



TOWN OF JEROME

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

AGENDA

REGULAR MEETING OF THE JEROME TOWN COUNCIL JEROME CIVIC CENTER - 600 CLARK STREET - COUNCIL CHAMBERS TUESDAY, SEPTEMBER 8, 2020, AT 7:00 P.M.

**DUE TO PUBLIC HEALTH CONCERNS, IN-PERSON ATTENDANCE AT PUBLIC MEETINGS
HAS BEEN SUSPENDED UNTIL FURTHER NOTICE.**

**Notice is hereby given pursuant to A.R.S. 38-431.02 that members of the Town Council
may attend this meeting electronically.**

PUBLIC PARTICIPATION IN THE MEETING

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

1. Zoom Conference
 - a. Computer: <https://us02web.zoom.us/j/9286347943>
 - b. Telephone: 1-669-900-6833 Meeting ID: 9286347943
2. Submitting questions and comments:
 - a. If attending by Zoom video conference, click the chat button at the bottom of the screen, or raise your hand.
 - b. Email c.gallagher@jerome.az.gov (Please submit comments at least one hour prior to the meeting.)

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

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 August 2020	Discussion/Possible Action
ITEM #3:	STAFF AND COUNCIL REPORTS Written staff reports by the Town Manager/Clerk, Deputy Town Clerk, Utilities Clerk, Accounting Clerk, Public Works Department, Building Inspector, Library, Municipal Court, Police Chief, and Fire Chief, and verbal reports from Council members.	Discussion/Possible Action
ITEM #4:	ZONING ADMINISTRATOR'S PLANNING AND ZONING AND DESIGN REVIEW REPORT AND MINUTES Minutes are provided for the information of Council and do not require action.	Discussion/Possible Direction
ITEM #5:	APPROVAL OF MINUTES August 11 regular meeting; August 20 special meeting	Discussion/Possible Action
ITEM #6:	PETITIONS FROM THE PUBLIC Pursuant to A.R.S. § 38-431.01(H), public comment is permitted on matters not listed on the agenda, but the subject matter must be within the jurisdiction of the Council. All comments are subject to reasonable time, place and manner restrictions. All petitioners must fill out a request form with their name and subject matter. When recognized by the chair, please step to the podium, state your name and please observe the three (3) minute time limit. No petitioners will be recognized without a request. The Council's response to public comments is limited to asking staff to review a matter commented upon, asking that a matter be put on a future agenda, or responding to criticism.	Discussion/Possible Direction

ITEM #7:	UNFINISHED BUSINESS	
	ITEM #9A: COVID-19 Council will again discuss plans and timeline for reopening Town Hall.	Sponsored by Mayor Alex Barber Discussion/Possible Action
	ITEM #9B: FRIENDS OF JEROME Councilmember Jack Dillenberg will provide an update regarding the "Friends of Jerome" initiative.	Sponsored by Councilmember Jack Dillenberg Discussion/Possible Direction
ITEM #8:	NEW BUSINESS	
	ITEM #8A: USE OF WILDLANDS REVENUES Council will consider a request by the Fire Chief and Public Works Director to utilize a portion of recently earned wildlands revenues toward the purchase of a Polaris for use by Public Works.	Sponsored by Mayor Alex Barber Discussion/Possible Action
	ITEM #8B: HONEYBEES IN JEROME Council will discuss recent complaints regarding a proliferation of honeybees in our downtown area, and what might be done to mitigate that.	Sponsored by Councilmember Jack Dillenberg Discussion/Possible Direction
	ITEM #8C: HISTORIC PRESERVATION FUNDING Council will discuss and may approve applying for historic preservation funding through the State Historic Preservation Office (SHPO).	Sponsored by Mayor Alex Barber Discussion/Possible Action
ITEM #9:	TO AND FROM THE COUNCIL Council may direct staff regarding items to be placed on a future agenda.	Discussion; Possible Direction
ITEM #10:	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 August 4, 2020 in accordance with the statement filed by the Jerome Town Council with the Jerome Town Clerk: (1) 970 Gulch Road, side of Gulch Fire Station, exterior posting case; (2) 600 Clark Street, Jerome Town Hall, exterior posting case; (3) 120 Main Street, Jerome Post office, interior posting case.

Rosa Cays, Deputy Town Clerk

Town of Jerome
Budget to Actual Summary
20-Aug

Fund	Department	Current Period			YTD		
		Revenue	Budget	Variance	Revenue	Budget	Variance
	10 GF Revenue	\$ 201,101.42	\$ 127,822.60	\$ 73,278.82	\$ 344,005.51	\$ 260,196.00	\$ 83,809.51
	Total	\$ 201,101.42	\$ 127,822.60	\$ 73,278.82	\$ 344,005.51	\$ 260,196.00	\$ 83,809.51
		Expense	Budget	Variance	Expense	Budget	Variance
	11 Admin	\$ 32,403.55	\$ 36,946.36	\$ 4,542.81	\$ 76,220.78	\$ 87,991.24	\$ 11,770.46
	12 Court	\$ 5,860.23	\$ 7,020.56	\$ 1,160.33	\$ 12,746.51	\$ 14,041.40	\$ 1,294.89
	13 Police	\$ 33,605.04	\$ 43,733.94	\$ 10,128.90	\$ 76,036.47	\$ 96,469.86	\$ 20,433.39
	14 Fire	\$ 32,711.11	\$ 40,403.82	\$ 7,692.71	\$ 68,796.10	\$ 86,328.25	\$ 17,532.15
	15 Library	\$ 5,613.30	\$ 8,644.94	\$ 3,031.64	\$ 10,352.66	\$ 16,558.51	\$ 6,205.85
	16 P&Z	\$ 6,427.32	\$ 8,938.38	\$ 2,511.06	\$ 13,672.45	\$ 17,659.20	\$ 3,986.75
	17 Parks	\$ 671.28	\$ 1,477.10	\$ 805.82	\$ 1,438.21	\$ 2,955.00	\$ 1,516.79
	18 Properties	\$ 6,371.97	\$ 16,336.51	\$ 9,964.54	\$ 24,679.11	\$ 39,219.17	\$ 14,540.06
	Total	\$ 123,663.80	\$ 163,501.61	\$ 39,837.81	\$ 283,942.29	\$ 361,222.63	\$ 77,280.34
General	Net Income (Loss)	\$ 77,437.62	\$ (35,679.01)	\$ 113,116.63	\$ 60,063.22	\$ (101,026.63)	\$ 161,089.85
		Revenue	Budget	Variance	Revenue	Budget	Variance
	50 Water	\$ 16,429.56	\$ 17,345.83	\$ (916.27)	\$ 37,910.21	\$ 39,691.76	\$ (1,781.55)
	51 Sewer	\$ 16,485.79	\$ 17,541.66	\$ (1,055.87)	\$ 38,675.39	\$ 40,583.40	\$ (1,908.01)
	52 Trash	\$ 14,122.93	\$ 15,748.33	\$ (1,625.40)	\$ 28,562.59	\$ 31,516.70	\$ (2,954.11)
	Total	\$ 47,038.28	\$ 50,635.82	\$ (3,597.54)	\$ 105,148.19	\$ 111,791.86	\$ (6,643.67)
		Expense	Budget	Variance	Expense	Budget	Variance
	50 Water	\$ 14,316.17	\$ 22,309.18	\$ 7,993.01	\$ 31,710.76	\$ 43,889.20	\$ 12,178.44
	51 Sewer	\$ 12,571.78	\$ 19,821.68	\$ 7,249.90	\$ 32,104.13	\$ 41,904.20	\$ 9,800.07
	52 Trash	\$ 16,469.19	\$ 20,377.29	\$ 3,908.10	\$ 28,220.96	\$ 35,760.10	\$ 7,539.14
	Total	\$ 43,357.14	\$ 62,508.15	\$ 19,151.01	\$ 92,035.85	\$ 121,553.50	\$ 29,517.65
Utilities	Net Income (Loss)	\$ 3,681.14	\$ (11,872.33)	\$ 15,553.47	\$ 13,112.34	\$ (9,761.64)	\$ 22,873.98
		Revenue	Budget	Variance	Revenue	Budget	Variance
	30 HURF	\$ 3,637.02	\$ 3,443.66	\$ 193.36	\$ 6,915.24	\$ 6,887.40	\$ 27.84
		Expense	Budget	Variance	Expense	Budget	Variance
		\$ 9,252.53	\$ 11,672.36	\$ 2,419.83	\$ 17,011.09	\$ 23,350.40	\$ 6,339.31
Road	Net Income (Loss)	\$ (5,615.51)	\$ (8,228.70)	\$ 2,613.19	\$ (10,095.85)	\$ (16,463.00)	\$ 6,367.15
		Revenue	Budget	Variance	Revenue	Budget	Variance
	35 Parking	\$ 12,346.05	\$ 10,000.00	\$ 2,346.05	\$ 26,376.10	\$ 20,000.00	\$ 6,376.10
		Expense	Budget	Variance	Expense	Budget	Variance
		\$ 8,982.60	\$ 9,220.64	\$ 238.04	\$ 17,664.90	\$ 18,441.60	\$ 776.70
Parking	Net Income (Loss)	\$ 3,363.45	\$ 779.36	\$ 2,584.09	\$ 8,711.20	\$ 1,558.40	\$ 7,152.80
	Total Revenue	\$ 264,122.77			\$ 482,445.04		
	Less Total Expense	\$ 185,256.07			\$ 410,654.13		
	Net Income (Loss)	\$ 78,866.70			\$ 71,790.91		

9/1/20

12:22:01 PM

Town of Jerome
Income Statement
 (Original Budget to Actual Comparison)
 For the period of 8/1/2020 Through 8/31/2020

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Revenues								
Property Taxes	\$0.00	\$0.00	\$0.00	0.0%	\$3,342.78	\$3,200.00	\$142.78	4.5%
City Sales Taxes	132,214.52	63,200.00	69,014.52	109.2	174,080.29	123,500.00	50,580.29	41.0
State Sales Taxes	4,087.53	3,437.16	650.37	18.9	8,959.71	6,874.40	2,085.31	30.3
Urban Revenue Share	17,864.25	17,864.25	0.00	0.0	35,728.50	35,728.50	0.00	0.0
Vehicle License Tax	3,901.43	2,830.91	1,070.52	37.8	6,869.65	5,661.90	1,207.75	21.3
Fines and Forfeitures	6,409.82	5,000.00	1,409.82	28.2	15,289.72	10,000.00	5,289.72	52.9
Court Security Fund Revenue	915.00	1,000.00	(85.00)	(8.5)	2,075.00	2,000.00	75.00	3.8
Building Permits	652.25	416.66	235.59	56.5	889.50	833.40	56.10	6.7
Planning & Zoning Fees	50.00	250.00	(200.00)	(80.0)	750.00	500.00	250.00	50.0
Business Licenses	220.00	500.00	(280.00)	(56.0)	320.00	1,000.00	(680.00)	(68.0)
Fire Dept Services Rev	0.00	833.33	(833.33)	(100.0)	1,008.00	1,666.70	(658.70)	(39.5)
Franchise Fees	0.00	0.00	0.00	0.0	3,076.63	4,250.00	(1,173.37)	(27.6)
Police Officer Safety Equip Rev	199.23	166.66	32.57	19.5	440.52	333.40	107.12	32.1
Police Services	1,798.75	1,666.66	132.09	7.9	4,839.75	3,333.40	1,506.35	45.2
Rents	6,603.51	6,543.50	60.01	0.9	13,167.02	13,087.00	80.02	0.6
Utility Reimbursements	205.68	416.66	(210.98)	(50.6)	417.99	833.40	(415.41)	(49.8)
Wildland Fire Fees	7,252.00	4,166.66	3,085.34	74.0	19,796.00	8,333.40	11,462.60	137.6
Wildlands Wage Reimbursement	4,907.96	2,750.00	2,157.96	78.5	25,298.98	5,500.00	19,798.98	360.0
Firewise Wage Reimbursement	0.00	2,083.33	(2,083.33)	(100.0)	0.00	4,166.70	(4,166.70)	(100.0)
Library Contributions	0.00	125.00	(125.00)	(100.0)	400.00	250.00	150.00	60.0
Interest	109.30	150.00	(40.70)	(27.1)	225.09	300.00	(74.91)	(25.0)
Sale of Assets	0.00	750.00	(750.00)	(100.0)	0.00	1,500.00	(1,500.00)	(100.0)
Miscellaneous Revenues	455.00	416.66	38.34	9.2	520.00	833.40	(313.40)	(37.6)
Administrative Charges	13,255.19	13,255.16	0.03	0.0	26,510.38	26,510.40	(0.02)	0.0
Net Revenues	\$201,101.42	\$127,822.60	\$73,278.82	57.3 %	\$344,005.51	\$260,196.00	\$83,809.51	32.2 %
Net Income (Loss)	\$201,101.42	\$127,822.60	\$73,278.82	57.3%	\$344,005.51	\$260,196.00	\$83,809.51	32.2%

9/1/20

12:51:16 PM

Town of Jerome
Income Statement
 (Original Budget to Actual Comparison)
 For the period of 8/1/2020 Through 8/31/2020

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<u>Program Expenses</u>								
Advertising, Printing, & Publishing	\$331.81	\$375.00	\$43.19	11.5%	\$411.66	\$750.00	\$338.34	45.1%
Contract Services	368.06	1,283.33	915.27	71.3	986.80	2,566.70	1,579.90	61.6
Training & Education	693.00	416.66	(276.34)	(66.3)	693.00	625.03	(67.97)	(10.9)
Dues, Subs & Memberships	481.00	472.76	(8.24)	(1.7)	4,350.00	4,472.76	122.76	2.7
TPT Collection Fee Exp	0.00	0.00	0.00	0.0	1,171.59	1,196.00	24.41	2.0
Election expenses	740.00	890.95	150.95	16.9	1,812.37	1,990.95	178.58	9.0
Insurance	310.00	310.00	0.00	0.0	310.00	310.00	0.00	0.0
COVID Expenses	3,045.90	0.00	(3,045.90)	0.0	4,033.21	0.00	(4,033.21)	0.0
Legal Exp - Gen Gov	877.50	1,000.00	122.50	12.3	2,125.50	2,000.00	(125.50)	(6.3)
Miscellaneous	7.68	499.75	492.07	98.5	16.68	999.50	982.82	98.3
Bank Fees - Gen Admin	148.50	141.66	(6.84)	(4.8)	277.09	283.40	6.31	2.2
Bank Fees / Merch Svcs	768.80	566.66	(202.14)	(35.7)	1,624.11	1,133.40	(490.71)	(43.3)
Office Supplies	320.96	500.00	179.04	35.8	636.66	1,000.00	363.34	36.3
Copier & Equip Lease Expense	701.85	625.00	(76.85)	(12.3)	1,228.55	1,250.00	21.45	1.7
Software Support Exp - GG	596.48	733.33	136.85	18.7	824.64	1,466.70	642.06	43.8
Computer Hardware & Service	200.00	833.33	633.33	76.0	525.00	1,666.70	1,141.70	68.5
Operating Supplies - Gen Gov	0.00	83.33	83.33	100.0	0.00	166.70	166.70	100.0
Postage	277.87	416.66	138.79	33.3	497.87	833.40	335.53	40.3
Rep and Maint - Vehicles	0.00	41.66	41.66	100.0	0.00	83.40	83.40	100.0
Shuttle Expenses	0.00	136.40	136.40	100.0	0.00	136.40	136.40	100.0
Small Tools and Equipment	0.00	62.50	62.50	100.0	0.00	125.00	125.00	100.0
Telephone	213.35	291.66	78.31	26.8	439.41	583.40	143.99	24.7
Travel	0.00	250.00	250.00	100.0	0.00	500.00	500.00	100.0
Tourism 1% Bed Tax	0.00	0.00	0.00	0.0	10,000.00	10,000.00	0.00	0.0
Community Health	0.00	41.66	41.66	100.0	0.00	83.40	83.40	100.0
Preservation of Historic Buildings	0.00	833.33	833.33	100.0	0.00	1,666.70	1,666.70	100.0
Total Program Expenses	\$10,082.76	\$10,805.63	\$722.87	6.7 %	\$31,964.14	\$35,889.54	\$3,925.40	10.9 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$16,319.95	\$19,115.33	\$2,795.38	14.6%	\$32,334.05	\$38,230.70	\$5,896.65	15.4%
Longevity Bonus	25.00	180.00	155.00	86.1	25.00	180.00	155.00	86.1
Payment in Lieu of Medical Benefits	489.46	530.25	40.79	7.7	978.92	1,060.50	81.58	7.7
FICA Match	1,252.72	1,511.58	258.86	17.1	2,480.08	3,023.20	543.12	18.0
Retirement Match	1,241.42	1,398.66	157.24	11.2	2,453.57	2,797.40	343.83	12.3
Health/Life Insurance	2,979.42	3,360.00	380.58	11.3	5,958.84	6,720.00	761.16	11.3
Unemployment Insurance	12.82	44.91	32.09	71.5	26.18	89.90	63.72	70.9

9/1/20
12:51:16 PM

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 8/1/2020 Through 8/31/2020

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Total General & Administrative Expenses	\$22,320.79	\$26,140.73	\$3,819.94	14.6 %	\$44,256.64	\$52,101.70	\$7,845.06	15.1 %
Total Expenses	\$32,403.55	\$36,946.36	\$4,542.81	12.3%	\$76,220.78	\$87,991.24	\$11,770.46	13.4%
Net Income (Loss)	\$(32,403.55)	\$(36,946.36)	\$4,542.81	12.3%	(\$76,220.78)	\$(87,991.24)	\$11,770.46	13.4%

9/1/20
12:54:19 PM

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 8/1/2020 Through 8/31/2020

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	\$25.00	\$25.00	100.0%	\$48.64	\$50.00	\$1.36	2.7%
Contract Services	0.00	583.33	583.33	100.0	1,551.12	1,166.70	(384.42)	(32.9)
Training & Education	0.00	43.75	43.75	100.0	0.00	87.50	87.50	100.0
Dues and Subscriptions	0.00	23.91	23.91	100.0	0.00	47.90	47.90	100.0
Miscellaneous	0.00	25.00	25.00	100.0	0.00	50.00	50.00	100.0
Office Supplies	0.00	16.66	16.66	100.0	0.00	33.40	33.40	100.0
Telephone	69.67	75.00	5.33	7.1	141.99	150.00	8.01	5.3
Travel	0.00	100.00	100.00	100.0	0.00	200.00	200.00	100.0
Total Program Expenses	\$69.67	\$892.65	\$822.98	92.2 %	\$1,741.75	\$1,785.50	\$43.75	2.5 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$5,198.97	\$5,509.00	\$310.03	5.6%	\$9,892.77	\$11,018.00	\$1,125.23	10.2%
FICA and Medicare	397.71	424.66	26.95	6.3	756.79	849.40	92.61	10.9
Retirement	192.00	192.25	0.25	0.1	352.00	384.50	32.50	8.5
Unemployment	1.88	2.00	0.12	6.0	3.20	4.00	0.80	20.0
Total General & Administrative Expenses	\$5,790.56	\$6,127.91	\$337.35	5.5 %	\$11,004.76	\$12,255.90	\$1,251.14	10.2 %
Total Expenses	\$5,860.23	\$7,020.56	\$1,160.33	16.5%	\$12,746.51	\$14,041.40	\$1,294.89	9.2%
Net Income (Loss)	\$(5,860.23)	\$(7,020.56)	\$1,160.33	16.5%	\$(12,746.51)	\$(14,041.40)	\$1,294.89	9.2%

9/1/20
1:02:29 PM

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 8/1/2020 Through 8/31/2020

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<u>Program Expenses</u>								
Training & Education	\$0.00	\$83.33	\$83.33	100.0%	\$0.00	\$166.70	\$166.70	100.0%
Dues and Subscriptions	0.00	100.00	100.00	100.0	0.00	200.00	200.00	100.0
Fuel	563.03	625.00	61.97	9.9	1,151.86	1,250.00	98.14	7.9
Prosecutor Exp	1,655.50	2,000.00	344.50	17.2	3,938.00	4,000.00	62.00	1.6
Miscellaneous	0.00	50.00	50.00	100.0	0.00	100.00	100.00	100.0
Software Service & Support	1,429.99	1,374.99	(55.00)	(4.0)	1,579.99	1,833.36	253.37	13.8
Computer Hardware & Service	0.00	208.33	208.33	100.0	0.00	416.70	416.70	100.0
Operating Supplies - Police	0.00	208.33	208.33	100.0	127.26	416.70	289.44	69.5
Postage	0.00	16.66	16.66	100.0	0.00	33.40	33.40	100.0
Rep and Maint - Vehicles	1,796.68	1,875.00	78.32	4.2	1,842.75	2,500.00	657.25	26.3
Rep and Maint - Equipment	0.00	125.00	125.00	100.0	0.00	250.00	250.00	100.0
Police Officer Safety Equip Exp	0.00	166.66	166.66	100.0	0.00	333.40	333.40	100.0
Small Tools and Equipment	259.29	583.33	324.04	55.6	259.29	1,166.70	907.41	77.8
Telephone	244.64	333.33	88.69	26.6	584.83	666.70	81.87	12.3
Uniforms	0.00	125.00	125.00	100.0	0.00	250.00	250.00	100.0
Vehicles, Cap Outlay, Police	0.00	0.00	0.00	0.0	10,710.86	10,750.00	39.14	0.4
Total Program Expenses	\$5,949.13	\$7,874.96	\$1,925.83	24.5 %	\$20,194.84	\$24,333.66	\$4,138.82	17.0 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$19,775.88	\$25,265.91	\$5,490.03	21.7%	\$39,576.55	\$50,531.90	\$10,955.35	21.7%
Longevity Bonus	0.00	0.00	0.00	0.0	418.00	418.00	0.00	0.0
FICA and Medicare	1,414.89	1,942.58	527.69	27.2	2,836.63	3,885.20	1,048.57	27.0
Retirement	2,217.11	2,899.08	681.97	23.5	4,512.77	5,798.20	1,285.43	22.2
Health Insurance	4,231.60	5,679.50	1,447.90	25.5	8,463.20	11,359.00	2,895.80	25.5
Unemployment	16.43	71.91	55.48	77.2	34.48	143.90	109.42	76.0
Total General & Administrative Expenses	\$27,655.91	\$35,858.98	\$8,203.07	22.9 %	\$55,841.63	\$72,136.20	\$16,294.57	22.6 %
Total Expenses	\$33,605.04	\$43,733.94	\$10,128.90	23.2%	\$76,036.47	\$96,469.86	\$20,433.39	21.2%
Net Income (Loss)	\$(33,605.04)	\$(43,733.94)	\$10,128.90	23.2%	\$(76,036.47)	\$(96,469.86)	\$20,433.39	21.2%

9/1/20
1:17:35 PM

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 8/1/2020 Through 8/31/2020

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	\$83.40	\$83.40	100.0%
Training & Education	516.25	500.00	(16.25)	(3.3)	516.25	1,000.00	483.75	48.4
Dispatch Fees	533.67	537.50	3.83	0.7	1,067.34	1,075.00	7.66	0.7
Dues and Subscriptions	30.00	125.00	95.00	76.0	105.00	250.00	145.00	58.0
Fuel	499.04	416.66	(82.38)	(19.8)	946.47	833.40	(113.07)	(13.6)
Legal Exp - Fire	0.00	41.66	41.66	100.0	0.00	83.40	83.40	100.0
Medical Expenses	0.00	83.33	83.33	100.0	0.00	166.70	166.70	100.0
Medical Supplies Exp	169.04	250.00	80.96	32.4	284.24	500.00	215.76	43.2
Miscellaneous	0.00	125.00	125.00	100.0	235.74	250.00	14.26	5.7
Software Service & Support	75.00	75.00	0.00	0.0	150.00	150.00	0.00	0.0
Operating Supplies - Fire Dept	109.95	125.00	15.05	12.0	109.95	250.00	140.05	56.0
Rep and Maint - Vehicles	1,062.12	1,142.43	80.31	7.0	4,469.37	4,575.70	106.33	2.3
Rep and Maint - Equipment	0.00	416.66	416.66	100.0	0.00	833.40	833.40	100.0
Small Tools and Equipment	1,132.89	833.33	(299.56)	(35.9)	1,635.05	1,666.70	31.65	1.9
Telephone	271.98	333.33	61.35	18.4	485.71	666.70	180.99	27.1
Training Center Assessment	0.00	0.00	0.00	0.0	2,692.00	2,700.00	8.00	0.3
Total Program Expenses	\$4,399.94	\$5,046.56	\$646.62	12.8 %	\$12,697.12	\$15,084.40	\$2,387.28	15.8 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$7,553.69	\$11,100.75	\$3,547.06	32.0%	\$14,039.29	\$22,201.50	\$8,162.21	36.8%
Wildland Personnel	2,931.34	3,090.95	159.61	5.2	17,763.21	18,090.95	327.74	1.8
Volunteer-Employee Per Call Personnel	1,425.50	1,583.33	157.83	10.0	2,800.75	3,166.70	365.95	11.6
Firewise Personnel	1,215.00	2,750.00	1,535.00	55.8	2,325.00	5,500.00	3,175.00	57.7
FICA and Medicare	894.52	1,245.55	351.03	28.2	2,609.44	3,036.50	427.06	14.1
Retirement	12,562.76	12,819.41	256.65	2.0	13,030.12	13,638.90	608.78	4.5
Health Insurance	1,687.72	2,705.00	1,017.28	37.6	3,375.44	5,410.00	2,034.56	37.6
Unemployment	40.64	62.27	21.63	34.7	155.73	199.30	43.57	21.9
Total General & Administrative Expenses	\$28,311.17	\$35,357.26	\$7,046.09	19.9 %	\$56,098.98	\$71,243.85	\$15,144.87	21.3 %
Total Expenses	\$32,711.11	\$40,403.82	\$7,692.71	19.0%	\$68,796.10	\$86,328.25	\$17,532.15	20.3%
Net Income (Loss)	\$(32,711.11)	\$(40,403.82)	\$7,692.71	19.0%	\$(68,796.10)	\$(86,328.25)	\$17,532.15	20.3%

9/1/20
1:24:53 PM

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 8/1/2020 Through 8/31/2020

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<u>Program Expenses</u>								
Contract Services	\$0.00	\$104.16	\$104.16	100.0%	\$0.00	\$208.40	\$208.40	100.0%
Miscellaneous	174.52	166.64	(7.88)	(4.7)	174.52	187.51	12.99	6.9
Office Supplies	0.00	20.83	20.83	100.0	0.00	41.70	41.70	100.0
Operating Supplies - Library	0.00	250.00	250.00	100.0	0.00	500.00	500.00	100.0
Print and Non-Print Materials	0.00	324.16	324.16	100.0	0.00	648.40	648.40	100.0
Rep and Maint - Equipment	0.00	8.33	8.33	100.0	0.00	16.70	16.70	100.0
Small Tools and Equipment	537.10	500.00	(37.10)	(7.4)	537.10	625.00	87.90	14.1
Telephone	82.42	75.00	(7.42)	(9.9)	159.01	150.00	(9.01)	(6.0)
E-Rate Exp	40.07	66.75	26.68	40.0	80.14	132.50	52.36	39.5
Total Program Expenses	\$834.11	\$1,515.87	\$681.76	45.0 %	\$950.77	\$2,510.21	\$1,559.44	62.1 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$3,402.80	\$5,329.25	\$1,926.45	36.1%	\$6,692.40	\$10,658.50	\$3,966.10	37.2%
Longevity Bonus	25.00	210.00	185.00	88.1	25.00	210.00	185.00	88.1
FICA and Medicare	255.51	412.16	156.65	38.0	500.51	824.40	323.89	39.3
Retirement	270.14	289.66	19.52	6.7	533.30	579.40	46.10	8.0
Health Insurance	824.94	888.00	63.06	7.1	1,649.88	1,776.00	126.12	7.1
Unemployment	0.80	0.00	(0.80)	0.0	0.80	0.00	(0.80)	0.0
Total General & Administrative Expenses	\$4,779.19	\$7,129.07	\$2,349.88	33.0 %	\$9,401.89	\$14,048.30	\$4,646.41	33.1 %
Total Expenses	\$5,613.30	\$8,644.94	\$3,031.64	35.1%	\$10,352.66	\$16,558.51	\$6,205.85	37.5%
Net Income (Loss)	\$(5,613.30)	\$(8,644.94)	\$3,031.64	35.1%	\$(10,352.66)	\$(16,558.51)	\$6,205.85	37.5%

9/1/20
1:26:41 PM

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 8/1/2020 Through 8/31/2020

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	\$41.66	\$41.66	100.0%	\$0.00	\$83.40	\$83.40	100.0%
Conventions and Seminars	0.00	41.66	41.66	100.0	0.00	83.40	83.40	100.0
Training & Education	0.00	83.33	83.33	100.0	0.00	166.70	166.70	100.0
Legal Exp - P&Z	97.50	1,250.00	1,152.50	92.2	1,248.00	2,500.00	1,252.00	50.1
Map Upgrades and Materials	0.00	83.33	83.33	100.0	0.00	166.70	166.70	100.0
Miscellaneous	0.00	25.00	25.00	100.0	0.00	50.00	50.00	100.0
Software Maintenance & Support	0.00	58.33	58.33	100.0	0.00	116.70	116.70	100.0
Operating Supplies - P&Z	0.00	25.00	25.00	100.0	0.00	50.00	50.00	100.0
Small Tools and Equipment	0.00	25.00	25.00	100.0	0.00	50.00	50.00	100.0
Telephone	67.73	50.00	(17.73)	(35.5)	140.29	100.00	(40.29)	(40.3)
Travel	0.00	41.66	41.66	100.0	0.00	83.40	83.40	100.0
Total Program Expenses	\$165.23	\$1,724.97	\$1,559.74	90.4 %	\$1,388.29	\$3,450.30	\$2,062.01	59.8 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$4,740.32	\$5,586.00	\$845.68	15.1%	\$9,499.42	\$11,172.00	\$1,672.58	15.0%
Longevity Bonus	218.00	218.00	0.00	0.0	218.00	218.00	0.00	0.0
Health Benefit Stipend	517.38	560.50	43.12	7.7	1,034.76	1,121.00	86.24	7.7
FICA and Medicare	418.89	472.33	53.44	11.3	822.53	944.70	122.17	12.9
Retirement	354.02	362.33	8.31	2.3	680.18	724.70	44.52	6.1
Health Insurance	5.22	0.00	(5.22)	0.0	10.44	0.00	(10.44)	0.0
Unemployment	8.26	14.25	5.99	42.0	18.83	28.50	9.67	33.9
Total General & Administrative Expenses	\$6,262.09	\$7,213.41	\$951.32	13.2 %	\$12,284.16	\$14,208.90	\$1,924.74	13.5 %
Total Expenses	\$6,427.32	\$8,938.38	\$2,511.06	28.1%	\$13,672.45	\$17,659.20	\$3,986.75	22.6%
Net Income (Loss)	\$(6,427.32)	\$(8,938.38)	\$2,511.06	28.1%	(\$13,672.45)	\$(17,659.20)	\$3,986.75	22.6%

9/1/20
1:39:47 PM

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 8/1/2020 Through 8/31/2020

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<u>Program Expenses</u>								
Fuel	\$5.68	\$4.16	\$(1.52)	(36.5)%	\$8.58	\$8.40	\$(0.18)	(2.1)%
Legal Exp - Parks	0.00	41.66	41.66	100.0	0.00	83.40	83.40	100.0
Miscellaneous	0.00	20.83	20.83	100.0	0.00	41.70	41.70	100.0
Software Service & Support	12.50	16.66	4.16	25.0	25.00	33.40	8.40	25.1
Operating Supplies - Parks	43.79	16.66	(27.13)	(162.8)	66.13	33.40	(32.73)	(98.0)
R&M Building - Parks	0.00	8.33	8.33	100.0	0.00	16.70	16.70	100.0
Rep and Maint - Vehicles	36.76	208.33	171.57	82.4	36.76	416.70	379.94	91.2
Rep and Maint - Infrastructure	0.00	125.00	125.00	100.0	0.00	250.00	250.00	100.0
Small Tools and Equipment	0.00	25.00	25.00	100.0	23.61	50.00	26.39	52.8
Uniform Exp Parks	30.71	25.00	(5.71)	(22.8)	30.71	50.00	19.29	38.6
Utilities	0.00	233.33	233.33	100.0	170.73	466.70	295.97	63.4
Lease Payments	0.00	21.66	21.66	100.0	21.68	43.40	21.72	50.0
Total Program Expenses	\$129.44	\$746.62	\$617.18	82.7 %	\$383.20	\$1,493.80	\$1,110.60	74.3 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$384.13	\$507.41	\$123.28	24.3%	\$744.70	\$1,014.90	\$270.20	26.6%
FICA and Medicare	28.26	38.83	10.57	27.2	54.73	77.70	22.97	29.6
Retirement	30.73	40.08	9.35	23.3	57.79	80.20	22.41	27.9
Health Insurance	98.72	143.00	44.28	31.0	197.44	286.00	88.56	31.0
Unemployment	0.00	1.16	1.16	100.0	0.35	2.40	2.05	85.4
Total General & Administrative Expenses	\$541.84	\$730.48	\$188.64	25.8 %	\$1,055.01	\$1,461.20	\$406.19	27.8 %
Total Expenses	\$671.28	\$1,477.10	\$805.82	54.6%	\$1,438.21	\$2,955.00	\$1,516.79	51.3%
Net Income (Loss)	\$(671.28)	\$(1,477.10)	\$805.82	54.6%	(\$1,438.21)	\$(2,955.00)	\$1,516.79	51.3%

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 8/1/2020 Through 8/31/2020

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<u>Program Expenses</u>								
Contract Services	\$0.00	\$344.70	\$344.70	100.0%	\$4,617.77	\$5,053.07	\$435.30	8.6%
Engineering Fees	0.00	416.66	416.66	100.0	0.00	833.40	833.40	100.0
Fuel	11.36	8.33	(3.03)	(36.4)	17.17	16.70	(0.47)	(2.8)
Legal Exp - Properties	0.00	41.66	41.66	100.0	0.00	83.40	83.40	100.0
Miscellaneous	49.11	125.00	75.89	60.7	145.99	250.00	104.01	41.6
Software Service & Support	12.50	16.66	4.16	25.0	25.00	33.40	8.40	25.1
Operating Supplies - Properties	43.79	100.00	56.21	56.2	190.51	200.00	9.49	4.7
R&M Building - Properties	912.70	3,151.53	2,238.83	71.0	6,607.35	8,484.90	1,877.55	22.1
Rep and Maint - Vehicles	220.56	208.33	(12.23)	(5.9)	220.56	416.70	196.14	47.1
Rep and Maint - Infrastructure	789.87	3,500.00	2,710.13	77.4	1,227.87	7,000.00	5,772.13	82.5
Parking Kiosks Expenses	0.00	0.00	0.00	0.0	507.00	0.00	(507.00)	0.0
Small Tools and Equipment	0.00	20.83	20.83	100.0	23.62	41.70	18.08	43.4
Uniform Exp Properties	30.71	25.00	(5.71)	(22.8)	30.71	50.00	19.29	38.6
Utilities	946.11	3,833.33	2,887.22	75.3	4,511.02	7,666.70	3,155.68	41.2
Lease Payments	0.00	21.66	21.66	100.0	21.68	43.40	21.72	50.0
Total Program Expenses	\$3,016.71	\$11,813.69	\$8,796.98	74.5 %	\$18,146.25	\$30,173.37	\$12,027.12	39.9 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$2,378.69	\$3,142.00	\$763.31	24.3%	\$4,611.46	\$6,284.00	\$1,672.54	26.6%
FICA and Medicare	175.00	240.33	65.33	27.2	338.88	480.70	141.82	29.5
Retirement	190.29	248.00	57.71	23.3	357.81	496.00	138.19	27.9
Health Insurance	611.28	885.33	274.05	31.0	1,222.56	1,770.70	548.14	31.0
Unemployment	0.00	7.16	7.16	100.0	2.15	14.40	12.25	85.1
Total General & Administrative Expenses	\$3,355.26	\$4,522.82	\$1,167.56	25.8 %	\$6,532.86	\$9,045.80	\$2,512.94	27.8 %
Total Expenses	\$6,371.97	\$16,336.51	\$9,964.54	61.0%	\$24,679.11	\$39,219.17	\$14,540.06	37.1%
Net Income (Loss)	\$(6,371.97)	\$(16,336.51)	\$9,964.54	61.0%	(\$24,679.11)	\$(39,219.17)	\$14,540.06	37.1%

