working in all departments, leadership, supervisory experience, and identifying grant opportunities. He also described past success with downtown revitalization.

(29:19) Ms. Moore wanted to know if Mr. Klein is familiar with tourist towns and the housing issues involved, and how he would keep the balance between residents and businesses.

3:33 (30:20) Mr. Klein responded that he has some experience with tourist towns and understands that serving the tourists is important to the local economy. He has some experience running a housing authority and believes it's important for the workforce to find affordable housing. Mr. Klein agreed that there must be a balance between tourism and residents. He stated that he would take his lead from the philosophy of the town council and implement it to the best of his ability.

Ms. Moore asked Mr. Klein about his familiarity with historic preservation. Mr. Klein spoke of his involvement with CDBG projects in two communities, both on the historic register. He has been a member in more than one capacity of historic preservation commissions and is quite familiar with the bureaucracy and the tangible product.

Ms. Moore commented that, per his resume, he appears familiar with small town politics. She said that the town is a historic landmark, and asked how he would deal with potential legal issues and difficult people. Mr. Klein responded that he likes hearing from citizens, even with complaints, and will use the challenge as an opportunity to inform using listening, feedback, follow-up in a reasonable time frame and explaining the reasoning and logic behind decisions. Mr. Klein described his experience inside courtrooms, attending proceedings and representing his organization.

(42:10) Ms. Moore asked if Mr. Klein was familiar with legal water issues. Mr. Klein confirmed that he is familiar with those.

Ms. Gallagher asked Mr. Klein, because he lives in Iowa, when he would expect to be able to begin working.

(43:25) Mr. Klein stated that he has sold his home with the intent of relocating. He explained that he has several roles within his organization that would need to be filled. Upon notification, he estimated 30 to 45 days, and would prefer to move to Jerome.

(44:56) Dr. Dillenberg asked Mr. Klein how he would describe his style of management. Mr. Klein described his style is as a servant leader, to citizens and council. He likes to coach, preparing staff, makes quick decisions when called for, and thinks collective decisions are best. Mr. Klein said he likes to hear from the hands-on workers so that they feel they can speak without reprisal. He emphasized the importance of a professional environment, motivation, humor, and defusing difficult situations.

Dr. Dillenberg then asked, "Have you taken any courses to enrich your abilities, pursuits?"

Mr. Klein responded that he is always looking for opportunities, and he spoke of programs he has utilized, as well as two professional mentors. He explained that he previously had an issue striking a personal and professional balance but is now more secure and will utilize staff and identify their strengths.

(49:57) Ms. Harvey commented that the current town manager is also an internationally certified municipal clerk. She asked if Mr. Klein has experience with town clerk duties and would be able to handle both duties. Mr. Klein responded that he feels he is able, and would prefer, to do both duties. He stated that he was a certified election clerk in Wisconsin, and he is familiar with our primary with run-off elections. Currently, he acts as deputy

	<p>clerk and handles liquor licensing, business licensing, as well as preparing agendas and taking minutes expeditiously and efficiently. He is not a certified municipal clerk at this time, however, has taught classes at the Clerk Institute and was on the advisory committee, so he has experience at both positions.</p> <p>Dr. Dillenberg asked if Mr. Klein had any questions.</p> <p>3:55 (52:29) Mr. Klein had questions about the timeline, the process, and residency. He felt it's important to live and immerse yourself in a community, especially a smaller one, as there's a different aspect than working for a place like Scottsdale.</p> <p>Ms. Gallagher answered that her last day will be July 28th, and ideally she would work alongside the new person for at least a month or more before she leaves.</p> <p>(54:19) Dr. Dillenberg thanked Mr. Klein for his responses and wished him great success however the pathway emerges.</p> <p>In response to Ms. Gallagher, Mr. Klein confirmed that he may be in Arizona during the last week of April. Dr. Dillenberg commented that it would be wonderful to meet in person.</p> <p>(54:55) Ms. Harvey asked Mr. Klein if he is opposed to being discussed in closed session.</p> <p>Mr. Klein said he is not opposed.</p> <p>(55:10) Ms. Moore thanked Mr. Klein and Dr. Dillenberg commended him on his resume, experience, and accomplishments.</p>																																			
<p>ITEM #4: 3:06 PM (3:52)</p>	<p>SELECTION OF VICE MAYOR / FILLING OF COUNCIL VACANCY</p> <p>Council may appoint one of its members as Vice Mayor and may discuss the process for filling the vacancy on Council resulting from the resignation of Mandy Worth.</p> <p>Councilmember Sage Harvey nominated Councilmember Alex Barber to fill the role of Vice Mayor.</p> <p>Ms. Barber accepted the nomination.</p> <p>Mayor Dillenberg thanked Ms. Barber for stepping in once again.</p> <p><u>Motion to elect Councilmember Alex Barber as Vice Mayor</u></p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th style="width: 15%;">COUNCILMEMBER</th> <th style="width: 15%;">MOTION</th> <th style="width: 15%;">SECOND</th> <th style="width: 15%;">AYE</th> <th style="width: 15%;">NAY</th> <th style="width: 15%;">ABSENT</th> <th style="width: 15%;">ABSTAIN</th> </tr> </thead> <tbody> <tr> <td>BARBER</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>DILLENBERG</td> <td></td> <td>X</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> </tbody> </table>	COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN	BARBER			X				DILLENBERG		X	X				HARVEY	X		X				MOORE			X			
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<p>ITEM #5:</p>	<p>ADJOURNMENT</p> <p><u>Motion to adjourn at 4:00 p.m.</u></p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th style="width: 15%;">COUNCILMEMBER</th> <th style="width: 15%;">MOTION</th> <th style="width: 15%;">SECOND</th> <th style="width: 15%;">AYE</th> <th style="width: 15%;">NAY</th> <th style="width: 15%;">ABSENT</th> <th style="width: 15%;">ABSTAIN</th> </tr> </thead> <tbody> <tr> <td>BARBER</td> <td></td> <td>X</td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>DILLENBERG</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>HARVEY</td> <td>X</td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>MOORE</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN	BARBER		X	X				DILLENBERG			X				HARVEY	X		X				MOORE			X			
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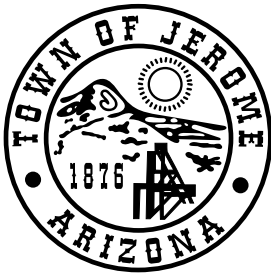
APPROVE:

ATTEST:

Dr. Jack Dillenberg, Mayor

Candace B. Gallagher, CMC, Town Manager/Clerk

Date: _____



TOWN OF JEROME

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

MINUTES

SPECIAL MEETING OF THE JEROME TOWN COUNCIL
COUNCIL CHAMBERS, JEROME TOWN HALL, 600 CLARK STREET, JEROME, AZ
TUESDAY, APRIL 12, 2022 AT 6:00 P.M.

ITEM #1:	CALL TO ORDER/ROLL CALL Mayor/Chairperson to call meeting to order. <i>Mayor Jack Dillenberg called the meeting to order at 6:01 PM.</i> Town Clerk to call and record the roll. <i>Town Manager/Clerk Candace Gallagher called the roll. Present were Mayor Jack Dillenberg, Vice Mayor Alex Barber, Councilmember Sage Harvey, and Councilmember Jane Moore.</i> <i>Staff present included Zoning Administrator Will Blodgett. Town Attorney Bill Sims would be joining the executive session via Zoom.</i>																																			
ITEM #2:	EXECUTIVE SESSION Council will convene in executive session with the Town Attorney, pursuant to A.R.S. § 38-431.03 (A)(1), (A)(3) and (A)(4) to receive legal advice regarding: <ul style="list-style-type: none">• Water issues• Short-term rentals• Personnel (Town Manager recruitment) Motion to enter into executive session. <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>X</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></table>	COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN	BARBER			X				DILLENBERG	X		X				HARVEY		X	X				MOORE			X			
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ITEM #3:	ADJOURNMENT Motion to adjourn at 7:00 PM <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>X</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>X</td><td>X</td><td></td><td></td><td></td></tr></table>	COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN	BARBER			X				DILLENBERG	X		X				HARVEY			X				MOORE		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 COUNCIL CHAMBERS, JEROME TOWN HALL 600 CLARK STREET, JEROME, ARIZONA

TUESDAY, APRIL 12, 2022, AT 7:00 P.M.

