



TOWN OF JEROME

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

AGENDA

(REVISED 1/11/2021)

REGULAR MEETING OF THE JEROME TOWN COUNCIL

JEROME CIVIC CENTER - 600 CLARK STREET - COUNCIL CHAMBERS

TUESDAY, JANUARY 12, 2021, 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 Zoom conference using:

- a. Computer: <https://us02web.zoom.us/j/9286347943>
- b. Telephone: 1-669-900-6833 Meeting ID: 9286347943

To submit questions and comments, "raise your hand" during the Zoom session, or 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 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 December 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 REPORT AND MINUTES Minutes are provided for the information of Council and do not require action.	Discussion/Possible Direction
ITEM #5:	APPROVAL OF MINUTES November 24 special meeting; December 1 joint meeting (Council & P&Z); December 8 regular meeting (open and closed sessions) <i>Note: If necessary for review of closed session minutes, Council may convene in executive session, pursuant to A.R.S. § 38-431.03 (A)(2), for discussion or consideration of records exempt by law from public inspection.</i>	Discussion/Possible Action
ITEM #6:	PETITIONS FROM THE PUBLIC <i>Pursuant to A.R.S. § 38-431.01(H), public comment is permitted on matters not listed on the agenda, but the subject matter must be within the jurisdiction of the Council. All comments are subject to reasonable time, place and manner restrictions. All petitioners must fill out a request form with their name and subject matter. When recognized by the chair, please step to the podium, state your name and please observe the three (3) minute time limit. No petitioners will be recognized without a request. The Council's response to public comments is limited to asking staff to review a matter commented upon, asking that a matter be put on a future agenda, or responding to criticism.</i>	Discussion/Possible Direction
ITEM #7:	UNFINISHED BUSINESS	
	ITEM #7A: COCODONA 250 RACE Council will hear once again from Steve Aderholt regarding the Cocodona 250 running race that is planned to pass through Jerome in May.	Sponsored by Mayor Jack Dillenberg Discussion; Possible Action
	ITEM #7B: DISTRICT SIGNS Council will continue their discussion regarding district signs and whether they should be altered or removed.	Sponsored by Mayor Jack Dillenberg Discussion; Possible Action
	ITEM #7C: BEES IN JEROME Patrick Pynes, president of the Northern AZ Organic Beekeepers Association, will provide information regarding the recent proliferation of bees in Jerome.	Sponsored by Mayor Jack Dillenberg Discussion; Possible Direction

	ITEM #7D: PORTAJOHNS IN JEROME Council will again discuss portajohns in Jerome and may revisit their recent decision to remove most of them.	Sponsored by Mayor Jack Dillenberg Discussion; Possible Action
	ITEM #7E: COVID-19 Council will again discuss plans and timeline for reopening Town Hall, resuming the weekend shuttle service, and conducting in-person public meetings.	Sponsored by Mayor Jack Dillenberg Discussion; Possible Action
ITEM #8:	NEW BUSINESS	
	ITEM #8A: LEASE RENEWAL: JEROME ARTISTS COOPERATIVE GALLERY Council may approve a renewed lease with the Jerome Artists Cooperative Gallery for space located in the Hotel Jerome at 502 Main Street.	Sponsored by Mayor Jack Dillenberg Discussion; Possible Action
	ITEM #8B: REQUEST BY PAUL & JERRY'S SALOON FOR VENDING MACHINE ON SIDEWALK Council will review a request by Paul & Jerry's Saloon to place a vending machine on the sidewalk in front of their establishment.	Sponsored by Mayor Jack Dillenberg Discussion; Possible Action
	ITEM #8C: RESOLUTION NO. 609, A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF JEROME, ARIZONA, SUPPORTING THE STATEMENT OF THE NATIONAL LEAGUE OF CITIES CONDEMNING THE RECENT ATTACK ON THE UNITED STATES CAPITOL BUILDING AND AFFIRMING A PEACEFUL TRANSITION OF POWER Council may approve Resolution No. 609, supporting the statement of the National League of Cities condemning the recent attack on the U.S. Capitol and affirming a peaceful transition of power.	Sponsored by Vice Mayor Mandy Worth Discussion; Possible Action
ITEM #9:	EXECUTIVE SESSION Council may convene in executive session with the Town Attorney, pursuant to A.R.S. § 38-431.03 (A)(3) and (A)(4) to receive legal advice regarding certain zoning issues.	Sponsored by Mayor Jack Dillenberg Discussion; Possible Action
ITEM #10:	TO AND FROM THE COUNCIL Council may direct staff regarding items to be placed on a future agenda.	Discussion; Possible Direction
ITEM #11:	ADJOURNMENT	