9/1/20
1:51:02 PM

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 8/1/2020 Through 8/31/2020

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<u>Revenues</u>								
Connection Fees	\$0.00	\$0.00	\$0.00	0.0%	\$5,000.00	\$5,000.00	\$0.00	0.0%
Water Usage Fees	13,869.56	14,166.66	(297.10)	(2.1)	27,905.21	28,333.40	(428.19)	(1.5)
Miscellaneous	60.00	679.17	(619.17)	(91.2)	5.00	1,358.36	(1,353.36)	(99.6)
Transfers In	2,500.00	2,500.00	0.00	0.0	5,000.00	5,000.00	0.00	0.0
Net Revenues	\$16,429.56	\$17,345.83	\$(916.27)	(5.3)%	\$37,910.21	\$39,691.76	\$(1,781.55)	(4.5)%
<u>Program Expenses</u>								
Contract Services	\$900.00	\$900.00	\$0.00	0.0%	\$1,800.00	\$1,800.00	\$0.00	0.0%
Training & Education	0.00	33.33	33.33	100.0	0.00	66.70	66.70	100.0
Permit Fee Exp - Water	0.00	150.00	150.00	100.0	0.00	300.00	300.00	100.0
Engineering Fees	0.00	125.00	125.00	100.0	1,565.67	250.00	(1,315.67)	(526.3)
Fuel	121.91	166.66	44.75	26.9	272.00	333.40	61.40	18.4
Legal Exp - Water	175.00	1,658.33	1,483.33	89.4	385.00	3,416.70	3,031.70	88.7
Miscellaneous	24.11	28.16	4.05	14.4	30.03	56.40	26.37	46.8
Software Support Exp - Water	12.50	233.33	220.83	94.6	25.00	466.70	441.70	94.6
Operating Supplies - Water	43.82	250.00	206.18	82.5	66.16	500.00	433.84	86.8
R&M Building - Water	0.00	41.66	41.66	100.0	0.00	83.40	83.40	100.0
Rep and Maint - Vehicles	116.37	208.33	91.96	44.1	116.37	416.70	300.33	72.1
Rep and Maint - Equipment	122.28	165.00	42.72	25.9	122.28	350.00	227.72	65.1
Rep and Maint - Infrastructure	2,408.40	4,583.33	2,174.93	47.5	7,070.17	9,166.70	2,096.53	22.9
Service Tests/System Testing	318.00	83.33	(234.67)	(281.6)	318.00	166.70	(151.30)	(90.8)
Small Tools and Equipment	0.00	125.00	125.00	100.0	23.62	250.00	226.38	90.6
DWR Fee Exp	0.00	900.00	900.00	100.0	0.00	900.00	900.00	100.0
Uniform Exp Water	30.71	25.00	(5.71)	(22.8)	30.71	50.00	19.29	38.6
Utilities Exp - Water	0.00	41.66	41.66	100.0	37.08	83.40	46.32	55.5
Administrative Charge	4,124.47	4,124.50	0.03	0.0	8,248.94	8,249.00	0.06	0.0
Lease Payments	0.00	75.91	75.91	100.0	75.88	151.90	76.02	50.0
Vehicle Purchase-Water	0.00	412.50	412.50	100.0	0.00	875.00	875.00	100.0
Total Program Expenses	\$8,397.57	\$14,331.03	\$5,933.46	41.4 %	\$20,186.91	\$27,932.70	\$7,745.79	27.7 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$4,195.92	\$5,542.41	\$1,346.49	24.3%	\$8,134.47	\$11,084.90	\$2,950.43	26.6%
FICA and Medicare	308.70	424.00	115.30	27.2	597.79	848.00	250.21	29.5
Retirement	335.68	437.41	101.73	23.3	631.20	874.90	243.70	27.9
Health Insurance	1,078.30	1,561.75	483.45	31.0	2,156.60	3,123.50	966.90	31.0
Unemployment	0.00	12.58	12.58	100.0	3.79	25.20	21.41	85.0

9/1/20
1:51:02 PM

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 8/1/2020 Through 8/31/2020

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Total General & Administrative Expenses	\$5,918.60	\$7,978.15	\$2,059.55	25.8 %	\$11,523.85	\$15,956.50	\$4,432.65	27.8 %
Total Expenses	\$14,316.17	\$22,309.18	\$7,993.01	35.8%	\$31,710.76	\$43,889.20	\$12,178.44	27.7%
Net Income (Loss)	\$2,113.39	\$(4,963.35)	\$7,076.74	142.6%	\$6,199.45	\$(4,197.44)	\$10,396.89	247.7%

9/1/20
1:54:47 PM

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 8/1/2020 Through 8/31/2020

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<u>Revenues</u>								
Connection Fees	\$0.00	\$0.00	\$0.00	0.0%	\$5,500.00	\$5,500.00	\$0.00	0.0%
Sewer Usage Fees	13,985.79	15,033.33	(1,047.54)	(7.0)	28,174.98	30,066.70	(1,891.72)	(6.3)
Interest and Investment Earnings	0.00	8.33	(8.33)	(100.0)	0.41	16.70	(16.29)	(97.5)
Transfers In	2,500.00	2,500.00	0.00	0.0	5,000.00	5,000.00	0.00	0.0
Net Revenues	\$16,485.79	\$17,541.66	\$(1,055.87)	(6.0)%	\$38,675.39	\$40,583.40	\$(1,908.01)	(4.7)%
<u>Program Expenses</u>								
Contract Services	\$3,200.00	\$3,200.00	\$0.00	0.0%	\$6,400.00	\$6,400.00	\$0.00	0.0%
Permit Fee Exp - Sewer	0.00	1,150.00	1,150.00	100.0	0.00	1,150.00	1,150.00	100.0
Engineering Fees	0.00	2,083.33	2,083.33	100.0	5,413.25	4,166.70	(1,246.55)	(29.9)
Fuel	81.92	183.33	101.41	55.3	160.19	366.70	206.51	56.3
Legal Exp - Sewer	0.00	41.66	41.66	100.0	0.00	83.40	83.40	100.0
Miscellaneous	0.00	29.33	29.33	100.0	0.00	58.70	58.70	100.0
Software Support Exp - Sewer	12.50	233.33	220.83	94.6	25.00	466.70	441.70	94.6
Operating Supplies - Sewer	166.28	1,000.00	833.72	83.4	188.62	2,000.00	1,811.38	90.6
R&M Building - Sewer	0.00	41.66	41.66	100.0	0.00	83.40	83.40	100.0
Rep and Maint - Vehicles	36.77	165.83	129.06	77.8	36.77	341.70	304.93	89.2
Rep and Maint - Equipment	0.00	375.00	375.00	100.0	0.00	750.00	750.00	100.0
Rep and Maint - Infrastructure	227.14	1,250.00	1,022.86	81.8	346.54	2,500.00	2,153.46	86.1
Service Tests/System Testing	1,482.60	1,000.00	(482.60)	(48.3)	1,677.60	2,000.00	322.40	16.1
Small Tools and Equipment	0.00	250.00	250.00	100.0	23.62	500.00	476.38	95.3
Uniform Exp Sewer	30.71	41.66	10.95	26.3	30.71	83.40	52.69	63.2
Utilities	0.00	250.00	250.00	100.0	152.29	500.00	347.71	69.5
Administrative Charge	4,124.47	4,124.50	0.03	0.0	8,248.94	8,249.00	0.06	0.0
Sewer Interest Expense	0.00	0.00	0.00	0.0	3,075.82	3,400.00	324.18	9.5
Lease Payments	0.00	75.91	75.91	100.0	75.88	151.90	76.02	50.0
Total Program Expenses	\$9,362.39	\$15,495.54	\$6,133.15	39.6 %	\$25,855.23	\$33,251.60	\$7,396.37	22.2 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$2,275.25	\$3,005.41	\$730.16	24.3%	\$4,410.94	\$6,010.90	\$1,599.96	26.6%
FICA and Medicare	167.40	229.91	62.51	27.2	324.18	459.90	135.72	29.5
Retirement	182.02	237.16	55.14	23.3	342.28	474.40	132.12	27.8
Health Insurance	584.72	846.83	262.11	31.0	1,169.44	1,693.70	524.26	31.0
Unemployment	0.00	6.83	6.83	100.0	2.06	13.70	11.64	85.0
Total General & Administrative Expenses	\$3,209.39	\$4,326.14	\$1,116.75	25.8 %	\$6,248.90	\$8,652.60	\$2,403.70	27.8 %

9/1/20
1:54:47 PM

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 8/1/2020 Through 8/31/2020

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Total Expenses	\$12,571.78	\$19,821.68	\$7,249.90	36.6%	\$32,104.13	\$41,904.20	\$9,800.07	23.4%
Net Income (Loss)	\$3,914.01	\$(2,280.02)	\$6,194.03	271.7%	\$6,571.26	\$(1,320.80)	\$7,892.06	597.5%

9/1/20
1:58:31 PM

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 8/1/2020 Through 8/31/2020

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<u>Revenues</u>								
Sanitation Usage Fees	\$14,068.93	\$15,665.00	\$(1,596.07)	(10.2)%	\$28,394.59	\$31,350.00	\$(2,955.41)	(9.4)%
Miscellaneous	54.00	83.33	(29.33)	(35.2)	168.00	166.70	1.30	0.8
Net Revenues	\$14,122.93	\$15,748.33	\$(1,625.40)	(10.3)%	\$28,562.59	\$31,516.70	\$(2,954.11)	(9.4)%
<u>Program Expenses</u>								
Recycling Contract Exp	\$120.00	\$183.33	\$63.33	34.5%	\$240.00	\$366.70	\$126.70	34.6%
Training & Education	0.00	16.25	16.25	100.0	0.00	37.50	37.50	100.0
Equipment Rentals	0.00	54.16	54.16	100.0	0.00	108.40	108.40	100.0
Fuel	313.37	750.00	436.63	58.2	816.25	1,500.00	683.75	45.6
Landfill Tipping Fees	1,539.60	2,041.66	502.06	24.6	3,474.00	4,083.40	609.40	14.9
Miscellaneous	0.00	16.58	16.58	100.0	0.00	33.20	33.20	100.0
Software Support Exp - Trash	12.50	108.33	95.83	88.5	25.00	216.70	191.70	88.5
Operating Supplies - Trash	43.82	16.66	(27.16)	(163.0)	66.16	33.40	(32.76)	(98.1)
Rep and Maint - Vehicles	178.89	833.33	654.44	78.5	354.95	1,666.70	1,311.75	78.7
Rep and Maint - Equipment	0.00	75.00	75.00	100.0	0.00	150.00	150.00	100.0
Small Tools and Equipment	0.00	250.00	250.00	100.0	23.62	500.00	476.38	95.3
Uniform Exp Trash	30.72	25.00	(5.72)	(22.9)	30.72	50.00	19.28	38.6
Administrative Charge	4,124.47	4,124.50	0.03	0.0	8,248.94	8,249.00	0.06	0.0
Transfers Out	5,000.00	5,000.00	0.00	0.0	5,000.00	5,000.00	0.00	0.0
Total Program Expenses	\$11,363.37	\$13,494.80	\$2,131.43	15.8 %	\$18,279.64	\$21,995.00	\$3,715.36	16.9 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$3,619.71	\$4,781.33	\$1,161.62	24.3%	\$7,017.41	\$9,562.70	\$2,545.29	26.6%
FICA and Medicare	266.31	365.75	99.44	27.2	515.70	731.50	215.80	29.5
Retirement	289.58	377.33	87.75	23.3	544.50	754.70	210.20	27.9
Health Insurance	930.22	1,347.25	417.03	31.0	1,860.44	2,694.50	834.06	31.0
Unemployment	0.00	10.83	10.83	100.0	3.27	21.70	18.43	84.9
Total General & Administrative Expenses	\$5,105.82	\$6,882.49	\$1,776.67	25.8 %	\$9,941.32	\$13,765.10	\$3,823.78	27.8 %
Total Expenses	\$16,469.19	\$20,377.29	\$3,908.10	19.2%	\$28,220.96	\$35,760.10	\$7,539.14	21.1%
Net Income (Loss)	\$(2,346.26)	\$(4,628.96)	\$2,282.70	49.3%	\$341.63	\$(4,243.40)	\$4,585.03	108.1%

9/1/20
2:00:36 PM

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 8/1/2020 Through 8/31/2020

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<u>Revenues</u>								
HURF Revenue	\$3,588.39	\$3,360.33	\$228.06	6.8%	\$6,818.50	\$6,720.70	\$97.80	1.5%
Interest and Investment Earnings	48.63	83.33	(34.70)	(41.6)	96.74	166.70	(69.96)	(42.0)
Net Revenues	\$3,637.02	\$3,443.66	\$193.36	5.6 %	\$6,915.24	\$6,887.40	\$27.84	0.4 %
<u>Program Expenses</u>								
Engineering Fees	\$2,991.25	\$416.66	\$(2,574.59)	(617.9)%	\$4,556.91	\$833.40	\$(3,723.51)	(446.8)%
Equipment Rentals - HURF	0.00	125.00	125.00	100.0	0.00	250.00	250.00	100.0
Fuel	5.68	8.33	2.65	31.8	8.59	16.70	8.11	48.6
Miscellaneous	0.00	46.33	46.33	100.0	0.00	92.70	92.70	100.0
Software Service & Support	12.50	15.00	2.50	16.7	25.00	30.00	5.00	16.7
Operating Supplies - HURF	43.83	58.33	14.50	24.9	66.17	116.70	50.53	43.3
Public Restroom Supplies	0.00	183.33	183.33	100.0	0.00	366.70	366.70	100.0
R&M Building - HURF	0.00	416.66	416.66	100.0	0.00	833.40	833.40	100.0
Rep and Maint - Vehicles	(42.83)	166.25	209.08	125.8	(42.83)	337.50	380.33	112.7
Rep and Maint - Equipment	0.00	16.66	16.66	100.0	0.00	33.40	33.40	100.0
Rep and Maint - Infrastructure	0.00	2,812.50	2,812.50	100.0	61.88	5,625.00	5,563.12	98.9
Small Tools and Equipment	0.00	41.66	41.66	100.0	567.93	83.40	(484.53)	(581.0)
Street Lights	940.70	1,083.33	142.63	13.2	1,881.40	2,166.70	285.30	13.2
Street Supplies	305.81	500.00	194.19	38.8	305.81	1,000.00	694.19	69.4
Uniform Exp - HURF	30.71	25.00	(5.71)	(22.8)	30.71	50.00	19.29	38.6
Administrative Charge	881.78	881.75	(0.03)	0.0	1,763.56	1,763.50	(0.06)	0.0
Lease Payments	0.00	25.00	25.00	100.0	21.69	50.00	28.31	56.6
Total Program Expenses	\$5,169.43	\$6,821.79	\$1,652.36	24.2 %	\$9,246.82	\$13,649.10	\$4,402.28	32.3 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$3,196.92	\$3,676.91	\$479.99	13.1%	\$6,028.90	\$7,353.90	\$1,325.00	18.0%
FICA and Medicare	238.95	281.25	42.30	15.0	450.01	562.50	112.49	20.0
Retirement	153.65	200.25	46.60	23.3	288.91	400.50	111.59	27.9
Health Insurance	493.58	679.25	185.67	27.3	987.16	1,358.50	371.34	27.3
Unemployment	0.00	12.91	12.91	100.0	9.29	25.90	16.61	64.1
Total General & Administrative Expenses	\$4,083.10	\$4,850.57	\$767.47	15.8 %	\$7,764.27	\$9,701.30	\$1,937.03	20.0 %
Total Expenses	\$9,252.53	\$11,672.36	\$2,419.83	20.7%	\$17,011.09	\$23,350.40	\$6,339.31	27.1%
Net Income (Loss)	\$(5,615.51)	\$(8,228.70)	\$2,613.19	31.8%	\$(10,095.85)	\$(16,463.00)	\$6,367.15	38.7%

9/1/20
2:02:51 PM

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 8/1/2020 Through 8/31/2020

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<u>Revenues</u>								
Parking Kiosk Revenue	\$12,346.05	\$10,000.00	\$2,346.05	23.5%	\$26,376.10	\$20,000.00	\$6,376.10	31.9%
Net Revenues	\$12,346.05	\$10,000.00	\$2,346.05	23.5 %	\$26,376.10	\$20,000.00	\$6,376.10	31.9 %
<u>Program Expenses</u>								
Miscellaneous	\$0.00	\$64.58	\$64.58	100.0%	\$0.00	\$129.20	\$129.20	100.0%
Credit Card Processing Fees	2,232.84	2,250.00	17.16	0.8	4,735.78	4,500.00	(235.78)	(5.2)
Software Service and Support	425.68	400.00	(25.68)	(6.4)	425.68	800.00	374.32	46.8
Operating Supplies	0.00	333.33	333.33	100.0	0.00	666.70	666.70	100.0
Telephone	120.32	125.00	4.68	3.7	120.32	250.00	129.68	51.9
Transfers Out	5,000.00	5,000.00	0.00	0.0	10,000.00	10,000.00	0.00	0.0
Total Program Expenses	\$7,778.84	\$8,172.91	\$394.07	4.8 %	\$15,281.78	\$16,345.90	\$1,064.12	6.5 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$1,108.80	\$966.66	\$(142.14)	(14.7)%	\$2,188.80	\$1,933.40	\$(255.40)	(13.2)%
FICA and Medicare	84.83	73.91	(10.92)	(14.8)	167.45	147.90	(19.55)	(13.2)
Unemployment	10.13	7.16	(2.97)	(41.5)	26.87	14.40	(12.47)	(86.6)
Total General & Administrative Expenses	\$1,203.76	\$1,047.73	\$(156.03)	(14.9)%	\$2,383.12	\$2,095.70	\$(287.42)	(13.7)%
Total Expenses	\$8,982.60	\$9,220.64	\$238.04	2.6%	\$17,664.90	\$18,441.60	\$776.70	4.2%
Net Income (Loss)	\$3,363.45	\$779.36	\$2,584.09	331.6%	\$8,711.20	\$1,558.40	\$7,152.80	459.0%

9/1/20
11:26:08 AM

Town of Jerome
Balance Sheet
As of 8/31/2020
Fund: (1) General

Assets

Current Assets

LGIP	\$1,672.26	
Petty Cash - General Gov	275.00	
Auto Lieu Taxes	1,209.00	
City Sales Taxes	138,908.63	
Franchise Fees	3,596.84	
GF Accounts Receivable	3,832.00	
Property Taxes	11,657.97	
Rents	(254.05)	
State Sales Taxes	1,530.91	
Court - Checking & Bond Acct	105,036.50	
Court - JCEF Acct	12,790.38	
Court - FTG Acct	6,167.01	
Petty Cash - Fire Dept	150.00	
Petty Cash - Library	150.00	
NBA Checking	81,709.85	
OAZ Checking	236,278.76	
OAZ General Savings	395,643.89	
OAZ CTL Business Savings	5.00	
Total Current Assets		\$1,000,359.95

Other Assets

Due From Other Funds	\$1,739,687.88	
Total Other Assets		1,739,687.88

Total Assets

\$2,740,047.83

Liabilities and Net Assets

Current Liabilities

Accounts Payable	\$1,553.98	
Federal WH & FICA	(26,459.40)	
Arizona Withholding	(35.05)	
Unemployment Taxes	387.02	
AFLAC	(411.66)	
Health Insurance	(2,109.47)	
457G Retirement	66.53	
PSPRS	(56.87)	
Customer Deposits	6,760.72	
FD Per Call Payable	11,723.00	
Ganishments Payable	1,735.51	
Wages Payable	45,797.99	
Due To Other Funds	1,935,469.85	
Court Liabilities	10,835.64	
Total Current Liabilities		\$1,985,257.79
Total Liabilities		\$1,985,257.79

Net Assets

Unrestricted Funds	736,120.91	
Current Year Net Assets	18,669.13	
Total Net Assets		754,790.04
Total Liabilities and Net Assets		\$2,740,047.83

9/1/20
11:26:08 AM

Town of Jerome

Balance Sheet

As of 8/31/2020

Fund: (1) General

9/1/20
11:27:26 AM

Town of Jerome
Balance Sheet
As of 8/31/2020

Fund: (2) Utilities

Assets

Current Assets

Allowance for Doubtful Accts	\$(15,000.00)	
Utilities A/R	62,740.35	
Bond Account	11,122.64	
Replacement & Extension Acct	72,578.89	
Series 2001 Bond Reserve Acct	30,065.60	
Total Current Assets		\$161,507.48

Property, Plant & Equipment

Buildings-Prop, Plant, Equip	\$2,166,541.66	
Operating Equipment-Prop, Plant, Equip	189,011.29	
Buildings-Acc Depreciation	(1,477,164.98)	
Operating Equipment-Acc Depreciation	(153,793.20)	
Infrastructure	1,399,746.06	
Total Property, Plant & Equipment		2,124,340.83

Other Assets

Due From Other Funds	\$885,509.54	
Total Other Assets		885,509.54

Total Assets

\$3,171,357.85

Liabilities and Net Assets

Current Liabilities

Accounts Payable	\$112.22	
Sales Tax Payable	777.61	
Customer Deposits	23,527.41	
Compensated Absences	2,328.22	
Bonds Payable	148,445.73	
Other Liabilities	6,909.25	
Due To Other Funds	727,634.17	
Accrued Payroll	2,361.76	
Accrued Interest Payable	3,340.02	
Total Current Liabilities		\$915,436.39
Total Liabilities		\$915,436.39

Net Assets

Unrestricted Fund Balance	771,622.00	
Unrestricted Fund Balance	(153,829.30)	
Unrestricted Fund Balance	1,544,283.00	
Current Year Net Assets	93,845.76	
Total Net Assets		2,255,921.46
Total Liabilities and Net Assets		\$3,171,357.85

9/1/20
12:08:19 PM

Town of Jerome
Balance Sheet
As of 8/31/2020

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

Assets

Current Assets

HURF Accounts Receivable	\$3,625.78	
OAZ HURF Savings	384,104.57	
Total Current Assets		\$387,730.35

Other Assets

Due From Other Funds	\$295,042.33	
Total Other Assets		295,042.33

Total Assets		\$682,772.68
---------------------	--	---------------------

Liabilities and Net Assets

Current Liabilities

Accounts Payable	\$37.44	
Due To Other Funds	503,400.13	
Accrued Payroll	755.11	
Total Current Liabilities		\$504,192.68

Total Liabilities		\$504,192.68
--------------------------	--	---------------------

Net Assets

Current Year Net Assets	\$178,580.00	
Total Net Assets		178,580.00
Total Liabilities and Net Assets		\$682,772.68

9/1/20
12:09:15 PM

Town of Jerome
Balance Sheet
As of 8/31/2020

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

Assets

Other Assets

Due From	\$26,376.10	
Total Other Assets		\$26,376.10
Total Assets		\$26,376.10

Liabilities and Net Assets

Current Liabilities

Due To	\$17,664.90	
Total Current Liabilities		\$17,664.90
Total Liabilities		\$17,664.90

Net Assets

Current Year Net Assets	\$8,711.20	
Total Net Assets		8,711.20
Total Liabilities and Net Assets		\$26,376.10

9/1/20
12:10:14 PM

Town of Jerome
Balance Sheet
As of 8/31/2020

Fund: (4) Firefighters Pension & Relief

Assets

Current Assets

Investments - Pension & Relief	\$142,578.23	
Total Current Assets		\$142,578.23

Other Assets

Due From Other Funds	\$49,012.55	
Total Other Assets		49,012.55

Total Assets		\$191,590.78
---------------------	--	---------------------

Liabilities and Net Assets

Current Liabilities

Due To Other Funds	\$36,981.85	
Total Current Liabilities		\$36,981.85

Total Liabilities		\$36,981.85
--------------------------	--	--------------------

Net Assets

Unrestricted Fund Balance	152,044.83	
Current Year Net Assets	2,564.10	

Total Net Assets		154,608.93
-------------------------	--	-------------------

Total Liabilities and Net Assets		\$191,590.78
---	--	---------------------

9/1/20
12:11:17 PM

Town of Jerome

Balance Sheet

As of 8/31/2020

Fund: (5) Operating Grants

Assets

Current Assets

Opr Grants Receivable	\$124,908.75	
Inventory	13,193.06	
Total Current Assets		\$138,101.81

Other Assets

Due From Other Funds	\$346,443.98	
Total Other Assets		346,443.98

Total Assets

\$484,545.79

Liabilities and Net Assets

Current Liabilities

Due To Other Funds	\$263,435.15	
Deferred Revenue - Opr Grants	56,436.41	
Accounts Payable - Opr Grants	(12,062.51)	
Total Current Liabilities		\$307,809.05

Total Liabilities

\$307,809.05

Net Assets

Unrestricted Fund Balance	11,433.46	
Current Year Net Assets	165,303.28	

Total Net Assets

176,736.74

Total Liabilities and Net Assets

\$484,545.79

9/1/20
12:12:04 PM

Town of Jerome
Balance Sheet
As of 8/31/2020

Fund: (6) Capital Grants

Assets

Other Assets

Due From Other Funds	\$254,591.68	
Total Other Assets		\$254,591.68
Total Assets		\$254,591.68

Liabilities and Net Assets

Current Liabilities

Deferred Revenue - Cap Grants	\$42,267.65	
Due To Other Funds	223,964.08	
Total Current Liabilities		\$266,231.73
Total Liabilities		\$266,231.73

Net Assets

Restricted Fund Balance	\$109,433.10	
Unrestricted Fund Balance	(117,281.30)	
Current Year Net Assets	(3,791.85)	
Total Net Assets		(11,640.05)
Total Liabilities and Net Assets		\$254,591.68

9/1/20
12:12:34 PM

Town of Jerome

Balance Sheet

As of 8/31/2020

Fund: (7) GF Contingencies

Assets

Other Assets

Due From Other Funds	\$89,351.93	
Total Other Assets		\$89,351.93
Total Assets		\$89,351.93

Liabilities and Net Assets

Current Liabilities

Due To Other Funds	\$9,590.30	
Total Current Liabilities		\$9,590.30
Total Liabilities		\$9,590.30

Net Assets

Unrestricted Fund Balance	\$120,310.72	
Current Year Net Assets	(40,549.09)	
Total Net Assets		79,761.63
Total Liabilities and Net Assets		\$89,351.93

9/1/20
12:13:06 PM

Town of Jerome
Balance Sheet
As of 8/31/2020

Fund: (9) Capital

Assets

Current Assets

OAZ Capital Improvements	\$50,697.32	
Total Current Assets		\$50,697.32

Other Assets

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

Total Assets		\$82,821.76
---------------------	--	--------------------

Net Assets

Unrestricted Fund Balance	\$67,643.86	
Current Year Net Assets	15,177.90	
Total Net Assets		82,821.76
Total Liabilities and Net Assets		\$82,821.76

Town of Jerome

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

Ledger as of : 8/1/2020 to 8/31/2020

Invoice Number	Inv.Date	Post.Date	Due.Date		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
Description			Account								
VENDOR: 1002 - XEROX FINANCIAL SERVICES											\$0.00
81220MA16	08/12/20	08/12/20	09/11/20								
020-0098114-001, Inv 2206725 Lease			1.11.6191 - Copier & Equip Lease Expense		\$321.03	\$0.00	\$321.03	08/12/20	11193	ASCUCK	\$0.00
INVOICE 81220MA16 TOTALS:					\$321.03	\$0.00	\$321.03				\$0.00
XEROX FINANCIAL SERVICES TOTALS:					\$321.03	\$0.00	\$321.03				\$0.00
VENDOR: 1011 - SOUTHWESTERN ENVIRON (SEC)											\$0.00
82620MA4	08/26/20	08/26/20	09/25/20								
Inv 2020-207 Data review, record up			6.70.6140 - Engineering Exp - Cap Grants		\$16,133.25	\$0.00	\$16,133.25	08/26/20	11230	ASCUCK	\$0.00
INVOICE 82620MA4 TOTALS:					\$16,133.25	\$0.00	\$16,133.25				\$0.00
82620MA5	08/26/20	08/26/20	09/25/20								
Inv 2020-206 Mapping , Plan Updates			3.30.6140 - Engineering Fees		\$2,991.25	\$0.00	\$2,991.25	08/26/20	11230	ASCUCK	\$0.00
INVOICE 82620MA5 TOTALS:					\$2,991.25	\$0.00	\$2,991.25				\$0.00
SOUTHWESTERN ENVIRON (SEC) TOTALS:					\$19,124.50	\$0.00	\$19,124.50				\$0.00
VENDOR: 1028 - YAVAPAI CO. EDUCATION TECH											\$0.00
8520MA23	08/05/20	08/05/20	09/04/20								
Inv 20-530 E-Rate LB			1.15.6266 - E-Rate Exp		\$40.07	\$0.00	\$40.07	08/05/20	11163	ASCUCK	\$0.00
Inv 20-552 Internet AccessGG			1.11.6192 - Software Support Exp - GG		\$120.00	\$0.00	\$120.00	08/05/20	11163	ASCUCK	\$0.00
Inv 20-552 Internet Access Parks			1.17.6192 - Software Service & Support		\$12.50	\$0.00	\$12.50	08/05/20	11163	ASCUCK	\$0.00
Inv 20-552 Internet Access Prop			1.18.6192 - Software Service & Support		\$12.50	\$0.00	\$12.50	08/05/20	11163	ASCUCK	\$0.00
Inv 20-552 Internet Access Water			2.50.6192 - Software Support Exp - Water		\$12.50	\$0.00	\$12.50	08/05/20	11163	ASCUCK	\$0.00
Inv 20-552 Internet Access Sewer			2.51.6192 - Software Support Exp - Sewer		\$12.50	\$0.00	\$12.50	08/05/20	11163	ASCUCK	\$0.00
Inv 20-552 Internet Access Trash			2.52.6192 - Software Support Exp - Trash		\$12.50	\$0.00	\$12.50	08/05/20	11163	ASCUCK	\$0.00
Inv 20-552 Internet Access HURF			3.30.6192 - Software Service & Support		\$12.50	\$0.00	\$12.50	08/05/20	11163	ASCUCK	\$0.00
Inv 20-552 Internet Access FD			1.14.6192 - Software Service & Support		\$75.00	\$0.00	\$75.00	08/05/20	11163	ASCUCK	\$0.00
Inv 20-552 Internet Access PD			1.13.6192 - Software Service & Support		\$150.00	\$0.00	\$150.00	08/05/20	11163	ASCUCK	\$0.00
INVOICE 8520MA23 TOTALS:					\$460.07	\$0.00	\$460.07				\$0.00
YAVAPAI CO. EDUCATION TECH TOTALS:					\$460.07	\$0.00	\$460.07				\$0.00
VENDOR: 1033 - BROWN & BROWN LAW OFFICES											\$0.00
81220MA14	08/12/20	08/12/20	09/11/20								
Inv JEROME-2667 Legal, Water			2.50.6170 - Legal Exp - Water		\$175.00	\$0.00	\$175.00	08/12/20	11194	ASCUCK	\$0.00
INVOICE 81220MA14 TOTALS:					\$175.00	\$0.00	\$175.00				\$0.00
BROWN & BROWN LAW OFFICES TOTALS:					\$175.00	\$0.00	\$175.00				\$0.00
VENDOR: 1035 - GFOA(GOV.FINANCE OFFICERS ASSO											\$0.00
82020MA9	08/19/20	08/19/20	09/18/20								
Inv 2974636 Government Budgeting Cl			1.11.6116 - Training & Education		\$245.00	\$0.00	\$245.00	08/20/20	11213	ASCUCK	\$0.00
Inv 2974623 Government Accounting C			1.11.6116 - Training & Education		\$249.00	\$0.00	\$249.00	08/20/20	11213	ASCUCK	\$0.00

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

Ledger as of : 8/1/2020 to 8/31/2020

Invoice Number	Inv.Date	Post.Date	Due.Date		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
Description		Account									
INVOICE 82020MA9 TOTALS:					\$494.00	\$0.00	\$494.00				\$0.00
GFOA(GOV.FINANCE OFFICERS ASSO TOTALS:					\$494.00	\$0.00	\$494.00				\$0.00
VENDOR: 1036 - AZ DEPT OF FORESTRY & FIRE MGT											\$0.00
82620MA6	08/26/20	08/26/20	09/25/20								
Inv GSA 21-007 Mop up tip, Pants		7.25.6276 - Wildlands Exp - Contingency			\$137.52	\$0.00	\$137.52	08/26/20	11231	ASCUCK	\$0.00
INVOICE 82620MA6 TOTALS:					\$137.52	\$0.00	\$137.52				\$0.00
82620MA7	08/26/20	08/26/20	09/25/20								
Inv GSA 21-008 Adapters and Spanner		7.25.6276 - Wildlands Exp - Contingency			\$28.91	\$0.00	\$28.91	08/26/20	11231	ASCUCK	\$0.00
INVOICE 82620MA7 TOTALS:					\$28.91	\$0.00	\$28.91				\$0.00
AZ DEPT OF FORESTRY & FIRE MGT TOTALS:					\$166.43	\$0.00	\$166.43				\$0.00
VENDOR: 1054 - PARKEON											\$0.00
8520MA16	08/05/20	08/05/20	09/04/20								
S0131335, Inv IV117568 Parkfolio		3.35.6192 - Software Service and Support			\$312.00	\$0.00	\$312.00	08/05/20	11164	ASCUCK	\$0.00
S0131335, Inv IV117568 Validation C		3.35.6192 - Software Service and Support			\$63.69	\$0.00	\$63.69	08/05/20	11164	ASCUCK	\$0.00
S0131335, Inv IV117411 Flowbird		3.35.6192 - Software Service and Support			\$21.70	\$0.00	\$21.70	08/05/20	11164	ASCUCK	\$0.00
INVOICE 8520MA16 TOTALS:					\$397.39	\$0.00	\$397.39				\$0.00
82620MA11	08/26/20	08/26/20	09/25/20								
S0131335, Inv IV117944 Flowbird Fee		3.35.6192 - Software Service and Support			\$28.29	\$0.00	\$28.29	08/26/20	11232	ASCUCK	\$0.00
INVOICE 82620MA11 TOTALS:					\$28.29	\$0.00	\$28.29				\$0.00
PARKEON TOTALS:					\$425.68	\$0.00	\$425.68				\$0.00
VENDOR: 1058 - SKYHOOK RESCUE SYSTEMS, INC.											\$0.00
81220MA9	08/12/20	08/12/20	09/11/20								
Inv 1986 SS Drive Bit		1.14.6195 - Operating Supplies - Fire Dept			\$109.95	\$0.00	\$109.95	08/12/20	11195	ASCUCK	\$0.00
INVOICE 81220MA9 TOTALS:					\$109.95	\$0.00	\$109.95				\$0.00
SKYHOOK RESCUE SYSTEMS, INC. TOTALS:					\$109.95	\$0.00	\$109.95				\$0.00
VENDOR: 1060 - JOHN KNIGHT											\$0.00
82020MA17	08/20/20	08/20/20	09/19/20								
Reimburse lumber community garden		1.18.6230 - Rep and Maint - Infrastructure			\$720.30	\$0.00	\$720.30	08/20/20	11214	ASCUCK	\$0.00
INVOICE 82020MA17 TOTALS:					\$720.30	\$0.00	\$720.30				\$0.00
82620MA8	08/26/20	08/26/20	09/25/20								
Reimbursement wood for raised plant		6.70.6230 - R&M Infrastructure Exp - Cap G			\$419.67	\$0.00	\$419.67	08/26/20	11233	ASCUCK	\$0.00
INVOICE 82620MA8 TOTALS:					\$419.67	\$0.00	\$419.67				\$0.00
JOHN KNIGHT TOTALS:					\$1,139.97	\$0.00	\$1,139.97				\$0.00