<div>ITEM #1: 7:00 PM (0:01)</div>	<div>CALL TO ORDER/ROLL CALL</div> <div>Mayor/Chairperson to call meeting to order. Mayor Jack Dillenberg called the meeting to order at 7:00 PM.</div> <div>Town Clerk to call and record the roll. Town Manager/Clerk Candace Gallagher called the roll. Present at the meeting was Mayor Jack Dillenberg, Vice Mayor Alex Barber, Councilmembers Sage Harvey and Jane Moore.</div> <div>Also present were Zoning Administrator Will Blodgett, Finance Manager Melanie Atkin, and Deputy Clerk Kristen Muenz.</div>																																																																						
<div>ITEM #2: 7:00 (0:26)</div>	<div>FINANCIAL REPORTS</div> <div>Financial reports for March 2022</div> <div>Motion to accept the March 2022 Financial Reports</div> <table><tr><td>COUNCILMEMBER</td><td>MOVED</td><td>SECONDED</td><td>AYE</td><td>NAY</td><td>ABSENT</td><td>ABSTAIN</td></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>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	X																																						
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<div>ITEM #3: 7:01 (0:46)</div>	<div>STAFF AND COUNCIL REPORTS</div> <div>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.</div> <div>Town Manager/Clerk Candace Gallagher reviewed her report.</div> <div>Vice Mayor Barber spoke about Jeanne Moss, a long time resident who passed recently. She recommended that people reach out to their older neighbors to make sure they're okay. Ms. Barber then brought up the police report and the request for funds to fix the kiosk problems. Ms. Gallagher confirmed that she can fulfill the request if council agrees. No objections were heard. Ms. Barber then asked about the status of getting a new garbage truck. Ms. Gallagher responded that the Public Works director is looking into purchasing understated contract.</div> <div>Jerome resident Nancy Robinson asked about the mention in the Police Report of a house on Holly Street.</div> <div>Councilmember Harvey responded that there was a question as to the house's use, and the police department is looking into it.</div> <div>Motion to accept the March 2022 Staff Reports</div> <table><tr><td>COUNCILMEMBER</td><td>MOVED</td><td>SECONDED</td><td>AYE</td><td>NAY</td><td>ABSENT</td><td>ABSTAIN</td></tr><tr><td>BARBER</td><td>X</td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>DILLENBERG</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>HARVEY</td><td></td><td>X</td><td>X</td><td></td><td></td><td></td></tr><tr><td>MOORE</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr></table>	COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN	BARBER	X		X				DILLENBERG			X				HARVEY		X	X				MOORE			X																																						
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<div>ITEM #4: 7:07 (6:36)</div>	<div>ZONING ADMINISTRATOR'S REPORT/PLANNING & ZONING AND DESIGN REVIEW BOARD MINUTES</div> <div>Minutes are provided for the information of Council and do not require action.</div> <div>Zoning Administrator Will Blodgett reviewed his report.</div>																																																																						
<div>ITEM #5: 7:09 (9:09)</div>	<div>APPROVAL OF MINUTES</div> <div>February 22, 2022 special joint meeting; March 8, 2022 regular meeting; March 14, 2022 special meeting</div> <div>Council tabled the minutes from the March 14, 2022 meeting to allow time to read them.</div> <div>Motion to accept the February 22, 2022 special meeting minutes</div> <table><tr><td>COUNCILMEMBER</td><td>MOTION</td><td>SECOND</td><td>AYE</td><td>NAY</td><td>ABSENT</td><td>ABSTAIN</td></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></table> <div>Motion to accept the March 8, 2022 meeting minutes</div> <table><tr><td>COUNCILMEMBER</td><td>MOTION</td><td>SECOND</td><td>AYE</td><td>NAY</td><td>ABSENT</td><td>ABSTAIN</td></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></table>	COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN	BARBER		X	X				DILLENBERG			X				HARVEY	X		X				MOORE			X				COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN	BARBER		X	X				DILLENBERG			X				HARVEY	X		X				MOORE			X			
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ITEM #6: 7:10 (10:06)	PETITIONS FROM THE PUBLIC There were no petitions from the public.																																			
ITEM #7: 7:10 (10:16)	ORDINANCES AND RESOLUTIONS ITEM #7A: RESOLUTION NO. 637, A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF JEROME, ARIZONA, AWARDED CONTRACT FOR WATERLINE IMPROVEMENTS AND HYDRANT INSTALLATION Council may approve Resolution No. 637, awarding a contract for waterline improvements and hydrant installation on Dundee Avenue. The project will be funded by a CDBG grant and ARPA funds. Mayor Dillenberg read Resolution 637 in title only. Ms. Gallagher then explained the scope of the project. Vice Mayor Barber commented that the town will be receiving grant funds for a good portion the project. Motion to adopt Resolution No. 637 <table><tr><th>COUNCILMEMBER</th><th>MOTION</th><th>SECOND</th><th>AYE</th><th>NAY</th><th>ABSENT</th><th>ABSTAIN</th></tr><tr><td>BARBER</td><td>X</td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>DILLENBERG</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>HARVEY</td><td></td><td>X</td><td>X</td><td></td><td></td><td></td></tr><tr><td>MOORE</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr></table>	COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN	BARBER	X		X				DILLENBERG			X				HARVEY		X	X				MOORE			X			
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7:12 (11:49)	ITEM #7B: RESOLUTION NO. 638, A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF JEROME, ARIZONA, AWARDED CONTRACT FOR DRAINAGE IMPROVEMENTS Council may approve Resolution No. 638, awarding a contract for drainage improvements. The project will be funded by HURF Exchange monies. Mayor Dillenberg read Resolution 638 in title only. Ms. Gallagher explained that there were two bids for the project, and the project was bid in two parts – construction and, as an alternate, staging. The low bidder realized after his bid was submitted that he had significantly underbid the staging portion, and, although he would stand by his bid if required, he would prefer to be awarded only the construction portion. This has been reflected in the Resolution. The staging would then be awarded (later in this meeting) to the Town Engineer. Dr. Dillenberg said that council would like to do the fair thing. Motion to adopt Resolution No. 638 <table><tr><th>COUNCILMEMBER</th><th>MOTION</th><th>SECOND</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></table>	COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN	BARBER		X	X				DILLENBERG			X				HARVEY	X		X				MOORE			X			
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7:15 (14:55)	ITEM #7C: RESOLUTION NO. 639, A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF JEROME, ARIZONA, DECLARING AS A PUBLIC RECORD THAT CERTAIN DOCUMENT FILED WITH THE TOWN CLERK AND ENTITLED “INTERNATIONAL RESIDENTIAL CODE FOR ONE- AND TWO-FAMILY DWELLINGS, 2018 EDITION,” TOGETHER WITH AMENDMENTS THERETO Council may approve Resolution No. 639. Mayor Dillenberg read Resolution 639 in title only. Ms. Gallagher explained that the Resolution is tied to an Ordinance to be discussed in #7D and suggested council first consider whether they wish to adopt that Ordinance. Dr. Dillenberg said that he is hesitant to approve either. Ms. Gallagher stated that Building Inspector Barry Wolstencroft did not believe adopting the new code would be beneficial to the town and also, the new books would be expensive. Councilmember Harvey agreed and said that she felt they should pass on the item. Council asked resident Steve Knowlton to speak, as he had been discussing the new codes with Mr. Wolstencroft. Mr. Knowlton stated that, through his experience, he has found that adding more codes makes any building project more difficult and expensive, not necessarily safer. He also commented that codes are always changing, which makes it difficult to keep up to date, and the town will not gain anything with this change. Dr. Dillenberg suggested that they take no action on Resolution 639 or Ordinance 482. ITEM #7D: FIRST READING - ORDINANCE NO. 482, AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AMENDING ARTICLE 7-1 OF THE JEROME TOWN CODE TO ADOPT THE 2018 INTERNATIONAL RESIDENTIAL CODE FOR ONE- AND TWO-FAMILY DWELLINGS, TOGETHER WITH AMENDMENTS THERETO Council may conduct the first reading of Ordinance No. 482. No action was taken.																																			

ITEM #8:	UNFINISHED BUSINESS																																			
7:21 (20:30)	<p>ITEM #8A: DESIGN GUIDELINES</p> <p>Council will review recommendations by the Planning & Zoning Commission, Design Review Board, Historical Society and Zoning Administrator regarding design guidelines prepared by Bill Otwell & Associates.</p> <p>Ms. Gallagher commented that Zoning Administrator Will Blodgett has taken all recommendations into account and has created a report for council.</p> <p>Mr. Blodgett read his report, which explained the deficiencies of the guideline document. He explained that the Secretary of the Interior standards, which apply to Jerome as a Historic District, are clear, with better guidelines. After reaching out to the consultant who created the original document and to SHPO, Mr. Blodgett believes he could do a better job with this in-house. Mr. Blodgett stated that he will include the significant era of Jerome’s revitalization during the 1970’s, collaborating with the Historical Society.</p> <p>Mayor Dillenberg suggested he watch Michael McDonald’s video interviews with residents that were done through the Historical Society.</p> <p>Councilmember Moore expressed regret at the speed with which the Design Guidelines document had been put together. She suggested that Mr. Blodgett might find Brice Wood’s neighborhood design guidelines helpful.</p>																																			
7:28 (28:02)	<p>ITEM #8B: APPROVING CHANGES TO BYLAWS FOR DESIGN REVIEW BOARD AND PLANNING & ZONING COMMISSION</p> <p>Council may approve changes to the bylaws of the Planning & Zoning Commission and Design Review Board regarding regular meeting dates.</p> <p>Town Manager/Clerk Gallagher explained that the Planning & Zoning Commission and Design Review Board have both approved the changes to their bylaws to change the meeting dates. The Planning & Zoning Commission would meet on the third Tuesday of each month, and the Design Review Board on the fourth Tuesday.</p> <p><u>Motion to approve changes to Bylaws for Design Review Board and Planning & Zoning Commission</u></p> <table><tr><th>COUNCILMEMBER</th><th>MOTION</th><th>SECOND</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></table>	COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN	BARBER		X	X				DILLENBERG			X				HARVEY	X		X				MOORE			X			
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7:29 (29:00)	<p>ITEM #8C: COUNCIL VACANCY</p> <p>Council will discuss the process for filling the vacancy resulting from the resignation of Vice Mayor Mandy Worth.</p> <p>Councilmember Harvey asked if they should take applications for the vacancy as it will be several months until the new council is seated.</p> <p>Councilmember Moore suggested they wait until the August election and seat the person who has the highest votes.</p> <p>Ms. Gallagher said it is preferable to have five councilmembers in order to avoid ties. Council agreed with this point.</p> <p>Ms. Moore said she is hoping that the people who wish to be elected to council will apply for the vacancy.</p> <p>Ms. Gallagher suggested that Council may be able to appoint someone to fill the vacancy as an interim councilmember. Then, following the August election, the interim could be replaced with the person receiving the most votes in the primary. She will ask the Town Attorney if that is possible.</p> <p>There was direction to staff to post and solicit applications for the vacancy.</p>																																			
ITEM #9:	NEW BUSINESS																																			
7:33 (33:26)	<p>ITEM #9A: CONDITIONAL USE PERMIT – 511 MAIN STREET (CADEN WILLIAMS)</p> <p>Council will review and may approve a Conditional Use Permit for the use of three residential apartments at 511 Main Street in the C-1 Zone. This CUP was recommended for approval by Council by the Planning & Zoning Commission on March 16, 2022.</p> <p>Zoning Administrator Will Blodgett reviewed the application for the conditional use permit for residential apartments in the commercial zone.</p> <p>In response to a question from Mayor Dillenberg regarding parking, Mr. Blodgett explained that the parking requirement for the retail portion of the building is based on the useable amount of space. The residential units, if approved, could be considered existing nonconforming; they would require off-street parking but there is none.</p> <p>Vice Mayor Barber commented that she does not believe the top floor has the required amenities to be a residential space.</p> <p>There was some discussion of the building’s history, the top floor, and the parking issues.</p> <p>Mr. Blodgett suggested they table the item until they can get some clarification.</p> <p><u>Motion to table the item for further information</u></p> <table><tr><th>COUNCILMEMBER</th><th>MOTION</th><th>SECOND</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></table>	COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN	BARBER		X	X				DILLENBERG			X				HARVEY	X		X				MOORE			X			
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DILLENBERG			X																																	
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7:38 (37:57)

ITEM #9B: AGREEMENTS FOR PROFESSIONAL ENGINEERING SERVICES

Council will review and may approve agreements with the Town Engineer, Southwestern Environmental Consultants, Inc., as follows:

Post-design work, Dundee waterline improvements

Construction staking, Dundee waterline improvements

Post-design work, drainage improvements

Construction staking, drainage improvements

Town Manager/Clerk Candace Gallagher reviewed the project proposals from the engineers and confirmed that the cost will be covered by grant monies.

Motion to approve all of the agreements for professional engineering services

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

7:40 (40:01)

ITEM #9C: PROCLAMATION: FAIR HOUSING MONTH

Council may approve a proclamation declaring the month of April 2022 as Fair Housing Month.

Councilmember Sage Harvey read the proclamation aloud.

Motion to approve the proclamation declaring April 2022 as Fair Housing Month

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

ITEM #10:
7:42 (42:06)

TO AND FROM THE COUNCIL

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

Vice Mayor Barber asked Ms. Gallagher to forward to Council certain correspondence from the PACE engineers. She also asked if something can be done to fix Rich Street.