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

CERTIFICATION OF POSTING OF NOTICE

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

Rosa Cays, Deputy Town Clerk

Town of Jerome
Budget to Actual Summary
20-Dec

Fund	Department	Current Period			YTD		
		Revenue	Budget	Variance	Revenue	Budget	Variance
10	GF Revenue	\$ 130,993.12	\$ 126,955.94	\$ 4,037.18	\$ 997,227.26	\$ 883,636.36	\$ 113,590.90
	Total	\$ 130,993.12	\$ 126,955.94	\$ 4,037.18	\$ 997,227.26	\$ 883,636.36	\$ 113,590.90
		<u>Expense</u>	<u>Budget</u>	<u>Variance</u>	<u>Expense</u>	<u>Budget</u>	<u>Variance</u>
11	Admin	\$ 41,409.21	\$ 40,457.76	\$ (951.45)	\$ 230,189.96	\$ 243,075.38	\$ 12,885.42
12	Court	\$ 8,228.87	\$ 7,020.56	\$ (1,208.31)	\$ 41,589.73	\$ 43,575.64	\$ 1,985.91
13	Police	\$ 56,713.89	\$ 59,019.49	\$ 2,305.60	\$ 255,747.79	\$ 285,773.06	\$ 30,025.27
14	Fire	\$ 16,071.48	\$ 25,937.87	\$ 9,866.39	\$ 173,113.43	\$ 216,216.78	\$ 43,103.35
15	Library	\$ 6,380.16	\$ 7,922.10	\$ 1,541.94	\$ 38,829.36	\$ 47,939.16	\$ 9,109.80
16	P&Z	\$ 6,906.06	\$ 8,720.38	\$ 1,814.32	\$ 46,924.94	\$ 52,693.97	\$ 5,769.03
17	Parks	\$ 656.36	\$ 1,477.10	\$ 820.74	\$ 5,571.05	\$ 8,955.40	\$ 3,384.35
18	Properties	\$ 9,336.98	\$ 16,336.48	\$ 6,999.50	\$ 65,907.61	\$ 105,134.62	\$ 39,227.01
	Total	\$ 145,703.01	\$ 166,891.74	\$ 21,188.73	\$ 857,873.87	\$ 1,003,364.01	\$ 145,490.14
General	Net Income (Loss)	\$ (14,709.89)	\$ (39,935.80)	\$ 25,225.91	\$ 139,353.39	\$ (119,727.65)	\$ 259,081.04
		<u>Revenue</u>	<u>Budget</u>	<u>Variance</u>	<u>Revenue</u>	<u>Budget</u>	<u>Variance</u>
50	Water	\$ 15,994.20	\$ 17,345.83	\$ (1,351.63)	\$ 103,707.72	\$ 109,075.08	\$ (5,367.36)
51	Sewer	\$ 15,865.49	\$ 17,541.66	\$ (1,676.17)	\$ 104,569.92	\$ 110,750.04	\$ (6,180.12)
52	Trash	\$ 10,332.90	\$ 15,748.33	\$ (5,415.43)	\$ 81,936.48	\$ 94,510.02	\$ (12,573.54)
	Total	\$ 42,192.59	\$ 50,635.82	\$ (8,443.23)	\$ 290,214.12	\$ 314,335.14	\$ (24,121.02)
		<u>Expense</u>	<u>Budget</u>	<u>Variance</u>	<u>Expense</u>	<u>Budget</u>	<u>Variance</u>
50	Water	\$ 11,921.89	\$ 21,409.18	\$ 9,487.29	\$ 83,216.80	\$ 133,530.67	\$ 50,313.87
51	Sewer	\$ 15,904.27	\$ 18,671.68	\$ 2,767.41	\$ 81,637.75	\$ 120,135.67	\$ 38,497.92
52	Trash	\$ 11,040.18	\$ 15,377.29	\$ 4,337.11	\$ 77,890.00	\$ 102,136.01	\$ 24,246.01
	Total	\$ 38,866.34	\$ 55,458.15	\$ 16,591.81	\$ 242,744.55	\$ 355,802.35	\$ 113,057.80
Utilities	Net Income (Loss)	\$ 3,326.25	\$ (4,822.33)	\$ 8,148.58	\$ 47,469.57	\$ (41,467.21)	\$ 88,936.78
		<u>Revenue</u>	<u>Budget</u>	<u>Variance</u>	<u>Revenue</u>	<u>Budget</u>	<u>Variance</u>
30	HURF	\$ 3,511.54	\$ 3,443.66	\$ 67.88	\$ 21,677.70	\$ 20,662.04	\$ 1,015.66
		<u>Expense</u>	<u>Budget</u>	<u>Variance</u>	<u>Expense</u>	<u>Budget</u>	<u>Variance</u>
		\$ 6,370.57	\$ 11,672.36	\$ 5,301.79	\$ 42,576.60	\$ 72,602.34	\$ 30,025.74
Road	Net Income (Loss)	\$ (2,859.03)	\$ (8,228.70)	\$ 5,369.67	\$ (20,898.90)	\$ (51,940.30)	\$ 31,041.40
		<u>Revenue</u>	<u>Budget</u>	<u>Variance</u>	<u>Revenue</u>	<u>Budget</u>	<u>Variance</u>
35	Parking	\$ 17,967.73	\$ 10,000.00	\$ 7,967.73	\$ 106,036.58	\$ 60,000.00	\$ 46,036.58
		<u>Expense</u>	<u>Budget</u>	<u>Variance</u>	<u>Expense</u>	<u>Budget</u>	<u>Variance</u>
		\$ 10,026.10	\$ 9,220.64	\$ (805.46)	\$ 58,651.10	\$ 55,462.16	\$ (3,188.94)
Parking	Net Income (Loss)	\$ 7,941.63	\$ 779.36	\$ 7,162.27	\$ 47,385.48	\$ 4,537.84	\$ 42,847.64
	Total Revenue	\$ 194,664.98			\$ 1,415,155.66		
	Less Total Expense	\$ 200,966.02			\$ 1,201,846.12		
	Net Income (Loss)	\$ (6,301.04)			\$ 213,309.54		