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

Ledger as of : 8/1/2020 to 8/31/2020

Invoice Number	Inv.Date	Post.Date	Due.Date		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
Description		Account									
VENDOR: 1070 - BACKBOARDS BOOMERANG											\$0.00
81220MA11	08/12/20	08/12/20	09/11/20								
Inv 351 EMS Equipment Return Servic		1.14.6181 - Medical Supplies Exp		\$50.00	\$0.00	\$50.00	08/12/20	11196	ASCUCK	\$0.00	
INVOICE 81220MA11 TOTALS:				\$50.00	\$0.00	\$50.00				\$0.00	
BACKBOARDS BOOMERANG TOTALS:				\$50.00	\$0.00	\$50.00				\$0.00	
VENDOR: 1075 - MARK SACHARA											\$0.00
82020MA5	08/19/20	08/19/20	09/18/20								
Reimbursement For Lodging Goldfield		7.25.6276 - Wildlands Exp - Contingency		\$335.61	\$0.00	\$335.61	08/20/20	11215	ASCUCK	\$0.00	
INVOICE 82020MA5 TOTALS:				\$335.61	\$0.00	\$335.61				\$0.00	
MARK SACHARA TOTALS:				\$335.61	\$0.00	\$335.61				\$0.00	
VENDOR: 1079 - O'REILLY AUTOMOTIVE, INC.											\$0.00
8520MA7	08/05/20	08/05/20	09/04/20								
2848366, Trans 3492387402 Fuel Pump		1.18.6220 - Rep and Maint - Vehicles		\$183.79	\$0.00	\$183.79	08/05/20	11165	ASCUCK	\$0.00	
INVOICE 8520MA7 TOTALS:				\$183.79	\$0.00	\$183.79				\$0.00	
O'REILLY AUTOMOTIVE, INC. TOTALS:				\$183.79	\$0.00	\$183.79				\$0.00	
VENDOR: 1080 - NICE JONS, INC.											\$0.00
52020MA6	08/19/20	08/19/20	09/18/20								
Inv 33184 Portable Toilets and Sink		1.11.6160 - COVID Expenses		\$917.40	\$0.00	\$917.40	08/20/20	11216	ASCUCK	\$0.00	
INVOICE 52020MA6 TOTALS:				\$917.40	\$0.00	\$917.40				\$0.00	
NICE JONS, INC. TOTALS:				\$917.40	\$0.00	\$917.40				\$0.00	
VENDOR: 109 - AFLAC											\$0.00
82020MA10	08/19/20	08/19/20	08/19/20								
Acct # DN513, Inv. 975368 August 20		1.10.2405 - AFLAC		\$143.52	\$0.00	\$143.52	08/20/20	11217	ASCUCK	\$0.00	
INVOICE 82020MA10 TOTALS:				\$143.52	\$0.00	\$143.52				\$0.00	
AFLAC TOTALS:				\$143.52	\$0.00	\$143.52				\$0.00	
VENDOR: 113 - ALL-MED EQUIPMENT & SERVICES											\$0.00
81220MA8	08/12/20	08/12/20	08/12/20								
Inv 611966 Monthly Tank Rental Fee		1.14.6181 - Medical Supplies Exp		\$119.04	\$0.00	\$119.04	08/12/20	11197	ASCUCK	\$0.00	
INVOICE 81220MA8 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
8520MA14	08/05/20	08/05/20	08/20/20								
9438060 Hull St Roof		1.18.6285 - Utilities		\$15.21	\$0.00	\$15.21	08/05/20	11166	ASCUCK	\$0.00	

*V - Denotes Voided Check Entries

Town of Jerome

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

Ledger as of : 8/1/2020 to 8/31/2020

Invoice Number	Inv.Date	Post.Date	Due.Date		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
Description		Account									
INVOICE 8520MA14 TOTALS:					\$15.21	\$0.00	\$15.21				\$0.00
82620MA15	08/26/20	08/26/20	09/10/20								
149044 Street Lights		3.30.6255 - Street Lights			\$940.70	\$0.00	\$940.70	08/26/20	11234	ASCUCK	\$0.00
INVOICE 82620MA15 TOTALS:					\$940.70	\$0.00	\$940.70				\$0.00
APS TOTALS:					\$955.91	\$0.00	\$955.91				\$0.00
VENDOR: 120 - ARROW EXPRESS											\$0.00
82020MA11	08/19/20	08/19/20	09/18/20								
Inv 131967 Sewer sample shipping		2.51.6240 - Service Tests/System Testing			\$45.00	\$0.00	\$45.00	08/20/20	11218	ASCUCK	\$0.00
INVOICE 82020MA11 TOTALS:					\$45.00	\$0.00	\$45.00				\$0.00
ARROW EXPRESS TOTALS:					\$45.00	\$0.00	\$45.00				\$0.00
VENDOR: 168 - CENTURY LINK											\$0.00
82620MA14	08/26/20	08/26/20	09/10/20								
928 634 2245 PD		1.13.6265 - Telephone			\$33.83	\$0.00	\$33.83	08/26/20	11235	ASCUCK	\$0.00
928 634 7943 GG		1.11.6265 - Telephone			\$161.21	\$0.00	\$161.21	08/26/20	11235	ASCUCK	\$0.00
928 634 8992 PD		1.13.6265 - Telephone			\$171.14	\$0.00	\$171.14	08/26/20	11235	ASCUCK	\$0.00
928 639 0574 LB		1.15.6265 - Telephone			\$82.42	\$0.00	\$82.42	08/26/20	11235	ASCUCK	\$0.00
928 649 2776 PD		1.13.6265 - Telephone			\$39.67	\$0.00	\$39.67	08/26/20	11235	ASCUCK	\$0.00
928 649 3034 FD		1.14.6265 - Telephone			\$123.97	\$0.00	\$123.97	08/26/20	11235	ASCUCK	\$0.00
928 649 3250 CT		1.12.6265 - Telephone			\$69.67	\$0.00	\$69.67	08/26/20	11235	ASCUCK	\$0.00
INVOICE 82620MA14 TOTALS:					\$681.91	\$0.00	\$681.91				\$0.00
CENTURY LINK TOTALS:					\$681.91	\$0.00	\$681.91				\$0.00
VENDOR: 184 - CRIMESTAR CORPORATION											\$0.00
8520MA17	08/05/20	08/05/20	08/05/20								
Inv10097 RMS Annual Support		1.13.6192 - Software Service & Support			\$300.00	\$0.00	\$300.00	08/05/20	11167	ASCUCK	\$0.00
Inv10097 Laptop Annual Support		1.13.6192 - Software Service & Support			\$600.00	\$0.00	\$600.00	08/05/20	11167	ASCUCK	\$0.00
Inv10097 Web Interface Annual Supp		1.13.6192 - Software Service & Support			\$300.00	\$0.00	\$300.00	08/05/20	11167	ASCUCK	\$0.00
INVOICE 8520MA17 TOTALS:					\$1,200.00	\$0.00	\$1,200.00				\$0.00
CRIMESTAR CORPORATION TOTALS:					\$1,200.00	\$0.00	\$1,200.00				\$0.00
VENDOR: 190 - HUGHES SUPPLY											\$0.00
8520MA8	08/05/20	08/05/20	08/15/20								
Acct 151128 Inv S159234097 Backflow		2.51.6230 - Rep and Maint - Infrastructure			\$89.51	\$0.00	\$89.51	08/05/20	11168	ASCUCK	\$0.00
Acct 151128 Inv S159240894 Backflow		2.51.6230 - Rep and Maint - Infrastructure			(\$48.06)	\$0.00	(\$48.06)	08/05/20	11168	ASCUCK	\$0.00
INVOICE 8520MA8 TOTALS:					\$41.45	\$0.00	\$41.45				\$0.00
82020MA16	08/20/20	08/20/20	08/30/20								
Acct151128 Order#S159240985 meter b		2.50.6225 - Rep and Maint - Equipment			\$122.28	\$0.00	\$122.28	08/20/20	11219	ASCUCK	\$0.00
INVOICE 82020MA16 TOTALS:					\$122.28	\$0.00	\$122.28				\$0.00

*V - Denotes Voided Check Entries

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

Ledger as of : 8/1/2020 to 8/31/2020

Invoice Number	Inv.Date	Post.Date	Due.Date		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
Description		Account									
HUGHES SUPPLY TOTALS:					\$163.73	\$0.00	\$163.73				\$0.00
VENDOR: 202 - PSP RETIREMENT SYSTEM											\$0.00
8520MA11	08/05/20	08/05/20	08/05/20								
Police Cancer Insurance FY21 Inv 21		1.11.6155 - Insurance			\$200.00	\$0.00	\$200.00	08/05/20	11169	ASCUCK	\$0.00
INVOICE 8520MA11 TOTALS:					\$200.00	\$0.00	\$200.00				\$0.00
PSP RETIREMENT SYSTEM TOTALS:					\$200.00	\$0.00	\$200.00				\$0.00
VENDOR: 203 - SMART DOCUMENT SOLUTIONS											\$0.00
82020MA7	08/19/20	08/19/20	08/19/20								
C10253, CT1221-01, Inv 13445 Copier		1.11.6191 - Copier & Equip Lease Expense			\$380.82	\$0.00	\$380.82	08/20/20	11220	ASCUCK	\$0.00
INVOICE 82020MA7 TOTALS:					\$380.82	\$0.00	\$380.82				\$0.00
SMART DOCUMENT SOLUTIONS TOTALS:					\$380.82	\$0.00	\$380.82				\$0.00
VENDOR: 204 - SEDONA RECYCLES, INC											\$0.00
81220MA13	08/12/20	08/12/20	08/12/20								
Recycling Services, Inv JEROME 820		2.52.6111 - Recycling Contract Exp			\$120.00	\$0.00	\$120.00	08/12/20	11198	ASCUCK	\$0.00
INVOICE 81220MA13 TOTALS:					\$120.00	\$0.00	\$120.00				\$0.00
SEDONA RECYCLES, INC TOTALS:					\$120.00	\$0.00	\$120.00				\$0.00
VENDOR: 218 - VERIZON WIRELESS											\$0.00
8520MA12	08/05/20	08/05/20	08/30/20								
870476021 928 300 5987 Barry		1.16.6265 - Telephone			\$51.63	\$0.00	\$51.63	08/05/20	11171	ASCUCK	\$0.00
870476021 928 300 8701 Rusty B		1.14.6265 - Telephone			\$62.65	\$0.00	\$62.65	08/05/20	11171	ASCUCK	\$0.00
870476021 928 821 0133 Shuttle Driv		1.11.6265 - Telephone			\$36.04	\$0.00	\$36.04	08/05/20	11171	ASCUCK	\$0.00
870476021 928 963 4958 Rusty B		1.14.6265 - Telephone			\$53.16	\$0.00	\$53.16	08/05/20	11171	ASCUCK	\$0.00
870476021 Access Charges GG		1.11.6265 - Telephone			\$16.10	\$0.00	\$16.10	08/05/20	11171	ASCUCK	\$0.00
870476021 Access Charges FD		1.14.6265 - Telephone			\$32.20	\$0.00	\$32.20	08/05/20	11171	ASCUCK	\$0.00
870476021 Access Charges PZ		1.16.6265 - Telephone			\$16.10	\$0.00	\$16.10	08/05/20	11171	ASCUCK	\$0.00
INVOICE 8520MA12 TOTALS:					\$267.88	\$0.00	\$267.88				\$0.00
8520MA13	08/05/20	08/05/20	08/30/20								
870476021 928 451 2174 Kiosk Phone		3.35.6265 - Telephone			\$30.08	\$0.00	\$30.08	08/05/20	11170	ASCUCK	\$0.00
870476021 928 451 2402 Kiosk Phone		3.35.6265 - Telephone			\$30.08	\$0.00	\$30.08	08/05/20	11170	ASCUCK	\$0.00
870476021 928 451 2436 Kiosk Phone		3.35.6265 - Telephone			\$30.08	\$0.00	\$30.08	08/05/20	11170	ASCUCK	\$0.00
870476021 928 821 0736 Kiosk Phone		3.35.6265 - Telephone			\$30.08	\$0.00	\$30.08	08/05/20	11170	ASCUCK	\$0.00
INVOICE 8520MA13 TOTALS:					\$120.32	\$0.00	\$120.32				\$0.00
VERIZON WIRELESS TOTALS:					\$388.20	\$0.00	\$388.20				\$0.00
VENDOR: 224 - LEGEND											\$0.00
8520MA19	08/05/20	08/05/20	09/04/20								

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

Ledger as of : 8/1/2020 to 8/31/2020

Invoice Number	Inv.Date	Post.Date	Due.Date							
Description		Account		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
Acct 00-0001475, Inv. 2011633 Water		2.50.6240 - Service Tests/System Testing		\$15.00	\$0.00	\$15.00	08/05/20	11172	ASCUCK	\$0.00
Acct 00-0001475, Inv. 2011633 Sewer		2.51.6240 - Service Tests/System Testing		\$1,080.80	\$0.00	\$1,080.80	08/05/20	11172	ASCUCK	\$0.00
INVOICE 8520MA19 TOTALS:				\$1,095.80	\$0.00	\$1,095.80				\$0.00
81220MA7	08/12/20	08/12/20	09/11/20							
Acct 00-0001475, Inv. 2011869		2.51.6240 - Service Tests/System Testing		\$75.00	\$0.00	\$75.00	08/12/20	11199	ASCUCK	\$0.00
INVOICE 81220MA7 TOTALS:				\$75.00	\$0.00	\$75.00				\$0.00
82020MA13	08/19/20	08/19/20	09/18/20							
Acct 00-0001475, Inv. 2012333		2.51.6240 - Service Tests/System Testing		\$10.40	\$0.00	\$10.40	08/20/20	11221	ASCUCK	\$0.00
INVOICE 82020MA13 TOTALS:				\$10.40	\$0.00	\$10.40				\$0.00
82620MA16	08/26/20	08/26/20	09/25/20							
Acct 00-0001475, Inv. 2012583 Water		2.50.6240 - Service Tests/System Testing		\$303.00	\$0.00	\$303.00	08/26/20	11236	ASCUCK	\$0.00
Acct 00-0001475, Inv. 2012583 Sewer		2.51.6240 - Service Tests/System Testing		\$271.40	\$0.00	\$271.40	08/26/20	11236	ASCUCK	\$0.00
INVOICE 82620MA16 TOTALS:				\$574.40	\$0.00	\$574.40				\$0.00
LEGEND TOTALS:				\$1,755.60	\$0.00	\$1,755.60				\$0.00

VENDOR: 237 - UNISOURCE ENERGY SERVICES

\$0.00

82020MA15	08/19/20	08/19/20	09/08/20							
6937260 Police Department		1.18.6285 - Utilities		\$21.78	\$0.00	\$21.78	08/20/20	11222	ASCUCK	\$0.00
7505930 Civic Center		1.18.6285 - Utilities		\$27.92	\$0.00	\$27.92	08/20/20	11222	ASCUCK	\$0.00
0559820 Fire Department		1.18.6285 - Utilities		\$31.17	\$0.00	\$31.17	08/20/20	11222	ASCUCK	\$0.00
4353340 Town Yard		1.18.6285 - Utilities		\$21.35	\$0.00	\$21.35	08/20/20	11222	ASCUCK	\$0.00
2353340 Co-Op		1.18.6285 - Utilities		\$21.78	\$0.00	\$21.78	08/20/20	11222	ASCUCK	\$0.00
INVOICE 82020MA15 TOTALS:				\$124.00	\$0.00	\$124.00				\$0.00
UNISOURCE ENERGY SERVICES TOTALS:				\$124.00	\$0.00	\$124.00				\$0.00

VENDOR: 238 - VERDE VALLEY HARDWARE

\$0.00

8520MA25	08/05/20	08/05/20	08/20/20							
2860 Inv 19850 Supplies, Water		2.50.6185 - Miscellaneous		\$24.11	\$0.00	\$24.11	08/05/20	11173	ASCUCK	\$0.00
2860 Invs 19864, 19918 Cleaning Sup		1.14.6250 - Small Tools and Equipment		\$92.76	\$0.00	\$92.76	08/05/20	11173	ASCUCK	\$0.00
2860 Inv 19904 Battery, LED Bulbs,		1.18.6185 - Miscellaneous		\$22.82	\$0.00	\$22.82	08/05/20	11173	ASCUCK	\$0.00
2860 Inv 20104 PVC, wheels Prop		1.18.6230 - Rep and Maint - Infrastructure		\$69.57	\$0.00	\$69.57	08/05/20	11173	ASCUCK	\$0.00
2860 Inv 20280 Couplers, Wheels Pro		1.18.6185 - Miscellaneous		\$26.29	\$0.00	\$26.29	08/05/20	11173	ASCUCK	\$0.00
2860 Inv 20301 wheels, fastners Wat		2.50.6230 - Rep and Maint - Infrastructure		\$59.29	\$0.00	\$59.29	08/05/20	11173	ASCUCK	\$0.00
2860 Inv 20391 putty knife, 20" bar		1.18.6215 - R&M Building - Properties		\$80.83	\$0.00	\$80.83	08/05/20	11173	ASCUCK	\$0.00
2860 Inv 20457 Repair tools for lig		1.14.6250 - Small Tools and Equipment		\$118.13	\$0.00	\$118.13	08/05/20	11173	ASCUCK	\$0.00
2860 Inv 20503 compression coupler		2.50.6230 - Rep and Maint - Infrastructure		\$50.50	\$0.00	\$50.50	08/05/20	11173	ASCUCK	\$0.00
2860 Inv 20550 paint Water		2.50.6230 - Rep and Maint - Infrastructure		\$20.17	\$0.00	\$20.17	08/05/20	11173	ASCUCK	\$0.00
2860 Inv 20625 couplers, glue Sewer		2.51.6230 - Rep and Maint - Infrastructure		\$117.86	\$0.00	\$117.86	08/05/20	11173	ASCUCK	\$0.00
2860 Inv 20934 golves, valves Sewer		2.51.6230 - Rep and Maint - Infrastructure		\$67.83	\$0.00	\$67.83	08/05/20	11173	ASCUCK	\$0.00
INVOICE 8520MA25 TOTALS:				\$750.16	\$0.00	\$750.16				\$0.00
VERDE VALLEY HARDWARE TOTALS:				\$750.16	\$0.00	\$750.16				\$0.00

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

Ledger as of : 8/1/2020 to 8/31/2020

Invoice Number	Inv.Date	Post.Date	Due.Date							
Description		Account		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
VENDOR: 249 - POSTMASTER										\$0.00
82020MA4	08/19/20	08/19/20	08/19/20							
Postage for Sept/Oct 2020 Newslette		1.11.6200 - Postage		\$57.87	\$0.00	\$57.87	08/20/20	11223	ASCUCK	\$0.00
INVOICE 82020MA4 TOTALS:				\$57.87	\$0.00	\$57.87				\$0.00
POSTMASTER TOTALS:				\$57.87	\$0.00	\$57.87				\$0.00
VENDOR: 252 - NAPA AUTO PARTS										\$0.00
8520MA9	08/05/20	08/05/20	08/25/20							
31380 Inv 216810 Brake Shoe Return		2.50.6220 - Rep and Maint - Vehicles		(\$74.37)	\$0.00	(\$74.37)	08/05/20	11175	ASCUCK	\$0.00
31380 Inv 216787 Brake Shoe, Towels		2.50.6220 - Rep and Maint - Vehicles		\$131.81	\$0.00	\$131.81	08/05/20	11175	ASCUCK	\$0.00
31380 Inv 217998, 218011, 218093 Pa		1.17.6220 - Rep and Maint - Vehicles		\$79.60	\$0.00	\$79.60	08/05/20	11175	ASCUCK	\$0.00
31380 Inv 218094, 218220, 220024 Pr		1.18.6220 - Rep and Maint - Vehicles		\$79.60	\$0.00	\$79.60	08/05/20	11175	ASCUCK	\$0.00
31380 Inv 224603 Water		2.50.6220 - Rep and Maint - Vehicles		\$79.60	\$0.00	\$79.60	08/05/20	11175	ASCUCK	\$0.00
31380 Sewer		2.51.6220 - Rep and Maint - Vehicles		\$79.60	\$0.00	\$79.60	08/05/20	11175	ASCUCK	\$0.00
31380 Trash		2.52.6220 - Rep and Maint - Vehicles		\$79.61	\$0.00	\$79.61	08/05/20	11175	ASCUCK	\$0.00
31380 HURF		2.50.6220 - Rep and Maint - Vehicles		\$79.60	\$0.00	\$79.60	08/05/20	11175	ASCUCK	\$0.00
31380 Inv 221583 Argon		1.18.6195 - Operating Supplies - Properties		\$64.51	\$0.00	\$64.51	08/05/20	11175	ASCUCK	\$0.00
31380 Inv 222377, 222425 FD		1.14.6220 - Rep and Maint - Vehicles		\$132.83	\$0.00	\$132.83	08/05/20	11175	ASCUCK	\$0.00
31380 Inv 223492 plugs, filter, sli		2.50.6220 - Rep and Maint - Vehicles		\$184.11	\$0.00	\$184.11	08/05/20	11175	ASCUCK	\$0.00
31380 Inv 223817 fuel injector conn		2.50.6220 - Rep and Maint - Vehicles		\$88.47	\$0.00	\$88.47	08/05/20	11175	ASCUCK	\$0.00
31380 Inv 224418 Elect connectors r		2.50.6220 - Rep and Maint - Vehicles		(\$17.02)	\$0.00	(\$17.02)	08/05/20	11175	ASCUCK	\$0.00
INVOICE 8520MA9 TOTALS:				\$987.95	\$0.00	\$987.95				\$0.00
8520MA9A	08/05/20	08/05/20	08/25/20							
31380 Inv 227484 Hydraulic oil		2.52.6220 - Rep and Maint - Vehicles		\$61.51	\$0.00	\$61.51	08/05/20	11174	ASCUCK	\$0.00
31380 Inv 227823 Oil filter, shop		1.17.6220 - Rep and Maint - Vehicles		\$36.76	\$0.00	\$36.76	08/05/20	11174	ASCUCK	\$0.00
31380 Inv 227823 Oil filter, shop		1.18.6220 - Rep and Maint - Vehicles		\$36.77	\$0.00	\$36.77	08/05/20	11174	ASCUCK	\$0.00
31380 Inv 227823 Oil filter, shop		2.50.6220 - Rep and Maint - Vehicles		\$36.77	\$0.00	\$36.77	08/05/20	11174	ASCUCK	\$0.00
31380 Inv 227823 Oil filter, shop		2.51.6220 - Rep and Maint - Vehicles		\$36.77	\$0.00	\$36.77	08/05/20	11174	ASCUCK	\$0.00
31380 Inv 227823 Oil filter, shop		2.52.6220 - Rep and Maint - Vehicles		\$36.77	\$0.00	\$36.77	08/05/20	11174	ASCUCK	\$0.00
31380 Inv 227823 Oil filter, shop		3.30.6220 - Rep and Maint - Vehicles		\$36.77	\$0.00	\$36.77	08/05/20	11174	ASCUCK	\$0.00
31380 Inv 227998 Battery		1.13.6220 - Rep and Maint - Vehicles		\$153.78	\$0.00	\$153.78	08/05/20	11174	ASCUCK	\$0.00
31380 Inv 227999 wiper blade		1.13.6220 - Rep and Maint - Vehicles		\$49.96	\$0.00	\$49.96	08/05/20	11174	ASCUCK	\$0.00
31380 Inv 228000, 228111 FD		7.25.6276 - Wildlands Exp - Contingency		\$84.54	\$0.00	\$84.54	08/05/20	11174	ASCUCK	\$0.00
31380 Inv 228996, 229353, 228814 PD		1.13.6220 - Rep and Maint - Vehicles		\$354.80	\$0.00	\$354.80	08/05/20	11174	ASCUCK	\$0.00
31380 Inv 228856 C-111 Rear Brakes		1.14.6220 - Rep and Maint - Vehicles		\$159.25	\$0.00	\$159.25	08/05/20	11174	ASCUCK	\$0.00
31380 Inv 229050 B-111 lighting		7.25.6276 - Wildlands Exp - Contingency		\$43.01	\$0.00	\$43.01	08/05/20	11174	ASCUCK	\$0.00
INVOICE 8520MA9A TOTALS:				\$1,127.46	\$0.00	\$1,127.46				\$0.00
CR-0000001	08/05/20	08/05/20	07/14/20							
31380, Inv 216810 Brake Shoe		2.50.6220 - Rep and Maint - Vehicles		\$74.37	\$0.00	\$74.37	08/05/20		ASCUCK	\$0.00
31380, Inv 216787 Brake Shoe		2.50.6220 - Rep and Maint - Vehicles		(\$131.81)	\$0.00	(\$131.81)	08/05/20		ASCUCK	\$0.00
31380, Inv 217998, 218011, 218093 P		1.17.6220 - Rep and Maint - Vehicles		(\$79.60)	\$0.00	(\$79.60)	08/05/20		ASCUCK	\$0.00
31380, Inv 218094, 218220, 220024 P		1.18.6220 - Rep and Maint - Vehicles		(\$79.60)	\$0.00	(\$79.60)	08/05/20		ASCUCK	\$0.00
31380, Inv 224603 Water		2.50.6220 - Rep and Maint - Vehicles		(\$79.60)	\$0.00	(\$79.60)	08/05/20		ASCUCK	\$0.00

Town of Jerome

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

Ledger as of : 8/1/2020 to 8/31/2020

Invoice Number	Inv.Date	Post.Date	Due.Date							
Description		Account		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
31380, Sewer		2.51.6220 - Rep and Maint - Vehicles		(\$79.60)	\$0.00	(\$79.60)	08/05/20		ASCUCK	\$0.00
31380, Trash		2.52.6220 - Rep and Maint - Vehicles		(\$79.61)	\$0.00	(\$79.61)	08/05/20		ASCUCK	\$0.00
31380, HURF		3.30.6220 - Rep and Maint - Vehicles		(\$79.60)	\$0.00	(\$79.60)	08/05/20		ASCUCK	\$0.00
31380, Inv 221583 Argon		1.18.6195 - Operating Supplies - Properties		(\$64.51)	\$0.00	(\$64.51)	08/05/20		ASCUCK	\$0.00
31380, Inv 222377, 222425 FD		1.14.6220 - Rep and Maint - Vehicles		(\$132.83)	\$0.00	(\$132.83)	08/05/20		ASCUCK	\$0.00
31380, Inv 223492 Water truck parts		2.50.6220 - Rep and Maint - Vehicles		(\$184.11)	\$0.00	(\$184.11)	08/05/20		ASCUCK	\$0.00
31380, Inv 223817 Fuel Injector Con		2.50.6220 - Rep and Maint - Vehicles		(\$88.47)	\$0.00	(\$88.47)	08/05/20		ASCUCK	\$0.00
31380, Inv 224418 Electrical Connec		2.50.6220 - Rep and Maint - Vehicles		\$17.02	\$0.00	\$17.02	08/05/20		ASCUCK	\$0.00
INVOICE CR-0000001 TOTALS:				(\$987.95)	\$0.00	(\$987.95)				\$0.00
NAPA AUTO PARTS TOTALS:				\$1,127.46	\$0.00	\$1,127.46				\$0.00
VENDOR: 254 - VERDE VALLEY NEWSPAPERS										\$0.00
8520MA2	08/05/20	08/05/20	08/15/20							
11366, Ref 958988 Public Works Ad 7		1.11.6105 - Advertising, Printing, & Publishin		\$37.30	\$0.00	\$37.30	08/05/20	11176	ASCUCK	\$0.00
11366, Ref 958988 Public Works Ad 7		1.11.6105 - Advertising, Printing, & Publishin		\$27.54	\$0.00	\$27.54	08/05/20	11176	ASCUCK	\$0.00
INVOICE 8520MA2 TOTALS:				\$64.84	\$0.00	\$64.84				\$0.00
VERDE VALLEY NEWSPAPERS TOTALS:				\$64.84	\$0.00	\$64.84				\$0.00
VENDOR: 255 - CITY OF COTTONWOOD										\$0.00
81220MA15	08/12/20	08/12/20	08/12/20							
Inv 3841 Dispatch Fees FD		1.14.6120 - Dispatch Fees		\$533.67	\$0.00	\$533.67	08/12/20	11200	ASCUCK	\$0.00
INVOICE 81220MA15 TOTALS:				\$533.67	\$0.00	\$533.67				\$0.00
CITY OF COTTONWOOD TOTALS:				\$533.67	\$0.00	\$533.67				\$0.00
VENDOR: 265 - CONTRACT WASTEWATER OPERATIONS										\$0.00
8520MA5	08/05/20	08/05/20	08/30/20							
Inv 1014679 Spring Maint July 2020		2.50.6110 - Contract Services		\$900.00	\$0.00	\$900.00	08/05/20	11177	ASCUCK	\$0.00
Inv 1014679 WWTP Maint July 2020		2.51.6110 - Contract Services		\$3,200.00	\$0.00	\$3,200.00	08/05/20	11177	ASCUCK	\$0.00
Inv 1014679 Fabricate/install door		2.50.6230 - Rep and Maint - Infrastructure		\$1,650.00	\$0.00	\$1,650.00	08/05/20	11177	ASCUCK	\$0.00
Inv 1014679 Misc hardware		2.50.6230 - Rep and Maint - Infrastructure		\$16.32	\$0.00	\$16.32	08/05/20	11177	ASCUCK	\$0.00
INVOICE 8520MA5 TOTALS:				\$5,766.32	\$0.00	\$5,766.32				\$0.00
CONTRACT WASTEWATER OPERATIONS TOTALS:				\$5,766.32	\$0.00	\$5,766.32				\$0.00
VENDOR: 270 - KATHLEEN JARVIS										\$0.00
81220MA2	08/12/20	08/12/20	08/19/20							
4 Folding Tables		1.15.6185 - Miscellaneous		\$174.52	\$0.00	\$174.52	08/12/20	11201	ASCUCK	\$0.00
INVOICE 81220MA2 TOTALS:				\$174.52	\$0.00	\$174.52				\$0.00
KATHLEEN JARVIS TOTALS:				\$174.52	\$0.00	\$174.52				\$0.00
VENDOR: 300 - REESE'S TIRE & AUTOTIRE PROS										\$0.00

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

Ledger as of : 8/1/2020 to 8/31/2020

Invoice Number	Inv.Date	Post.Date	Due.Date							
Description		Account		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
8520MA18	08/05/20	08/05/20	09/04/20							
Inv 59004 Tire & Mount Unit 28 Labo		1.13.6220 - Rep and Maint - Vehicles		\$84.00	\$0.00	\$84.00	08/05/20	11178	ASCUCK	\$0.00
Inv 59004 Tire & Mount Unit 28 Part		1.13.6220 - Rep and Maint - Vehicles		\$767.52	\$0.00	\$767.52	08/05/20	11178	ASCUCK	\$0.00
INVOICE 8520MA18 TOTALS:				\$851.52	\$0.00	\$851.52				\$0.00
81220MA10	08/12/20	08/12/20	09/11/20							
Inv 59813 Tires & Mount for C-111 L		1.14.6220 - Rep and Maint - Vehicles		\$84.00	\$0.00	\$84.00	08/12/20	11202	ASCUCK	\$0.00
Inv 59813 Tires & Mount for C-111 P		1.14.6220 - Rep and Maint - Vehicles		\$818.87	\$0.00	\$818.87	08/12/20	11202	ASCUCK	\$0.00
INVOICE 81220MA10 TOTALS:				\$902.87	\$0.00	\$902.87				\$0.00
82620MA1	08/26/20	08/26/20	09/25/20							
Inv 59492 Garbage Truck Tire Repair		2.52.6220 - Rep and Maint - Vehicles		\$64.97	\$0.00	\$64.97	08/26/20	11237	ASCUCK	\$0.00
Inv 59492 Garbage Truck Tire Repair		2.52.6220 - Rep and Maint - Vehicles		\$15.64	\$0.00	\$15.64	08/26/20	11237	ASCUCK	\$0.00
INVOICE 82620MA1 TOTALS:				\$80.61	\$0.00	\$80.61				\$0.00
REESE'S TIRE & AUTOTIRE PROS TOTALS:				\$1,835.00	\$0.00	\$1,835.00				\$0.00
VENDOR: 375 - PERSONNEL SAFETY ENTERPRISES										\$0.00
8520MA10	08/05/20	08/05/20	09/04/20							
Inv 102133 Sewer		2.51.6195 - Operating Supplies - Sewer		\$10.00	\$0.00	\$10.00	08/05/20	11179	ASCUCK	\$0.00
Inv 102133 Water		2.50.6195 - Operating Supplies - Water		\$10.00	\$0.00	\$10.00	08/05/20	11179	ASCUCK	\$0.00
Inv 102133 Prop		1.18.6195 - Operating Supplies - Properties		\$9.99	\$0.00	\$9.99	08/05/20	11179	ASCUCK	\$0.00
Inv 102133 Parks		1.17.6195 - Operating Supplies - Parks		\$9.99	\$0.00	\$9.99	08/05/20	11179	ASCUCK	\$0.00
Inv 102133 Trash		2.52.6195 - Operating Supplies - Trash		\$10.00	\$0.00	\$10.00	08/05/20	11179	ASCUCK	\$0.00
Inv 102133 HURF		3.30.6195 - Operating Supplies - HURF		\$10.00	\$0.00	\$10.00	08/05/20	11179	ASCUCK	\$0.00
INVOICE 8520MA10 TOTALS:				\$59.98	\$0.00	\$59.98				\$0.00
JUN3081220MA2	08/12/20	08/12/20	09/11/20							
Inv 101899 Sewer		2.51.6195 - Operating Supplies - Sewer		\$22.04	\$0.00	\$22.04	08/12/20	11203	ASCUCK	\$0.00
Inv 101899 Water		2.50.6195 - Operating Supplies - Water		\$22.04	\$0.00	\$22.04	08/12/20	11203	ASCUCK	\$0.00
Inv 101899 Prop		1.18.6195 - Operating Supplies - Properties		\$22.02	\$0.00	\$22.02	08/12/20	11203	ASCUCK	\$0.00
Inv 101899 Parks		1.17.6195 - Operating Supplies - Parks		\$22.02	\$0.00	\$22.02	08/12/20	11203	ASCUCK	\$0.00
Inv 101899 Trash		2.52.6195 - Operating Supplies - Trash		\$22.04	\$0.00	\$22.04	08/12/20	11203	ASCUCK	\$0.00
Inv 101899 HURF		3.30.6195 - Operating Supplies - HURF		\$22.04	\$0.00	\$22.04	08/12/20	11203	ASCUCK	\$0.00
INVOICE JUN3081220MA2 TOTALS:				\$132.20	\$0.00	\$132.20				\$0.00
JUN3081220MA3	08/12/20	08/12/20	09/11/20							
Inv 101958 Sewer		2.51.6195 - Operating Supplies - Sewer		\$11.78	\$0.00	\$11.78	08/12/20	11203	ASCUCK	\$0.00
Inv 101958 Water		2.50.6195 - Operating Supplies - Water		\$11.78	\$0.00	\$11.78	08/12/20	11203	ASCUCK	\$0.00
Inv 101958 Prop		1.18.6195 - Operating Supplies - Properties		\$11.78	\$0.00	\$11.78	08/12/20	11203	ASCUCK	\$0.00
Inv 101958 Parks		1.17.6195 - Operating Supplies - Parks		\$11.78	\$0.00	\$11.78	08/12/20	11203	ASCUCK	\$0.00
Inv 101958 Trash		2.52.6195 - Operating Supplies - Trash		\$11.78	\$0.00	\$11.78	08/12/20	11203	ASCUCK	\$0.00
Inv 101958 HURF		3.30.6195 - Operating Supplies - HURF		\$11.79	\$0.00	\$11.79	08/12/20	11203	ASCUCK	\$0.00
INVOICE JUN3081220MA3 TOTALS:				\$70.69	\$0.00	\$70.69				\$0.00
PERSONNEL SAFETY ENTERPRISES TOTALS:				\$262.87	\$0.00	\$262.87				\$0.00