Ms. Gallagher said she will look for the document and talk to the public works crew about Rich Street.

Ms. Barber asked if they could schedule a walk-thru of the Hotel Jerome with Steve Knowlton, Barry Wolstencroft, Will Blodgett, and Fire Chief Rusty Blair, as he has an idea for the fire escape.

Ms. Gallagher stated that representatives from the lead abatement firm, who have finished their work, and ADEQ may be able to attend also.

Steve Knowlton commented that he will be unavailable after May 1st.

Councilmember Moore said that Center and Verde Street have bad potholes. The town crew have filled one large hole, and a few small ones on Verde. She mentioned that 89A also needs work.

Councilmember Harvey mentioned the subject of microbreweries was brought up on their wastewater treatment plant meeting with PACE. It was strongly suggested an Ordinance be created requiring a filter. Ms. Harvey also suggested Council consider purchasing homes for those staff with residency requirements to counteract the housing shortage.

Mayor Dillenberg agreed that the town should consider the opportunity to rehab homes and use them for the community.

In reference to Ms. Harvey’s comment, Ms. Moore clarified that Henry MacVittie and Tyler Christensen of Contract Wastewater suggested that the requirement for microbreweries would be pretreatment on site rather than a filter.

Mayor Dillenberg commended Henry MacVittie and Tyler Christensen’s hard work.

ITEM #11:

ADJOURNMENT

Motion to adjourn at 7:49 p.m.

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

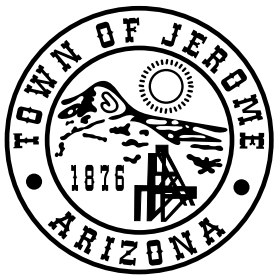
APPROVE:

ATTEST:

 Dr. Jack Dillenberg, Mayor

 Candace B. Gallagher, CMC, Town Manager/Clerk

Date: _____



TOWN OF JEROME

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

MINUTES

SPECIAL MEETING OF THE JEROME TOWN COUNCIL
COUNCIL CHAMBERS, JEROME TOWN HALL, 600 CLARK STREET, JEROME, AZ
MONDAY, APRIL 18, 2022 AT 11:00 A.M.

<div>ITEM #1:</div> <div>11:00</div> <div>(0:01)</div>	<div>CALL TO ORDER/ROLL CALL</div> <div>Mayor/Chairperson to call meeting to order.</div> <div>Mayor Jack Dillenberg called the special meeting to order at 11:00 a.m.</div> <div>Town Clerk to call and record the roll.</div> <div>Town Manager/Clerk Candace Gallagher called the roll. Present were Mayor Jack Dillenberg, Vice Mayor Alex Barber, and Councilmembers Sage Harvey and Jane Moore.</div> <div>Staff present included Town Manager/Clerk Candace Gallagher, Zoning Administrator Will Blodgett, Deputy Town Clerk Kristen Muenz, and Librarian Kathleen Jarvis.</div>																																			
<div>ITEM #2:</div> <div>11:01</div> <div>(0:39)</div>	<div>APPROVAL OF MINUTES</div> <div>March 14, 2022, special meeting</div> <div>Motion to approve March 14, 2022, special meeting minutes</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>X</td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>DILLENBERG</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>HARVEY</td><td></td><td>X</td><td>X</td><td></td><td></td><td></td></tr><tr><td>MOORE</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr></table>	COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN	BARBER	X		X				DILLENBERG			X				HARVEY		X	X				MOORE			X			
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MOORE			X																																	
<div>ITEM #3:</div> <div>11:01</div> <div>(1:06)</div>	<div>INTERVIEWS WITH TOWN MANAGER APPLICANTS</div> <div>Council will conduct interviews with applicants for the position of Town Manager. At agenda preparation date, interviews were scheduled with Theresa Coleman and John Schempf. Other applicants may be interviewed. Following the interviews, Council may convene in executive session pursuant to A.R.S. § 38-431.03 (A)(1) to discuss the various applicants.</div> <div>Applicant Theresa Coleman was welcomed by council.</div> <div>Councilmember Jane Moore asked why the applicant would be a good fit for the community and what would be the greatest challenge facing the town that she would have to tackle.</div> <div>Ms. Coleman replied that she has experience with historic districts and historic preservation, and public utilities. She said that Jerome is lacking workforce housing initiatives. She believes the biggest challenge is retaining full-time residents within the community.</div> <div>(5:17) Ms. Moore asked Ms. Coleman to describe her biggest career mistake and what she learned.</div> <div>Ms. Coleman explained that her biggest mistake involved communication with her community. She described a street improvement project that had caused some concerns and she wished she had handled communication differently to allay some fear.</div> <div>Ms. Moore asked, if Ms. Coleman become town manager, what she hoped to learn in the first six months.</div> <div>Ms. Coleman replied that she would learn from department heads on successes, needs, and challenges. She would read the Town codes.</div> <div>(9:30) Councilmember Sage Harvey questioned an item on Ms. Coleman’s application regarding having been discharged from employment from the Town of Bisbee.</div> <div>Ms. Coleman explained that she had been replaced by the new Mayor of Bisbee. They then negotiated a separation agreement in accordance with city code and she resigned her position.</div> <div>Ms. Harvey asked the applicant if she has experience as a clerk and if she felt she could fill both roles.</div> <div>Ms. Coleman responded that she was both a city administrator, treasurer, and certified clerk in Spring Gove.</div> <div>Ms. Harvey asked Ms. Coleman to describe the town manager’s role in relation to department heads and establishing a leadership role.</div>																																			

Ms. Coleman said that department heads are important team members. She feels that meetings and reports are good ways to know what is happening and department heads are knowledgeable about their communities.

Ms. Harvey asked for a description of a difficult personnel matter, what made it difficult and if it should have been handled differently.

Ms. Coleman described a situation with a department head who had drafted a resolution to replace her as city manager. She had to work with the city attorney and investigated actions taken by the individual. She believed that it was handled well.

Ms. Harvey asked for a description of the applicant's experience with administering municipal budgets.

(14:14) Ms. Coleman responded that she handled city budgets, enterprise funds, and utilities. She has experience with infrastructure funding, rate schedules, and annual budgets.

Ms. Harvey asked for a rating of computer tech competence between 1 to 5.

Ms. Coleman rated her competence at 4.5.

Vice Mayor Alex Barber asked for an elaboration on the different cities Ms. Coleman managed.

Ms. Coleman described some of the towns and cities she previously worked for in varying roles.

Ms. Barber asked for a rating of the applicant's knowledge of Arizona's Open Meeting Law from 1 to 5.

Ms. Coleman rated her knowledge at 4.75.

(21:13) Ms. Barber asked Ms. Coleman to describe the relationship between the town manager and council.

Ms. Coleman responded that she has an open-door policy and will also communicate individually, being careful not to violate Open Meeting Law.

Ms. Barber then asked about grant fund experience.

Ms. Coleman explained that she has worked with engineering firms, volunteers, and consultants, to write grant applications for funding for projects.

Ms. Barber asked, if Ms. Coleman were offered the job, would she be willing to move.

Ms. Coleman said she currently lives in Flagstaff and owns a home in Prescott.

(24:17) 11:24 Ms. Harvey asked for Ms. Coleman's opinion on vacation rentals.

Ms. Coleman commented that the original concept of allowing people to rent rooms has resulted in less workforce housing. She believes there are ways to encourage homeowners to participate fiscally.

Ms. Gallagher asked if Ms. Coleman would agree to being discussed in closed session. Ms. Coleman replied that was fine.

Member of the public, Nancy Robinson, asked if Ms. Coleman was allergic to cats. She responded that she was.

Jera Peterson of the Planning & Zoning Commission asked if Ms. Coleman has worked with S.H.P.O.

Ms. Coleman described past experiences with S.H.P.O.

Zoning Administrator Will Blodgett expressed that familiarity with historic preservation is vital.

Ms. Coleman asked about council's preferred avenue of communication. Council responded with "direct," and "honest."

(33:50) 11:34 p.m. Ms. Coleman asked how the council members balanced personal relationships with town code. Each of the council members responded in turn. They stressed the importance of hard work, honesty, a desire to work with and communicate openly with the community, fair and equal treatment, and recognizing that others will have different opinions than their own.

Ms. Barber also explained that everyone on all of the boards is a volunteer who does the work because of their love for Jerome.

Ms. Gallagher commended everyone on the council for their hard work and dedication.

The council thanked Ms. Coleman for attending.

(45:42) 12:03 John Schempf was thanked for coming to the meeting.

Councilmember Moore asked Mr. Schempf what his impression is of Jerome, why he would be a good fit and what he would bring to the town.

Mr. Schempf stated that he was impressed with Jerome's success considering the limited resources and volunteer base. He said he can bring years of experience with small towns from several states.

(50:38) Ms. Moore asked what the applicant's biggest mistake was, what he learned from it and how he would deal with it in future

Mr. Schempf described taking a job in a California town in crisis. Due to many issues the town was facing, he wished that he had spoken to people in the area before making the move.

Ms. Moore asked what he hoped to learn in the first six months and what he could teach Jerome.

Mr. Schempf replied that he would spend the first six months doing a lot of listening and less talking. He would need to get to know the issues Jerome faces, to involve council, and not make hasty decisions.

(1:00:18) Councilmember Harvey asked if he had experience as a clerk and whether he could fulfill both roles.

Mr. Schempf replied that he is doing both now, without assistants.

Ms. Harvey said that Jerome has great department heads. She asked how Mr. Schempf would establish a leadership position and promote teamwork and communication.

Mr. Schempf stated his habit is to have weekly staff meetings. He feels this is helpful for scheduling projects and avoiding conflicts. He also said its good to encourage teamwork, share with staff and find workarounds.

(1:05:39) 12:23 Ms. Harvey asked Mr. Schempf to describe his most difficult personnel matter, what he learned and if he should have handled it differently.

Mr. Schempf described an instance where he fired an employee, which he now regrets and wishes he had been more flexible.

Ms. Harvey asked for a description of his experience preparing and administering municipal budgets.

Mr. Schempf said the budget is the most important thing a manager and council does and spoke briefly about the process.

Ms. Harvey asked Mr. Schempf for a rating of his competence with computer technology, and he rated himself at 3.5.

(1:18:09) Ms. Barber asked the applicant to elaborate on his managerial experiences.

Mr. Schempf described his involvement with the Navy R.O.T.C. program and Coast Guard. He said he has been in management his whole life, including as a town manager, and enjoys it. He also stated that employee retention is important, especially for small towns, as it's hard to replace experience.

(1:22:31) 12:40 Ms. Barber asked Mr. Schempf to rate himself on his knowledge of Arizona Open Meeting Law from 1 to 5 and he responded 5.

Ms. Barber then asked for a description of his experience with grant funds for municipal projects.

Mr. Schempf replied that he's not an expert, but he will call experts for help. He said the key to grants is not to be seduced by the amount until checking eligibility or you may be wasting your time.