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 12/1/2020 Through 12/31/2020

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

	Current Period				Year To Date			
	Actual	Budget	Variance	%	Actual	Budget	Variance	%
Revenues								
Property Taxes	\$3,938.66	\$3,750.00	\$188.66	5.0%	\$30,755.32	\$27,500.00	\$3,255.32	11.8%
City Sales Taxes	72,770.24	65,500.00	7,270.24	11.1	522,973.31	408,900.00	114,073.31	27.9
State Sales Taxes	5,174.25	3,437.16	1,737.09	50.5	26,014.18	20,623.04	5,391.14	26.1
Urban Revenue Share	17,864.25	17,864.25	0.00	0.0	107,185.50	107,185.50	0.00	0.0
Yavapai County for Library	0.00	0.00	0.00	0.0	10,968.80	9,500.00	1,468.80	15.5
Vehicle License Tax	3,147.78	2,830.91	316.87	11.2	19,532.61	16,985.54	2,547.07	15.0
Fines and Forfeitures	3,192.57	5,000.00	(1,807.43)	(36.1)	32,192.41	30,000.00	2,192.41	7.3
Court Security Fund Revenue	480.00	1,000.00	(520.00)	(52.0)	4,350.00	6,000.00	(1,650.00)	(27.5)
Building Permits	758.50	416.66	341.84	82.0	3,392.46	2,500.04	892.42	35.7
Planning & Zoning Fees	100.00	250.00	(150.00)	(60.0)	1,500.00	1,500.00	0.00	0.0
Business Licenses	520.00	500.00	20.00	4.0	1,940.00	3,000.00	(1,060.00)	(35.3)
Fire Dept Services Rev	0.00	833.33	(833.33)	(100.0)	1,208.00	5,000.02	(3,792.02)	(75.8)
Franchise Fees	0.00	0.00	0.00	0.0	7,054.40	8,500.00	(1,445.60)	(17.0)
Police Officer Safety Equip Rev	97.00	166.66	(69.66)	(41.8)	985.16	1,000.04	(14.88)	(1.5)
Police Services	2,617.25	1,666.66	950.59	57.0	14,260.30	10,000.04	4,260.26	42.6
Rents	6,543.51	6,543.50	0.01	0.0	39,441.06	39,261.00	180.06	0.5
Utility Reimbursements	220.35	416.66	(196.31)	(47.1)	1,332.90	2,500.04	(1,167.14)	(46.7)
Wildland Fire Fees	0.00	0.00	0.00	0.0	50,000.00	50,000.00	0.00	0.0
Wildlands Wage Reimbursement	0.00	0.00	0.00	0.0	33,000.00	33,000.00	0.00	0.0
Firewise Wage Reimbursement	0.00	2,083.33	(2,083.33)	(100.0)	2,233.04	12,500.02	(10,266.98)	(82.1)
Contributions	0.00	0.00	0.00	0.0	100.00	0.00	100.00	0.0
Library Contributions	50.00	125.00	(75.00)	(60.0)	655.00	750.00	(95.00)	(12.7)
Interest	138.57	150.00	(11.43)	(7.6)	704.51	900.00	(195.49)	(21.7)
Sale of Assets	0.00	750.00	(750.00)	(100.0)	3,650.00	4,500.00	(850.00)	(18.9)
Miscellaneous Revenues	125.00	416.66	(291.66)	(70.0)	2,267.16	2,500.04	(232.88)	(9.3)
Administrative Charges	13,255.19	13,255.16	0.03	0.0	79,531.14	79,531.04	0.10	0.0
Net Revenues	\$130,993.12	\$126,955.94	\$4,037.18	3.2 %	\$997,227.26	\$883,636.36	\$113,590.90	12.9 %
Net Income (Loss)	\$130,993.12	\$126,955.94	\$4,037.18	3.2%	\$997,227.26	\$883,636.36	\$113,590.90	12.9%