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

Ledger as of : 8/1/2020 to 8/31/2020

Invoice Number	Inv.Date	Post.Date	Due.Date		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
Description		Account									
VENDOR: 381 - EXTRICATION CONCEPTS, LLC											\$0.00
JUN3081220MA1	08/12/20	08/12/20	09/11/20								
Inv ECI-3326 FEMA Extrication Grant		5.40.6238 - Fire Dept Exp - Opr Grants			\$287.29	\$0.00	\$287.29	08/12/20	11204	ASCUCK	\$0.00
INVOICE JUN3081220MA1 TOTALS:					\$287.29	\$0.00	\$287.29				\$0.00
EXTRICATION CONCEPTS, LLC TOTALS:					\$287.29	\$0.00	\$287.29				\$0.00
VENDOR: 384 - USA BLUE BOOK											\$0.00
8520MA4	08/05/20	08/05/20	09/04/20								
959133, Inv 306052 WWTP supplies		2.51.6195 - Operating Supplies - Sewer			\$122.46	\$0.00	\$122.46	08/05/20	11180	ASCUCK	\$0.00
INVOICE 8520MA4 TOTALS:					\$122.46	\$0.00	\$122.46				\$0.00
USA BLUE BOOK TOTALS:					\$122.46	\$0.00	\$122.46				\$0.00
VENDOR: 450 - #1 FOOD STORE											\$0.00
81220MA1	08/12/20	08/12/20	08/12/20								
Fuel FD		1.14.6145 - Fuel			\$335.80	\$0.00	\$335.80	08/12/20	11205	ASCUCK	\$0.00
INVOICE 81220MA1 TOTALS:					\$335.80	\$0.00	\$335.80				\$0.00
#1 FOOD STORE TOTALS:					\$335.80	\$0.00	\$335.80				\$0.00
VENDOR: 502 - DANA KEPNER CO											\$0.00
81220MA12	08/12/20	08/12/20	09/11/20								
5124, Inv 9021062 Couplings and Val		2.50.6230 - Rep and Maint - Infrastructure			\$458.55	\$0.00	\$458.55	08/12/20	11206	ASCUCK	\$0.00
INVOICE 81220MA12 TOTALS:					\$458.55	\$0.00	\$458.55				\$0.00
82620MA3	08/26/20	08/26/20	09/25/20								
5124, Inv 9021343 Adapters and Pex		2.50.6230 - Rep and Maint - Infrastructure			\$101.92	\$0.00	\$101.92	08/26/20	11238	ASCUCK	\$0.00
INVOICE 82620MA3 TOTALS:					\$101.92	\$0.00	\$101.92				\$0.00
DANA KEPNER CO TOTALS:					\$560.47	\$0.00	\$560.47				\$0.00
VENDOR: 513 - HANSON AGGREGATES LLC											\$0.00
82620MA2	08/26/20	08/26/20	09/25/20								
Inv 1124011 4.5 Ton Asphalt		3.30.6260 - Street Supplies			\$305.81	\$0.00	\$305.81	08/26/20	11239	ASCUCK	\$0.00
INVOICE 82620MA2 TOTALS:					\$305.81	\$0.00	\$305.81				\$0.00
HANSON AGGREGATES LLC TOTALS:					\$305.81	\$0.00	\$305.81				\$0.00
VENDOR: 567 - YAVAPAI COUNTY ELECTIONS											\$0.00
82020MA1	08/19/20	08/19/20	09/18/20								
Charges Yavapai County Voter Regist		1.11.6130 - Election expenses			\$740.00	\$0.00	\$740.00	08/20/20	11224	ASCUCK	\$0.00
INVOICE 82020MA1 TOTALS:					\$740.00	\$0.00	\$740.00				\$0.00
YAVAPAI COUNTY ELECTIONS TOTALS:					\$740.00	\$0.00	\$740.00				\$0.00

Town of Jerome

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

Ledger as of : 8/1/2020 to 8/31/2020

Invoice Number	Inv.Date	Post.Date	Due.Date		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
Description		Account									
VENDOR: 663 - TOWN OF JEROME											\$0.00
81220MA3	08/12/20	08/12/20	08/12/20								
Monthly P&I Sewer BondTransfer		1.10.2999 - Suspense Account			\$1,450.00	\$0.00	\$1,450.00	08/12/20	11208	ASCUCK	\$0.00
INVOICE 81220MA3 TOTALS:					\$1,450.00	\$0.00	\$1,450.00				\$0.00
81220MA4	08/12/20	08/12/20	08/12/20								
Monthly R&E Sewer Bond Transfer		1.10.2999 - Suspense Account			\$455.00	\$0.00	\$455.00	08/12/20	11207	ASCUCK	\$0.00
INVOICE 81220MA4 TOTALS:					\$455.00	\$0.00	\$455.00				\$0.00
TOWN OF JEROME TOTALS:					\$1,905.00	\$0.00	\$1,905.00				\$0.00
VENDOR: 725 - DIESEL DIRECT WEST											\$0.00
8520MA1	08/05/20	08/05/20	08/20/20								
18583, Inv 83671711 Fuel, Water		2.50.6145 - Fuel			\$17.93	\$0.00	\$17.93	08/05/20	11181	ASCUCK	\$0.00
18583, Inv 83671711 Fuel, Sewer		2.51.6145 - Fuel			\$17.93	\$0.00	\$17.93	08/05/20	11181	ASCUCK	\$0.00
18583, Inv 83671711 Fuel, Trash		2.52.6145 - Fuel			\$143.48	\$0.00	\$143.48	08/05/20	11181	ASCUCK	\$0.00
INVOICE 8520MA1 TOTALS:					\$179.34	\$0.00	\$179.34				\$0.00
82620MA12	08/26/20	08/26/20	09/10/20								
18583, Inv 83702354 Fuel, Water		2.50.6145 - Fuel			\$15.55	\$0.00	\$15.55	08/26/20	11240	ASCUCK	\$0.00
18583, Inv 83702354 Fuel, Sewer		2.51.6145 - Fuel			\$15.55	\$0.00	\$15.55	08/26/20	11240	ASCUCK	\$0.00
18583, Inv 83702354 Fuel, Trash		2.52.6145 - Fuel			\$124.47	\$0.00	\$124.47	08/26/20	11240	ASCUCK	\$0.00
INVOICE 82620MA12 TOTALS:					\$155.57	\$0.00	\$155.57				\$0.00
DIESEL DIRECT WEST TOTALS:					\$334.91	\$0.00	\$334.91				\$0.00
VENDOR: 735 - FOUR-D LLC											\$0.00
81220MA18	08/12/20	08/12/20	09/11/20								
Inv 763 July 2020 Work Completed		1.11.6193 - Computer Hardware & Service			\$200.00	\$0.00	\$200.00	08/12/20	11212	ASCUCK	\$0.00
INVOICE 81220MA18 TOTALS:					\$200.00	\$0.00	\$200.00				\$0.00
FOUR-D LLC TOTALS:					\$200.00	\$0.00	\$200.00				\$0.00
VENDOR: 747 - TOWN OF JEROME PR											\$0.00
81220MA5	08/12/20	08/12/20	08/12/20								
Monthly Payroll Transfer		1.10.2999 - Suspense Account			\$90,000.00	\$0.00	\$90,000.00	08/12/20	11209	ASCUCK	\$0.00
INVOICE 81220MA5 TOTALS:					\$90,000.00	\$0.00	\$90,000.00				\$0.00
TOWN OF JEROME PR TOTALS:					\$90,000.00	\$0.00	\$90,000.00				\$0.00
VENDOR: 748 - SIMS MACKIN, LTD											\$0.00
82020MA14	08/19/20	08/19/20	09/18/20								
Inv 28876 Legal, Admin		1.11.6170 - Legal Exp - Gen Gov			\$877.50	\$0.00	\$877.50	08/20/20	11225	ASCUCK	\$0.00
Inv 28876 Legal, P&Z		1.16.6170 - Legal Exp - P&Z			\$97.50	\$0.00	\$97.50	08/20/20	11225	ASCUCK	\$0.00
INVOICE 82020MA14 TOTALS:					\$975.00	\$0.00	\$975.00				\$0.00

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

Ledger as of : 8/1/2020 to 8/31/2020

Invoice Number	Inv.Date	Post.Date	Due.Date		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
Description		Account									
SIMS MACKIN, LTD TOTALS:					\$975.00	\$0.00	\$975.00				\$0.00
VENDOR: 773 - AZ MUNICIPAL RISK RET POOL P&C											\$0.00
8520MA6	08/05/20	08/05/20	08/05/20								
40001406, 08032020 Dodge Pickup PD		1.11.6155 - Insurance			\$110.00	\$0.00	\$110.00	08/05/20	11182	ASCUCK	\$0.00
INVOICE 8520MA6 TOTALS:					\$110.00	\$0.00	\$110.00				\$0.00
AZ MUNICIPAL RISK RET POOL P&C TOTALS:					\$110.00	\$0.00	\$110.00				\$0.00
VENDOR: 793 - TOWN OF JEROME - UTILITIES											\$0.00
8520MA24	08/05/20	08/05/20	09/04/20								
7015-01 Fire Station		1.18.6285 - Utilities			\$137.56	\$0.00	\$137.56	08/05/20	11183	ASCUCK	\$0.00
7002-01 Town Hall		1.18.6285 - Utilities			\$216.90	\$0.00	\$216.90	08/05/20	11183	ASCUCK	\$0.00
7031-01 Library		1.18.6285 - Utilities			\$137.56	\$0.00	\$137.56	08/05/20	11183	ASCUCK	\$0.00
7054-01 Police Station		1.18.6285 - Utilities			\$177.32	\$0.00	\$177.32	08/05/20	11183	ASCUCK	\$0.00
7060-01 Town Yard		1.18.6285 - Utilities			\$137.56	\$0.00	\$137.56	08/05/20	11183	ASCUCK	\$0.00
INVOICE 8520MA24 TOTALS:					\$806.90	\$0.00	\$806.90				\$0.00
TOWN OF JEROME - UTILITIES TOTALS:					\$806.90	\$0.00	\$806.90				\$0.00
VENDOR: 801 - TD AMERITRADE											\$0.00
81220MA6	08/12/20	08/12/20	08/12/20								
Town Contribution Acct 929-976042		4.60.6235 - Retirement Exp FD P&R			\$12,000.00	\$0.00	\$12,000.00	08/12/20	11210	ASCUCK	\$0.00
State Contribution Acct 929-976042		4.60.6235 - Retirement Exp FD P&R			\$2,127.19	\$0.00	\$2,127.19	08/12/20	11210	ASCUCK	\$0.00
INVOICE 81220MA6 TOTALS:					\$14,127.19	\$0.00	\$14,127.19				\$0.00
TD AMERITRADE TOTALS:					\$14,127.19	\$0.00	\$14,127.19				\$0.00
VENDOR: 806 - PRESCOTT LAW GROUP, PLC											\$0.00
82020MA3	08/19/20	08/19/20	09/18/20								
2011-00019 Inv 3380 July 2020 Servi		1.13.6172 - Prosecutor Exp			\$1,655.50	\$0.00	\$1,655.50	08/20/20	11226	ASCUCK	\$0.00
INVOICE 82020MA3 TOTALS:					\$1,655.50	\$0.00	\$1,655.50				\$0.00
PRESCOTT LAW GROUP, PLC TOTALS:					\$1,655.50	\$0.00	\$1,655.50				\$0.00
VENDOR: 839 - DIGITAL-ALLY											\$0.00
8520MA15	08/05/20	08/05/20	09/04/20								
Inv 1113303 Battery Cover		1.13.6250 - Small Tools and Equipment			\$259.29	\$0.00	\$259.29	08/05/20	11184	ASCUCK	\$0.00
INVOICE 8520MA15 TOTALS:					\$259.29	\$0.00	\$259.29				\$0.00
DIGITAL-ALLY TOTALS:					\$259.29	\$0.00	\$259.29				\$0.00
VENDOR: 880 - CREATIVE FLEET MARKINGS, LLC											\$0.00
82020MA2	08/19/20	08/19/20	08/29/20								
Inv 5059 Markings for Units 21 and		1.13.6220 - Rep and Maint - Vehicles			\$355.00	\$0.00	\$355.00	08/20/20	11227	ASCUCK	\$0.00

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

Ledger as of : 8/1/2020 to 8/31/2020

Invoice Number	Inv.Date	Post.Date	Due.Date		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
Description		Account									
INVOICE 82020MA2 TOTALS:					\$355.00	\$0.00	\$355.00				\$0.00
CREATIVE FLEET MARKINGS, LLC TOTALS:					\$355.00	\$0.00	\$355.00				\$0.00
VENDOR: 891 - ALPHA OMEGA POWER SYSTEMS											\$0.00
8520MA21	08/05/20	08/05/20	09/04/20								
Inv 4312 Station Generator Repair L		1.18.6215 - R&M Building - Properties			\$270.00	\$0.00	\$270.00	08/05/20	11185	ASCUCK	\$0.00
Inv 4312 Station Generator Repair P		1.18.6215 - R&M Building - Properties			\$561.87	\$0.00	\$561.87	08/05/20	11185	ASCUCK	\$0.00
INVOICE 8520MA21 TOTALS:					\$831.87	\$0.00	\$831.87				\$0.00
ALPHA OMEGA POWER SYSTEMS TOTALS:					\$831.87	\$0.00	\$831.87				\$0.00
VENDOR: 912 - TRAFFICADE WORKZONE SHORING											\$0.00
8520MA22	08/05/20	08/05/20	09/04/20								
Inv 01501286 Message Board COVID		1.11.6160 - COVID Expenses			\$568.84	\$0.00	\$568.84	08/05/20	11186	ASCUCK	\$0.00
INVOICE 8520MA22 TOTALS:					\$568.84	\$0.00	\$568.84				\$0.00
82020MA12	08/19/20	08/19/20	09/18/20								
Inv 01503215 Message Board Rental C		1.11.6160 - COVID Expenses			\$1,354.38	\$0.00	\$1,354.38	08/20/20	11228	ASCUCK	\$0.00
INVOICE 82020MA12 TOTALS:					\$1,354.38	\$0.00	\$1,354.38				\$0.00
TRAFFICADE WORKZONE SHORING TOTALS:					\$1,923.22	\$0.00	\$1,923.22				\$0.00
VENDOR: 952 - KAIROS HEALTH ARIZONA, INC.											\$0.00
82620MA13	08/26/20	08/26/20	09/25/20								
Health Insurance - August 2020 Inv		1.10.2406 - Health Insurance			\$14,138.91	\$0.00	\$14,138.91	08/26/20	11241	ASCUCK	\$0.00
INVOICE 82620MA13 TOTALS:					\$14,138.91	\$0.00	\$14,138.91				\$0.00
KAIROS HEALTH ARIZONA, INC. TOTALS:					\$14,138.91	\$0.00	\$14,138.91				\$0.00
VENDOR: 968 - PATRIOT DISPOSAL, INC.											\$0.00
8520MA3	08/05/20	08/05/20	09/04/20								
0040, Inv 2816 Ticket 222750		2.52.6165 - Landfill Tipping Fees			\$388.80	\$0.00	\$388.80	08/05/20	11187	ASCUCK	\$0.00
0040, Inv 2816 Ticket 223154		2.52.6165 - Landfill Tipping Fees			\$348.80	\$0.00	\$348.80	08/05/20	11187	ASCUCK	\$0.00
0040, Inv 2816 Ticket 223590		2.52.6165 - Landfill Tipping Fees			\$366.00	\$0.00	\$366.00	08/05/20	11187	ASCUCK	\$0.00
0040, Inv 2816 Ticket 224086		2.52.6165 - Landfill Tipping Fees			\$436.00	\$0.00	\$436.00	08/05/20	11187	ASCUCK	\$0.00
INVOICE 8520MA3 TOTALS:					\$1,539.60	\$0.00	\$1,539.60				\$0.00
PATRIOT DISPOSAL, INC. TOTALS:					\$1,539.60	\$0.00	\$1,539.60				\$0.00
VENDOR: 986 - PRYOR LEARNING SOLUTIONS											\$0.00
82020MA8	08/19/20	08/19/20	09/18/20								
Inv 5568117 Yearly Seminars/Atkin		1.11.6116 - Training & Education			\$199.00	\$0.00	\$199.00	08/20/20	11229	ASCUCK	\$0.00
INVOICE 82020MA8 TOTALS:					\$199.00	\$0.00	\$199.00				\$0.00

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

Ledger as of : 8/1/2020 to 8/31/2020

Invoice Number	Inv.Date	Post.Date	Due.Date		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
Description		Account									
PRYOR LEARNING SOLUTIONS TOTALS:					\$199.00	\$0.00	\$199.00				\$0.00
VENDOR: ONETIM - CAMNET, INC.											\$0.00
82620MA9	08/26/20	08/26/20	09/25/20								
Inv 18146 Hardware ERate		1.15.6250 - Small Tools and Equipment			\$537.10	\$0.00	\$537.10	08/26/20	11243	ASCUCK	\$0.00
INVOICE 82620MA9 TOTALS:					\$537.10	\$0.00	\$537.10				\$0.00
CAMNET, INC. TOTALS:					\$537.10	\$0.00	\$537.10				\$0.00
VENDOR: ONETIM - DAVID MARBELLA											\$0.00
8520MA26	08/05/20	08/05/20	09/04/20								
LMP Refund		2.00.2600 - Customer Deposits			\$103.54	\$0.00	\$103.54	08/05/20	11188	ASCUCK	\$0.00
INVOICE 8520MA26 TOTALS:					\$103.54	\$0.00	\$103.54				\$0.00
DAVID MARBELLA TOTALS:					\$103.54	\$0.00	\$103.54				\$0.00
VENDOR: ONETIM - EAST VALLEY DISASTER SERVICES											\$0.00
JUN308520MA1	08/05/20	08/05/20	09/04/20								
Inv 22396 ADEQ Brownfields Hotel Je		6.70.6185 - Misc Exp - Cap Grants			\$17,777.88	\$0.00	\$17,777.88	08/05/20	11191	ASCUCK	\$0.00
INVOICE JUN308520MA1 TOTALS:					\$17,777.88	\$0.00	\$17,777.88				\$0.00
EAST VALLEY DISASTER SERVICES TOTALS:					\$17,777.88	\$0.00	\$17,777.88				\$0.00
VENDOR: ONETIM - MCKENZIE GILLIES											\$0.00
8520MA27	08/05/20	08/05/20	09/04/20								
LMP Refund		2.00.2600 - Customer Deposits			\$4.28	\$0.00	\$4.28	08/05/20	11189	ASCUCK	\$0.00
INVOICE 8520MA27 TOTALS:					\$4.28	\$0.00	\$4.28				\$0.00
MCKENZIE GILLIES TOTALS:					\$4.28	\$0.00	\$4.28				\$0.00
VENDOR: ONETIM - PELLA WINDOWS&DOORS MOUNT WEST											\$0.00
82620MA10	08/26/20	08/26/20	09/25/20								
Inv 95561 USDA Window Install Hotel		6.70.6215 - R&M Building Exp - Cap Grants			\$19,663.93	\$0.00	\$19,663.93	08/26/20	11242	ASCUCK	\$0.00
INVOICE 82620MA10 TOTALS:					\$19,663.93	\$0.00	\$19,663.93				\$0.00
PELLA WINDOWS&DOORS MOUNT WEST TOTALS:					\$19,663.93	\$0.00	\$19,663.93				\$0.00
VENDOR: ONETIM - UNIVERSITY SHACK											\$0.00
8520MA28	08/05/20	08/05/20	09/04/20								
LMP Refund		2.00.2600 - Customer Deposits			\$10.78	\$0.00	\$10.78	08/05/20	11190	ASCUCK	\$0.00
INVOICE 8520MA28 TOTALS:					\$10.78	\$0.00	\$10.78				\$0.00
81220MA17	08/12/20	08/12/20	09/11/20								
Refund of July Charges Less LMP		2.00.2600 - Customer Deposits			\$26.49	\$0.00	\$26.49	08/12/20	11211	ASCUCK	\$0.00
INVOICE 81220MA17 TOTALS:					\$26.49	\$0.00	\$26.49				\$0.00

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

Ledger as of : 8/1/2020 to 8/31/2020

Invoice Number	Inv.Date	Post.Date	Due.Date							
Description		Account		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
UNIVERSITY SHACK TOTALS:				\$37.27	\$0.00	\$37.27				\$0.00
LEDGER TOTALS:				\$210,591.09	\$0.00	\$210,591.09				\$0.00

*V - Denotes Voided Check Entries

For the meeting of September 8, 2020

MONTHLY STAFF REPORT TO THE MAYOR AND COUNCIL

Candace B. Gallagher, Town Manager/Clerk

My activities over the past month included:

- Continuation of COVID-19 activities, including conference calls twice a week with local, County, State and Federal officials. Although Town Hall is closed to the public, things remain busy. Town Hall staff is, for the most part, now working onsite, with some telework continuing. The Library will reopen in a restricted way on September 14, with patrons permitted only outside and in the foyer. Police, Fire and Public Works personnel continue to cover their usual shifts.
- Provided information to Spirit Room and Paul & Jerry's owners regarding reopening guidelines for Series 6 and 7 licensees.
 - *As I was preparing this report, I received an email from Anne Conlin informing me that the Spirit Room has received "special dispensation" from the Arizona Department of Health Services to reopen as a retail store, selling package liquor, snacks, and souvenirs. No onsite consumption will be permitted, and they will be strictly enforcing mask wearing, and a very low occupancy limit. They hope to open on September 4.*
- Continued work on several grants (HURF Exchange - drainage improvements; USDA – Hotel Jerome; ADEQ Brownfields – Hotel Jerome).
- Continuing to compile information regarding COVID expenses to submit to State for DEMA reimbursement. I anticipate submitting our first reimbursement request within the next 30 days.
- Submitted Home Rule election results and tax levy information to Yavapai County, Auditor General and Economic Estimates Commission.
- With Public Works Director Marty Boland, met with Joe Brunner of Freeport-McMoRan regarding three rockslides in Jerome. Freeport has investigated and determined that the largest slide, on Giroux Street, is their responsibility and they are in the process of addressing it.
- Finalized APS Solar Licensing Agreement following review and approval by Mr. Boland.
- Compiled and submitted annual update for our property and liability insurance with the Risk Pool.
- Completed staff evaluations and in the process of meeting and reviewing with each.
- 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 public records requests and Planning and Zoning issues.

**** CONGRATULATIONS TO ****

Public Works crew member Gary Allen, who completed **two years** of service with the town on August 20.

Accountant Melanie Atkin, who completed **three years** of service with the town on August 21.

New Public Works crew member Evon Lopez, who began work with us on August 24.

Police Lieutenant Rusty San Felice, who completed **eight years** of service to the town on August 27.

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

Candace

WATER FLOWS REPORT

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

Reading Date	WALNUT GPM	VERDE GPM
2019		
6-Aug	52.1	199
13-Aug	52.1	180
19-Aug	52.1	230
26-Aug	43.5	225
3-Sept	43.5	228
9-Sept	52.1	230
16-Sept	47.5	212
23-Sept	43.5	210
30-Sept	40	212
7-Oct	40	212
14-Oct	43.5	212
21-Oct	47.6	216
31-Oct	39.5	232
5-Nov	39.5	232
14-Nov	39.5	192
25-Nov	36	199
2-Dec	39.5	172
9-Dec	47.6	301
11-Dec	39.5	70
16-Dec	39.5	44
17-Dec	39.5	76
23-Dec	39.5	80
30-Dec	47.6	220
2020		
3-Jan	47.6	190
6-Jan	43.5	178
10-Jan	43.5	170
13-Jan	43.5	158
17-Jan	43.5	146
22-Jan	47.5	144
3-Feb	52	136
10-Feb	56.5	125
18-Feb	55.6	118
24-Feb	56.5	120
2-Mar	61	138
9-Mar	61	135
16-Mar	414	330
17-Mar	277	Turned out
23-Mar	211	↓
27-Mar	265	↓
30-Mar	328	↓
3-Apr	476	↓
6-Apr	181	↓
10-Apr	163	↓
13-Apr	154	↓
17-Apr	211	↓
20-Apr	211	↓
24-Apr	200	↓
27-Apr	191	↓
1-May	191	↓
4-May	181	↓
8-May	172	↓
11-May	181	↓
14-May	163	↓
18-May	154	↓
22-May	No reading	219
26-May	146	190
29-May	138	190
4-Jun	130	170
10-Jun	123	154
18-Jun	108	145
22-Jun	108	150
25-Jun	108	150
29-Jun	108	140
6-Jul	89	220
16-Jul	83	212
20-Jul	83	214
24-Jul	89	220
27-Jul	89	210
3-Aug	83	208
10-Aug	77	200
17-Aug	71	204
21-Aug	71	199
25-Aug	83	215

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

	FY2021 BUDGET	FY2021 actual	Budget +/-	FY2020 actual	Compared to prior year +/-
July	60,300	84,065	23,765	88,280	(4,215)
August	63,200			94,652	
September	57,100			77,333	
October	76,500			94,743	
November	86,300			106,938	
December	65,500			103,563	
January	69,200			82,098	
February	50,800			72,541	
March	60,000			84,006	
April	94,700			61,358	
May	96,400			17,842	
June	70,000			56,019	
Total YTD	850,000	84,065	23,765	939,373	(4,215)

TOWN OF JEROME, AZ

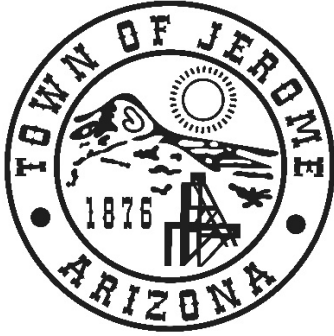
Comparison of Restaurant/Bar, Accommodation and Retail Sales Tax Revenues

FY2020 vs FY2019

	RESTAURANTS/BARS (Bus Class 11)			ACCOMMODATION (Bus Class 44/144/325/344)			RETAIL (Bus Class 17)		
	FY2021 actual	FY2020 actual	+/-	FY2021 actual	FY2020 actual	+/-	FY2021 actual	FY2020 actual	+/-
July	30,997	39,559	(8,562)	12,545	11,815	730	31,882	29,123	
August		33,614			12,450			32,101	
September		29,346			11,761			28,177	
October		32,816			12,094			37,691	
November		34,381			17,329			45,646	
December		39,638			13,276			43,142	
January		26,239			9,493			34,031	
February		27,273			9,242			26,862	
March		26,192			12,659			31,545	
April		21,873			7,097			23,466	
May		2,029			986			8,853	
June									
Total YTD		312,960	(8,562)		118,202			340,637	

Added 1% Bed Tax

		<u>TOTAL TO DATE</u>
July	1,930	1,930
August		
September		
October		
November		
December		
January		
February		
March		
April		
May		
June		



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

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

AUGUST 2020 STAFF REPORT

From: Melanie Atkin, Accounting Clerk

To: The Mayor and Council

Accounting Duties:

- ❖ Processed the weekly imports, which accounts for A/R transactions made with checks, credit cards, and cash.
- ❖ Made the weekly bank deposits.
- ❖ Processed two payrolls through ADP, ran payroll reports, completed various ledgers with the report's information, and posted payroll into the general ledger.
- ❖ Added retro pay to the August 6th payroll.
- ❖ Made necessary monthly postings for Admin Charges and transfers to Water and Sewer departments from the Parking Fund.
- ❖ Ran monthly fund, departmental, and vendor reports.
- ❖ Created an August summary budget to actual report for General, Utility, Road, and Parking funds.
- ❖ Updated the job descriptions for Finance Director and Accounting Clerk.

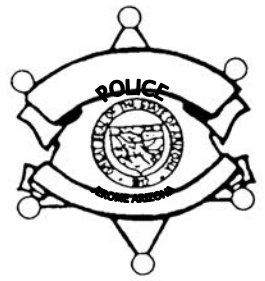
HR Duties:

- ❖ Had three employment events this month for Fire, Public Works, and Police. Three wildlands personnel were hired for extra help with wildfires and Public Works hired a new full-time crew member. Entered the employees' information in the payroll system and certified their information through the E-Verify and AZ New Hire systems. Also, the Police Department promoted a current part-time officer to full-time. Made sure their information was current or updated in our system.



JEROME POLICE DEPARTMENT

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



September1, 2020

TO: Honorable Mayor and Jerome Town Council

FROM: Allen Muma, Chief of Police

Attached please find the police activity reports for August 2020.

The June "Calls for Service" report contained no significant calls. Total call volume is running about average. .

The parking kiosks brought in \$13,879.55 (this does not count people who pay cash at the PD). I had to complete maintenance on the kiosks three times for August, dealing with a communications issue (which is still not yet solved), a power supply issue and replacing receipt paper on another kiosk. 158 parking citations were issued for the month of August.

I continue to work on the police accreditation program, as well as other grants. New body armor and radios have been ordered through the Arizona Attorney General's Office grant. This year we received \$7,000.00 in grant funds from the Governor's Office of Highway Safety for aggressive driving enforcement as well as DUI enforcement.

I picked up the 2008 Ford Explorer from Vince's Auto Body, it looks like new. We applied the graphics and just need a couple minor mechanical fixes and it is on the road. Remember, this was a unit that was totaled after striking a deer responding to a call. Vince's did all the work for free. It would be nice to consider a thank you letter from the Town.

I continue to assist Chief Blair on the fire department with everything from mechanical issues with the trucks to getting my instructors rating for CPR, AED and First Aid. I also recently completed my training on IV insertion and just need to complete my field starts.

Respectfully,

Allen L. Muma, Chief of Police



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

Date : 09/01/2020
Page : 1
Agency : JPD

Calls For Service Totals By Call Type

08/01/2020 to 08/31/2020

Call Type		Totals
10-34	Motorist Assist	5
205	Trespass	1
410	Criminal Damage	1
415F	Domestic Disturbance	1
459A	Burglar Alarm	1
470	Fraud	2
475	Dog Bite	1
476	Animal Control Problem	4
510	Speeder	2
585	Traffic Hazard	1
666A	Suicide Attempt / Report	1
692	DUI	1
903	Follow-Up	13
908F	Found Property	4
908L	Lost or Stolen Property	4
918	Mentally Ill Person	3
961	Accident - No injuries	2
962	Accident - With Injuries	1
AA	Agency Assist	4
ACP	Assist Cottonwood PD	1
ACPD	Assist Clarkdale PD	11
ADPS	Assist DPS	1
AF	Assist Fire Department	2
AYCSO	Assist YCSO	4
CA	Citizen Assist	3
CO	Call Out	2
COV19	Covid 19 Related	2
DRAL	Dogs Running at Large	1
FP	Foot Patrol	1
FPF	Fingerprinting	2
HR	Hit & Run Accident	2
HSE	Hampshire Speed Enforcement	3
HUC	911 Hang Up Call	3
INFO	Information	3
K9T	K9 Training	2
ME	Medical Emergency	3
OA	Officer Assist	1
OT	Oversize Truck	6



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

Date : 09/01/2020
Page : 2
Agency : JPD

Calls For Service Totals By Call Type

08/01/2020 to 08/31/2020

Call Type		Totals
PARK	Parking Complaint	6
PARKV	Parking Violation	18
PE	Parking Enforcement	16
PKM	Parking Kiosk Maintenance	1
REC	Reckless Driver	2
SC	Security Check	6
TO	Traffic Offense	2
TRN	Training	3
VCO	Violate Court Order	2
VM	Vehicle Maintenance	1
VTC	Violation of Town Code	1
WAC	Wild Animal Call	2
Grand Total for all calls		165

2020-2021 TOWN REVENUE

*Court Enhancement Fund

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

TOTAL

\$	13,558.48
\$	7,304.04
\$	44,654.68
\$	31,392.97
\$	1,131.35
\$	98,041.52

funds transferred to Court on 10-19-2017

**JEROME MUNICIPAL COURT
CASH REPORT
MONTH OF AUGUST 2020**

TOWN REVENUE

TRAFFIC & CRIMINAL FINES	\$	4,079.77
DEFENS DRIVING DIVERSION FEE	\$	220.00
ATTORNEY FEES REIMBURSEMENT	\$	138.39
DEFAULT FEE	\$	897.62
OFFICER SAFETY EQUIPMENT - PD	\$	129.02
DEFERRED PROSECUTION FEE	\$	240.00
LICENSE PLATE VIOLATION	\$	43.10
WARRANT FEE&OVERPAYMENT FORFEIT		
COURT SECURITY FEE	\$	640.00
TOTAL TOWN REVENUE	\$	6,387.90

YTD

COURT REVENUE	COURT ENHANCEMENT FEE	\$	43.70	\$	44,654.68
----------------------	------------------------------	-----------	--------------	-----------	------------------

REMITTED DIRECT	CLEAN ELECTION FUND (16-949D;16-954C)	\$	412.38
	CRIMINAL JUSTICE ENHANCE FUND	\$	1,743.44
	DNA STATE 3%	\$	9.15
	FARE DELINQUENCY FEE	\$	-
	FARE SPECIAL COLLECTION	\$	15.99
	FARE ENHANCED SPEC COLLECT FEE	\$	196.89
	FARE ENHANCED DELINQUENCY FEE	\$	98.00
	FILL THE GAP 7%	\$	288.62
	DRUG AND GANG ENFORCEMENT	\$	-
	JUDICIAL COLLECTION ENHANCE FUND	\$	208.00
	EXTRA DUI ASSESSMENT	\$	-
	PEACE OFFICER TRAINING EQUIP FUND	\$	124.28
	MED SERV ENHANCE 11% (36-2219.01;23-116.0)	\$	536.07
	2011 ADDTNL ASSMT-STATE TRSR	\$	258.06
	PRISON CONSTRUCTION	\$	547.00
	PROBATION SURCHARGE	\$	658.33
	ADPS FORENSIC FUND	\$	238.78
	PUBLIC SAFETY EQUIPMENT FUND	\$	53.00
	VICTIM COMPENSATION/ASSIST FUND	\$	105.03
	VICTIMS RIGHTS ENFOR ASSMT FUND	\$	64.54
	VICTIM'S RIGHT FUND	\$	174.60
	TOTAL STATE REVENUE	\$	5,732.16

REMITTED DIRECT	JAIL (INCARCERATION FEES)	\$	206.61
	2011 ADDTNL ASSMT - CNTY TRSR	\$	32.26
	TOTAL COUNTY REVENUE	\$	238.87

YTD

LOCAL JCEF/ TIME PAYMENT ALLOCATION RECEIVED		\$	112.00	\$	13,558.48
	TITLE 22 Fees				
	TOTAL JCEF FEES	\$	112.00		

UNAPPLIED PAYMENTS

OVERPAYMENT REFUNDS

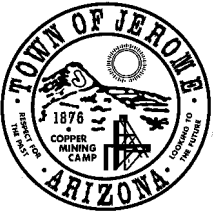
TOTAL RECEIPTED FOR MONTH	\$	12,514.63
----------------------------------	-----------	------------------

BONDS

Received During the Month	\$	-
Bonds Forfeited to Pay Fines	\$	-
Open Bonds	\$	500.00

I, Joan Dwyer, Magistrate for the Town of Jerome, do hereby certify that the foregoing is a true & accurate account of the funds collected by the Court for the month of August 2020

Joan Dwyer, Magistrate



Founded 1876
Incorporated 1899

TOWN OF JEROME, ARIZONA

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

Celebrating Our 120th Anniversary
1899 - 2020

AUGUST 2020 PUBLIC WORKS MONTHLY REPORT

NORMAL WEEKLY DUTIES

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

OTHER PROJECTS

- Move sign on Center, mirror on Holly and East Ave.
- Remove dirt from gutter on Hampshire
- Get the Gator running, Fix lights on backhoe, F-150, and work on Polaris
- Repair meter on East Ave.
- Fix potholes and roads with 3 tons of hot mix
- Start fix on rock wall on County Rd.
- Snake sewer on 1st St. (2 Days)
- Unclog the sewer trunk line below Hampshire (1 week)
- Paint sparking stripes on Hull
- Fix water line on Hampshire
- Grade in the community garden
- Flush radiator on garbage truck

This was a slow month for us as we were working with a short crew for most of it due to different circumstances. We'd also like to welcome our new crew member Evon Lopez. Her first day was on 8/24. Thank you!