Ms. Barber asked the applicant to describe the relationship between a town manager and council.

Mr. Schempf said his job is to make sure that council knows everything he knows so that everyone is on the same page. He also feels it is important to distribute his time between each member to be fair.

Ms. Barber asked Mr. Schempf if he was willing to relocate and he responded that he was.

Mayor Dillenberg thanked Mr. Schempf for his service in the Coast Guard and asked where he did his government management.

Mr. Schempf answered that was in Vermont, where he did some grant writing and worked for a national park.

Dr. Dillenberg asked Mr. Schempf if he had any questions.

Mr. Schempf asked Candace Gallagher when she was retiring.

Ms. Gallagher responded that her last day would be July 28th.

(1:34:40) P&Z Commissioner Jera Peterson asked Mr. Schempf if Colfax hired him to expand the economic base by encouraging tourism. Also, how he felt about balancing residents and tourism.

Mr. Schempf replied that yes, he had been hired to assist with opportunities to expand tourism, but Colfax faced a lot of problems. It is built up with no room for expansion. They do have an opportunity for tourism, as it is an Amtrak stop, but financial difficulties as a result of purchasing an expensive off-the-shelf and unproven wastewater plant that didn't work properly present a challenge. He had some experience with tourism while working in Vermont and said it's important to find a balance between the values of both tourists and locals and not to show favoritism.

Ms. Peterson then asked about his experience with S.H.P.O.

Mr. Schempf said he had some experience, was a member of a historic society and has respect for historic property.

Zoning Administrator Will Blodgett explained to Mr. Schempf that Jerome has front-burner issues such as parking and affordable housing which will require out of box thinking.

Mr. Schempf suggested several ways to deal with parking, such as a shuttle or trolley.

Ms. Gallagher mentioned she would prefer to work with her replacement before she leaves. She also asked Mr. Schempf if he had any objections to being discussed in a closed session.

Mr. Schempf replied that he did not have any objections.

(1:51) Council took a short break (end of part 1 of audio recording).

(0:22 of part 2) 1:23 Council returned from break.

	<p>Councilmember Moore stated that she would like to include Town staff who were present at the meeting in the closed session discussion about to take place.</p> <p><u>Motion to enter executive session with members of staff present at 1:24 p.m.</u></p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <tr> <th>COUNCILMEMBER</th> <th>MOTION</th> <th>SECOND</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> </table>	COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN	BARBER			X				DILLENBERG			X				HARVEY		X	X				MOORE	X		X			
COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN																														
BARBER			X																																	
DILLENBERG			X																																	
HARVEY		X	X																																	
MOORE	X		X																																	
<p>ITEM #4: 2:09 (1:10)</p>	<p>PURCHASE OF REAL PROPERTY</p> <p>Council will discuss the possibility and feasibility of purchasing a residential property in Jerome. A portion of the discussion may take place in executive session with the Town Attorney, pursuant to A.R.S. § 38-431.03 (A)(3), (A)(4) and (A)(7).</p> <p><u>Motion to enter executive session with Zoning Administrator Will Blodgett present</u></p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <tr> <th>COUNCILMEMBER</th> <th>MOTION</th> <th>SECOND</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> </table> <p>(2:07) 2:59 p.m. After reconvening, Councilmember Moore said that there is a house that will be going on sale soon. Some department heads are required to live in town and it would be good to have something to offer to someone taking these positions.</p> <p>Mayor Dillenberg wanted to make the public aware of the potential opportunity to help employees. He suggested that staff reach out to the individuals responsible for the sale of property and seek legal advice .</p> <p>Ms. Gallagher asked if council would like her to contact the real estate agent and put the item on the next agenda and they agreed.</p> <p>(6:05) Member of the public, Nancy Robinson asked if it would have to go to voters and whether the money should instead be spent on the Hotel Jerome being turned into apartments.</p> <p>Mayor Dillenberg confirmed it does not need to go before voters and that the Hotel Jerome is at the top of the list of projects.</p> <p>Ms. Robinson asked if any other town properties could be turned into apartments.</p> <p>Dr. Dillenberg replied that they are exploring all the options.</p> <p>Jera Peterson asked, “can you say the address?”</p> <p>Dr. Dillenberg said that council will find out and it will be at the main public meeting.</p> <p>Ms. Moore commented that the house would be move-in ready, unlike any other properties that could require a lot of work. She said she is confident that current staff would agree they want the police and fire chief to live in town.</p> <p>Vice Mayor Barber commented that the town does own vacant land, and some buildings, but it would be a lot of work to rehab anything to create housing as the town does not own anything residential.</p> <p>Librarian Kathleen Jarvis commented that she felt it was a great idea, but that the Roberge house may sell fast.</p> <p>Dr. Dillenberg agreed they should act quickly to create appropriate residential opportunities for future chiefs.</p> <p>Councilmember Harvey wanted to point out that John McDonald does an amazing job caring for the Civic Center.</p>	COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN	BARBER			X				DILLENBERG			X				HARVEY		X	X				MOORE	X		X			
COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN																														
BARBER			X																																	
DILLENBERG			X																																	
HARVEY		X	X																																	
MOORE	X		X																																	
<p>ITEM #5:</p>	<p>ADJOURNMENT</p> <p><u>Motion to adjourn at 3:13 p.m.</u></p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <tr> <th>COUNCILMEMBER</th> <th>MOTION</th> <th>SECOND</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> </table>	COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN	BARBER		X	X				DILLENBERG			X				HARVEY	X		X				MOORE			X			
COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN																														
BARBER		X	X																																	
DILLENBERG			X																																	
HARVEY	X		X																																	
MOORE			X																																	

APPROVE:

ATTEST:

Dr. Jack Dillenberg, Mayor

Candace B. Gallagher, CMC, Town Manager/Clerk

Date: _____



Founded 1876
Incorporated 1899

TOWN OF JEROME, ARIZONA

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

Celebrating Our 123rd Anniversary
1899 - 2022

APRIL 2022 PUBLIC WORKS MONTHLY REPORT

NORMAL WEEKLY DUTIES

- TRASH: Monday, Wednesday, and Friday.
- PARKS: Clean parks, Weed whip, and Mow.
- RECYCLE: Pickup cardboard and glass Tuesdays and Thursdays and go to recycle on Thursdays.
- WATER: Read water meters on Thursdays.
- HURF: Clean curb and gutters, Weed whip
- SEWER: Repair lines.

OTHER PROJECTS

- Oil changes on equipment, fix the dash gauges on the garbage truck.
- Pump the sewer tanks behind the Mohawk.
- Pothole for a "water leak" on School St and backfill.
- Repair water leak on Hampshire.
- Clean gutters and around all dumpsters throughout town.
- Install speed limit sign on Perkinsville Rd next to the fire station.
- Fix a water leak at the sewer plant.
- Work on a sewer clog behind the Copper shop on the hill side (Hampshire).
- Weed eat the 300-level parking lot.
- Form, mix and pour concrete to fix a wall on School St.
- Small equipment repair, clean up around oil tanks in the town yard.
- Snake the sewer line in the road below the Eagles nest on Clark St.
- Clear the reed beds at the sewer plant.
- Baricade, reseed the upper park in different areas.
- Check on and fill and eroded spot-on Allen Springs Rd.

- Layout and paint motorcycle parking spots in the parking area across from The Conor hotel.
- Fill potholes throughout town and Douglas rd.
- Pull dirty trash cans in town and replaced them with clean ones. Brought the dirty ones back and cleaned them for the next time.

Regulators

Giroux St.

4/18/22- 4" rebuild with no parts replaced. Couldn't get it to seat until 4/20/22

4/26/22- 2" rebuild with no parts replaced.

County Rd.

4/19/22- 4" rebuild, valves broke, and we're looking for replacements.

4/19/22- 2" rebuild, no parts replaced.

School St.

4/26/22- 2" rebuild, no parts replaced

4/27/22- 4" rebuild, no parts replaced



Founded 1876
Incorporated 1899

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

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

Utilities

- Current debt (45 days past due):

32 accounts were on the shut-off list at the beginning of April. 11 accounts were sent Yellow Tags, and no accounts were shut off due to every account either paid off or made payments.

Balance owed on shut-off accounts from March billing: \$8636.05

Balance owed at end of April: \$2062.37

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

- **Business Licenses**

Applications submitted: 4

Issued: 12

In process: 5

Renewal reminders went out to 9 businesses whose licenses expire at the end of May.

- **Rentals**

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

Charge Item Summary By User Type

ChargeItem	Future	Current	Age2	Age3	Age4	Age5	Balance
UserType: Commercial							
Credit	\$0.00	(\$309.05)	(\$1,712.19)	(\$3,387.04)	(\$500.00)	(\$1,285.00)	(\$7,193.28)
Water	\$0.00	\$4,005.57	\$296.66	\$58.00	\$0.00	\$270.39	\$4,630.62
Sewer	\$0.00	\$5,020.03	\$360.00	\$72.00	\$0.00	\$522.58	\$5,974.61
Trash	\$0.00	\$7,278.09	\$422.44	\$188.10	\$44.72	\$848.07	\$8,781.42
Tax	\$0.00	\$392.82	\$28.60	\$5.72	\$0.00	\$39.24	\$466.38
Misc	\$0.00	\$15.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15.00
Late Fee	\$0.00	\$20.00	\$10.00	\$0.00	\$10.00	\$2,180.00	\$2,220.00
LMP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
UserType: Commercial (8)-----	-----	-----	-----	-----	-----	-----	-----
Subtotal --->	\$0.00	\$16,422.46	(\$594.49)	(\$3,063.22)	(\$445.28)	\$2,575.28	\$14,894.75
UserType: Residential							
Credit	\$0.00	(\$560.70)	(\$678.37)	(\$782.44)	\$0.00	(\$2,294.82)	(\$4,316.33)
Water	\$0.00	\$7,734.89	\$1,160.42	\$247.89	\$60.09	\$2,192.17	\$11,395.46
Sewer	\$0.00	\$6,802.67	\$1,221.09	\$332.26	\$121.30	\$3,742.48	\$12,219.80
Trash	\$0.00	\$5,311.85	\$953.36	\$240.04	\$52.08	\$2,070.36	\$8,627.69
Tax	\$0.00	\$740.96	\$113.40	\$22.31	\$3.27	\$298.22	\$1,178.16
Misc	\$0.00	\$15.00	\$0.00	\$0.00	\$0.00	\$38.55	\$53.55
Late Fee	\$0.00	\$230.00	\$200.00	\$140.00	\$115.00	\$5,284.89	\$5,969.89
LMP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
UserType: Residential (8)-----	-----	-----	-----	-----	-----	-----	-----
Subtotal --->	\$0.00	\$20,274.67	\$2,969.90	\$200.06	\$351.74	\$11,331.85	\$35,128.22
UserType: Municipal							
Credit	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Water	\$0.00	\$233.72	\$0.00	\$0.00	\$0.00	\$0.00	\$233.72
Sewer	\$0.00	\$301.64	\$0.00	\$0.00	\$0.00	\$0.00	\$301.64
Trash	\$0.00	\$141.20	\$0.00	\$0.00	\$0.00	\$0.00	\$141.20
Tax	\$0.00	\$23.03	\$0.00	\$0.00	\$0.00	\$0.00	\$23.03
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	\$699.59	\$0.00	\$0.00	\$0.00	\$0.00	\$699.59

Charge Item Summary By User Type

ChargeItem	Future	Current	Age2	Age3	Age4	Age5	Balance
=====							
UserType: Commercial							
Credit	\$0.00	(\$116.95)	\$0.00	(\$120.00)	(\$60.00)	(\$35.50)	(\$332.45)
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	\$1,763.24	\$0.00	\$0.00	\$0.00	\$347.36	\$2,110.60
Gas	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Electric	\$0.00	\$74.36	\$0.00	\$0.00	\$0.00	\$0.00	\$74.36
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	\$1,720.65	\$0.00	(\$120.00)	(\$60.00)	\$311.86	\$1,852.51
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	\$39,117.37	\$2,375.41	(\$2,983.16)	(\$153.54)	\$14,218.99	\$52,575.07

Charge Item Summary

ChargeItem	Future	Current	Age2	Age3	Age4	Age5	Balance
Credit	\$0.00	(\$986.70)	(\$2,390.56)	(\$4,289.48)	(\$560.00)	(\$3,615.32)	(\$11,842.06)
Water	\$0.00	\$11,974.18	\$1,457.08	\$305.89	\$60.09	\$2,462.56	\$16,259.80
Sewer	\$0.00	\$12,124.34	\$1,581.09	\$404.26	\$121.30	\$4,265.06	\$18,496.05
Trash	\$0.00	\$12,731.14	\$1,375.80	\$428.14	\$96.80	\$2,918.43	\$17,550.31
Tax	\$0.00	\$1,156.81	\$142.00	\$28.03	\$3.27	\$337.46	\$1,667.57
Misc	\$0.00	\$30.00	\$0.00	\$0.00	\$0.00	\$38.55	\$68.55
Late Fee	\$0.00	\$250.00	\$210.00	\$140.00	\$125.00	\$7,464.89	\$8,189.89
Rent	\$0.00	\$1,763.24	\$0.00	\$0.00	\$0.00	\$347.36	\$2,110.60
Gas	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Electric	\$0.00	\$74.36	\$0.00	\$0.00	\$0.00	\$0.00	\$74.36
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	\$39,117.37	\$2,375.41	(\$2,983.16)	(\$153.54)	\$14,218.99	\$52,575.07

Customer Count = 376

MAY 10, 2022 COUNCIL MEETING PACKET
ADDENDUM #2

- Police staff report
- Municipal Court staff report



JEROME POLICE DEPARTMENT

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



May 2, 2022

TO: Honorable Mayor and Jerome Town Council

FROM: Allen Muma, Chief of Police

Attached please find the police activity reports for April 2022.

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

The parking kiosks brought in \$34,986.30 (as well as cash in the approximate amount of \$750.00 at the PD) for the month of April 2022. In comparison to last year's revenue of \$28,145.25 for the same time period. Fiscal year to date (7/01/21 through 4/30/2022) kiosk revenue is \$267,995.50 (which does not include cash taken at office).

There were 479 parking citations that were issued for the month of April. I am working with Judge Napper on a solution to unpaid parking citations. Our current software has the ability to export to court for the approximately 40% of parking tickets that go unpaid. I am also working with the Judge to provide court security as well.

The parking kiosk communications problem has improved with the software modifications; however, we continue our efforts to isolate the intermittent problem. I continue to work on the "Text to park" solution with Parkeon, this is just an additional payment method that allows the user to pay via text messaging.

One of our police cars was struck in the rear by another motorist while getting fuel. The accident was the fault of the other driver who was cited by Cottonwood PD. The repairs will be paid for by the other driver's insurance. I finally got the decals on the police car I drive; it took almost 6 months to get them, and I had to find time to install them.

I continue to manage the repairs at the fire station from the water damage that occurred. Final repairs are still about two weeks out.

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

Both speed feedback signs are installed. For the month of April an average of 2,024 vehicles traveled uphill past the sign daily.

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

Allen L. Muma, Chief of Police



JEROME POLICE DEPARTMENT

305 MAIN STREET

JEROME, AZ 86331

(928) 634-8992

Date : 05/05/2022

Page : 1

Agency : JPD

Calls For Service Totals By Call Type

04/01/2022 to 04/30/2022

Call Type		Totals
10-34	Motorist Assist	1
240	Assault	1
415F	Domestic Disturbance	1
459	Burglary	1
459A	Burglar Alarm	1
475	Dog Bite	1
487	Theft	2
500	Welfare Check	1
585	Traffic Hazard	2
647A	Suspicious Person	1
692	DUI	1
903	Follow-Up	8
908F	Found Property	6
908L	Lost or Stolen Property	6
917	Abandoned Vehicle	1
961	Accident - No injuries	3
962	Accident - With Injuries	1
AA	Agency Assist	1
ACPD	Assist Clarkdale PD	7
ADPS	Assist DPS	2
AF	Assist Fire Department	5
AYCSO	Assist YCSO	7
BI	Background Investigation	2
CA	Citizen Assist	3
CO	Call Out	2
DIS	Disorderly Conduct	3
DUI	Driving Under the Influence	1
ES	Escort Services	1
FP	Foot Patrol	4
FW	Fireworks Related	1
HS	Hazardous Situation	1
HSE	Hampshire Speed Enforcement	10
INFO	Information	1
ME	Medical Emergency	5
NOISE	Noise Complaint	1
OA	Officer Assist	1
OT	Oversize Truck	4
PARK	Parking Complaint	4

Printed By/On: CHIEF / 05/05/2022 09:19:41

CrimeStar® Law Enforcement Records Management System

Licensed to: JEROME POLICE DEPARTMENT

CFS-002



JEROME POLICE DEPARTMENT

305 MAIN STREET

JEROME, AZ 86331

(928) 634-8992

Date : **05/05/2022**

Page : **2**

Agency : **JPD**

Calls For Service Totals By Call Type

04/01/2022 to 04/30/2022

Call Type		Totals
PE	Parking Enforcement	30
PKM	Parking Kiosk Maintenance	1
SC	Security Check	28
SD	Security Detail	1
SLC	Street Light Check	2
SS	Suspicious Situation	1
T/S	Traffic Stop	1
TCD	Traffic Control Duties	2
TO	Traffic Offense	2
TRN	Training	7
VM	Vehicle Maintenance	1
WA	Warrant Arrest	1
Grand Total for all calls		181



JEROME MUNICIPAL COURT

Hon. Angela M. Bradshaw Napper, Magistrate

P O Box 335
Jerome, AZ 86331

600 Clark Street
Phone (928) 649-3250

TO: Jerome Town Council

FROM: Angela M. Bradshaw Napper, Magistrate

SUBJECT: Monthly Staff Report

DATE: May 5, 2022

Our new court clerk is already proving to be an asset and valuable member of the team. Together, with the assistance of the court training officer from Prescott, we are making upgrades in court technology, case management, and finance management.

New laptops have been ordered for use in the office and the courtroom, allowing us to better comply with AOC standards and to better serve court visitors. We will then be able to upgrade our courtroom recording system – again assuring greater compliance with AOC expectations and creating a better records of court proceedings. Delivery of the hardware will take some time – 16 weeks, I am told. My goal is to be up and running with new systems by September.

Forms regularly used by the court are being updated through greater reliance upon documents generated by the statewide data management software, AJACS. Doing so improves our ability to remain compliant with changes in the law, eliminate an element of possible human error, and save time in case processing.

Similarly, we are moving toward an improved method of monthly reconciliations and have begun the process of phasing out the court's reliance upon outdated and unsupported accounting software for bookkeeping and financial records management. I anticipate supplementing next month's staff report with the updated financial reporting format.

Chief Muma and I continue working toward addressing delinquent parking violations. Once technical issues are resolved allowing the digital ticketing system to interface with the court's data management system, we will be able to begin processing the delinquent citations. Based upon numbers compiled and provided by Chief Muma, I feel confident we will be able process at least a portion of the citations with current staffing.

The court security officer resigned. His last day was in April. I spoke with Chief Muma about having a town police officer cover court security as part of a regular shift while on duty with the Town. Chief Muma believed this was a feasible solution. We both agree it will maximize court safety and security concerns and ultimately be a cost-savings, as no additional officer training would be required compared to a new/untrained hire for the position.

I remain ever grateful for the opportunity to serve the citizens of the Town of Jerome and am always available to discuss our role in the community.

ADDENDUM #3 TO MAY 10, 2022 COUNCIL MEETING PACKET:

- **Item #8C:** Temporary construction easement for drainage improvements
- **Item #8D:** Staff Summary Report – Bridge Loan for wastewater treatment plant improvements
 - (Resolution No. 640 for Item #8D will be provided in a separate addendum)

RECORDING REQUESTED BY

And when recorded, return to:

FOLDER

Stephen W. Polk, Esq.

Boyle, Pecharich, Cline,

Whittington & Stallings, P.L.L.C.

125 North Granite Street

Prescott, Arizona 86301

Easement Affecting Yavapai County Parcel No.'s 401-03-003G; 401-03-003H; 401-03-043C

Exempt from Affidavit pursuant to A.R.S. § 11-1134(A)(2)

NO TRANSFER FEE NECESSARY

**TEMPORARY CONSTRUCTION EASEMENT
FOR DOUGLAS ROAD DRAINAGE IMPROVEMENTS**

RECITALS

- A. The Town of Jerome, an Arizona municipality ("Town") desires to make certain drainage improvements known as the Jerome Drainage Improvements - Douglas Road Site, as more particularly described in Southwestern Environmental Consultants Inc. Project No. 20-0213CE, dated 1/31/22 (the "Drainage Improvements").
- B. To undertake the Drainage Improvements, the Town requires a temporary construction easement across portions of Yavapai County Parcel No.'s 401-03-003G; 401-03-003H; 401-03-043C, as more particularly described in **Exhibit A**, attached hereto.
- C. Verde Exploration, Limited, a Delaware corporation ("VX"), owns that certain real property commonly known as Yavapai County Assessor Parcel No. 401-03-003G and 401-03-003H.
- D. Jerome Verde Development Company, a Delaware corporation ("JVDC") owns that certain real property commonly known as Yavapai County Assessor Parcel No. 401-03-043C.
- E. The Town has requested that VX and JVDC grant to the Town a temporary construction easement for the purpose of permitting the Town to complete the Drainage Improvements. To accommodate the Town and as a good neighbor, VX and JVDC desire to grant to the Town said temporary construction easement for said purposes.