[This report was inadvertently left out of the August Council agenda packet.]

Library Staff Report June – July 2020

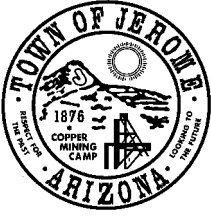
Kathleen Jarvis

- Applied for CARES Act Grant through the Arizona State Library. The total value of the grant was \$2380 and was awarded in June 2020. The library received four Chromebooks, 600 masks, and 30 bottles of sanitizer.
- Set up wifi lab in the library foyer to be used for public internet access and when the library reopens. The lab allows for social distance from library staff.
- Met with Sherryl Masterman of county IT management to configure Chromebooks for public use.
- Arranged public and staff areas to accommodate social distancing according to CDC guidelines.
- Communicated with Yavapai County library staff regarding changes in procedures.
- Met with library staff to discuss changes in library procedures during reopening.
- Provided temporary courier service for interlibrary loan items.
- Repairs to printer and fax machines.
- Continue filling holds and communicating with library patrons regarding services at the library.
- Intensive cleaning and sanitizing of the library building.

Library Staff Report, August 2020

Kathleen Jarvis

- Attended a Public Library survey webinar
- Attended a Helping Homeschoolers webinar
- Online and phone meetings with publishers regarding book ordering
- Troubleshoot log-on issues with library patron accounts
- Updated annual statistics
- Password changes to library software
- Staff evaluations
- Staff meetings with library personnel regarding reopening procedures
- Place holds for patrons
- Continue communicating with library patrons regarding services.
- Updated library schedule to accommodate changes in personnel.
- The library will reopen on September 14 with limited services and public space. The book stacks, circulation area, and desktop computers will remain closed to the public until further notice. The computer lab in the library foyer will accommodate Chromebook users.
- Book circulation through the County HOLD system will continue with social distancing and masks required
- All items will remain under 3-day quarantine coming and going from the library.



TOWN OF JEROME, ARIZONA

POST OFFICE BOX 335, JEROME, ARIZONA 86331

Barry Wolstencroft , Building Official

Office: (928) 634-7943 Fax: (928) 634-0715 b.wolstencroft@jerome.az.gov

Founded 1876

Incorporated 1899

AUGUST 2020

1. Final inspection for a remodel at 128 First Street.
2. Issued permit for new exterior stairs at 538 School Street.
3. Issued foundation-only permit for a remodel project at 639 Center Street.
4. Business license inspections.
5. Sheetrock inspection at 778 East Ave.
6. Issued electrical service permit at 121 Third Street.

Barry Wolstencroft, Building Inspector



Founded 1876
Incorporated 1899

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

Deputy Clerk September 2020 Staff Report (August activity)

Respectfully submitted by Rosa Cays

- ⚙ Collected, edited, and published content for the September–October *Point of View* newsletter, with contributions from staff, town council, and members of the community.
- ⚙ Assisted in preparing packets for Council, Design Review, and P&Z meetings; took minutes for the videoconferenced meetings and transcribed the minutes, including for special meetings.
- ⚙ Archived signed resolutions, ordinances, and meeting minutes (and packets) for the town's records for Council, Design Review, and P&Z.
- ⚙ Worked with Josh Epperson to set up Nice Jons at Town Hall and in the Middle Park kiosk lot.
- ⚙ Posted various town notices at the three locations in town (Gulch Road, post office, town hall) throughout the month.
- ⚙ Continue to review and edit documents associated with P&Z and DRB for John Knight, zoning administrator, including staff reports, resolutions, notices of decision, agendas, and other documents.
- ⚙ Processed the daily bank reconciliation reports and now administering the monthly reconciliations as well.
- ⚙ Continue to support staff members, department heads, and board members with a range of inquiries or tasks. Cover the phones, take payments, and assist callers when needed.



Founded 1876
Incorporated 1899

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

September 2020 staff report for August activity submitted by Kristen Muenz

Utilities

Current debt (45 days past due):

Twenty-six accounts were on the shut-off list at the beginning of August. No accounts were sent Yellow Tags and no shutoffs were completed. One of the accounts is on a monthly payment plan and the payment was processed normally. Three accounts on the shut-off list are in "closed" status*.

Balance owed on these accounts from July billing: \$12,255.87

Balance owed at end of August: \$7,890.60

*3 of the accounts on the shut-off list are closed due to the resident vacating the address, but with a balance owed. These accounts have been closed for 5 months, 6 months and 10 months respectively. I continue to send statements to the accountholders.

Note: All late fees are being waived for the time being.

A copy of the August AR Aging report is attached.

Business Licenses

Applications submitted: 4

Issued: 7

In process: 5

Renewal reminders went out to 12 businesses whose licenses expire at the end of August.

Rentals

One renter has not made a payment for August. That renter is now behind by five months. Another renter was behind by 2 months but did pay for 1 month in August.

Charge Item Summary By User Type

ChargeItem	Future	Current	Age2	Age3	Age4	Age5	Balance
UserType: Commercial							
Credit	\$0.00	(\$112.94)	(\$137.56)	(\$137.56)	(\$137.56)	(\$1,541.51)	(\$2,067.13)
Water	\$0.00	\$4,044.58	\$538.33	\$348.12	\$56.98	\$572.90	\$5,560.91
Sewer	\$0.00	\$5,057.50	\$743.93	\$571.82	\$169.77	\$1,035.87	\$7,578.89
Trash	\$0.00	\$6,789.10	\$975.76	\$749.64	\$147.02	\$1,474.22	\$10,135.74
Tax	\$0.00	\$391.86	\$52.99	\$34.28	\$5.61	\$69.04	\$553.78
Misc	\$0.00	\$15.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15.00
Late Fee	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,160.00	\$2,160.00
LMP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
UserType: Commercial (8)-----	-----	-----	-----	-----	-----	-----	-----
Subtotal --->	\$0.00	\$16,185.10	\$2,173.45	\$1,566.30	\$241.82	\$3,770.52	\$23,937.19
UserType: Residential							
Credit	\$61.50	(\$940.15)	(\$1,543.63)	(\$342.73)	\$0.00	(\$2,035.36)	(\$4,800.37)
Water	\$0.00	\$7,762.95	\$1,435.42	\$530.79	\$271.21	\$2,562.83	\$12,563.20
Sewer	\$0.00	\$6,867.35	\$1,509.70	\$438.44	\$137.87	\$3,416.30	\$12,369.66
Trash	\$0.00	\$5,440.85	\$1,127.40	\$393.63	\$225.67	\$2,218.87	\$9,406.42
Tax	\$0.00	\$751.88	\$135.46	\$52.31	\$25.83	\$338.19	\$1,303.67
Misc	\$0.00	\$30.00	\$15.00	\$0.00	\$0.00	\$93.55	\$138.55
Late Fee	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,899.45	\$5,899.45
LMP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
UserType: Residential (8)-----	-----	-----	-----	-----	-----	-----	-----
Subtotal --->	\$61.50	\$19,912.88	\$2,679.35	\$1,072.44	\$660.58	\$12,493.83	\$36,880.58
UserType: Municipal							
Credit	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Water	\$0.00	\$169.69	\$0.00	\$0.00	\$0.00	\$0.00	\$169.69
Sewer	\$0.00	\$217.70	\$0.00	\$0.00	\$0.00	\$0.00	\$217.70
Trash	\$0.00	\$185.92	\$0.00	\$0.00	\$0.00	\$0.00	\$185.92
Tax	\$0.00	\$16.69	\$0.00	\$0.00	\$0.00	\$0.00	\$16.69
Misc	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Late Fee	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
LMP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
UserType: Municipal (8)-----	-----	-----	-----	-----	-----	-----	-----
Subtotal --->	\$0.00	\$590.00	\$0.00	\$0.00	\$0.00	\$0.00	\$590.00

Charge Item Summary By User Type

ChargeItem	Future	Current	Age2	Age3	Age4	Age5	Balance
=====							
UserType: Commercial							
Credit	\$0.00	(\$60.00)	(\$60.00)	\$0.00	(\$60.50)	\$0.00	(\$180.50)
Misc	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Late Fee	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Rent	\$0.00	\$6,430.96	\$2,829.20	\$243.20	\$243.20	\$833.76	\$10,580.32
Gas	\$0.00	\$21.78	\$0.00	\$0.00	\$0.00	\$0.00	\$21.78
Electric	\$0.00	\$225.29	\$0.00	\$0.00	\$0.00	\$0.00	\$225.29
Utilities	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
LMP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
UserType: Commercial (8)-----							
Subtotal --->	\$0.00	\$6,618.03	\$2,769.20	\$243.20	\$182.70	\$833.76	\$10,646.89
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)=====							
=====>	\$61.50	\$43,306.01	\$7,622.00	\$2,881.94	\$1,085.10	\$17,098.11	\$72,054.66

Charge Item Summary

ChargeItem	Future	Current	Age2	Age3	Age4	Age5	Balance
Credit	\$61.50	(\$1,113.09)	(\$1,741.19)	(\$480.29)	(\$198.06)	(\$3,576.87)	(\$7,048.00)
Water	\$0.00	\$11,977.22	\$1,973.75	\$878.91	\$328.19	\$3,135.73	\$18,293.80
Sewer	\$0.00	\$12,142.55	\$2,253.63	\$1,010.26	\$307.64	\$4,452.17	\$20,166.25
Trash	\$0.00	\$12,415.87	\$2,103.16	\$1,143.27	\$372.69	\$3,693.09	\$19,728.08
Tax	\$0.00	\$1,160.43	\$188.45	\$86.59	\$31.44	\$407.23	\$1,874.14
Misc	\$0.00	\$45.00	\$15.00	\$0.00	\$0.00	\$93.55	\$153.55
Late Fee	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,059.45	\$8,059.45
Rent	\$0.00	\$6,430.96	\$2,829.20	\$243.20	\$243.20	\$833.76	\$10,580.32
Gas	\$0.00	\$21.78	\$0.00	\$0.00	\$0.00	\$0.00	\$21.78
Electric	\$0.00	\$225.29	\$0.00	\$0.00	\$0.00	\$0.00	\$225.29
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)	=====	=====	=====	=====	=====	=====	=====
=====>	\$61.50	\$43,306.01	\$7,622.00	\$2,881.94	\$1,085.10	\$17,098.11	\$72,054.66

Customer Count = 382



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: August Year: 2020

Calls by Type	Number	Resident	Non-Resident
EMS Calls	8	4	4
Residential Fire	0		
Commercial Fire	0		
Wildland	6	1	5
Still Assignment	4	3	1
Special Duty	11	5	6
Snake Removal	4	4	
Tech Rescue / rope	0		
MVA/Rescue	2	1	1
HazMat	0		
Dispatch Error	0		
Totals:	35	18	17
Total Calls Chief on Scene	27		
Total JFD Meetings Chief Attended	8		

Department Meetings and Drills	Number
Officer's Meeting	2
Work Session	1
Rope Drill	1
Drills	4

JVFD Hours Worked (No Salaried Hours Included in these totals)	Total Hours: 239.8
--	---------------------------

Fire Chief Meetings	Date
Fire Marshals Meeting	8-12-20

Education, Yavapai College Spring Semester

- The fall semester for the college starts at the end of August. Currently we have 3 new recruits, and all have registered for the EMT basic course: Jason Lohman, Chad Hembrough, and Abigail Rothwell.
- Keith Lazaro finished his EMT basic course at the end of December, and Sean Bauer at the end of May last year. They still need to test with the national registry to become EMTs.

Additional Training:

- On August 6th we conducted our Business Meeting and monthly truck checks.
- On August 8th we had a Work Session.
- On August 13th we did building construction training with Jay Kinsella.
- On August 20th we did small tools training with Rusty Blair.
- On August 22nd we did Vortex Rope training with Allen Muma.

- On August 27th we did fire attack training with Allen Muma.
- In the future we plan on a minimum once-a-month fire attack training to be held in one of the neighborhoods.

Using social distancing practices, we have been conducting regular weekly training to ensure continuity within the Fire Department.

Coronavirus update

- In preparation for the coronavirus, the Fire Department has provided additional training and protocols for personnel to limit exposure at the station and out on calls. The meeting room, door handles, and vehicles have been wiped down daily. At this point we have boxes of gloves, N95 masks, eye protection, gowns, biohazard suits, and hand sanitizer in all the vehicles and around the station. Jerome is in a unique situation with a limited population, and with few tourists, it is easy for us to social distance during these times. I have ordered and received non-contact, infrared body thermometers. Right now we just have 2; I have issued 1 to Jerome PD, and Jerome Fire has one to monitor personnel and patients with the coronavirus. In addition, we've also received our ultraviolet lighting that we can use to sterilize entire rooms and vehicles. Masks are now required for all meetings.

Department Affairs and Ongoing Projects

- Due to the lack of moisture, the Jerome Fire Department and surrounding agencies will stay in Stage 2 fire restrictions until further notice.
- Our August call volume was down to 35 calls over last year's August calls of 98, totaling 63 less calls this month. Our year-to-date call volume is 249 compared with 438 calls YTD 2019. Our Fire Department personnel are performing their tasks in a professional manner with no injuries occurring. Our call volume is down due to the town closures from March through August for the coronavirus.
- Jerome Fire Department was deployed for Brush 111 to the Ocotillo Fire on May 30th and made \$6762.00. It was also deployed to the Aquila Fire on June 23 and made \$3773.00. The truck was deployed to the Polles Fire near Payson on July 5th and made \$8,771.00. It was also deployed to the Pig Fire on August 1st and the truck made \$5,047. The truck was also deployed to the Goldfield Fire, making \$2,205. It was also deployed to the Constellation and the Bozarth Fires making \$8,134 and \$4,851, respectively. We have an invoiced total of \$66,259, with the truck itself making \$39,544 in revenue. The rest went to wages, hotels, and food.
- The town has currently been paid for all outstanding invoices for the fires except for the Constellation Fire and the Bozarth Fire.
- The Chamber of Commerce and Narcotics Anonymous meetings are still being held at Station 11.
- No adult probation workers this month. I utilized them to weed-eat down the highway in order to create larger fire breaks.
- We brought on a new Wildland engine boss named Carl Whiting to assist our current crew.
- We are looking into purchasing a new ATV in order to assist Public Works and our ability to respond to calls in less accessible areas.

Prevention

- We have had a total of 5 Firewise activities with zero loads to the burn pile. We have closed the brush pile until there is enough moisture for us to be able to safely burn.
- We have been using grant monies from PAWIC in the amount of \$21,000 for fuel abatement work with a crew of two.
- We have brought on a new Fuel abatement Crew member and Engine boss named Carl Whiting to assist our current crew.
- Performed 7 fire inspections for business licenses.
- Performed a Sprinkler Final on the Clinkscale Building.

Incident	Date	Time	Day	Select Type	Additional Info	#
20-133	8/1/20	12:30:00 PM	Sat	Special Duty Resident	Station Staffing	2
83	8/1/20		Sat	Wildland	Pig Fire	3
20-134	8/4/20	5:00:00 PM	Tue	Snake Removal & Relocation	Nothing Found	1
20-135	8/5/20	11:00:00 AM	Wed	Snake Removal & Relocation	Snake In Rock Wall	2
20-136	8/6/20	5:00:00 PM	Thurs	Snake Removal & Relocation	4ft Bull Snake	2
84	8/8/20	12:25:00 PM	Sat	Wildland	Assisted VVFD with Fire	8
20-137	8/9/20	7:00:00 PM	Sun	Special Duty Resident	Assisted JPD with Skunk Removal	2
20-138	8/10/20	3:00:00 PM	Mon	Special Duty Non-Resident	Assisted Citizen with disabled vehicle	2
85	8/10/20	6:16:00 PM	Mon	Wildland	Preposition for Goldfield	1
86	8/11/20	5:49:00 AM	Tue	Wildland	Deployment for Goldfield	3
20-139	8/11/20	8:45:00 AM	Tue	Special Duty Non-Resident	Assisted JPD with an Oversized Vehicle	1
87	8/11/20	2:29:00 PM	Tue	EMS Non-Resident	Seizure 49 YOF	6
20-140	8/12/20	9:00:00 AM	Wed	Special Duty Resident	Assist JPW	1
20-141	8/13/20	3:45:00 PM	Thurs	Special Duty Non-Resident	Assist with Lockout	1
88	8/13/20	5:30:00 PM	Thurs	EMS Resident	28 YOF Unknown Medical	7
20-142	8/14/20	11:30:00 AM	Fri	Special Duty Non-Resident	Assist with Disabled Vehicle	4
89	8/14/20	12:08:00 PM	Fri	MVA/Rescue Resident	2 Vehicle w/ Airbag Deployment	11
20-143	8/16/20	4:00:00 PM	Sun	Special Duty Resident	Station Staffing	1
20-144	8/18/20	6:30:00 PM	Tues	Special Duty Resident	Assist JPW	1
20-145	8/19/20	1:00:00 PM	Wed	Special Duty Non-Resident	Assist JPD with Traffic Control	3
90	8/20/20	11:14:00 AM	Thurs	Wildland	Constellation Fire	4
91	8/20/20	5:11:00 PM	Thurs	EMS Resident	Panic Attack 46 YOF	4
20-146	8/21/20	2:30:00 PM	Fri	Still Assignment Resident	Smell of Natural Gas	1
20-147	8/21/20	7:30:00 PM	Fri	Still Assignment Resident	Secured down wire	2
92	8/22/20	2:38:00 PM	Sat	Still Assignment Resident	Carbon Monoxide alarm	5
20-148	8/23/20	3:30:00 PM	Sun	Special Duty Non-Resident	Vehicle Lockout	1
93	8/25/20	10:03:00 AM	Tue	Still Assignment Non-Resident	Activated Alarm- Canceled	3
20-149	8/25/20	7:30:00 PM	Tue	Snake Removal & Relocation	4' Diamondback	1
94	8/26/20	11:06:00 AM	Wed	EMS Resident	76 YOM Unknown Medical	8
20-150	8/27/20	5:30:00 PM	Thurs	MVA/Rescue Non-Resident	Single Vehicle no PT.	9
20-151	8/28/20	12:00:00 PM	Fri	EMS Resident	Lift Assist	1
95	8/29/20	3:01:00 PM	Sat	EMS Non Resident	60 YOF Fall	5
96	8/30/20	9:15:00 PM	Sun	EMS Non Resident	20 YOF Seziure/ Unknown Medical	6
97	8/31/20	4:49:00 AM	Mon	EMS Non Resident	Unknown Medical 28 YOF	7
98	8/31/20	4:40:00 PM	Mon	Wildland	Report of possible Brush Fire	6

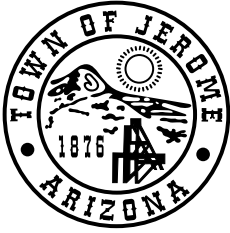
Incident	Date	Time	Day	Select Type	Additional Info	#
----------	------	------	-----	-------------	-----------------	---

August 2020 Burn Pile Log

Date	Address	Adult Prob.	Firewise	# Loads	# crew	# Hrs.	Total Hrs.
8/6/20	Gulch Crossing		X		1	4	4
8/7/20	Gulch Crossing		X		1	4	4
8/8/20	Gulch		X		1	4	4
8/13/20	Douglas		X		1	4	4
8/14/20	Douglas		X		1	4	4
	Totals	0	5	0	5	20	20
	Jerome Citizen Hours-	Adult Prob.	Firewise	# Loads	# Crew	# Hrs.	Total # Hrs

Thank you to all Jerome residents and property owners who have helped in the creation of defensible space around their properties by removing dead and overgrown trees, brush, and grasses.

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



Town of Jerome – Zoning Administrator's Report

Council Meeting Date: Tuesday, September 8, 2020

Prepared by: John Knight, Zoning Administrator

- DRB – August 31, 2020: Work session with SHPO, new sign for Wrenwood and Hawthorn (formerly Threads) and update on the community garden (and shed design)
- Bustrin Residence Streetlight – site meeting tentatively scheduled for Tuesday, September 15th at 5:00 pm
- Code Amendments
 - Residential Lodging
 - Temporary Signs
 - Sidewalk Encroachments
 - Stair setbacks
 - Yard requirements and setbacks
 - Appeals process
 - Possible amendment regarding mixed-use in C-1
- Community Garden Update
 - Raised beds constructed and (mostly) leveled
 - Waterline to be installed next week
 - Researching options to fill beds with soil
 - Next workday – Saturday, September 12th at 8:30 am – finish leveling beds
- Certified Local Government (CLG) grant application
 - Included as a separate item for Council discussion



TOWN OF JEROME

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

Planning and Zoning Commission
via videoconference (Zoom)
Wednesday, August 5, 2020 Time: 6:00 pm
MINUTES

6:00 (2:14) Item 1: Call to order/roll call

Chair Jessamyn Ludwig called the meeting to order at 6:00 p.m.

Roll call was taken by Rosa Cays, Deputy Clerk. Commissioners present were Chuck Romberger, Lance Schall, and Henry Vincent. Also present was John Knight, Zoning Administrator.

6:01 (3:18) Item 2: Petitions from the public – There were no petitions from the public.

6:02 (3:45) Item 3: Approval of Minutes: Minutes of the meeting of June 3, 2020 Discussion/Possible Action/ Possible Direction to Staff

Motion to Approve the Minutes of June 3, 2020

Commissioner	Moved	Second	Aye	Nay	Absent	Abstain
Ludwig	X		X			
Romberger			X			
Schall		X	X			
Vincent			X			

Old (continued) Business: none

New Business:

6:03 (4:37) Item 4: Access stair setback interpretation/possible ordinance amendment

Applicant: Town of Jerome

Discussion and direction to staff – P&Z Resolution 2020-12

Zoning administrator John Knight shared why this item was on the agenda: two projects to be discussed at this meeting include the addition of stairs near or up to the right of way (ROW). Mr. Knight thought the commission might want to initiate an ordinance amendment or leave this alone. He mentioned a few incidents where stairs are mentioned in the ordinance but that there was no identification of access stairs. Mr. Knight said he discussed this with the town attorney, Bill Sims, who said it would be difficult to require a setback now if has not traditionally been required. Mr. Knight said it does not exempt stairs from building or fire codes; there are some restrictions. He said he wanted the commission's input and referred to items on the agenda.

Commissioner Lance Schall said that he did not recall ever talking about stair setbacks before in all his years on the commission.

Mr. Knight said his sense is that it has not been an issue, and that he talked to Fire Chief Rusty Blair about the stairs on School Street (Item 6), which improve access to the building. Discussion ensued with Mr. Schall. Mr. Knight mentioned the familiar legal term "arbitrary and capricious" and said that if the town suddenly changes course without an ordinance amendment, it would be a problem.

Mr. Schall said the only staircase he could think of in town that would not be approved now is the one that lands on the sidewalk on Hull Avenue across from the House of Joy.

Mr. Knight said he was looking for direction from commission, not necessarily a change to the ordinance, especially after hearing Mr. Schall's comments.

Motion to accept that no setback is necessary for access stairs

Commissioner	Moved	Second	Aye	Nay	Absent	Abstain
Ludwig			X			
Romberger		X	X			
Schall	X		X			
Vincent			X			

6:11 (13:12) Item 5: Yard setback interpretation

Applicant: Town of Jerome

Discussion and possible direction to staff

Mr. Knight said that every code has its gray areas, and that interpretation of the code can vary. He referred to yards on the street side or corner yards and shared examples of lot configurations, which many are oddly shaped in Jerome. He shared an example of how yards are determined on a corner lot; that sometimes the address determines what is the front, back, or side yard; and that in some jurisdictions the front door establishes the front yard. He said access could also be a determinant. Mr. Knight went through examples and referred to photos in the agenda packet. He went on to say that it needs to be clarified in the ordinance or just let the property owners choose. He asked for input from the commission.

Mr. Schall said he remembered one example of this with a lot in the Gulch; it was a triangular lot that ended up having one front and two side yards. He said the concerns were the setback and easement/driveway. In the end, it was determined the lot had no rear yard. Discussion ensued. Mr. Schall said the applicant should be the one to define the yards and that the determination would be final. Discussion continued. Mr. Schall brought up a situation where an applicant has an odd lot and determines it has no back yard—is that acceptable? Applicant should be able to pick, but perhaps guidelines are needed.

Mr. Knight said that even if he were to revise the ordinance, it would be nearly impossible to cover every nuance in Jerome. He said based on a discussion with the town attorney, if the code is not clear, then the applicant chooses the yard parameters and once they build on the lot, they stay with those yard parameters. Mr. Knight said he was looking for direction from the commission, and that if it wants to see yard setbacks clarified, then it could be done by policy; an ordinance amendment would likely be needed for the future.

Mr. Schall suggested perhaps a memorandum of understanding would suffice for now. Mr. Knight said it may need to be run by the Council.

Commissioner Henry Vincent said that given the topography of Jerome, this should be handled on a case-by-case basis and to try to define or codify yards in Jerome considering the odd-shaped lots, it seemed like an exercise in futility.

Mr. Schall agreed with Mr. Vincent.

Mr. Knight mentioned there are also lots with two frontages (see Item 6) that also add to the unique challenge of defining yards in Jerome.

Commissioner Chuck Romberger said he would like to see a generous interpretation and let the owner define the yards as long as there are no violations.

Mr. Schall pointed out that applicants also need to keep the fire code in mind and work with the building inspector. He said working with them could help determine the yard parameters.

6:27 (29:05) Jerome resident Margie Hardie referred to the zoning ordinance and property development standards ("front, side, rear lots") and shared her interpretation and used the Worth property at Center Avenue and Fourth as an example. She then read from the ordinance regarding lots with double frontage and the required setback on the secondary road (pgs. 61–62). She said yard footage is applied but does not necessarily determine which yard is which. She mentioned the Worth house again and said the address has probably been the same for 100 years. Ms. Hardie said she is hearing the commission say that applicants doing reconstruction or construction can arbitrarily choose the configuration of their yards, thereby avoiding setbacks as stated in the ordinance. She referred to Center Avenue and said a change of address would likely have to go through county (outside her purview, she said) to create a new front yard. She differentiated between defining the front yard and applying front yard footage. Ms. Hardie said she completely disagreed with Mr. Knight and that the ordinance is not written in the negative and that it was written as what can be done. She referred again to pages 61–62 and that the only application of front, side, rear yard is in regard to the footage, not "turning a side yard into the front of the house." Ms. Hardie said allowing applicants to define the yards is ignoring the ordinance.

6:32 (33:32) Jerome homeowner Greg Worth introduced himself and his wife Barbara Nelson, then said he had questions, but first stated that they were not trying to change the address of their property at Center Avenue and Fourth Street or violate any rules. He explained their intention was to rehabilitate and improve the house Ms. Hardie was referring to, and that it needs a lot of work. He said the lot line goes right through the middle of it, so they are just trying to straighten that out. He said they were trying to make it better, not worse.

Mr. Knight proclaimed a point of order and said to Mr. Worth that it would be more appropriate to discuss this when the commission gets to the actual item (7).

Mr. Worth clarified that they are not initiating an address change.

Mr. Knight explained how addresses are determined. He said in some ways it is arbitrary and shared examples. Mr. Knight said addressing is not the best way to determine yards. He said Mr. Sims's opinion was that if the code is silent on the issue, the most appropriate course for now is to let the applicant determine the side and back yards, and that if it is important to the commission, they can initiate a code amendment.

Mr. Vincent reiterated his earlier opinion and said leave well enough alone and respect the ordinance on a case-by-case basis.

Mr. Schall referred to example 2 in the agenda packet, and said Margie raised a good point about two "fronts" at the Worth property, but that it does not really have two fronts, and said the one on Fourth Street is a side yard. He then shared examples of lots not addressed in the ordinance and agreed with Mr. Vincent, once again, to take these projects on one by one.

Chair Ludwig agreed that it would be best to address yard setbacks on a case-by-case basis.

Mr. Knight said a motion could be made but was not necessary and that he had enough direction. The commission agreed to move on.

6:38 (39:52) Item 6: Preliminary/final site plan review for stairs and misc. improvements

Applicant: Janet Bustrin

Address: 538 School Street

Zone: C-1

Owner of record: Bustrin Family Trust

APN: 401-06-092

Applicant is seeking preliminary and final site design approval to construct rear yard stairs and various yard improvements.

Discussion/Possible Action – P&Z Reso. 2020-13

Mr. Knight introduced the item and mentioned that the applicant homeowner, Janet Bustrin, was in the meeting. He said unsafe stairs are the main concern and referred to the application and photos in the agenda packet. He further explained the applicant's plans.

6:40 (41:51) Ms. Bustrin introduced herself and said again that the unsafe stairs were the main issue.

Mr. Knight clarified the only other improvement was the drainage swale and confirmed this with Ms. Bustrin. He said that he reviewed this project with the Fire Chief Blair, who thought it would improve access and did not contribute a fire hazard since the stairs were made of metal.

Motion to Approve P&Z Resolution 2020-13

Commissioner	Moved	Second	Aye	Nay	Absent	Abstain
Ludwig			X			
Romberger			X			
Schall		X	X			
Vincent	X		X			

6:42 (43:29) Item 7: Preliminary/final site plan review for a lot line adjustment, addition, and stairs for a single-family home

Applicant: Greg Worth

Address: 639 Center Avenue

Zone: R1-5

Owner of record: Gregory A. Worth Living Trust

APN: 401-08-037

Applicant is seeking preliminary and final site design approval to adjust a property line, construct an addition, and construct second-story access stairs for a single-family home.

Discussion/Possible Action – P&Z Reso. 2020-14

Mr. Knight introduced the item and said the owners are rehabilitating and remodeling the home. They also are interesting in building an addition on the rear (or side) of the property and relocation of the lot line. He referred to the town's subdivision ordinance, which does not mention lot line adjustments, but one place in the ordinance does mention that lot line adjustments do need to go through a site plan review process. He explained that the owners/applicants, who own both lots, want to adjust the line 7 feet to the west so it does not run down the middle of the existing structures. He said the main issue to determine was the rear yard—is it opposite Fourth or Center Street? He then explained the setback requirements and that with the applicants' proposed lot line adjustment, the setback would be 5 feet, and the back yard would be the one opposite Fourth Street. Mr. Knight said this would be recorded and a permanent determination. He referred to the table that shows the required setbacks in the agenda packet.

Mr. Vincent asked about the proposed addition and its dimensions. Mr. Knight said it would be a 4-by-4-foot closet.

Mr. Schall was inclined to approve the applicants' proposal.

6:46 (48:23) Mr. Worth made a point of clarification and said the main priority is the lot line adjustment so that it does not intersect the other house. He said the addition would be a small request but not mandatory. He said he wants the decision to be made about the lot line. He then asked if it was just a matter of adjusting the lot line, did he still need approval from the commission.

Mr. Knight started to explain that if it's determined that the area between the two houses is a side yard, then a variance would not be needed to build the addition.

Mr. Worth interrupted and asked what if he abandoned the addition and just focused on moving the lot line and proposed the addition and the front stairs as two separate projects (three separate projects total).

Mr. Vincent said let's clean up the lot line and put it behind everyone. He commented about the odd technicalities regarding the setbacks and yards, then suggested making three separate motions. He asked the commission to expeditiously help the Worths and restrike the lot line.

Mr. Schall asked about the garage and if it was too close to its lot line at the side/rear yard, that it does not comply to either setback. Mr. Knight said this was true. Mr. Schall said they cannot change its footprint. Mr. Knight said it depended on if they were renovating or rebuilding the garage—if they were demolishing it, the new garage would need to comply to new standards. Mr. Schall said the applicants could move the lot line, call that lot the side, build the closet, leave the garage alone, and the commission can approve the front stairs and porch.

Mr. Knight said Mr. Vincent's suggestion for three separate motions made sense since these were three "different animals."

Mr. Vincent said if the commission supports all three aspects of the project, then he was fine with one motion to approve everything. He said let's allow the citizens to move on with their project. He said he doesn't care about a 16-square-foot addition barely seen from the street unless there is some technicality that Mr. Knight is aware of; then he would respect following the ordinance.

Mr. Schall said he would be inclined to approve the resolution. Chair Ludwig concurred.

Mr. Vincent asked if the stairs land right at the lot line, at the street, and if he would be stepping onto municipal property at the last step.

6:54 (56:30) Mr. Worth made remarks about the traffic on Fourth Street, then explained that they had surveyors determine that everything was correct, and explained where the stairs would land and how they were bringing them back to their original placement. Mr. Knight reminded Mr. Worth that the stairs would need to meet building and fire code requirements. Mr. Worth pointed out that the stairs would be an additional exit for the building.

Motion to Approve P&Z Resolution 2020-14

Commissioner	Moved	Second	Aye	Nay	Absent	Abstain
Ludwig			X			
Romberger			X			
Schall	X		X			
Vincent		X	X			

6:57 (59:16) Item 8: Preliminary/final site plan review for rear deck

Applicant: Mary and Andrew Chinander

Address: 860 Hampshire Avenue

Zone: R1-5

Owner of record: Andrew and Mary Chinander

APN: 401-07-133

Applicant is seeking preliminary and final site design approval to construct a rear deck.

Discussion/Possible Action – P&Z Reso. 2020-15

Mr. Knight introduced the deck project and went over the dimensions and setback. He clarified that the deck will be at the second story above the existing first-story deck and would be the same size. He said coverage and setbacks are not issues. The stairs and the existing deck will be rehabilitated, meeting all ordinance requirements.

6:59 (1:01:04) Property owner Andrew Chinander said plans are being drawn and that they are at the preliminary design stage at this point. Mr. Knight said those plans will go by the building department.

Mr. Chinander said the existing deck (10 by 20 feet) will be expanded “out” from the house by two feet and will then be 12 by 20 feet.

Mary Chinander told Mr. Knight the plans he has (that they submitted) show the new deck dimensions of 12 by 20 feet, and that they had decided to mirror the old deck to be the same size.

Mr. Knight said this was not included in the application and would be up to the commission to decide if this was an issue.

Mr. Schall said it was not a problem and that it was clear they were well within the setback requirements. Chair Ludwig agreed.

Motion to Approve P&Z Resolution 2020-15

Commissioner	Moved	Second	Aye	Nay	Absent	Abstain
Ludwig			X			
Romberger			X			
Schall		X	X			
Vincent	X		X			

7:03 (1:04:25) Item 9: Discussion about mixed-use in C-1 Zone

Applicant: Town of Jerome

Discussion and possible direction to staff

Mr. Knight shared the background on this item. He said a discussion with a potential business owner at 415 Main St (the Flatiron patio) brought up a lot of questions about the building: Was it residential? Commercial? Both? How was it treated in the past? He said it could be considered a mixed use or live-work use. He went on to explain the benefits of mixed use. He referred to Commissioner Romberger's property (Lola building, 420 Hull Avenue) and his situation. Mr. Knight said the ordinance does not address mixed use and that it has been dealt with on a case-by-case basis in the C-1 district. As an example, he referred to the Cuban Queen project as a potential mixed-use property.

Mr. Knight said he would like to prevent the street level in the business district from being filled with residential units and taking away business space and see this addressed in the ordinance. He said it seemed as if mixed use had simply been allowed in the past. He used Retro Roadrunner Resale as example, and what would happen if the business left and the space became a residence, and say the next tenant wanted to revert to mixed use again. Including something in the ordinance about mixed use would affect this specific building but also brings up the broader question of how the town wants to treat mixed use in the C-1 zone.

Chair Ludwig said she would love to see a mixed-use category, and that as Jerome grows, sees this happening more and more.

Mr. Knight referred to the “Smart Growth” principles in his staff report.

Mr. Schall said he would like to encourage mixed use, so maybe a code amendment would be in order.

Mr. Knight said he mostly wanted to bring it to the commission's attention and could bring back the item for further discussion at a subsequent meeting. He said mixed use could be allowed but sees some restrictions would be needed.

Mr. Schall said street-level use would be a concern and would want to restrict it to commercial use.

Mr. Vincent said he believed the marketplace would dictate that the street level would be commercial. He said the C-1 is replete with mixed use presently, and that maybe codifying conditions would be a good idea, and even encourage mixed use in the commercial zone.

Mr. Knight referred to the Lola building as an example of mixed use once again and said that if the commission wants to allow and encourage mixed use, it should be clarified in the zoning ordinance. He said the option would be to continue with change-of-use permits (CUPs).

Mr. Vincent said he would like to allow it in the C-1 district.

Mr. Romberger said yes, keep the street level as commercial use and residential use on other levels. He agreed mixed use should be encouraged.

Mr. Knight said he can come back with additional information and initiate the process to amend the code.

Informational Items (Current Event Summaries):

7:13 (1:14:40) Item 10: Updates of recent and upcoming meetings – John Knight, Zoning Administrator

- a. **June 8, 2020 DRB Meeting** – 446 Clark Street apartments and parking structure; change meeting date to first Monday of the month
- b. **June 9, 2020 Council Meeting** – first reading of residential parking ordinance
- c. **July 13, 2020 DRB Meeting** – approved garage remodel 11 Rich Street; discussed adopting design guidelines
- d. **July 14, 2020 Council Meeting** – approved P&Z and DRB bylaws and changed meeting dates

Mr. Knight went through the above list of updates and topics of recent meetings. He mentioned SHPO setting up a design guidelines workshop on August 31 with DRB and thought P&Z may like to participate. He also announced that the meeting date changes have been approved, effective September.

7:15 (1:16:53) Item 11: Potential items for Wednesday, September 16, 2020 (**Note meeting date change to third Wednesday**): Possible ordinance amendments for a sidewalk encroachments, temporary signs, residential lodging, and stair setbacks.

Discussion/Possible Direction to Staff

Mr. Knight listed the topics above, crossed off stair setbacks, and added mixed use in the C-1 zone. He said at this point the next meeting will mostly focus on code amendments.

Item 12: Adjourn

Motion to Adjourn at 7:16 p.m.

Commissioner	Moved	Second	Aye	Nay	Absent	Abstain
Ludwig	X		X			
Romberger			X			
Schall		X	X			
Vincent			X			

Approved: _____ Date: _____

Jessamyn Ludwig, Planning & Zoning Commission Chair

Attest: _____ Date: _____

Rosa Cays, Deputy Clerk



TOWN OF JEROME

Design Review Board Meeting

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

MINUTES

via VIDEOCONFERENCE (ZOOM)

Monday, August 10, 2020, 6:00 pm

6:00 (0:20) Item 1: Call to order

Chair Tyler Christensen called the meeting to order at 6:00 p.m.

Rosa Cays, deputy clerk, called the roll. Present were Chair Christensen, Vice Chair Brice Wood, and board members John McDonald and Danny Smith. Zoning Administrator John Knight was also present.

6:00 (0:52) Item 2: Petitions from the public – There were no petitions from the public.

6:00 (0:56) Item 3: Approval of Minutes: Minutes of the regular meeting of July 13, 2020.

Motion to Approve the Minutes of the Regular Meeting of July 13, 2020

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

Continued Items/Old Business: None (Design Guideline discussion with SHPO postponed until next meeting)

New Business:

6:01 (1:44) Item 4: Design Review for stairs and misc. improvements

Applicant: Janet Bustrin

Address: 538 School Street

Zone: C-1

Owner of record: Bustrin Family Trust

APN: 401-06-092

Applicant is seeking preliminary and final design review approval to construct rear yard stairs and various yard improvements.

Discussion/Possible Action – DRB Reso. 2020-20

6:02 (2:18) Jerome homeowner Janet Bustrin introduced the item and added that she and her brother purchased the home through the family trust almost six years ago. She said the stairs behind the property [off School Street] have always been a danger, so their objective is to create a safe entrance and exit. She described the details of the new stairs and added landings.

Chair Christensen commented that the photos provided in the packet were good and made it easy to see the plans.

Mr. Knight added that the project was approved by P&Z on August 5.

Mr. Smith said he liked how the new railing looked.

Chair Christensen commented that a good material was chosen for the stairs and that it will allow snow to fall through.

Mr. Knight said the work also includes a swale between the applicant's property and Ghost City Inn right next door. He said the details have not been worked out yet, but the applicant is aware that the property will have to discharge into an approved drain storm system.

Motion to Approve DRB Resolution 2020-20

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

6:05 (5:39) Item 5: Design Review for an addition and stairs

Applicant: Greg Worth

Address: 639 Center Avenue

Zone: R1-5

Owner of record: Gregory A. Worth Living Trust

APN: 401-08-037

Applicant is seeking preliminary and final design review approval to construct an addition and second story access stairs for a single-family home.

Discussion/Possible Action – DRB Reso. 2020-21

6:06 (6:07) – Homeowner Greg Worth talked about buying the neglected house at 639 Center built in 1908, and said they just wanted to restore the house to “Jerome and not Savannah” and to its former glory. He said in 1928 a stairway was added to the front of the house, and they want to restore those stairs, which would also make the house safer as it would provide another exit from the second story in case of fire. He said they may add a 16-square-foot addition to enlarge the bathroom.

Mr. Knight said the project was basically a rehabilitation of the house, a small addition, and the stairway. He added that the project had gone before P&Z and was approved, but that it has since been appealed [the appeal was later rescinded], and that this does not affect DRB’s decision. He also said the remodel is significant, and that the stars on the front of the building, popular among Jerome residents who some have said have been there since 1890 (and others since 1980), were not original nor of historic character.

Mr. Worth said they plan to use the stars for some sort of art project, perhaps a design contest for resident artists.

Chair Christensen referred to the architectural drawing in the packet and the stairs to be built off the front of the house. He asked where the steps would land.

Mr. Worth said the last step would land on the property, not to the sidewalk as it did originally. He also said that the porch to the landing is about a five-foot drop, and that the stairs land at Fourth Street but not at the sidewalk level.

Mr. Knight mentioned that the stairway cannot be in the right of way; it has to be completely on the property.

Chair Christensen asked if the bottom supports were like the old ones, which Mr. Worth answered they were, as the rails would be as well, although at a compliant height for safety. “We have a grandchild,” said Mr. Worth.

Chair Christensen asked about the roofing material, which Mr. Worth said would be metal. Discussion ensued. He said they were trying to take the house back to 1908.

Mr. Wood said he was pleased to see the house and garage get fixed up and liked the design decisions. He said he would like the motion to include the roof. Mr. Worth said there was a 90 percent chance the roof would be metal, which pleased the board.

Mr. Worth said they wanted the renovation to be safe and to keep it with the Jerome look.

Mr. Smith said it was great to see someone wanting to save one of the old houses of Jerome. He expressed his appreciation for the Worths’ efforts and commitment and said the board should work with the applicant to make this happen.

Motion to Approve DRB Resolution 2020-21 with the metal roof

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

6:16 (16:30) Item 6: Design Review for new rear deck and deck rehabilitation

Applicant: Mary and Andrew Chinander

Address: 860 Hampshire Avenue

Zone: R1-5

Owner of record: Andrew and Mary Chinander

APN: 401-07-133

Applicant is seeking preliminary and final design review approval to construct a new deck in the rear yard and rehabilitate the existing decks.

Discussion/Possible Action – DRB Reso. 2020-22

Chair Christensen introduced the item. [Just then, audio difficulties began with the Chinanders’ connection.]

Mr. Knight introduced the item in the meantime. [Audio reconnected.]

(19:13) Homeowner Andy Chinander explained the project was basically a rehabilitation of the existing deck and the addition of an upper deck to take advantage of the view.

Mr. Knight shared on screen the architectural drawing (addendum) that illustrated the structure of the decks. He explained the proportions of the two decks and reiterated that the old deck and stairs were being rehabilitated. Mr. Knight asked if Trex® or a comparable composite material was being used (Mr. Chinander confirmed this), then he asked if he had covered all the work that was being proposed.

The Chinanders both said yes.

Chair Christensen confirmed that Trex was the material to be used for the decks and the railing that was shown in the application packet.

Homeowner Mary Chinander said they were still deciding on the railing, but that it would be a dark metal. Discussion ensued.

Mr. Knight asked what their proposal preference was and that he did not realize they were still considering options.

Discussion continued as the Chinanders described the square design of the other railing being considered.

Mr. Smith said they had the square style railing in stock at Home Depot—it was what he used on his upper deck.

Motion to Approve DRB Resolution 2020-22 with the square tubing for the railing

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

6:23 (24:05) Item 7: Design Review for a new sign for University Shack

Applicant: Jane Rolfes

Address: 112 Main Street

Owner of record: Jerome Historical Society

Zone: C-1

APN: 401-06-009B

Applicant is seeking preliminary and final design review approval for a new hanging sign.

Discussion/Possible Action – DRB Reso. 2020-23

Mr. Knight introduced the simple proposal, which was basically to relocate a shop sign. He said his only concern was that the sign be hung with a clearance of 8 feet from the ground. The applicant had confirmed the sign would meet this requirement.

6:25 (25:15) Jane Rolfes introduced herself and confirmed that she was using the same sign she had been for 15 years and was merely moving it to the new location of her shop.

Mr. McDonald did bring up that the sign would be located at the “wind alley” and would need to be anchored.

Ms. Rolfes said she had already talked to property manager Jay Kinsella about it and knows right where to hang the sign.

Motion to Approve DRB Resolution 2020-23

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

6:26 (26:50) Item 8: Design Review for a retaining wall and fence

Applicant: Anthony Schadeegg

Address: 111 Third Street

Owner of record: Anthony Schadeegg

Zone: R1-5

APN: 401-08-039

Applicant is seeking preliminary and final design review approval for a retaining wall and fence on the east side of the property.

Discussion/Possible Action – DRB Reso. 2020-24

Mr. Knight said DRB approval is needed for fences and walls per the zoning ordinance and that the height determines if a building permit is needed. If less than 4 feet, then a building permit is not needed, said Mr. Knight, but this does not mean the project is exempt from going before DRB, so the applicant did submit the required paperwork and fees. Mr. Knight described the fencing being added to the wall.

6:28 Homeowner Anthony Schadeegg introduced himself and said he didn't think he needed to go before any of the boards to rebuild the wall since it did not require a building permit. He said he was rebuilding a fallen wall and reusing stones in the new wall.

Chair Christensen said he appreciated Mr. Schadeegg submitting the required application and fees.

Vice Chair Wood sang Mr. Schadeegg's praises and pointed out that he has done other work around Jerome. He said that what Mr. Schadeegg has done has improved the neighborhood.

Motion to Approve DRB Resolution 2020-24

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

Informational Items (Current Event Summaries):

6:31 (31:46) Item 9: Updates of Recent and Upcoming Meetings: John Knight, Zoning Administrator

- a) **Council – July 14, 2020:** Updated P&Z and DRB bylaws (and approved new meeting dates)
- b) **Planning and Zoning Commission – August 5, 2020:** Stair setback interpretation; yard setback interpretation; site plan review of 538 School Street; site plan review of 639 Center Avenue; site plan review of 860 Hampshire Avenue; discussion about mixed-use in C-1 zone

Mr. Knight summarized the recent and upcoming meetings: the DRB bylaws were approved by the Council, including the new meeting dates. The P&Z meeting was August 5, which included the same items as on this DRB agenda minus Item 8, and that a discussion about mixed use in the C-1 zone was also part of the P&Z meeting. He said the community garden meetings have been happening and reminded the board that courtesy reviews will be brought to both boards. Mr. Knight said they have had good turnouts at the garden meetings and invited board members to join in.

6:33 (33:58) Item 10: Set date for next DRB meeting: Regular meeting date falls on Labor Day holiday.

Suggest moving the meeting a week earlier to **Monday, August 31, 2020.**

Mr. Knight explained the need to reschedule the DRB meeting in September to avoid Labor Day, which would require a vote from the board. He proposed having it on Monday, August 31.

Motion to Move the September DRB Regular Meeting to Monday, August 31, 2020

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

6:35 (35:31) Item 11: Future DRB Agenda Items: Design Guidelines discussion with SHPO; 123 Beale Street fence; new sign for 367 Main Street

Mr. Knight went over future agenda items. He said the State Historical Preservation Office (SHPO) will “zoom in” at the next DRB meeting to talk about design guidelines and possibly other items. He said the fence on Beale Street was likely not going to happen, and that a new sign at 367 Main Street will be on the agenda, as well as the community garden plan.

Item 12: Adjourn

Motion to Adjourn at 6:37 p.m.

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

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

Attest: _____ Date: _____
Rosa Cays, Deputy Clerk



TOWN OF JEROME

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

MINUTES REGULAR MEETING OF THE JEROME TOWN COUNCIL CONDUCTED VIA ZOOM TUESDAY, AUGUST 11, 2020, AT 7:00 P.M.

ITEM #1: 7:01 (0:17)	CALL TO ORDER/ROLL CALL Mayor/Chairperson to call meeting to order. Mayor Alex Barber called the meeting to order at 7:01 pm. Town Clerk to call and record the roll. Town Manager/Clerk Candace Gallagher called the roll. Present were Mayor Barber, Vice Mayor Sage Harvey, and Councilmembers Jane Moore, Dr. Jack Dillenberg, and Mandy Worth. Zoning Administrator John Knight, Accounting Clerk Melanie Atkin, Fire Chief Rusty Blair, Police Chief Allen Muma, and Deputy Clerk Rosa Cays were also present.																																										
ITEM #2: 7:01 (0:54)	FINANCIAL REPORTS Financial reports for July 2020 Mayor Barber pointed out that COVID-19 hit hard in April, May, and June, yet the bottom line was not as bad as expected. Councilmember Jack Dillenberg mentioned the \$17,000 in June revenue from the parking kiosks, which Mayor Barber remarked was basically keeping the town in the black. Councilmember Jane Moore said that she was surprised with the financial reports and that they could have been worse. Motion to Approve the July 2020 Financial Reports <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><tr><td>WORTH</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr></table>	COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN	BARBER	X		X				DILLENBERG			X				HARVEY		X	X				MOORE			X				WORTH			X			
COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN																																					
BARBER	X		X																																								
DILLENBERG			X																																								
HARVEY		X	X																																								
MOORE			X																																								
WORTH			X																																								
ITEM #3: 7:03 (3:30)	STAFF AND COUNCIL REPORTS Written staff reports by the Town Manager/Clerk, Deputy Town Clerk, Utilities Clerk, Accounting Clerk, Public Works Department, Building Inspector, Municipal Court, Police Chief, and Fire Chief, and verbal reports from Council members. Ms. Gallagher shared highlights from her report, with COVID-19 continuing to be a priority, and zoom meetings scheduled twice a week to stay on top of the latest information. Other highlights: She attended an online NACOG meeting regarding the reuse of the cobblestones on Center Avenue. Although funding has not been granted for the project, NACOG would like any cobblestones that are removed to be preserved for their historic value. She also participated in a meeting with ADEQ about their consent order regarding ammonia and copper limits at the wastewater treatment plant. Ms. Gallagher attended a three-hour online elections training offered by the AZ Municipal Clerks Association. She congratulated Public Works Director Marty Boland for four years of service (this time around), and John Knight, who just had his one-year anniversary on August 1. Ms. Moore shared that she had talked to Kristine Uhlman regarding the Freeport McMoRan remediation project at Verde Central. Ms. Uhlman said there is nothing to worry about; that the mine site has been the same since the late 1920s, early '30s. Ms. Moore said the public can comment on the project until August 17. Ms. Moore said she had talked to Mike Krebs of PACE Engineering, who is assessing the sewer treatment plant, and to Henry McVittie, and they have requested data on business closures in Jerome. Their work has been delayed due to COVID-19. Dr. Dillenberg said "Friends of Jerome" is moving forward. He talked about Riester, the ad agency that is donating some of their time to help get the project started. Mayor Barber praised and congratulated the councilmembers on their reelection at the primary and said they all worked well together. 10:07 Chief Blair interjected to report that the brush truck has brought in about \$19,000 so far this season. It also went out on the Pick Fire, which will bring in another \$5,047, and that the truck was out again. [Mayor Barber was experiencing technical issues but was soon back in the meeting.]																																										

	<p><u>Motion to Approve the July 2020 Staff Reports</u></p> <table><tr><th>COUNCILMEMBER</th><th>MOVED</th><th>SECONDED</th><th>AYE</th><th>NAY</th><th>ABSENT</th><th>ABSTAIN</th></tr><tr><td>BARBER</td><td>X</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></td><td>X</td><td>X</td><td></td><td></td><td></td></tr><tr><td>MOORE</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>WORTH</td><td></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	X				HARVEY		X	X				MOORE			X				WORTH			X																																													
COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN																																																																															
BARBER	X		X																																																																																		
DILLENBERG		X	X																																																																																		
HARVEY		X	X																																																																																		
MOORE			X																																																																																		
WORTH			X																																																																																		
ITEM #4: 7:13 (12:39)	<p>ZONING ADMINISTRATOR'S PLANNING AND ZONING AND DESIGN REVIEW REPORT AND MINUTES</p> <p>Minutes are provided for the information of Council and do not require action.</p> <p>Zoning Administrator John Knight went over his report, which covered items addressed at the August 5 P&Z meeting and the August 10 DRB meeting. He mentioned home projects happening around town and the possibility of initiating a code amendment to address mixed use in the commercial zone. P&Z had talked about stair and yard setbacks and decided they would be considered on a case-by-case basis rather than amending the zoning ordinance.</p> <p>Mr. Knight also mentioned that DRB's regular September meeting will be held August 31 at 6 pm due to the Labor Day holiday on September 7. SHPO will be doing a workshop at that meeting on design guidelines, and the Council and all board members are invited.</p> <p>Mr. Knight said he was working on a code enforcement issue and would report back when he had more information. He said he was also gathering code amendments to address all at one time and that a neighborhood meeting would be planned. He listed the possible amendments.</p> <p>Mr. Knight said he wanted to discuss stair setbacks with the Council, which he feels could be better addressed in the zoning ordinance. He also reported that the community garden meetings have been going well and have been well attended, and that he and Chuck Romberger would be picking up materials to start building beds.</p> <p>Ms. Moore said she listened to the audio from the August 5 P&Z meeting and would like the Council to meet with Mr. Knight to discuss code amendments; she would like to iron out a few things before they are addressed at a neighborhood meeting. Discussion ensued regarding the details of meeting and who should attend.</p> <p>Mayor Barber asked Ms. Gallagher to send out a doodle poll to determine a meeting date.</p>																																																																																				
ITEM #5: 7:20 (20:11)	<p>APPROVAL OF MINUTES</p> <p>July 14 regular meeting; July 28 special meeting</p> <p><u>Motion to Approve the July 14, 2020 Regular Council Meeting Minutes</u></p> <table><tr><th>COUNCILMEMBER</th><th>MOVED</th><th>SECONDED</th><th>AYE</th><th>NAY</th><th>ABSENT</th><th>ABSTAIN</th></tr><tr><td>BARBER</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>DILLENBERG</td><td></td><td>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><tr><td>WORTH</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr></table> <p><u>Motion to Approve the July 28, 2020 Special Council Meeting Minutes</u></p> <table><tr><th>COUNCILMEMBER</th><th>MOVED</th><th>SECONDED</th><th>AYE</th><th>NAY</th><th>ABSENT</th><th>ABSTAIN</th></tr><tr><td>BARBER</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>DILLENBERG</td><td></td><td>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><tr><td>WORTH</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr></table>	COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN	BARBER			X				DILLENBERG		X	X				HARVEY	X		X				MOORE			X				WORTH			X				COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN	BARBER			X				DILLENBERG		X	X				HARVEY	X		X				MOORE			X				WORTH			X			
COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN																																																																															
BARBER			X																																																																																		
DILLENBERG		X	X																																																																																		
HARVEY	X		X																																																																																		
MOORE			X																																																																																		
WORTH			X																																																																																		
COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN																																																																															
BARBER			X																																																																																		
DILLENBERG		X	X																																																																																		
HARVEY	X		X																																																																																		
MOORE			X																																																																																		
WORTH			X																																																																																		
ITEM #6: 7:21 (21:06)	<p>PETITIONS FROM THE PUBLIC - There were no petitions from the public.</p>																																																																																				
ITEM #7: 7:21 (21:15)	<p>ORDINANCES</p> <p>ITEM #7A: THIRD READING AND POSSIBLE ADOPTION: ORDINANCE NO. 461, AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA TO AMEND ARTICLE 12-2, "RESIDENTIAL PARKING" OF THE JEROME TOWN CODE</p> <p>Council may conduct the third reading of and may adopt Ordinance No. 461, to amend Article 12-2, "Residential Parking" of the Jerome Town Code to provide for review of parking permit applications by the Zoning Administrator.</p> <p>Mayor Barber introduced the item.</p> <p>Vice Mayor Harvey said she was pleased with the changes and thanked Mr. Knight for the revision.</p> <p>Ms. Moore asked for clarification on sections C.a. and C.b. regarding off-street parking in cases where it is insufficient for the number of residents, or where the off-street parking is inadequate or unsafe in some way.</p> <p>Mr. Knight explained the concept in both clauses (and pointed out that "off-street" was the term being used instead of "onsite"). He gave examples of scenarios where residents could potentially be eligible for permit parking even if they have some off-street parking. Mr. Knight mentioned that residents on Clark Street have garages (off-street parking), but they are inches from Highway 89, and the garages are dangerous to enter and exit. Mr. Knight said he wanted the ordinance to allow for these situations. He also added a provision for appeal because there would likely be questions about what is "unsafe" or "inaccessible."</p> <p>Ms. Moore asked if someone wanted to increase usage of their house—for example, add an apartment or B&B—would this section in the ordinance allow them to do this?</p> <p>Vice Mayor Harvey affirmed Ms. Moore's concern and said that if the homeowner cannot provide parking, they cannot add housing or a B&B, and asked that this be clarified.</p> <p>Mr. Knight said because the standards of the current zoning ordinance would have to be met, parking would have to be provided along with additions to a home. He said the residential parking ordinance is really meant</p>																																																																																				

for existing homes in residential areas, and that if someone has off-street parking, they should use it for parking (e.g., not as an art studio) and not be eligible for a parking permit; this is what the ordinance is trying to capture. Mr. Knight also pointed out that item I. in the ordinance addresses issues regarding the physically impaired and that the language was provided by Chief Muma.

Councilmember Mandy Worth posed a question: If someone currently has a physical disability space and cannot provide the documentation in a timely fashion required by the ordinance, will that space be revoked?

Chief Muma replied that this could be possible and that permits must be reviewed occasionally. He said people are easily getting handicap permits from ADOT just to get a permanent parking space. He said certain Jerome residents need to park as close to their homes as possible, whom this ordinance is intended to help. He said if someone can walk uptown, they do not need a disability space, which is why documentation of a physical impairment will now be required.

Ms. Gallagher announced that the Council had received email from Suzy Mound, who asked that it be shared with meeting attendees. Ms. Gallagher projected the document on the computer screen for everyone to read¹.

Ms. Worth thanked Chief Muma for his clarification and his work on the ordinance.

Motion to Adopt Ordinance No. 461, to amend Article 12-2, "Residential Parking" of the Jerome Town Code

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

7:33 (32:28)

ITEM #7B: FIRST READING: ORDINANCE NO 462, AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AMENDING THE JEROME TOWN CODE BY THE ADDITION OF NEW ARTICLE 1-14 THEREOF, ENTITLED "TOWN SEAL, TOWN INSIGNIA AND TOWN LOGO"

Council may conduct the first reading of Ordinance No. 462, amending the Town Code regarding use of the Town seal, insignia, and logo.

Mayor Barber read the ordinance aloud in title only.

Ms. Gallagher gave more background on the ordinance. She said that many municipalities address the use of the town seal in their codes, but Jerome has not yet done so. Ms. Gallagher said it was recently discovered that a business in town was using the emblem as their profile picture on Facebook, and because they do not represent the town and it shouldn't be perceived that they do, they should not be allowed to use the town logo. She said this ordinance is to stop this from happening.

Discussion ensued about adoption of the ordinance. Ms. Gallagher said she would add it to the special meeting agenda for a second reading and possible adoption.

Ms. Worth said that since this was the first reading, modifications could still be made and directed everyone to Section 114.3, Item 3 and suggested that it not be restricted to what was listed. She named as examples the town crew t-shirts and perhaps Town of Jerome stickers of things the insignia could not be used for based on the current wording of the ordinance.

Mayor Barber agreed and said this was meant for town business only, including use on the forthcoming Friends of Jerome website.

Ms. Worth made the point that if it were perhaps worded to include "any durable goods or digital items approved by the town manager and/or the town council," that it would allow for more flexibility and not unintentionally limit the use in the future.

Mayor Barber acknowledged that a few changes will be made to the ordinance for the second reading.

ITEM #8:

7:37 (37:05)

2020-21 TAX LEVY

ITEM #8A: RESOLUTION NO. 602, A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF JEROME, ARIZONA, LEVYING UPON THE ASSESSED VALUATION OF PROPERTY WITHIN THE TOWN A CERTAIN SUM OF MONEY FOR FISCAL YEAR 2020-21 TO BE ASSESSED AGAINST THE VALUATION OF REAL PROPERTY FOR PRIMARY TAX PURPOSES.

Council may approve the property tax levy for the Town of Jerome for the fiscal year ending June 30, 2021. No increase in the tax levy has been proposed.

Ms. Gallagher explained that this is done on a yearly basis and that the \$47,500 tax levy had not changed for about 10 years. She said it is divided among Jerome property owners based on their assessed values.

Motion to Approve Property Tax Levy for Town of Jerome for the fiscal year ending June 30, 2021 (Resolution #602)

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

¹ Ms. Mound's letter is included at the end of these minutes.

ITEM #9:**7:38 (38:21)****UNFINISHED BUSINESS****ITEM #9A: COVID-19**

Council will again discuss plans and timeline for reopening Town Hall. Discussion will also include the annual Town picnic and Halloween Dance.

Mayor Barber said she had discussed reopening Town Hall with Ms. Gallagher and would like to wait another month to do so.

Chief Blair announced there would be no town picnic this year since it would not be possible to social distance and do the potluck; it would be too costly to cater and the JFD Auxiliary does not have the funding. He also said that the VW Bus Club also canceled their event. Just in case things loosen up for October, the JFD Auxiliary does want to plan for the Halloween ball to take place outside on the basketball courts. Chief Blair went into details of dimensions and occupancy.

Dr. Dillenberg said it would be a plus to have the ball outside, but it will all depend on the COVID situation.

Vice Mayor Harvey said her concern was that word would get out across the Verde Valley and everyone would want to attend. She said she knows JFD needs the money but is concerned about attendance.

Chief Blair said they do not have to advertise and will limit occupancy to 400, and with social distancing, spaced tables and chairs, and squares on the dance floor, he feels they could have a safe event. Chief Blair said he wanted permission to have the liquor license and insurance in place just in case and can cancel at the last limit if necessary.

Mayor Barber said the vice mayor had a valid concern, but with enough security, the maximum occupancy could be controlled, so it seems it could be managed.

Ms. Worth praised the chief's proactiveness but was concerned about the special event liquor license and wondered if the governor had rescinded issuance of them; she had heard special event liquor events were on hold for now.

Chief Blair said he can only apply and see what they say.

Dr. Dillenberg asked that the organizers make sure only ticketholders can get inside the event.

Chief Blair said there would be six-foot fencing all around the event, which he is hoping Western Fence will donate, and that the rock walls also provide security. There would be only one entrance.

Motion to continue with closure of Town Hall and discuss again at the September 8 Council meeting

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

Motion to permit JFD to prepare for the Halloween dance with continued monitoring of COVID

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

7:50 (49:43)**ITEM #9B: REQUEST FOR RELOCATION OF STREET LIGHT**

Council will continue their review of a request by Janet Bustrin for the relocation of a streetlight in the backyard of her property at 538 School Street.

Ms. Gallagher announced that Brandon Echols of APS and homeowner Janet Bustrin were both online.

Mayor Barber asked Mr. Echols to explain to the Council why the existing pole could not be moved.

7:51 (50:25) Mr. Echols began to explain when he ran into audio difficulties. He said moving the existing pole would be problematic and costly and that setting a second pole would also be a big expense of \$15,000. He said because of the size of the lot, to move the light merely 40 feet would not be gaining much.

Mayor Barber said that at the last meeting, APS and Ms. Bustrin said they would come to an agreement, but now that the second pole won't work, "there is talk about setting a pole across the street and making it someone else's problem."

Vice Mayor Harvey said she agreed that it is pushing the problem to another neighbor. She said if Ms. Bustrin wants to move the streetlight, she should incur all costs to do so, including the monthly charge APS wants to charge the town for a second streetlight.

Ms. Gallagher noted that if Ms. Bustrin was to pay the entire cost of \$2259.00, then no additional monthly charges would be billed to the town. Mr. Echols confirmed this.

Dr. Dillenberg said then it was for APS and Ms. Bustrin to negotiate.

Mayor Barber reminded Dr. Dillenberg that moving the pole across the street could impact four other houses, so there needs to be a neighborhood meeting. She asked if moving a pole for one homeowner is setting a precedent. Mayor Barber said she was open to ideas on how to do this fairly, but that the town should incur no costs and that the neighbors should be included in this decision.

Dr. Dillenberg suggested having Mr. Knight set up a neighborhood meeting and report back to the Council. He also agreed that the town should not incur any costs.

7:57 (56:23) Ms. Bustrin brought up the two empty lots behind her home on School Street and said electrical service would not be altered if the streetlight were moved across the street. It would also improve the lighting on the street, so she did not see that doing this would set a negative precedent.

Ms. Worth agreed that the requesting homeowner should pay all costs, and the neighbors should be notified.

At the Mayor's request, Mr. Knight agreed to coordinate a neighborhood meeting.
Mayor Barber and Ms. Gallagher discussed adding this item to the September meeting agenda.
Ms. Moore suggested that the people who own the empty lots should also be included in the neighborhood meeting.

ITEM #10:

8:00 (1:00:04)

NEW BUSINESS**ITEM #10A: APPOINTMENT TO DESIGN REVIEW BOARD**

Council will review applications received and may make an appointment to the Design Review Board to fill a vacancy for an unexpired term ending February 28, 2023². As of agenda preparation date (August 4, 2020), one application had been received, from Carol Wittner.

Motion to Appoint Carol Wittner to the Design Review Board

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

8:02 (1:02:05)

ITEM #10B: USE OF \$1,000 TREE VOUCHER

Council will discuss and may determine how best to use a \$1,000 tree voucher recently provided to the Town by APS.

Dr. Dillenberg suggested that trees be purchased for the community garden.

Vice Mayor Harvey said the trees removed at town hall could be replaced and we would likely still have money left. She reminded everyone that monies from the Yavapai-Apache Nation grant can fund the garden, and suggested Lower Park (Sliding Jail Park) and town hall can use some beautifying.

Mayor Barber said more money could still be invested in the community garden and said one tree could be purchased for the community garden from the voucher. Trees could be purchased for other parts of town as well.

Ms. Worth agreed with Vice Mayor Harvey. She suggested trees with edible fruit around town hall and to perhaps use most of the voucher for trees at Lower Park, which would also assist with erosion. Her last suggestion was to purchase a town-sponsored tree for the garden as a ceremonial gesture.

Ms. Moore suggested getting trees to help hold the slope below Sliding Jail and keep the soil in place.

Mr. Knight said local business owners have offered to donate trees for the community garden, although he liked the idea of one tree coming from the town. He agreed that Lower Park could use the greenery.

Motion to use the voucher for 1 tree @ community garden; 2 @ town hall; remainder @ Sliding Jail Park for beautification and soil erosion control

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

8:07 (1:07:23)

ITEM #10C: APS LICENSING AGREEMENT

Council will review and may approve a licensing agreement with APS relative to installation of solar panels at the 300 Level parking area.

Ms. Gallagher stated that the Council had previously approved an agreement with APS for a solar installation. It was originally planned that Freeport McMoRan (from whom the town leases the parking lot) would provide an easement, but they declined and instead allowed for the town to enter into a license agreement with APS.

Vice Mayor Harvey asked about the first paragraph on the last page of the agreement where "airport" is mentioned. Ms. Gallagher said this was likely a "cut/paste" problem and will ask APS to fix it.

Vice Mayor Harvey also referred to the bottom of the first page and top of second page where it addresses the maintenance of the area adjacent to the equipment. Her concern was that it should not add to the town crew's workload. She read the section aloud.

Ms. Gallagher said her view was that it was not going to add to the town crew's work; that it was mostly addressing that the equipment is not to be obstructed.

Dr. Dillenberg questioned if the "licensor" was Jerome; Ms. Gallagher verified that it was.

Ms. Moore said not a lot of shrubbery or other possible obstructions were around the solar installation, so Mr. Boland would likely be okay with the agreement.

Motion to Approve Licensing Agreement with APS subject to Public Works Director Review

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

² Clerk's note: All Board appointments expire on February 28. The original agenda mistakenly referenced the appointment as expiring on March 28. That has been corrected here.