GRANT OF TEMPORARY CONSTRUCTION EASEMENT

For good and valuable consideration, **Verde Exploration Limited**, a Delaware corporation, and **Jerome Verde Development Company**, a Delaware corporation (collectively, "Grantors") do hereby grant to the **Town of Jerome, an Arizona municipality** ("Grantee"), and its respective assigns, a temporary construction easement over a portion of Grantors' property located in Yavapai County, Arizona, and more particularly described in **Exhibit A** attached hereto (the "Temporary Construction Easement Area"), together with the rights to ingress, egress, and perform construction activities over the Temporary Construction Easement Area.

1. **Term.** This Temporary Construction Easement shall be effective beginning on the date of execution of this easement by all parties, and shall be automatically abandoned upon completion of the Drainage Improvements or one year from the date of execution of this easement, whichever is sooner.
2. **Site in Good Repair.** Grantee agrees to maintain the Temporary Construction Easement Area in good repair and to do its construction work in such a manner so that no damage will result to the Temporary Construction Easement Area or Grantors' surrounding property. In the event Grantee, or its agents, contractors, or employees damages the Temporary Construction Easement Area, Grantors' surrounding property, or any improvements located thereon, Grantee shall, at Grantee's sole cost and expense, restore the damaged property and/or improvements to its quality and condition immediately prior to such damage.
3. **No Dedication to the Public.** Nothing herein contained shall be deemed to be a gift or dedication of any portion of the Temporary Construction Easement Area to or for the general public or for any public purposes whatsoever other than for the purposes of the Temporary Construction Easement. It is the intention of the parties that this Agreement shall be strictly limited to and for the purposes herein expressed. Grantors expressly disclaim any obligation to maintain the Drainage Improvements, and make no representations with respect to the suitability of the land for undertaking the Drainage Improvements.
4. **Indemnity.** To the fullest extent permitted by law, Grantee agrees to indemnify and to hold Grantors and Grantors' respective directors, officers, managers, shareholders, agents, and assigns harmless from all damages, losses, claims, costs and expenses and any other liability whatsoever incurred by Grantors by reason of or arising from Grantee's use of the Temporary Construction Easement Area or Grantee's construction activities.
5. **Successors and Assigns.** This Agreement shall be binding upon and enforceable against the parties hereto and their respective heirs, successors, representatives, assigns, personal representative, and power of attorney.
6. **Attorney's Fees.** In the event that any party hereto is required to commence any action or proceeding against the other in order to enforce the provisions hereof, the prevailing party in such action shall be entitled to recover, in addition to any amounts or relief otherwise awarded, all reasonable costs incurred in connection therewith, including reasonable attorneys' fees.
7. **Waiver.** No waiver by either party of any default under this Temporary Construction Easement shall be effective or binding upon such party unless made in writing. No waiver of any default shall be deemed a waiver of any other or subsequent default hereunder.

8. **Entire Agreement.** This Agreement constitutes the entire agreement between the parties pertaining to the subject matter contained in this Agreement. All prior and contemporaneous agreements, representations and understandings of the parties, oral or written, are superseded by and merged in this Agreement.
9. **Severability.** If any term, provision, covenant or condition of this Agreement, or the application thereof to any person, place or circumstance, shall be held by a court of competent jurisdiction to be invalid, unenforceable or void, the remainder of this Agreement and such terms, provisions, covenants or conditions as applied to other persons, places and circumstances shall remain in full force and effect.
10. **Amendment.** No supplement, modification or amendment of this Agreement shall be binding unless in writing and executed by both parties.
11. **Governing Law.** This Agreement shall be construed in accordance with, and all actions arising hereunder shall be governed by, the laws of the State of Arizona. Venue of any action arising out of or relating to this Agreement shall be in Yavapai County, Arizona.

SIGNED:

Verde Exploration Ltd., a Delaware corporation

By: Mike Westcott
Its: Property Manager

Date

Jerome Verde Development Company, a Delaware corporation

By: Mike Westcott
Its: Property Manager

Date

ACCEPTED:

Town of Jerome, an Arizona municipality

By: Dr. Jack Dillenberg
Its: Mayor

Date

ATTEST: _____
By: Kristen Muenz, Deputy Clerk

Temporary Construction Easement
Douglas Road Drainage Improvements

STATE OF ARIZONA)
) ss.
County of Yavapai)

The foregoing Temporary Construction Easement was acknowledged before me this _____
day of _____, 2022, by Mike Westcott, as Property Manager of Verde
Exploration Ltd., a Delaware corporation.

Notary Public

STATE OF ARIZONA)
) ss.
County of Yavapai)

The foregoing Temporary Construction Easement was acknowledged before me this _____
day of _____, 2022, by Mike Westcott, as Property Manager of Jerome Verde
Development Company, a Delaware corporation.

Notary Public



**SOUTHWESTERN
ENVIRONMENTAL
CONSULTANTS, INC.**

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

20-0213CE

Page 1 of 4

LEGAL DESCRIPTION TEMPORARY CONSTRUCTION EASEMENTS

Located in Sections 22 and 23, Township 16 North, Range 2 East of the Gila and Salt River Meridian, Yavapai County, Arizona, more particularly described as follows:

Beginning at the common corner of Assessor Parcels 401-03-003G and 401-03-043C on the northerly right of way line of Douglas Road, also being a point henceforth referred to as Point "A";

Thence, North $34^{\circ}40'48''$ West, used as the **Basis of Bearings** for this description, a distance of 50.25 feet, to a point;

Thence, South $89^{\circ}51'02''$ East a distance of 38.55 feet, to a point;

Thence, South $67^{\circ}18'20''$ East a distance of 92.70 feet, to a point of non-tangent curvature to the right, on the northerly right of way line of Douglas Road;

Thence, southwesterly, along said curve to the right, along the northerly right of way line of Douglas Road, having a delta of $04^{\circ}23'32''$, a radius of 257.53 feet, a length of 19.74 feet, a chord bearing of South $85^{\circ}09'09''$ West, and a chord distance of 19.74 feet, to a point;

Thence, South $87^{\circ}08'17''$ West, along the northerly right of way line of Douglas Road, a distance of 75.91 feet, to the **True Point of Beginning** and containing 0.06 acre more or less and being subject to any easements or encumbrances of record.



Growth is inevitable...it's planning that makes the difference.

TOGETHER WITH THE FOLLOWING:

Beginning at the aforementioned Point "A";

Thence, southwesterly, along a curve to the left, along the northerly right of way line of Douglas Road, having a delta of $71^{\circ}12'04''$, a radius of 145.73 feet, a length of 181.10 feet, a chord bearing of South $50^{\circ}41'15''$ West, and a chord distance of 169.67 feet, to a point;

Thence, North $59^{\circ}54'28''$ West a distance of 38.86 feet, to a point;

Thence, South $65^{\circ}34'07''$ West a distance of 55.54 feet, to a point;

Thence, North $54^{\circ}57'07''$ West a distance of 74.22 feet, to a point;

Thence, North $64^{\circ}17'53''$ East a distance of 40.56 feet, to a point;

Thence, North $77^{\circ}42'08''$ East a distance of 55.45 feet, to a point;

Thence, North $45^{\circ}15'28''$ East a distance of 42.87 feet, to a point;

Thence, North $76^{\circ}15'15''$ East a distance of 37.12 feet, to a point;

Thence, North $74^{\circ}34'56''$ East a distance of 46.59 feet, to a point;

Thence, North $57^{\circ}34'03''$ East a distance of 53.89 feet, to a point;

Thence, South $34^{\circ}40'48''$ East a distance of 50.25 feet, to the **True Point of Beginning** and containing 0.33 acre more or less and being subject to any easements or encumbrances of record.



TOGETHER WITH THE FOLLOWING:

Commencing at the aforementioned Point "A";

Thence, South $36^{\circ}56'22''$ West a distance of 107.76 feet, to a point on the southerly right of way line of Douglas Road, and the **True Point of Beginning** ;

Thence, North $86^{\circ}47'31''$ East a distance of 60.42 feet, to a point;

Thence, South $81^{\circ}53'54''$ East a distance of 34.83 feet, to a point;

Thence, South $13^{\circ}47'48''$ West a distance of 104.25 feet, to a point;

Thence, North $51^{\circ}11'00''$ West a distance of 78.53 feet, to a point;

Thence, South $19^{\circ}52'55''$ West a distance of 60.13 feet, to a point on the southerly right of way line of Douglas Road;

Thence, North $19^{\circ}42'10''$ West, along the southerly right of way line of Douglas Road, a distance of 14.44 feet, to a point of non-tangent curvature to the right;

Thence, northeasterly, along said curve to the right, along the southerly right of way line of Douglas Road, having a delta of $61^{\circ}30'14''$, a radius of 95.73 feet, a length of 102.76 feet, a chord bearing of North $09^{\circ}44'16''$ East, and a chord distance of 97.90 feet, to the **True Point of Beginning** and containing 0.19 acre more or less and being subject to any easements or encumbrances of record.

The intent of this Legal Description is to describe Temporary Construction Easements that terminate after construction is completed. This Legal Description is not intended to be part of any permanent easement document.

The description above is graphically depicted in the Exhibit attached hereto and made a part hereof without which this document is to be considered incomplete.




EXHIBIT TEMPORARY CONSTRUCTION EASEMENTS DOUGLAS ROAD SITE

A PORTION OF SECTIONS 22 AND 23,
T.16N., R.2E., G. & S.R.M.,
YAVAPAI COUNTY, ARIZONA.

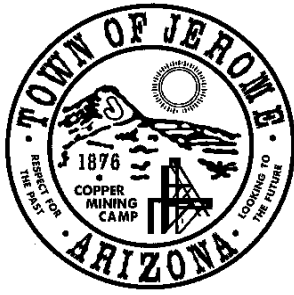
NOTE:
THE INTENT OF THIS EXHIBIT IS
TO DEPICT TEMPORARY
CONSTRUCTION EASEMENTS THAT
TERMINATE AFTER CONSTRUCTION
IS COMPLETED. THIS EXHIBIT IS
NOT INTENDED TO BE PART OF
ANY PERMANENT EASEMENT
DOCUMENT.



JEROME DRAINAGE IMPROVEMENTS			
 825 COVE PARKWAY, SUITE A COTTONWOOD, ARIZONA 86326 (928) 634-5889 www.sec-engineering.com	SECTION 22 SECTION 23 T.16N., R.2E.		
	DATE 04/26/22	DRAWN B.L.S.	SHEET 1 OF 4
	SCALE NONE	CHECKED M.J.F.	30-0215E Town JeromeDouglasRoad Exhibit.dwg

THIS PLAT DOES NOT SHOW LOCATIONS OF ALL EASEMENTS OR RIGHTS-OF-WAY THAT MAY EXIST ON OR AFFECT THE
PROPERTY SHOWN HEREON. A TITLE SEARCH IS RECOMMENDED TO REVEAL THE LOCATIONS AND NATURE OF SAME.

Survey of 16N., 22E., 23E., 24E., 25E., 26E., 27E., 28E., 29E., 30E., 31E., 32E., 33E., 34E., 35E., 36E., 37E., 38E., 39E., 40E., 41E., 42E., 43E., 44E., 45E., 46E., 47E., 48E., 49E., 50E., 51E., 52E., 53E., 54E., 55E., 56E., 57E., 58E., 59E., 60E., 61E., 62E., 63E., 64E., 65E., 66E., 67E., 68E., 69E., 70E., 71E., 72E., 73E., 74E., 75E., 76E., 77E., 78E., 79E., 80E., 81E., 82E., 83E., 84E., 85E., 86E., 87E., 88E., 89E., 90E., 91E., 92E., 93E., 94E., 95E., 96E., 97E., 98E., 99E., 100E., 101E., 102E., 103E., 104E., 105E., 106E., 107E., 108E., 109E., 110E., 111E., 112E., 113E., 114E., 115E., 116E., 117E., 118E., 119E., 120E., 121E., 122E., 123E., 124E., 125E., 126E., 127E., 128E., 129E., 130E., 131E., 132E., 133E., 134E., 135E., 136E., 137E., 138E., 139E., 140E., 141E., 142E., 143E., 144E., 145E., 146E., 147E., 148E., 149E., 150E., 151E., 152E., 153E., 154E., 155E., 156E., 157E., 158E., 159E., 160E., 161E., 162E., 163E., 164E., 165E., 166E., 167E., 168E., 169E., 170E., 171E., 172E., 173E., 174E., 175E., 176E., 177E., 178E., 179E., 180E., 181E., 182E., 183E., 184E., 185E., 186E., 187E., 188E., 189E., 190E., 191E., 192E., 193E., 194E., 195E., 196E., 197E., 198E., 199E., 200E., 201E., 202E., 203E., 204E., 205E., 206E., 207E., 208E., 209E., 210E., 211E., 212E., 213E., 214E., 215E., 216E., 217E., 218E., 219E., 220E., 221E., 222E., 223E., 224E., 225E., 226E., 227E., 228E., 229E., 230E., 231E., 232E., 233E., 234E., 235E., 236E., 237E., 238E., 239E., 240E., 241E., 242E., 243E., 244E., 245E., 246E., 247E., 248E., 249E., 250E., 251E., 252E., 253E., 254E., 255E., 256E., 257E., 258E., 259E., 260E., 261E., 262E., 263E., 264E., 265E., 266E., 267E., 268E., 269E., 270E., 271E., 272E., 273E., 274E., 275E., 276E., 277E., 278E., 279E., 280E., 281E., 282E., 283E., 284E., 285E., 286E., 287E., 288E., 289E., 290E., 291E., 292E., 293E., 294E., 295E., 296E., 297E., 298E., 299E., 300E., 301E., 302E., 303E., 304E., 305E., 306E., 307E., 308E., 309E., 310E., 311E., 312E., 313E., 314E., 315E., 316E., 317E., 318E., 319E., 320E., 321E., 322E., 323E., 324E., 325E., 326E., 327E., 328E., 329E., 330E., 331E., 332E., 333E., 334E., 335E., 336E., 337E., 338E., 339E., 340E., 341E., 342E., 343E., 344E., 345E., 346E., 347E., 348E., 349E., 350E., 351E., 352E., 353E., 354E., 355E., 356E., 357E., 358E., 359E., 360E., 361E., 362E., 363E., 364E., 365E., 366E., 367E., 368E., 369E., 370E., 371E., 372E., 373E., 374E., 375E., 376E., 377E., 378E., 379E., 380E., 381E., 382E., 383E., 384E., 385E., 386E., 387E., 388E., 389E., 390E., 391E., 392E., 393E., 394E., 395E., 396E., 397E., 398E., 399E., 400E., 401E., 402E., 403E., 404E., 405E., 406E., 407E., 408E., 409E., 410E., 411E., 412E., 413E., 414E., 415E., 416E., 417E., 418E., 419E., 420E., 421E., 422E., 423E., 424E., 425E., 426E., 427E., 428E., 429E., 430E., 431E., 432E., 433E., 434E., 435E., 436E., 437E., 438E., 439E., 440E., 441E., 442E., 443E., 444E., 445E., 446E., 447E., 448E., 449E., 450E., 451E., 452E., 453E., 454E., 455E., 456E., 457E., 458E., 459E., 460E., 461E., 462E., 463E., 464E., 465E., 466E., 467E., 468E., 469E., 470E., 471E., 472E., 473E., 474E., 475E., 476E., 477E., 478E., 479E., 480E., 481E., 482E., 483E., 484E., 485E., 486E., 487E., 488E., 489E., 490E., 491E., 492E., 493E., 494E., 495E., 496E., 497E., 498E., 499E., 500E., 501E., 502E., 503E., 504E., 505E., 506E., 507E., 508E., 509E., 510E., 511E., 512E., 513E., 514E., 515E., 516E., 517E., 518E., 519E., 520E., 521E., 522E., 523E., 524E., 525E., 526E., 527E., 528E., 529E., 530E., 531E., 532E., 533E., 534E., 535E., 536E., 537E., 538E., 539E., 540E., 541E., 542E., 543E., 544E., 545E., 546E., 547E., 548E., 549E., 550E., 551E., 552E., 553E., 554E., 555E., 556E., 557E., 558E., 559E., 560E., 561E., 562E., 563E., 564E., 565E., 566E., 567E., 568E., 569E., 570E., 571E., 572E., 573E., 574E., 575E., 576E., 577E., 578E., 579E., 580E., 581E., 582E., 583E., 584E., 585E., 586E., 587E., 588E., 589E., 590E., 591E., 592E., 593E., 594E., 595E., 596E., 597E., 598E., 599E., 600E., 601E., 602E., 603E., 604E., 605E., 606E., 607E., 608E., 609E., 610E., 611E., 612E., 613E., 614E., 615E., 616E., 617E., 618E., 619E., 620E., 621E., 622E., 623E., 624E., 625E., 626E., 627E., 628E., 629E., 630E., 631E., 632E., 633E., 634E., 635E., 636E., 637E., 638E., 639E., 640E., 641E., 642E., 643E., 644E., 645E., 646E., 647E., 648E., 649E., 650E., 651E., 652E., 653E., 654E., 655E., 656E., 657E., 658E., 659E., 660E., 661E., 662E., 663E., 664E., 665E., 666E., 667E., 668E., 669E., 670E., 671E., 672E., 673E., 674E., 675E., 676E., 677E., 678E., 679E., 680E., 681E., 682E., 683E., 684E., 685E., 686E., 687E., 688E., 689E., 690E., 691E., 692E., 693E., 694E., 695E., 696E., 697E., 698E., 699E., 700E., 701E., 702E., 703E., 704E., 705E., 706E., 707E., 708E., 709E., 710E., 711E., 712E., 713E., 714E., 715E., 716E., 717E., 718E., 719E., 720E., 721E., 722E., 723E., 724E., 725E., 726E., 727E., 728E., 729E., 730E., 731E., 732E., 733E., 734E., 735E., 736E., 737E., 738E., 739E., 740E., 741E., 742E., 743E., 744E., 745E., 746E., 747E., 748E., 749E., 750E., 751E., 752E., 753E., 754E., 755E., 756E., 757E., 758E., 759E., 760E., 761E., 762E., 763E., 764E., 765E., 766E., 767E., 768E., 769E., 770E., 771E., 772E., 773E., 774E., 775E., 776E., 777E., 778E., 779E., 780E., 781E., 782E., 783E., 784E., 785E., 786E., 787E., 788E., 789E., 790E., 791E., 792E., 793E., 794E., 795E., 796E., 797E., 798E., 799E., 800E., 801E., 802E., 803E., 804E., 805E., 806E., 807E., 808E., 809E., 810E., 811E., 812E., 813E., 814E., 815E., 816E., 817E., 818E., 819E., 820E., 821E., 822E., 823E., 824E., 825E., 826E., 827E., 828E., 829E., 830E., 831E., 832E., 833E., 834E., 835E., 836E., 837E., 838E., 839E., 840E., 841E., 842E., 843E., 844E., 845E., 846E., 847E., 848E., 849E., 850E., 851E., 852E., 853E., 854E., 855E., 856E., 857E., 858E., 859E., 860E., 861E., 862E., 863E., 864E., 865E., 866E., 867E., 868E., 869E., 870E., 871E., 872E., 873E., 874E., 875E., 876E., 877E., 878E., 879E., 880E., 881E., 882E., 883E., 884E., 885E., 886E., 887E., 888E., 889E., 890E., 891E., 892E., 893E., 894E., 895E., 896E., 897E., 898E., 899E., 900E., 901E., 902E., 903E., 904E., 905E., 906E., 907E., 908E., 909E., 910E., 911E., 912E., 913E., 914E., 915E., 916E., 917E., 918E., 919E., 920E., 921E., 922E., 923E., 924E., 925E., 926E., 927E., 928E., 929E., 930E., 931E., 932E., 933E., 934E., 935E., 936E., 937E., 938E., 939E., 940E., 941E., 942E., 943E., 944E., 945E., 946E., 947E., 948E., 949E., 950E., 951E., 952E., 953E., 954E., 955E., 956E., 957E., 958E., 959E., 960E., 961E., 962E., 963E., 964E., 965E., 966E., 967E., 968E., 969E., 970E., 971E., 972E., 973E., 974E., 975E., 976E., 977E., 978E., 979E., 980E., 981E., 982E., 983E., 984E., 985E., 986E., 987E., 988E., 989E., 990E., 991E., 992E., 993E., 994E., 995E., 996E., 997E., 998E., 999E., 1000E.



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 #8D: RESOLUTION NO. 640, APPROVING BRIDGE LOAN FOR WASTEWATER TREATMENT PLANT**

MEETING DATE: May 10, 2022

The Town has received approval from the USDA for funding to complete planned upgrades to our wastewater treatment plant as outlined in the Preliminary Engineering Report prepared by PACE Engineering. That funding (see letter attached) consists of a loan of \$1,819,000 and a grant of \$4,830,000. The Letter of Conditions (LOC) for this funding from USDA requires that a bridge loan be obtained to temporarily fund the project from the LOC to Construction Award.

Staff has looked at two options for the Bridge Loan – the Arizona Community Foundation (ACF) and OneAZ Credit Union. Both were evaluated and it was determined that the terms were basically identical. It was determined to utilize ACF, because ACF has experience with USDA projects and their process to obtain the loan is familiar. They work directly with USDA but the recipient is required to complete an “Intake Form,” which has been completed and submitted. A resolution of approval from Council is needed in order to finalize the loan.

The amount of the loan will be for \$900,000, which includes:

Study & Report Phase	\$35,000
Design Phase	\$646,500
Permits & Fees	\$89,000
Bidding Phase	\$45,000
Contingency	\$56,000
Loan Costs	\$28,500
Total	\$900,000

There is a 4% interest rate and a 1% origination fee. The loan and terms must be approved by the ACF’s Community Impact Investing Committee, along with the approval of the project, and that committee meets on May 20. The term requested will be 24 months, due to the design and the USDA review process and approval to bid. Please note that this loan will ultimately be repaid by the USDA loan.