<p>8:14 (1:13:20)</p>	<p>ITEM #10D: FREEPORT-MCMORAN SOCIAL INVESTMENT FUNDING</p> <p>Council may discuss and decide on a project for which to apply during the upcoming round of social investment funding from Freeport-McMoRan Copper & Gold Foundation.</p> <p>Ms. Gallagher informed Council that, as she was beginning the process of preparing an application for this funding, she discovered that Freeport's social investment funding has been placed on hold. She read aloud the notice posted on their website. Ms. Gallagher contacted Angie Harmon at Freeport-McMoRan who told her it funding may be restored in the future and that small awards of \$5,000 or so may be available for specific projects. Ms. Harmon also told her that they may be able to provide a consultant for the community garden.</p> <p>Ms. Moore said the road up to the Jerome Humane Society clinic (Allen Street) and parking lot behind town hall need repair. She suggested applying for an award to help with this.</p> <p>Ms. Gallagher said Mr. Boland is looking into how to improve that stretch of road and the clinic parking lot. She will find out if a small award from Freeport might be available to help fund this work.</p> <p>Mayor Barber and Dr. Dillenberg agreed it would be a worthy project.</p>																																										
<p>8:18 (1:17:54)</p>	<p>ITEM #10E: RESOLUTION #603, A RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, DECLARING AND ADOPTING THE RESULTS OF THE PRIMARY ELECTION HELD ON AUGUST 4, 2020</p> <p>If final election results are available by the meeting date, Council may approve Resolution #603, declaring and adopting the results of the primary election held on August 4, 2020. This Resolution will be provided once election results have been certified.</p> <p>Because official election results were not yet available, it was agreed that this item will be added to the special meeting agenda for August 20.</p>																																										
<p>ITEM #11: 8:19 (1:18:25)</p>	<p>TO AND FROM THE COUNCIL</p> <p>Council may direct staff regarding items to be placed on a future agenda.</p> <p>Mayor Barber brought up the joint meeting between Council, P&Z and DRB, and that SHPO will be presenting at the upcoming DRB meeting.</p> <p>Ms. Moore said she would like to schedule a meeting with Mr. Knight and the council to clarify issues she heard come up at the last P&Z meeting—prior to any group meetings. She also said that Mike Krebs (PACE Engineering) and Henry McVittie had asked ADEQ to extend the time for testing at the sewer treatment plant because flows and ammonia levels are greatly reduced due to the COVID-19 shutdown. Testing now would provide inaccurate results. Ms. Moore asked if data about closed businesses in town (restaurants, bars) could be collected for Mike and Henry as soon as possible so they can possibly extend testing to a year from now. Ms. Moore said the town needs to be in full gear in order to get accurate information.</p> <p>Ms. Gallagher said she would gather the data.</p> <p>Ms. Worth reminded everyone of the roadwork on Highway 89A scheduled on August 18-19. Jerome residents will be allowed access. She also said it is probably time to remind board members of open meeting laws, especially about the appropriate actions in digital format (i.e., video conferences), specifically, recusing oneself. Ms. Worth also stated her own conflict of interest, for the record, regarding the property at 639 Center Avenue. She read aloud from her statement.</p> <p>Dr. Dillenberg said he hoped to give an update about Friends of Jerome at the next meeting.</p>																																										
<p>ITEM #12:</p>	<p>ADJOURNMENT</p> <p><u>Motion to Adjourn at 8:27 p.m.</u></p> <table border="1"> <thead> <tr> <th>COUNCILMEMBER</th><th>MOVED</th><th>SECONDED</th><th>AYE</th><th>NAY</th><th>ABSENT</th><th>ABSTAIN</th></tr> </thead> <tbody> <tr> <td>BARBER</td><td>X</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></td><td>X</td><td>X</td><td></td><td></td><td></td></tr> <tr> <td>MOORE</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr> <tr> <td>WORTH</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr> </tbody> </table>	COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN	BARBER	X		X				DILLENBERG		X	X				HARVEY		X	X				MOORE			X				WORTH			X			
COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN																																					
BARBER	X		X																																								
DILLENBERG		X	X																																								
HARVEY		X	X																																								
MOORE			X																																								
WORTH			X																																								

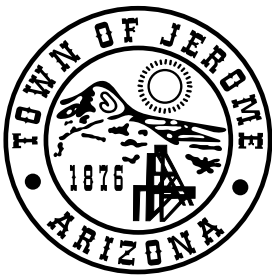
APPROVE:

ATTEST:

 Christina "Alex" Barber, 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

HELD VIA WEB CONFERENCE ON ZOOM

COUNCIL CHAMBERS, JEROME TOWN HALL

THURSDAY, AUGUST 20, 2020 AT 6:00 PM

<div>ITEM #1:</div> <div>5:00 (2:28)</div>	<div>CALL TO ORDER/ROLL CALL</div> <div>Mayor/Chairperson to call meeting to order.</div> <div>Mayor Alex Barber called the meeting to order at 7:01 pm .</div> <div>Town Clerk to call and record the roll.</div> <div>Town Manager/Clerk Candace Gallagher called the roll. Present were Mayor Barber, Vice Mayor Sage Harvey, and Councilmembers Jane Moore, Dr. Jack Dillenberg, and Mandy Worth. Zoning Administrator John Knight was also in attendance.</div>																																										
<div>ITEM #2:</div> <div>5:01 (3:02)</div>	<div>RESOLUTION #603, A RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, DECLARING AND ADOPTING THE RESULTS OF THE PRIMARY ELECTION HELD ON AUGUST 4, 2020</div> <div>Council may approve Resolution #603, declaring and adopting the results of the primary election held on August 4, 2020. This Resolution will be provided once election results have been certified.</div> <div>Mayor Barber read the resolution by title, then shared the results of the election and listed each candidate's vote tally. She congratulated all the councilmembers.</div> <div>Vice Mayor Harvey expressed her pride in the Jerome voters, who had a 60.8 percent voter turnout. She shared that nationally, the primary election turnout was 45.6 percent, and in Arizona it was a 12 percent turnout. The vice mayor thanked the constituents for voting.</div> <div>Mayor Barber announced that the Home Rule proposition also passed, with 171 yes votes and 28 nay notes.</div> <div>Motion to Adopt the Results of the Primary Election Held on August 4, 2020 (Resolution #603)</div> <table><tr><th>COUNCILMEMBER</th><th>MOVED</th><th>SECONDED</th><th>AYE</th><th>NAY</th><th>ABSENT</th><th>ABSTAIN</th></tr><tr><td>BARBER</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>DILLENBERG</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>HARVEY</td><td></td><td>X</td><td>X</td><td></td><td></td><td></td></tr><tr><td>MOORE</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>WORTH</td><td>X</td><td></td><td>X</td><td></td><td></td><td></td></tr></table>	COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN	BARBER			X				DILLENBERG			X				HARVEY		X	X				MOORE			X				WORTH	X		X			
COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN																																					
BARBER			X																																								
DILLENBERG			X																																								
HARVEY		X	X																																								
MOORE			X																																								
WORTH	X		X																																								
<div>ITEM #3:</div> <div>5:04 (6:14)</div>	<div>SECOND READING AND POSSIBLE ADOPTION: ORDINANCE NO 462, AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AMENDING THE JEROME TOWN CODE BY THE ADDITION OF NEW ARTICLE 1-14 THEREOF, ENTITLED "TOWN SEAL, TOWN INSIGNIA AND TOWN LOGO"</div> <div>Council may conduct the second reading of, and may adopt, Ordinance No. 462, amending the Town Code regarding use of the Town seal, insignia, and logo.</div> <div>Mayor Barber introduced the item.</div> <div>Councilmember Jane Moore stated that with the changes Councilmember Mandy Worth had suggested at the previous council meeting, she trusted Ms. Worth's judgment that the language in the ordinance would protect the town's insignia. She asked the other councilmembers if they felt the same way.</div> <div>Mayor Barber said she did and reminded everyone that Ms. Worth had wanted the language changed so that the town had more flexibility with the use of the town logo. She then read from the ordinance, section 1-14-3, no. 3.</div> <div>Motion to Adopt Ordinance No. 462</div> <table><tr><th>COUNCILMEMBER</th><th>MOVED</th><th>SECONDED</th><th>AYE</th><th>NAY</th><th>ABSENT</th><th>ABSTAIN</th></tr><tr><td>BARBER</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>DILLENBERG</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>HARVEY</td><td></td><td>X</td><td>X</td><td></td><td></td><td></td></tr><tr><td>MOORE</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>WORTH</td><td>X</td><td></td><td>X</td><td></td><td></td><td></td></tr></table>	COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN	BARBER			X				DILLENBERG			X				HARVEY		X	X				MOORE			X				WORTH	X		X			
COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN																																					
BARBER			X																																								
DILLENBERG			X																																								
HARVEY		X	X																																								
MOORE			X																																								
WORTH	X		X																																								

ITEM #4:
5:06 (8:08)

RESOLUTION #604, A RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, INITIATING ZONING ORDINANCE AMENDMENTS REGARDING STAIR SETBACKS AND APPEALS TO COUNCIL

Council may approve Resolution #604, initiating amendments to the Jerome Zoning Ordinance regarding setbacks for stairs and the process for appeals to Council.

Mayor Barber introduced the item.

Ms. Worth recused herself from the agenda item.

Ms. Gallagher moved Ms. Worth into the Zoom "waiting room." She then explained that the Council was simply initiating an amendment process regarding stair setbacks and the appeals process, and no decision regarding the details of either needed to be made at this meeting.

Zoning Administrator John Knight explained that an appeal on the project at Center Avenue and Fourth Street brought to light that there were issues with the Town Code regarding the appeal process. He said he had spoken to the appellant about these issues. He said the goal was to research other town codes and more thoroughly address access stairs and the appeals process. He then gave examples of criteria that could be considered for someone to have standing to appeal. Mr. Knight also pointed out inconsistencies in the period to appeal in the Town Code. He posed further questions to consider in amending the code.

Vice Mayor Harvey expressed that she believes these issues need to be addressed.

Ms. Moore referred to page 7 of the zoning ordinance and read aloud Section 102, the purpose of the ordinance. She said she felt this was very important and believes that past decisions are not necessarily appropriate today, and that historic preservation and fire safety are crucial. Ms. Moore said the boards need to avoid arbitrary and capricious decisions that do not follow the ordinance. She also mentioned that she did not think Ms. Worth needed to recuse herself. Ms. Moore said that it is necessary to clarify the ordinance for the boards and council but mostly for the public, so that its purpose is clear. She would rather see "setbacks and yard requirements" in the wording of the resolution instead of "setbacks for stairs." She mentioned the nonconforming houses and buildings in town and the access stairs discussed at the last Planning & Zoning meeting, and that they are there for a variety of reasons that should be considered. Ms. Moore said she would like to get assistance with the zoning issues from an outside organization, as Jerome used to in the past, and she would like a discussion among the board members and the use of the zoning ordinance when they are making decisions. She said the Town needs to be clear on why certain things are required, and exceptions can continue to go to the Board of Adjustment. She said she wants fairness across the board, and that the fire department and building department need to be involved when it comes to issues obstructing setbacks.

Ms. Gallagher recommended a revision to the wording of the resolution based on Ms. Moore's earlier suggestion, which reminded Ms. Moore she had a comment about the appeals process.

Ms. Moore explained that the appeal is sometimes because of the process, which could affect everyone in town. She feels residents should be able to appeal the process, no matter their proximity to the project.

Mayor Barber said she agreed with Ms. Gallagher's revision and asked her to read it aloud once again. She also asked Mr. Knight to refer to Verde Valley and county codes rather than those from elsewhere, and asked if he planned to go to the boards with this information to work on it and subsequently present it to the Council with answers on how to fine-tune the code and ordinances. Mr. Knight answered yes. Mayor Barber said the town cares about safety and historic preservation and needs clear rules. She read from Section 502, "General Provisions," of the zoning ordinance, the last sentence under A. Application, as an example of how unclear the language is. The mayor said the point was to make the ordinance easier to read, have the boards use the ordinance, and to get work groups to help the town.

Mr. Knight mentioned that neighborhood meetings are required and that joint meetings have also been discussed.

Ms. Moore said it would be helpful to get legal advice on the language of the ordinance. She shared an example from the ordinance about the setback being "open to the sky and unobstructed."

Motion to Approve Resolution #604 with changes as stated by the Town Manager

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

ITEM #5:

ADJOURNMENT

Motion to Adjourn at 5:27 p.m.

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

APPROVE:

ATTEST:

Christina "Alex" Barber, Mayor

Date: _____

Candace B. Gallagher, CMC, Town Manager/Clerk

TOWN OF JEROME STAFF SUMMARY REPORT

To: The Honorable Mayor and Council

From: Jerome Fire Department and Public Works

Date: 9-1-20

Meeting Date: 9-8-20

TITLE: ATV for Public Work and Fire Department use

RECOMMENDED ACTION: Allow for the expenditure of \$10,000 from the wildland contingency fund to purchase a new ATV for public works and for Fire Department use during an emergency.

ACTION SUMMARY:

Background/History: In the past public works has not had a reliable ATV to respond out on Allen Springs Rd. They've had to rely on larger 4-wheel drives to get out to the Springs which can be unsafe due to the condition of the road.

Key Considerations: We are looking into a 4-seater ATV, to facilitate a larger crew when needed for the spring projects. This would eliminate the need for multiple vehicles, to get additional personnel out to the projects. This vehicle would also be used by the Fire Department in the event of an emergency in these less accessible areas where additional personnel are needed to facilitate an emergency or rescue. Responding in this new ATV and the one the fire Department already has would make it much safer for our personnel.

Community Benefits and Considerations: Having this additional ATV would allow for the town crew or the fire Department to respond to projects, emergencies or rescues without tearing up our larger very expensive vehicles in these otherwise less accessible areas.

Financial Implications: The brush truck has earned to date \$39,544. This money is budgeted in wildland contingency to be spent on projects like this.

Options and Alternatives: Not purchase this ATV and respond in the town's larger more expensive vehicles into these less accessible areas.



TOWN OF JEROME

Post Office Box 335, Jerome, Arizona 86331
(928) 634-7943

Zoning Administrator Analysis Special Meeting of the Jerome Town Council Thursday, August 20, 2020

ITEM 8C: Historic Preservation Funding

Applicant/Owner: Town of Jerome

Recommendation: Discussion and possible approval to apply for historic preservation grant funds through the State Historic Preservation Office (SHPO)

Prepared by: John Knight, Zoning Administrator

Background and Summary: The State Historic Preservation Office (SHPO) annually administers a grant program referred to as an Historic Preservation Fund Pass-Through Grant. These grants are available only to Certified Local Governments (CLGs), like Jerome. Up to \$20,000 is available with a 40% match from the grantee. The match can be dollars or in-kind services (staff labor).

The grant funds are limited to planning activities that promote and support historic preservation. Some examples of eligible projects include:

- Surveys of historic buildings
- Ordinance development and updates
- Local workshops
- Historic district planning
- Design guidelines

At the Design Review Board (DRB) meeting on August 31, 2020, SHPO discussed the importance of having design guidelines for communities with historic designations. SHPO shared a recent set of guidelines that were prepared for Williams, AZ. SHPO highly recommended that Jerome pursue something similar and forwarded staff the application materials. See attached application materials and a draft of the Williams Design Guidelines.

The applications must be received by September 18, 2020 for the next grant cycle. To help speed up the process, SHPO has provided Jerome with a copy of the application materials that were submitted for Williams. These are also attached.

Recommendation: Discussion and direction to staff

Attachments:

- Grant application materials
- Williams Design Guidelines
- Williams grant application



Certified Local Government
HISTORIC PRESERVATION FUND PASS-THROUGH APPLICATION
Federal Fiscal Year 2020
DUE DATE: September 18 , 2020



1. **PROJECT NAME:** _____
2. **TYPE OF PROJECT:**
- | | | |
|---|---|--|
| <input type="checkbox"/> Context Development | <input type="checkbox"/> Ordinance Development | <input type="checkbox"/> Ordinance Update |
| <input type="checkbox"/> Survey and Inventory | <input type="checkbox"/> Nomination Preparation | <input type="checkbox"/> Nomination Update |
| <input type="checkbox"/> Preservation Plan | <input type="checkbox"/> Historic District Plan | <input type="checkbox"/> Design Guidelines |
| <input type="checkbox"/> Design Guidelines Update | <input type="checkbox"/> Local Workshop | <input type="checkbox"/> |
3. **PROJECT DESCRIPTION:** (Attach a detailed project description, product to be submitted, specific scope items, anticipated schedule for completion including major milestones and the proposed line-item budget).
4. **RELATIONSHIP OF THE PROJECT TO THE CLGs WORK PRIORITIES:** (Attach statement.)
5. **RELATIONSHIP OF THE PROJECT TO THE GOALS OUTLINED IN THE ARIZONA HISTORIC PRESERVATION PLAN UPDATE 2019** (Attach a statement regarding the applicable goals, which begin on page 28 of the plan.)
6. **FUNDING:**
- | | | |
|--------------------------------------|----------|---------|
| ESTIMATED TOTAL PROJECT COST: | \$ _____ | _____ % |
| GRANT FUNDS REQUESTED: | \$ _____ | _____ % |
| MATCHING FUNDS: | \$ _____ | _____ % |
| SOURCE OF MATCHING FUNDS*: | _____ | |
- *(Please include a letter of intent for the matching funds by the above listed party.)
7. **PROJECT COORDINATOR/CONTACT:**
- NAME:** _____
- TITLE:** _____
- ADDRESS:** _____
- EMAIL ADDRESS:** _____
- TELEPHONE:** _____
8. **MONTHS TO COMPLETE THE PROJECT:** _____
(Project Period Ends on September 30, 2021 with no possibility for extension.)
9. **PROJECT PARTNERS:** _____
10. **Sign the Certifications Regarding Debarment, Suspension and Other Responsibility Matters, Drug-Free Workplace Requirements and Lobbying (DI-2010) on page 3 and return it with this form and the required attachments.**

Return this form by September 15, 2020 to:

Joanna Brace
Grant Coordinator
State Historic Preservation Office
1100 W. Washington Street
Phoenix, AZ 85007
Email: jbrace@azstateparks.gov
Telephone: 602-364-0059



Certified Local Government
HISTORIC PRESERVATION FUND PASS-THROUGH APPLICATION
Federal Fiscal Year 2020
DUE DATE: September 18, 2020



The State Historic Preservation Office (SHPO) staff developed the following process to focus the Federal Historic Preservation Fund (HPF) Pass-Through on specific planning activities related to CLG program responsibilities and community priorities.

Source of Funding and Availability

Each federal fiscal year (FFY), projects will be funded from the 10% Federal Historic Preservation Fund Pass-Through. This year, approximately \$96,000.00 is available. A CLG may receive up to \$20,000.00 per grant in federal Pass-Through funds per FFY.

This year, \$10,000.00 has been set-aside for the CLG that is hosting the Statewide Historic Preservation Partnership Conference. The funds for the annual conference do not count toward the \$20,000 cap and do not affect CLG standing on the funding priority list. We anticipate this to be an ongoing allocation and we will begin planning for future conferences well in advance.

To address the State Historic Preservation Plan goal of maximizing funding, all CLG Pass-Through grants require a minimum match of 40%. In effect, 60% of the total project cost comes from federal funds and 40% of the total project cost comes from local funds. For a maximum award of \$20,000.00 (60%), the required match is \$13,334.00 (40%) for a total project cost of \$33,334.00 (100%). *Overmatching is encouraged.*

Eligible Activities

Under the program, projects are limited to specific non-bricks and mortar activities as shown on the application.

Eligible Applicants

Communities or counties with ordinances and historic preservation commissions in place and scheduled to achieve CLG status by January 1, 2020 may also apply but will not be funded if they are not approved by the National Park Service as a CLG by March 1, 2020.

Application and Award Procedure

Applicants must complete the required application form and include the following:

- Project description, scope items, the resulting product and line-item budget; and,
- A statement addressing how the project fits into CLG work priorities; and,
- A statement regarding the relationship of the project to the State Historic Preservation Plan Update 2019 goals, beginning on page 13 (Contact SHPO if you need a copy of the State Plan or visit our website at http://azstateparks.com/SHPO/index.html#2014_plan); and,
- A list of major milestones by which to judge the progress of the project; and
- A statement indicating the source(s) of matching funds; and,
- The signed Certifications Regarding Debarment, Suspension and Other Responsibility Matters, Drug-Free Workplace Requirements and Lobbying (DI-2010) form.

Those CLGs submitting an eligible and complete application, and providing at least the minimum-matching funds, will be allocated HPF funds according to the revolving list below. The proposed project is subject to an evaluation by the State Historic Preservation Office staff to ensure that the schedule and scope of work can reasonably be completed within the period of the Pass-Through (i.e., by September 30, 2020). The initial list was based on the date of CLG entry into the program; placing those CLGs receiving funds at the bottom of the list generates future lists. The SHPO reserves the right to modify the placement of each CLG on future lists if a CLG fails to perform on a project funded by SHPO.

CLG Pass-Through Funding Priority List for FFY 2020

Certified Local Government	Date Certified
1. Willcox	September 24, 1985
2. Taylor	April 9, 2001
3. Scottsdale	April 17, 2001
4. Holbrook	October 14, 1997
5. Winslow	April 27, 1999
6. Coolidge	November 30, 2000
7. Yuma	February 11, 1986
8. Glendale	November 1, 1995
9. Sedona	September 6, 2000
10. Jerome	January 17, 1986
11. Phoenix	January 5, 1988
12. Clifton	March 10, 1998
13. Peoria	March 10, 2004
14. Bisbee	March 17, 1989
15. Casa Grande	October 21, 1991
16. Tempe	October 14, 1997
17. Benson	May 5, 1992
18. Nogales	December 18, 2000
19. Prescott	January 3, 1986
20. Williams	September 11, 1986
21. Kingman	September 24, 1986
22. Tucson	March 6, 1990
23. Pima County	March 7, 2011
24. Cottonwood	January 8, 2014
25. Florence	September 12, 1985
26. Globe	August 25, 1986
27. Mesa	October 5, 1995
28. Flagstaff	September 30, 1997
29. Payson	December 10, 2001
30. Oro Valley	May 3, 2009

Administration

Following the National Park Service's allocation of HPF funds, the SHPO will issue federal contracts for awarded projects. Projects will be assigned to staff members for coordination and/or monitoring. CLGs are encouraged to consult with the appropriate staff member regarding their project and must submit regular progress reports and Request for Payment forms. All awarded CLG Pass-Throughs must meet federal grant administrative requirements. Regular progress reports and payment reimbursement requests are **required** to maintain the project funding. The agreement may be cancelled if the conditions are not met by the CLG, and the funds will be recaptured by SHPO.

Direct any questions regarding the CLG Pass-Through Program or application to:

Joanna Brace
Grant Coordinator
State Historic Preservation Office
1100 W. Washington
Phoenix, AZ 85007
Email: jbrace@azstateparks.gov
Telephone: 602-364-0059



Williams Historic Business District Design Guide

A Resource for the Management of the Williams
Historic National Register District

ABSTRACT

This document provides history and development guidelines to promote the educational, cultural, economic benefit and welfare of the community and to encourage preservation of the Williams Historic Business District. It also contains guidelines and submittal requirements on the maintenance, rehabilitation and remodeling of buildings within the historic preservation district to ensure harmonious development that will preserve the heritage of the district and the City of Williams.

Complied by
City of Williams Historic Commission

Designed Guide developed by Bill
Ottwell Associates Architects

Contents

Introduction2

Historic District Overview2

District Qualities and Design Elements5

DISTRICT REQUIREMENTS.....7

DISTRICT RECOMMENDATIONS.....7

District Design Guidelines8

Appropriate New Construction & Infill Design Guidelines..... 14

Threats to District Integrity 16

Sustainability Considerations..... 17

Energy Conservation: Improve Thermal Performance..... 17

Cyclical Maintenance and Repair Considerations 17

Report References..... 18

Appendix A..... 19

Williams Historic District Boundary Map..... 19

Appendix B: Figures22

Appendix C.....31

Williams Historic District Streetscape Plan31

Appendix D.....32

Chapter 12-17: Williams Historic Preservation Zone.....32

Appendix E33

Guide Request to the City and Historic Preservation Commission.....33

Appendix F34

Various Forms34

Appendix G.....35

National Register Nomination Form for the Williams Historic Business District.....35

Introduction

The City of Williams has a unique stock of important historic buildings. The Williams Historic Business District, listed on the National Register of Historic Places, consists of seven blocks of buildings. They date from the late 1880s to the 1930s. The District has a high degree of significance as an important intermodal transportation hub connecting the South Rim of the Grand Canyon with the world. The interrelationship of Route 66 and the transcontinental and Grand Canyon railroads allows people to arrive by private car, bus and train.

The architecture of the Williams Historic Business District has a high degree of integrity. The vast majority of facades exhibit their original configurations and materials. This level of preservation of historic fabric is rare and deserves continued respect and conservation of original materials and components. These Design Guidelines provide guidance on maintaining the historic integrity, and preservation, of the architectural heritage of the Williams Historic Business District. Figure 1 (See Appendix B: Figures)

Historic District Overview

Location and Boundaries of the Historic District

Boundaries for the Williams Historic Business District include all of the area associated with the commercial development of downtown Williams at the turn of the 20th-century (Hoffman, Williams Historic Business District National Register Nomination (NR Nom), p. 4). The north and south of the District are residential areas. To the east and west, along U.S. Route 66, are post-1945 commercial establishments (motels, gas stations, restaurants) which cater to the Williams tourism industry.

With the exception of the buildings which served the Railroad (Fray Marcos Hotel and ticket office, and track warehouses), the District lies south of and adjacent to the railroad tracks. Since the 1920s, U.S. Highway 66 (a.k.a. Route 66), a major national highway, has run through the center of the District. (NR Nom, Appendix G)

The Williams Historic Business District has been the primary commercial center of Williams since 1880. It is divided into three zones: 1) Saloon row, extending along the south side of the Railroad Avenue from 1st Street to 2nd Street; 2) a commercial zone, and 3) Railroad properties, which lie north of Railroad Avenue on both sides of the railroad tracks. (NR Nomination)

District Boundary Map

(See Appendix A) Note: District boundary is at the centerline of the alley

Williams Historic Business District History

The Williams Historic Business District has always been associated with the Santa Fe Railroad and the U.S. Highway 66. The business district of Williams was created in anticipation of the coming of the railroad, and remained and grew as the Santa Fe used the town to locate managerial offices and maintenance facilities, and for food, lodging, and recreational opportunities. The District is essentially a result of the National effort to connect the east and west coasts by rail, serving people involved in national transportation, the railroad enterprise, tourists, and those who served the tourists (NR Nomination).

Williams is located in northern Arizona surrounded by pine-covered hills and volcanic mountains, including Bill Williams Mountain to the south, the San Francisco Peaks to the east, and many grassy valleys, meadows and prairies. Much of the area, including Williams, was originally dedicated to sheep and cattle ranching. In addition, the forested area constituted the largest continuous stand of Ponderosa pine in the world, which by virtue of the arrival of railroad; lumber production became a profitable industry (Putt, p. 91).

One of the early settlers was Charles T. Rogers, a merchant from Prescott who ran cattle near Williams. In 1879, when Atlantic and Pacific Railroad made plans to extend its route past the north side of Bill Williams Mountain, Rogers purchased a ranch from John R. Vinton, close to what is now downtown Williams and established a home there. As the railroad progressed westward, construction camps were established followed by rail heads connecting to other communities to the south. The Atlantic and Pacific Railroad made steady westward progress extending their route, reaching Williams in 1882. By August 1883 offices of the Atlantic and Pacific Railroad were located in Williams, and the community was prospering. The arrival of the railroad opened the forest to logging and provided easier access to market for ranchers, than in other similar suitable environments, and thereby secured the sheep and cattle and timber industries in northern Arizona. Williams became an important shipment center for cattle, sheep, and wool and timber.

During the 1880's several businesses opened on land still owned by rancher Charles Rogers, which essentially became the town of Williams (NR Nom). The first post office was established on June 14, 1881 and Charles Rogers was appointed the first postmaster. The first major business was a store, opened by Mr. Rogers (NR Nom). The principle businesses were general merchandise stores, wholesale and retail liquor dealers, a saloon and a restaurant. Williams developed a reputation for being a "tough" town in the 1880s, catering to cowboys, sheepherders and railroad workers seeking relaxation. Business increased over time, including expansion of railroad facilities.

Mills to harvest timber sprung up to serve the construction of the railroad and related building construction. A portable lumber mill was installed in 1891, mainly to supply ties and bridge timbers for railroad construction. In the early years, logging was only legal on the railroad-owned land which had been allocated through a land grant provision of a Congressional charter which granted first claim on odd numbered sections within 50 miles of the railroad route to the Atlantic and Pacific Railroad (NR Nom). In 1892, the Saginaw Lumber Company, out of Saginaw, Michigan acquired logging rights to thousands of acres of timberland around Williams. They constructed two sawmills, the Saginaw Lumber Company was built along the west side of Williams and in Chalender in 1893 (NR Nom). The company supplied railroad ties for the Prescott & Phoenix Railroad (Putt: 96). The company used the railroad spurs to access timber stands and haul logs to the mill, as they had done in Michigan. The Williams Mill, located near the site of present-day Williams High School, had a production capacity of 35,000 board feet of lumber per day (Putt: 97). The Saginaw Lumber continued to expand operations, and eventually closed the smaller mill in Chalender. By late 1897, timber resources were diminishing due to over logging. Nearly every tree along the Santa Fe Railroad was gone by the late 1880s. Forced to go further to obtain timber, the Saginaw Lumber Company financed the Saginaw Southern Railroad company in 1898 to operate between Williams and the Verde Valley, accessing previously inaccessible forests. The newly tapped resources allowed the Williams mill to operate at full capacity for several years (Putt: 98).

By 1898, extensive timber cutting had taken a toll on the forests, resulting in attempts to develop a systemic approach to managing the forests to "strike a balance between lumber demands and the forest's ability to grow trees" (Putt, p. 91). In 1899, the Saginaw Lumber Company merged with the Manistee Lumber Company, also out of Michigan. The new company was known as the Saginaw

and Manistee Lumber Company. The increased worth of the combined companies allowed the new corporation to obtain larger loans which it used to remodel its mill in Williams and build new railroad spurs into the forest. By the early 1900s, the Saginaw and Manistee was the largest lumber producer in the Kaibab Forest. Due to the success of the timber industry, most of the accessible timber was cut, and the stands that remained in the Williams area were inaccessible to logging railroads and too far away to transport logs with horses. The loss of the timber resource, combined with a growing conservation movement, led to federal forest management plans, which included yield restrictions and forest restoration requirements (Putt: 93-113). By 1942, after 50 years of logging, the forests of the South Kaibab had been depleted of lumber, the Saginaw and Manistee's Williams sawmill and box factory closed (Putt: 121).

The town of Williams grew over the years, and by 1895 the population was 600. By 1900 it had doubled to 1200 people. To meet increasing needs of the residents, new businesses were established. Fires in 1895, 1896, 1901, 1903 and 1908 resulted in the loss of many business properties, but fortunately 1908 was the last major fire to occur in Williams (NR Nom: 4-5). By 1910, lumber, livestock and railroad industries provided the basis of the economy of Williams. By 1920, it was apparent that the best source of income from tourists traveling to the Grand Canyon.

In the 1920s, a federal highway was established along the route approximating the old Whipple Wagon Road. It became known as the National Old Trails Highway. Around 1928, it was renamed U.S. Highway 66 (a.k.a. Route 66). Route 66 construction, including federal support for highway maintenance, was significant in adding to the number of tourists who arrived in Williams since the highway was routed through the center of Williams (NR Nom, p. 8.7).

Most important of all to Williams is its tourist traffic. Although not all Grand Canyon tourists stop in Williams, not all those traveling on Route 66 are traveling to the Grand Canyon. However, the volume of traffic is such that tourism remains Williams' major industry. Auto tourist-related businesses grew and benefitted from the increased traffic flow to and through Williams, which created, and maintains, the Williams Historic Business District to this day.

Formation of the District

The Williams Historic Business District lies at the center of City of Williams, and includes portions of the Original Town Site, portions of the Scott Addition, businesses associated with the Atchison, Topeka, Santa Fe Railroad. The Williams Historic Business District was first inventoried in 1979, and listed on the National Register of Historic Places in 1983. Boundaries for the District were chosen to include all of the area associated with the commercial development of downtown Williams around the turn of the 20th Century. Each of the areas of commercial development, and the buildings related to these enterprises, were taken into consideration in the formation of the District. Outside the proposed District there are buildings of required age (over 50 years old) and architectural integrity, but they were not connected with the development of the downtown in a commercial sense (see Boundary Map in Appendix A).

Authority over Activities in the District

The City of Williams entered into the Arizona Certified Local Government (CLG) Program in 1986, and established a Historic Preservation Commission in 1990. The Commission consists of members of the community who have an interest in or have knowledge of Williams History and/or individuals who have an economic interest within the Historic District. The Historic Preservation Commission provides recommendations to City Council and to business owners within the historic district.

District Qualities and Design Elements

Architectural Overview

The architectural character of Williams has remained relatively intact over time, due to a later growth than other Arizona communities, including Flagstaff. As stated in the William Historic Business District National Register Nomination: “Williams remains a virtually unique museum of late 19th and early 20th century adaptive vernacular architecture, reflecting pan-United States tastes, the aspirations and life styles of the times in which they were conceived and the adaptation of those styles to the frontier environment... some of the finest examples in the region of vernacular frontier commercial architecture” (NR Nom, p. 1). Although fires repeatedly destroyed downtown Williams in the early years, after 1908 no major fires occurred, nor building booms, which has left a significant stock of early 20th century buildings. Downtown Williams is a time capsule of sorts of adaptive architectural styles from the late 1800s to the early 1900s (NR Nom, p.1).

Most of the buildings (all but four) in the District are single-story businesses in a Victorian Commercial style. Examples include recessed central entrances, with transom windows flanked by large glass front bays. The facades are topped by simple corbelled brick parapets. Vernacular buildings throughout the District include those with pressed metal siding or rock construction. All buildings in the District are rectangular in plan, with the exception of the Fray Marcos Hotel. Most fill a narrow lot (approximately 25 feet wide). The single most common design element, aside from the general character, is the rounded or segmental arch (NR Nom, p. 2).

The Williams Historic Business District is significant for its range of architectural styles, representing adaptation of styles of the “outside world” to the frontier environment. (NR Nom, p. 8.1). “It is a microcosm of turn-of-the-century architectural styles as interpreted in a frontier town” (NR Nom, 8.1).

All of the buildings within the District contribute to its sense of time and place. The District is an excellent collection of representative architectural styles from the late 19th century to the present day. The 19th century buildings that retain most of their original integrity are:

Tetzlaff Building
Grand Canyon Hotel
Cabinet Saloon

Those from 1900-1915 which retain most of the original integrity include:

The Fray Marcos Hotel
Duffy Brothers Grocery Store
The Old Parlor Pool Hall
Alternative Impressions
Messimer’s Insurance
Applegate Western and Casual Wear
Foster’s Indian Store
The Telegraph Office
Citizen’s Bank
The Freight Depot
Pollock Building

Boyce-Belgard Building

Other buildings which are significant historically (where the modifications are reversible, or the building has acquired a new significance of its own) include:

Babbitt-Polson Building (only example of Art Deco in the District)

The Sultana Building

Landscape/Streetscape

Generally, buildings in the District are built with a zero lot -line setback, with no landscape buffer. Where gas stations, conveniences stores and motels appear in the District, some landscaping and parking is in place. Period style streetlights and brick textured sidewalks are the main streetscape feature.

Traffic Flow, Pedestrian Circulation, Parking

The alternate one-way streets that transverse the east/west length of the District allow for a mixture of diagonal and parallel parking. This configuration, along with signage, provides a traffic calming/slowing effect that contributes to pedestrian safety and better viewing of storefronts. The strong Route 66 theme celebrates the automobile. The older gas stations in the District have been preserved and rehabilitated to play on the auto/Route 66 theme.

Relationship to Grand Canyon Railway and South Rim

In 1891, William W. Bass began a regular stage service between Williams and the Grand Canyon (NR Nom, p. 8.6). Work began in 1898 on a railroad from Williams to the Canyon. The addition of the railroad route from Williams to the Grand Canyon was an important economic stimulus for the town. In 1902, the slogan now used by Williams, "Gateway to the Grand Canyon," first appeared in the *Williams News*. It was officially adopted as the town slogan in the 1930's and trademarked in 1984.

During the early years of the 20th century accommodations for tourists were limited. The principal hotel was the Grand Canyon Hotel in Williams. The railroad completed the El Tovar Hotel at the Grand Canyon in 1905, placing it under the operation of the Fred Harvey Company, which had been providing meals for tourist in converted railroad cars sidelined at Williams, because they did not have a hotel facility in Williams. In 1908, the Fray Marcos Hotel, a Harvey House, opened in Williams.

Travel to the Grand Canyon increased substantially in 1901, following the opening of a road between Williams and the Grand Canyon South Rim and the Grand Canyon Railway which was extended from the Anita Copper Mine area to the canyon. Auto travel from Williams to the Grand Canyon eventually exceeded that of the train (ca. 1927). By 1930, cars far exceeded the railroad in the number of tourists brought to the Canyon (NR Nom, p. 8.7). Although rail travel, generally, increased during WWII, the Grand Canyon tourist line was discontinued in July 1942. The Grand Canyon Railway, which had control of the line since 1901, was dissolved in 1943 and its property was transferred to the Atchison, Topeka and Santa Fe Railway Company. Service to the Canyon was restored after the war. In 1968 the railroad was abandoned due to ever increasing popularity of the automobile (NR Nom, p. 8.8). The Grand Canyon Railway resumed operations in 1989, which still takes tourists on a scenic trip to and from the Grand Canyon today.

DISTRICT REQUIREMENTS

Alterations of existing structures or the construction of new structures must conform to the Williams City Code pertaining to the Historic Preservation District, Adopted Building Codes, Williams Historic District Streetscape Plan and the Secretary of Interior Standards for Rehabilitation as required in Section 158.106 of the Williams City Code (see Appendix D for list of city codes related to the historic district).

Secretary of the Interior Standard for Rehabilitation

<https://www.nps.gov/tps/standards/four-treatments/treatment-rehabilitation.htm>

The Standards will be applied taking into consideration the economic and technical feasibility of each project.

1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces and spatial relationships.
2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces and spatial relationships that characterize a property will be avoided.
3. Each property will be recognized as a physical record of its time, place and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.
4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
5. Distinctive materials, features, finishes and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
9. New additions, exterior alterations or related new construction will not destroy historic materials, features and spatial relationships that characterize the property. The new work will be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.
10. New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

DISTRICT RECOMMENDATIONS (All Figure referred to in the next sections are located in Appendix B of this document.)

Elements Worthy of Preservation/Character-Defining Features

Siting of Buildings

All of the contributing buildings in the Williams Historic Business District have zero setbacks, which means they are aligned at the inner edge of the sidewalk. [Figure 2](#)

Streetscape/Landscape

The streetscape in the Williams Historic Business District is designed, and is still functioning, as a one-way configuration with cross streets and alleys. In some areas, businesses have taken over the open space between buildings for outdoor seating areas, business access, and parking.

The Streetscape landscaping consists of flower in planter and pots hanging from replicate historic streetlight fixtures. [Figure 2](#)

Building Size and Scale

Most roofs in the District are concealed behind a parapet. This is a strong character-defining element. [Figure 3](#)

Doors and Windows

Doors and windows are an important character-defining feature of historic buildings (and all buildings). Generally, the mass of historic buildings is balanced by an open and accessible first floor with vertical windows. Vertical windows were originally a climatic response in which transoms, operable openings above the doors, along with double hung windows, allowed the breezes to travel across the tops of rooms to remove the warm air. This combination of style and practicality should be respected and preserved in historic buildings. Street level storefronts are mostly glass with window area using 60-90% of the façade street frontage. Second story windows have a much lower percentage of window area, approximately 10-25% of frontage. [Figures 4, 5, 6, 7, 8](#)

District Design Guidelines

The four major approaches to preserving historic buildings are defined by the National Register of Historic Places as Restoration, Preservation, Rehabilitation and Reconstruction. Rehabilitation is the most common approach, in which the historic, character-defining features which remain are preserved, but aesthetically compatible changes are made to allow the building to continue to be utilized, often for a use different from the original use. This approach respects the character of the past while allowing for contemporary changes which do not damage or detract from the historic character of the building. Most of the buildings in the Williams Historic Business District have been rehabilitated, and that approach will likely continue.

As a comparison, Restoration is the process of accurately returning a building to a specific period in time and the same (or a very similar) use of the building, including restoration of missing or altered features, including windows, doors, materials, colors and other original design features.

Preservation is a process of retaining what remains of the character-defining features, but no reconstruction of missing features or attempt to replicate the character of the building at a point in time. All other elements of the building are repaired and maintained in their current condition.

Reconstruction is the accurate reproduction of historic property which has been demolished or is unsalvageable as it stands. Reconstruction is generally a last effort, saved primarily for properties which have a high level of significance as defined by the National Register of Historic Places (https://www.nps.gov/nr/publications/bulletins/nrb15/nrb15_2.htm)

Siting

To maintain the historic pattern, all setback should be zero for at least 50% of the first floor and 100% for second and third floor facades (including the roofline). There is no requirement regarding depth, angle or shape of inset. (Exception: Historical gas stations). This allows up to one half of the first floor façade to be inset under the second floor, providing shelter, public safety and additional commercial display space. [Figures 9 & 10](#)

Streetscape/Landscape

Since there is a zero setback, landscaping on private property is not possible within the District.

Landscaping is not allowed at the front of the building within the front property line. Chairs, benches, pots, etc may be approved to be placed on the public sidewalk or **hanging pots to the exterior of their building**. They must meet design requirements, ADA access/clearances and supply the city with required insurance.

Hanging plants suspended from the structure are only permitted when using existing hook/nails in the exterior wall. Plants may also be hung from awnings or signs, but must be provide sufficient headroom clearance for pedestrians to pass beneath (minimum height 8'). Landscaping within the District is limited to the public right of way. [Figure 11](#)

Care should be taken that historic portions of the sidewalk are preserved, such as the sandstone curbs and sidewalks along Second Street, south of Route 66.

Any approved new attachments to an exterior wall; such as awnings or signs must be properly installed in a mortar joint as to not to damage the brick face.

Building Scale, Massing and Proportion

Maximum building height 35 feet (refer to City of Williams Land Development Code)

One-story buildings shall be between 16 and 24 feet in height (as measured from the front sidewalk to the uppermost part of the roof line)

Two story buildings shall be between 28 and 35 feet in height

The mass to void ratio defines the building character, and should be maintained. [Figure 13](#)

As a generally rule, the wider the building, the taller it should be. [Figure 14](#)

No roofs, roof materials, or mechanical equipment mounted on the roof shall be visible from the front elevation.

Flat Roof (low slope, draining to the back of the building) with parapets (a vertical extension of the façade above the roof) are an important part of the massing of buildings in the historic District, and therefore should be maintained (repaired) or replaced in kind. [Figure 12](#)

Doors and Windows

The way the openings (doors and windows) are set in an elevation has a significant impact on the mass, style and gracefulness of a building. The arrangement of doors and windows was an important element in the original design of historic buildings in the district. (See Section 158.106 of the City of Williams Code for specifications on doors and window).

Preservation of Original Windows: Historic/original fixed and operable windows should be preserved as the preferred treatment. Repairs, if needed, should be performed in the gentlest manner possible.

- **Window Repairs:** Original sashes shall be repaired with “Dutchman” replacement pieces or epoxy filler. Exact replacement sash may be used if more economical to repair.
- **Storm window** inserts may be added in place of the screen sash for thermal energy performance improvement.

Window Replacement: If windows or window components are beyond repair, the following window replacement guidelines shall be followed:

- The use of wood windows and storefronts is strongly encouraged. Vinyl-clad wood is acceptable if the material gives the appearance of wood.
- Aluminum or bare metal are **not acceptable** for any application. Steel may be used for doors and windows if painted a compatible color with the building or anodized to make or appear rusty.
- Replacement with generic commercial windows is **not recommended**. All replacement windows shall be custom build to accommodate existing size and design.

Windows: Proper orientation of window openings avoids the appearance of either being too delicate on one hand, or too imposing on the other. Windows types, orientation, quantity, and size guidelines are as follows:

- **Window types:** Windows should be single, double hung, or fixed. Casement windows are acceptable if they meet the vertical orientation criteria (see *Orientation* below). Sliding, awning, hopper or jalousie windows are not acceptable. The use of wood for windows is strongly encouraged. Vinyl-clad wood is acceptable if the material gives the appearance of wood. Aluminum or bare metal is not acceptable. [Figure 15](#)
- **Orientation:** Windows shall be vertical in orientation. The height of each window opening should be at least one and one-half times the width (e.g. a 3-foot wide opening must be at least 4-1/2 feet tall). [Figure 16](#)

- **Second floor windows:** All the windows in the second and third floors should be between two and four feet wide. No single opening in the second or third floor should exceed four feet in width. [Figure 17](#)
- **Storefronts:** The first floor shall consist of “storefront” openings. The storefronts should have opaque (solid) lower panels one and a half to three feet high. The use of wood for storefronts is strongly encouraged. Vinyl-clad wood is acceptable if the material gives the appearance of wood. Cast iron storefronts are acceptable. Aluminum or bare metal is **not acceptable**. [Figure 18](#)
- **Glass panes:** Window panes shall be glass (not plastic or Plexiglas). The individual glass panes should have a vertical orientation (as described above under Window Orientation).
- **Transom windows:** Fixed transom windows above the doors and windows up to the bottom of the interior finished ceiling are encouraged. Transoms do not need to be operable. [Figure 19](#)
- **Window area:** Door and windows can be up to 75% of the front elevation; second and third floor windows openings can be up to 50% of the elevation. Large, continuous openings on the first floor are encouraged, but are not mandatory. [Figure 20](#)

Doors:

- **Door swing:** No door should swing into the public right of way (sidewalk).
- **Material:** The use of wood for doors is strongly encouraged. Vinyl-clad wood is acceptable if the material gives the appearance of wood. Aluminum or bare metal is not acceptable. Steel may be used for doors and windows if painted or anodized to make rusty if compatible with the rest of the building. [Figures 21 - 23](#)

Wall Materials & Finishes

The materials of a building contribute significantly to its character and is often the first identifying feature of a building. Much of the character of the buildings in the Williams Historic Business District has to do with the use of materials as it does with the siting and massing. Thus, the compatible use of materials is strongly encouraged to continue the design theme established at the turn of the 20th-century.

Existing materials shall be treated in the following sequence: 1) Repaired; if not reparable, 2) replaced in kind. See: NPS Preservation Briefs (<https://www.nps.gov/tps/how-to-preserve/briefs.htm>) for additional technical information on building materials, repairs and replacement. (See Section 158.106 of the City of Williams Codes for specifications on Wall Materials & Finishes) .

Masonry: The use of brick and stone masonry is required. [Figures 24 - 28](#)

- Masonry may be either structural or veneer: fired clay brick or native stone
- Native stone of the area includes basalt and sandstone.
- Split-face masonry is acceptable if used with an integral color.

- The façade material must be left in a natural condition with no glazing, paint or other applied finishes.

Stucco: Stucco shall be used as an accent only, except in existing circumstances.

[Figure 29](#),

- New or existing materials shall not be covered in stucco, gunite or other spray applied material.
- Stucco accents may be painted.

Wood: Wood may be used as an accent material only (trim, cornices, etc.). [Figures 10, 18, 19, 26, 30, 31](#)

- New or existing facades shall not be sheathed in wood, metal or vinyl.
- Wood may be stained or painted.

Roof and Roof Parapet: [Figures 32](#)

- Pressed metal cornice (prefabricated) shall be repaired or replaced in kind
- Metal roofing is acceptable.
- Most roofs in the District are concealed behind a parapet. This is a strong character-defining element that should be respected in rehabilitation
- The color of the roofing material shall be an earth tone or match the color of the building to reduce glare.

Awnings [Figures 33-36](#)

Awnings shade in the summer and provide cover during rain; add an inviting human-scale to the front of a building that looks sheltering and inviting; provide an opportunity for color and variety to the building elevation; and a place for appropriate business identification at street level. (See Section 158.106(F)(7) of the City of Williams Code).

- The use of canvas awnings is recommended.
- Metal awnings, including aluminum, plastic, vinyl or other shiny materials are **not acceptable**.
- Copper awnings with a patina finish or aged metal (non-shiny metal surfaces) are acceptable.
- First floor awnings may extend over the public right of way (sidewalk).
- The width of the awning may be up to the width of the storefront or inset.
- The color should match or be complementary to the primary color of the façade. The color must not detract from the façade.
- Second floor awnings are also encouraged.
- One awning should be used for each window, although one awning may cover not more than two windows at a time.

- Awnings should be horizontal with an angle of approximately 45 degrees from the sidewalk to the façade. Curved awnings are permitted but not encouraged.

Signage Figures 2, 27, 37-39

Current signage within the district is eclectic, with just about any type of frontage sign imaginable. The largest sign is the Circle K, with the Arizona Motor Hotel a close second. The tallest sign is the Canyon Club. Most other signs are similar in size and character to each other. (See Section 158.195 of the City of Williams Codes for specifications on signs on the exterior of buildings and on the interior and exterior of windows).

- Many historic buildings include insets or other areas within the façade designed specifically for signage. Where this condition exists, the signage shall be constrained within this area and shall not extend beyond the provided borders.
- Signage should complement and not detract from the building.
- Signage shall be used for identification only, not for advertising.
- All signage should be placed flat against the façade. One suspended perpendicular sign per building is permitted if it complies with the rest of the requirements of these guidelines.
- Signage painted directly on the façade is only permitted where they exist or on buildings that are painted and must be done in a historically compatible style. Painted signage is not allowed on any unpainted brick.
- Signage painted on window glazing is acceptable and must comply with section 158.195(K)(10) of the City Code.
- Signage lighting, LED is allowed but it must be of an output to comply with Coconino County Dark Sky Ordinances (<https://coconino.az.gov/DocumentCenter/View/3004/Section17>).
- Fluorescent lighting is not acceptable, either exposed or as back lighting.
- Signage lettering may be painted or individually cut figures.
- Neon may be used for lettering if set into individually cut channel-type figures.
- Box-type or cabinet sign are acceptable. Lighting for cabinet requires the main panel be of an opaque color, not translucent.

Colors Figures 40

There is currently a wide range of colors in use in the Williams Historic Business District. Generally, the natural building colors range are red brick and sandstone (from the local area), and stucco and brick which have been painted any number of colors and color combinations. The styles of the turn of the 20th century buildings (late 1800s and early 1900s) were generally natural, neutral earth tones, with natural wood (stained) or painted wood trim. Buildings in the District from the 1930s and later, in keeping with the Route 66 theme, have

bolder colors, and stronger contrast in colors, primarily black and white (of the Route 66 signage) with bright accent colors and neon lighting indicative of the new era of automobile travel.

- Generally, the two distinct eras of architecture in the Williams Historic District should be identifiable in the buildings of each time period, and the colors reflect the building colors of those time periods in which the building were constructed, utilizing time period appropriate colors and accent colors which do not detract from the architecture, but rather enhance the entire Historic District.
- All building colors shall be of an acceptable color of the era including neutral tones, compatible with the building design and the entire District.
- Accent colors of a strong contrast may be used in limited applications, such as in building signage and trim colors, subject to the approval of the Williams Historic Preservation Commission. Such color shall not detract from the architecture, but rather enhance it, and the continuity of the Historic District as a whole.
- The color of the roofing material shall be an earth tone or match the color of the building to reduce glare.

Appropriate New Construction & Infill Design Guidelines

When new construction occurs in the Williams Historic Business District, the design shall be compatible with the adjacent historic buildings and the historic district character overall in applying the following guidelines:

- The mass to void ratio defines a building's character; therefore, new construction shall seek to emulate the mass to void ratio of surrounding historic buildings.
- Most roofs in the District are concealed behind a parapet. This is a strong character-defining element that should be respected and emulated in new construction.
- There are a number of vacant and/or open lots, where fire and demolition has caused buildings to be removed. These spaces provide for outdoor uses and in the case of gas stations and motels provide for vehicular traffic and parking. These spaces can be developed and improved for various uses:
 - Outdoor dining
 - Display of Route 66 artifacts, such as gas pumps, historic cars, etc.
 - Outdoor venues for events, wedding receptions, etc.
 - Pocket parks providing shade and/or interpretive information on the history of Williams and its flora and fauna
 - Adaptive reuse of gas stations and motel parking lots has the potential to add vibrant activities to the District. Car shows, swap meets, and farmers' markets can be accommodated while preserving historic fabric wherever possible
- New buildings should respect the scale of the District and all other aspects of the built environment, including the following:

- Structures should be one and two-story.
 - Materials should be primarily masonry (brick and/or stone).
 - Window pattern and proportion (spacing, size, and percentage of solid wall to opening area) of doors and windows should match the scale and proportion of existing historic structures.
 - Building should be sited with zero front setbacks when possible, with parking behind the building.
 - Rooflines should be mostly hidden behind parapets. Note: The historic Freight Depot is a rare example of a hip roof with overhangs on all sides. Buildings in proximity to the Depot may reflect this feature.
 - Parapets on the front elevation (see design guidelines for existing buildings); note that design and shape of parapets is not stipulated. It may be flat, triangular or round as long as it is sufficiently tall to conceal the roof behind it.
- Details add character to a façade and are encouraged, in keeping with the design of the building and the character of the District as a whole. Details can range from simple brick patterns at the roof line or window openings, to whimsical faces cast into medallions in the façade. **Figure 49-52** Details should be constructed of materials already in the building façade, or complimentary materials. They should add to, not distract from, the overall design of the building.
 - Details may include cornices (a projection at the top of a wall); friezes (areas below the cornice which may contain additional detailing); pediments (a triangular element resembling a gable at the building crown); accentuated lintels (the area above an opening); sills (the area below an opening); columns, parapet copings (caps at the top of the wall); arches above openings; brackets (a projection from the wall used to support a cornice); an corbelling (outward stepping at the top of a wall to form a ledge) Figures 49-52
 - New construction should include awning bands into the design (bands set into the front façade, usually just above the storefront).
 - There is also open space at the northwest corner of the District, largely railroad property. This area should be developed with consideration for the existing historic buildings and future needs in the District. This area is the largest opportunity for development of new buildings in the District.

Circulation and Parking

The street circulation in the Williams Historic Business District is designed is a one-way configuration with cross streets and alleys. Parking occurs along both sides of the main east/west one-way streets. Relatively wide sidewalks allow for ease of pedestrian circulation.

- The current streetscape landscaping consisting of flowers in planters and periodic benches along storefronts is encouraged.

- Pots hanging from replicate historic streetlight fixtures should be maintained and replaced in kind, when necessary. The maintenance and hanging of the pots is the responsibility of the City.
- The first floor shall be pedestrian oriented and used for functions only accessible by foot (stores, offices, entertainment, banking, etc.).
- No uses should allow or encourage automobiles to traverse the property or cross the public sidewalk. This includes parking garages, facilities with drive-thrus or drive up windows, etc.
- Automobile access should be at the back of the property for service to the building.
- Parking is discouraged anywhere on the property.

Threats to District Integrity

Demolition

Demolition of historic properties results in a loss of historic character that cannot be replaced, affecting the visual appeal and historic attraction of the Williams Historic Business District. In turn, these losses can lead to a reduction in tourism and thereby the economic benefit to the City of Williams that tourists bring to the local economy.

- Rehabilitation is encouraged, preserving those features of the building which are most character-defining of that particular building
- If a building can't be rehabilitated as a whole, every attempt should be made to preserve the building exterior (shell), particularly the street façade(s), even if the interior is entirely new.
- See City of Williams Historic Properties demolition requirements in Section 158.107.

Changes to Building Appearance

Change is anticipated, but in Historic Districts, those changes can be either enhance the district or detract from it. Changes made to historic properties require particular attention and care to ensure that the qualities which made those properties eligible for listing on the National Register of Historic Places are not lost. The building should continue to convey its original character, while meeting the needs of the current use of the building and the overall historic quality of the Historic District as a whole.

Inappropriate New Construction

New construction (infill) in historic districts is an inherent threat to the character of a Historic District. Infill construction must be done in a sensitive manner to ensure that it doesn't detract from the aesthetic character of the surrounding historic properties. To do so threatens the integrity of the entire District. (See New Construction and Infill guidelines in this document).

Building Deterioration

Cyclical maintenance is critical for the preservation and continued quality of historic properties. Most of the historic buildings in Williams were constructed of natural materials that innately require additional care, particular in the Williams climate, in which temperature and precipitation extremes are the norm. A small effort in annual maintenance will insure that Williams' historic properties are protected and continue to provide the beauty and

history for both residents and tourists. (See Cyclical Maintenance and Repair Considerations below).

Sustainability Considerations

Sustainability in historic districts includes maintenance, additions, improvement and new construction that addresses the following:

- Retain as much of the original, historic building fabric, which preserves both the building character and the embodied energy of the materials used to construct it (energy used to extract, process, transport and install the building materials).
- Utilize natural, renewable materials (wood and metal vs. plastics) which are less environmentally harmful, and can be recycled.
- Select low water use plant materials for landscaping/streetscaping and planter boxes to reduce water consumption.
- Use non-toxic materials for construction to preserve environmental and human health (adhesives, paint, sealants, wood vs. plastic, etc.)
- Conserve energy by adding insulation at exterior walls and ceiling/roof (see Energy Conservation below).

Energy Conservation: Improve Thermal Performance

Improving the thermal performance of an existing building will reduce heat loss in winter and overheating in summer, thereby using less energy (reduced cost to heat or cool) to maintain the same level of building comfort. This can be accomplished through the following building improvement:

- Install additional insulation in the attic or on the roof (min. R-30).
- Check ductwork to make sure all ducts are properly sealed; and insulated where they run through unconditioned areas.
- Seal any gaps (leaks) in windows and install weather stripping on doors. Add automatic door closers to minimize loss of conditioned interior air.

Cyclical Maintenance and Repair Considerations

The climate of Williams is tough on buildings. Winter conditions bring snow and ice, and a daily freeze-thaw condition. For a good part of the year, protection from water intrusion and appropriate means for allowing building to breathe to remove water and water vapor are extremely important.

Buildings in the District are mostly well maintained and have withstood the test of time. Maintenance priorities include the following:

- Roofs and parapets should be inspected annually and repaired or replaced, as needed, to maintain a weathertight condition.
- Roof drainage should be directed away from foundations.
- Masonry coatings (seals and paints should be breathable to allow moisture to escape the substrate.
- Historic photos indicate that most buildings in the District did not have awnings over the storefronts. Over the years, awnings have been added. These awnings provide shade and protection from the elements for the storefronts. If properly installed, these awnings are reversible and do not damage the historic fabric of the buildings.

Report References

Fuchs, James R. 1953. *A History of Williams, Arizona: 1876 – 1951*. University of Arizona Bulletin, Vol. XXIV, No. 5: Social Science Bulletin, No. 23. University of Arizona, Tucson, Arizona.

Hoffman, Charles A., Ph.D. 1983. *Williams Historic Business District. National Register Nomination*, National Register of Historic Places, National Park Service, United State Department of the Interior, Washington, D.C.

Putt, Patrick John. 1991. *South Kaibab National Forest: A Historical Overview*. Northern Arizona University, Flagstaff, Arizona.

General References

Reference publications and recent articles on historic preservation, restoration and rehabilitation

Case Studies, NPS Tech Notes

<https://www.nps.gov/tps/how-to-preserve/tech-notes.htm>

Illustrated Guidelines on Sustainability for Rehabilitating Historic Buildings

<https://www.nps.gov/tps/standards/rehabilitation/sustainability-guidelines.pdf>

National Register of Historic Places Criteria for Listing Historic Properties

https://www.nps.gov/nr/publications/bulletins/nrb15/nrb15_2.htm

NPS Technical Brief – Sustainability Case Studies

<https://www.nps.gov/tps/sustainability/case-studies.htm>

NPS Preservation Briefs

<https://www.nps.gov/tps/how-to-preserve/briefs.htm>

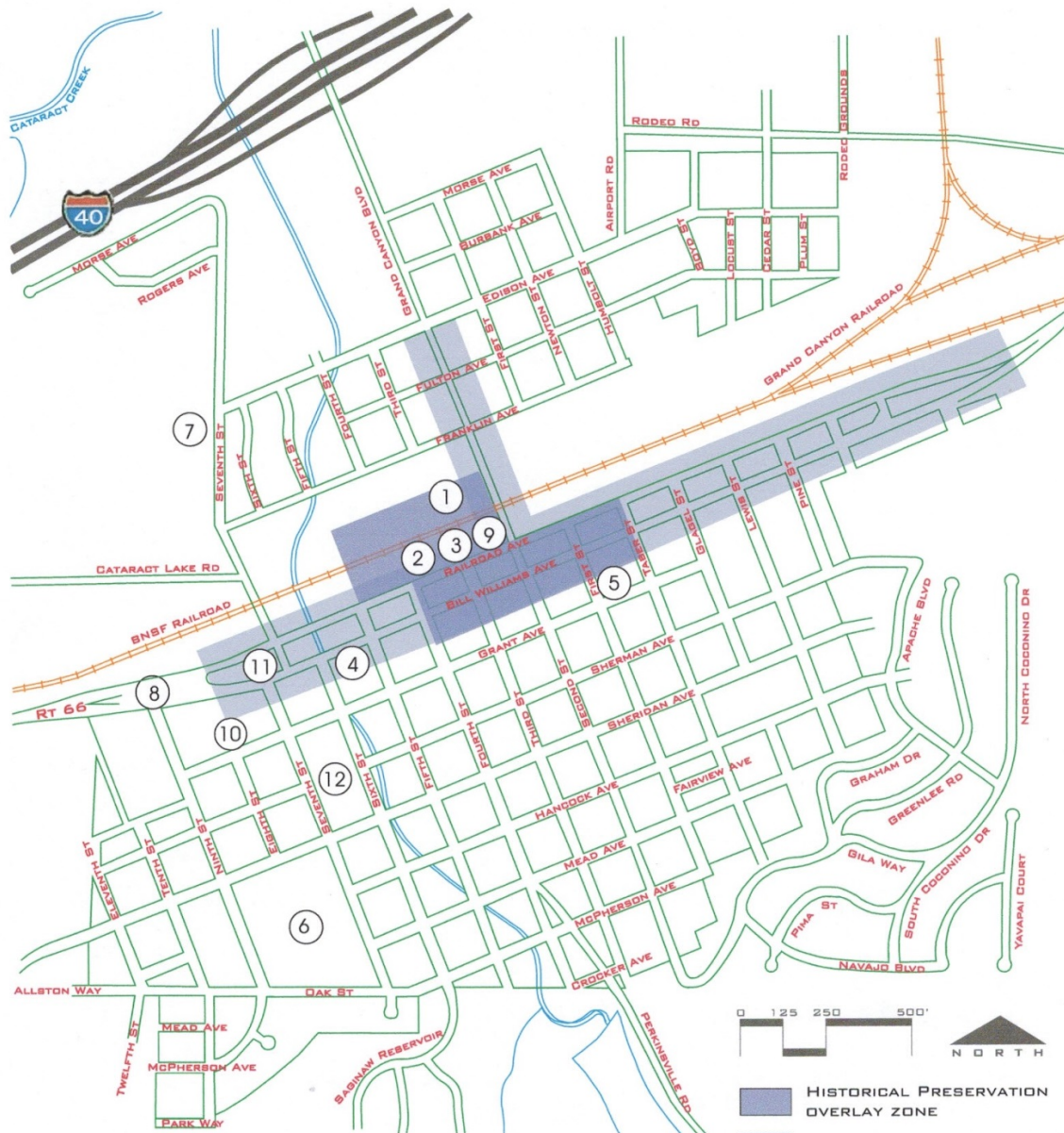
Revising Preservation Brief 14: Additions and Infill Design

https://www.nps.gov/tps/how-to-preserve/revisingPB14_pg2.htm

Secretary of the Interior's Standards for Treatment of Historic Properties

<https://www.nps.gov/tps/standards/treatment-guidelines-2017.pdf>

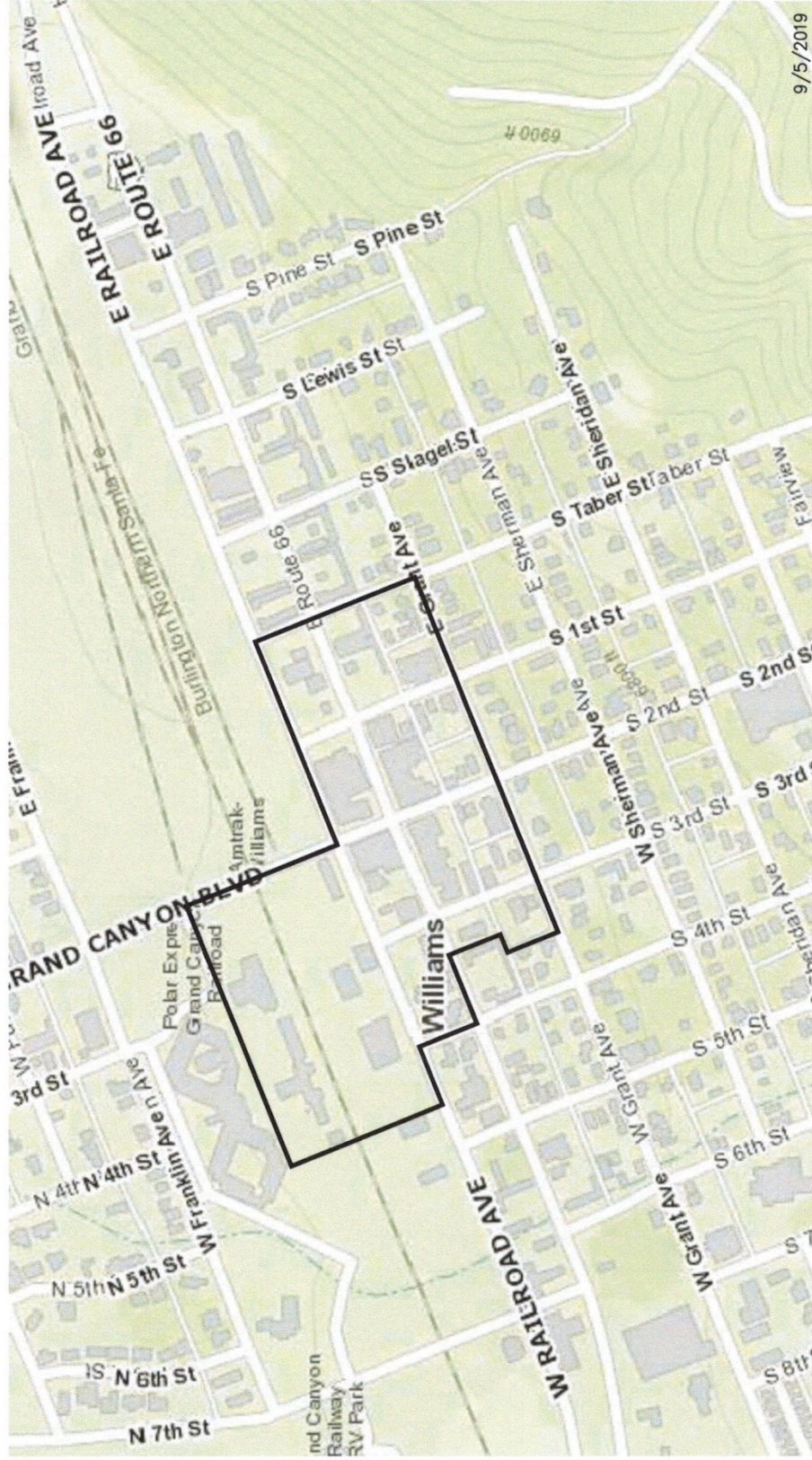
Appendix A
Williams Historic District Boundary Map



- | | | |
|------------------------|----------------------------------|-----------------------|
| ① GRAND CANYON RAILWAY | ⑤ CITY HALL | ⑨ CITY VISITOR CENTER |
| ② CITY POOL | ⑥ HIGH SCHOOL | ⑩ SENIOR CENTER |
| ③ CITY SKATE PARK | ⑦ ELEMENTARY/
MIDDLE SCHOOL | ⑪ ADOT BUILDING |
| ④ POLICE DEPARTMENT | ⑧ BILL WILLIAMS
MONUMENT PARK | ⑫ HEALTH CENTER |

MAIN STREET AREA

CITY OF WILLIAMS



HISTORIC BUSINESS DISTRICT, WILLIAMS, ARIZONA

Appendix B: Figures



Figure 1: Downtown Williams 1914



Figure 2: Streetscape/Zero Building Setback



Figure 3: Typical Roof Parapets



Figure 4: Windows



Figure 5: Windows





Figure 7: Storefront



Figure 8: Storefront



Figure 9: Storefront



Figure 10: Storefront



Figure 11:



Figure 12: Preservation of Existing



Figure 13: One-Story Building Massing



Figure 14: Two-Story Building Massing



Figure 15: Preservation of Original Wood Window



Figure 16: Vertical Window with Transom



Figure 17: Second Floor Vertical



Figure 18: Storefront with Transom



Figure 19: Storefront with Transom Windows



Figure 20: Window to Wall Areas - First and Second Floors



Figure 21: Wood Door (recommended)



Figure 22: Wood Door



Figure 23: Wood



Figure 24: Stone



Figure 25: Mixed Masonry Types (brick and stone)



Figure 26: Brick Facade/Wood and Glass Storefront



Figure 27: Painted Brick Facade
(acceptable but unfinished preferred)



Figure 28: Stone Facade



Figure 29: Stucco (as an accent only)



Figure 30: Wood Trim



Figure 31: Wood Trim



Figure 32: Parapet



Figure 33: Awning over Storefront



Figure 34: Awning over Doorway



Figure 35: Multiple Awnings over Doorway and



Figure 36: Second Floor Awnings



Figure 37: Building, Window and Projecting Signs



Figure 38: Building and Window Signs



Figure 39: Awning Sign



Figure 40: Projecting Sign



Figure 41: Neon and Window Signs



Figure 42: Natural Stone (signage and awning as color)

Dark contrasting trim color (common for utility buildings/gas stations)

White painted masonry block - typical gas station color



Signage painted on fascia of gas station canopy (restored bright colored pumps)

Original garage doors color painted bldg color

Figure 43: Gasoline Station (white with bold accent color)

Muted two-toned painted brick facade

Exposed brick preserved where stucco has fallen away



Storefront white and window trim matches wall color

First floor facade painted (only)

Figure 44: Two-Story Brick (neutral colors/white accent)



Light colored soffit (reflects light)

Trim color complimentary to brick and mortar color

Unfinished natural sandstone veneer

Painted wood door, frame and window trim match

Bronze colored kick plate compliments green door color

Figure 45: Sandstone (left unfinished; muted trim color)

White painted masonry block - typical gas station

Dark contrasting trim color (also common for utility buildings/gas stations of the era)



Historic Signage (Route 66) and bold colored streetscape fence and sun umbrella

Figure 46: Historic Gasoline Station to Restaurant



Natural brick (unpainted)

Trim color complimentary to brick & mortar colors with green accent band, sill and door transom frame

Unfinished sandstone veneer

Painted wood door color matches green trim bands

Figure 47: Brick & Stone with muted accent colors



Preserved "ghosted" historic signage painted on brick

Signage compliments the building color

Black trim with gold accents

Modern neon sign at window (interior)

Figure 48: Natural materials with bold accent colors