Action requested: At this meeting, we are seeking approval from Council of Resolution No. 640*, which will allow us to proceed with the bridge loan and allow work to continue on the wastewater treatment plant upgrades.

** At the time of this writing (May 9), the Resolution is being drafted by an attorney working with PACE and is expected sometime tomorrow. You will have it before the meeting.*



United States Department of Agriculture

April 18, 2022

Town of Jerome
Ms. Candace B. Gallagher
P.O. Box 335
Jerome, AZ 86331

Re: Request for Obligation of Funds
WEP SECD Loan/Grant Combo: \$1,819,000/\$4,830,000

Dear Ms. Gallagher:

Funds have been obligated for your loan/grant combo request and a copy of Form RD 1940-1, Request For Obligation of Funds, is enclosed. This letter serves as notification that the loan/grant combo has been approved.

If you have any questions or need additional information, please call Vanessa Garcia at (602) 280-8745.

Sincerely,


for JEFFREY A. HAYS
Community Programs Director

SECD Loan/Grant Combo-Waste Disposal Only

USDA
Form RD 1940-1
(Rev. 06-10)

REQUEST FOR OBLIGATION OF FUNDS

FORM APPROVED
OMB No. 0570-0062

INSTRUCTIONS-TYPE IN CAPITALIZED ELITE TYPE IN SPACES MARKED () Complete Items 1 through 29 and applicable Items 30 through 34. See FMI.					
1. CASE NUMBER ST CO BORROWER ID 02-037-875830425		LOAN NUMBER 72293 L 72292 G		FISCAL YEAR 2022	
2. BORROWER NAME JEROME, ARIZONA, TOWN OF		3. NUMBER NAME FIELDS (1, 2, or 3 from Item 2)			
		4. STATE NAME Arizona			
		5. COUNTY NAME Yavapai			
GENERAL BORROWER/LOAN INFORMATION					
6. RACE/ETHNIC CLASSIFICATION 1 - WHITE 2 - BLACK 3 - AI/AN 4 - HISPANIC 5 - A/PI		7. TYPE OF APPLICANT 1 - INDIVIDUAL 2 - PARTNERSHIP 3 - CORPORATION 4 - PUBLIC BODY 5 - ASSOC. OF FARMERS 6 - ORG. OF FARMERS 7 - NONPROFIT-SECULAR 8 - NONPROFIT-FAITH BASED 9 - INDIAN TRIBE 10 - PUBLIC COLLEGE/UNIVERSITY 11 - OTHER		8. COLLATERAL CODE 1 - REAL ESTATE SECURED 2 - REAL ESTATE AND CHATTEL 3 - NOTE ONLY OR CHATTEL ONLY 4 - MACHINERY ONLY 5 - LIVESTOCK ONLY 6 - CROPS ONLY 7 - SECURED BY BONDS 8 - RLF ACCT	9. EMPLOYEE RELATIONSHIP CODE 1 - EMPLOYEE 2 - MEMBER OF FAMILY 3 - CLOSE RELATIVE 4 - ASSOC.
10. SEX CODE 1 - MALE 2 - FEMALE 3 - FAMILY UNIT 4 - ORGAN. MALE OWNED 5 - ORGAN. FEMALE OWNED 6 - PUBLIC BODY		11. MARITAL STATUS 1 - MARRIED 2 - SEPARATED 3 - UNMARRIED (INCLUDES WIDOWED/DIVORCED)		12. VETERAN CODE 1 - YES 2 - NO	
14. DIRECT PAYMENT 2 (See FMI)		15. TYPE OF PAYMENT 1 - MONTHLY 2 - ANNUALLY 3 - SEMI-ANNUALLY 4 - QUARTERLY		16. FEE INSPECTION 2 - YES 2 - NO	
17. COMMUNITY SIZE 1 - 10,000 OR LESS (FOR SFH AND HPG ONLY) 2 - OVER 10,000		18. USE OF FUNDS CODE (See FMI)			
COMPLETE FOR OBLIGATION OF FUNDS					
19. TYPE OF ASSISTANCE 705 (See FMI)		20. PURPOSE CODE 1		21. SOURCE OF FUNDS	
23. TYPE OF SUBMISSION 1 - INITIAL 2 - SUBSEQUENT		24. AMOUNT OF LOAN \$1,819,000.00		25. AMOUNT OF GRANT \$4,830,000.00	
26. AMOUNT OF IMMEDIATE ADVANCE		27. DATE OF APPROVAL MO DAY YR 04/08/2022		28. INTEREST RATE 1.5000 %	
		29. REPAYMENT TERMS 40			
COMPLETE FOR COMMUNITY PROGRAM AND CERTAIN MULTIPLE-FAMILY HOUSING LOANS					
30. PROFIT TYPE 1 - FULL PROFIT 2 - LIMITED PROFIT 3 - NONPROFIT					
COMPLETE FOR EM LOANS ONLY		COMPLETE FOR CREDIT SALE-ASSUMPTION			
31. DISASTER DESIGNATION NUMBER (See FMI)		32. TYPE OF SALE 1 - CREDIT SALE ONLY 2 - ASSUMPTION ONLY 3 - CREDIT SALE WITH SUBSEQUENT LOAN 4 - ASSUMPTION WITH SUBSEQUENT LOAN			
FINANCE OFFICE USE ONLY		COMPLETE FOR FP LOANS ONLY			
33. OBLIGATION DATE MO DA YR 04/08/2022		34. BEGINNING FARMER/RANCHER (See FMI)			

If the decision contained above in this form results in denial, reduction or cancellation of USDA assistance, you may appeal this decision and have a hearing or you may request a review in lieu of a hearing. Please use the form we have included for this purpose.

Position 2

ORIGINAL - Borrower's Case Folder

COPY 1 - Finance Office

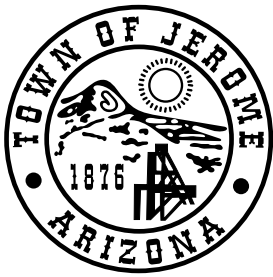
COPY 2 - Applicant/Lender

COPY 3 - State Office

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0570-0062. The time required to complete this information collection is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

ADDENDUM #4 TO MAY 10, 2022 COUNCIL MEETING PACKET:

- **Item #8D:** Resolution No. 640
- **Item #8B:** Correspondence from Rob Pecharich, Verde Exploration



TOWN OF JEROME

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

RESOLUTION NO. 640

RESOLUTION OF INTENTION OF THE TOWN COUNCIL OF THE TOWN OF JEROME, ARIZONA, TO ENTER INTO A PROGRAM WITH RURAL DEVELOPMENT, UNITED STATES DEPARTMENT OF AGRICULTURE; AND TO ENTER INTO A BRIDGE LOAN MADE TO THE TOWN BY ARIZONA COMMUNITY FOUNDATION AND TO PAY INCIDENTAL EXPENSES PERTAINING TO THE LOAN.

WHEREAS, the Town Council of the Town of Jerome of Yavapai County, Arizona (the "Town"), intends to enter into a loan agreement with Arizona Community Foundation for \$900,000 in order to receive a grant from Rural Development, United States Department of Agriculture ("RD"); and

WHEREAS, this Council finds and determines that the best interests of the Town and the residents of the Town who are the users of the Town's wastewater system will be furthered by the consummation of this resolution that will pay in full the loan from Arizona Community Foundation from wastewater grant revenues received by the Town (the "Loan Resolution").

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF JEROME, ARIZONA, as follows:

Section 1. That Gust Rosenfeld P.L.C. be retained as bond/special counsel to the Town to assist with the preparation of the Loan Agreement, and all other legal proceedings with respect to the financing.

Section 2. That the Town Manager and any member of the Town Council is authorized, ordered and directed to execute and deliver each of the documents in substantially the form discussed at the meeting at which this Resolution was adopted. The Clerk is authorized, ordered and directed to attest the signatures.

Section 3. That the payment of bridge loan made to the Town by the Arizona Community Foundation shall be directed to be paid from the proceeds received by the Town from RD pursuant to a wastewater revenue grant to be approved by the Town and the interim loan is hereby ratified.

Section 4. The payment of all expenses incidental to making and closing of the Loan Resolution, including, the expenses of a title insurance company for a policy of title insurance, the payment of the fees and expenses of Gust Rosenfeld P.L.C., bond/special counsel, the payment of any fees and costs relative to the execution, delivery and recording or filing of any of the Documents and the payment of any amounts due PACE Engineering with respect to the Loan Resolution shall be approved.

PASSED AND ADOPTED THIS 10th DAY OF MAY, 2022.

By: _____
Dr. Jack Dillenberg, Mayor

ATTEST:

Candace B. Gallagher, Town Manager/Clerk

APPROVED AS TO FORM:

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

Timothy A. Stratton, Bond/Special Counsel

CERTIFICATION

I, Candace B. Gallagher, Manager/Clerk of the Town Council of the Town of Jerome, Arizona, hereby certify that at a regular meeting held on May 10, 2022, the Town Council duly passed the above and foregoing Resolution, that a quorum was present thereat and that the vote thereon was ____ ayes, ____ nays, ____ abstained and ____ were absent.

Candace B. Gallagher, Town Manager/Clerk

From: Robert S. Pecharich <RPecharich@bpcws.com>
Sent: Friday, May 6, 2022 4:45 PM
To: Jack Dillenberg <j.dillenberg@jerome.az.gov>
Cc: Bill Sims <wjsims@simsmackin.com>
Subject: housing for Town employees

Hello Mr. Mayor.

I see that on the Town Council Agenda for 5/10/22, there is an agenda item to consider purchasing of housing for staff.

Good idea. If the Town had housing that it could make available to Town staff, it would make it possible to attract experienced key staff and keep them for the long term.

I know the housing problem in Jerome. Verde Exploration has lots of land suitable for housing, flat and big enough for off street parking, which is a rarity in Jerome. If there is a desire for the Town to partner with someone locally, the Town could look at land sites owned by Verde Exploration, and consider a cooperative venture whereby Verde Exploration puts up land, free and clear, and the town hires a contractor to build affordable housing for Town staff. The land value would be plenty of equity to get a loan to build the homes. Therefore, the Town would not have to put up a cash down payment to secure a loan. If the Town was thinking of not getting a loan and paying cash, then not having to pay for the land would allow the Town to put 100% of its cash into the residential structure.

Best regards

Rob

Robert S. Pecharich, Esq.

(928) 445-0122 x212 · rpecharich@bpcws.com
Fax: (928) 445-8021

Law Offices

Boyle, Pecharich, Cline, Whittington & Stallings, P.L.L.C.

125 N Granite St, Prescott, AZ 86301 · prescottlawoffices.com

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