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 12/1/2020 Through 12/31/2020

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

	Current Period				Year To Date			
	Actual	Budget	Variance	%	Actual	Budget	Variance	%
Program Expenses								
Advertising, Printing, & Publishing	\$461.15	\$375.00	\$(86.15)	(23.0)%	\$2,178.42	\$2,250.00	\$71.58	3.2%
Contract Services	230.56	1,283.33	1,052.77	82.0	2,620.67	7,700.02	5,079.35	66.0
Training & Education	225.00	208.33	(16.67)	(8.0)	2,245.19	1,250.02	(995.17)	(79.6)
Dues, Subs & Memberships	0.00	236.36	236.36	100.0	5,524.72	5,181.84	(342.88)	(6.6)
TPT Collection Fee Exp	0.00	0.00	0.00	0.0	1,171.59	1,196.00	24.41	2.0
Election expenses	0.00	445.45	445.45	100.0	1,812.37	3,327.30	1,514.93	45.5
Insurance	1,809.00	2,000.00	191.00	9.6	4,038.20	10,000.00	5,961.80	59.6
Insurance Deductible Exp	0.00	0.00	0.00	0.0	1,000.00	0.00	(1,000.00)	0.0
COVID Expenses	7,680.38	0.00	(7,680.38)	0.0	22,067.07	0.00	(22,067.07)	0.0
Legal Exp - Gen Gov	1,365.00	1,000.00	(365.00)	(36.5)	6,415.50	6,000.00	(415.50)	(6.9)
Miscellaneous	263.61	499.75	236.14	47.3	489.34	2,998.50	2,509.16	83.7
Bank Fees - Gen Admin	131.37	141.66	10.29	7.3	821.09	850.04	28.95	3.4
Bank Fees / Merch Svcs	679.53	566.66	(112.87)	(19.9)	3,906.49	3,400.04	(506.45)	(14.9)
Office Supplies	618.30	500.00	(118.30)	(23.7)	2,299.09	3,000.00	700.91	23.4
Copier & Equip Lease Expense	1,254.79	1,250.00	(4.79)	(0.4)	3,697.30	4,375.00	677.70	15.5
Software Support Exp - GG	3,260.12	3,000.00	(260.12)	(8.7)	8,849.08	6,666.69	(2,182.39)	(32.7)
Computer Hardware & Service	675.00	833.33	158.33	19.0	2,633.37	5,000.02	2,366.65	47.3
Operating Supplies - Gen Gov	0.00	83.33	83.33	100.0	408.42	500.02	91.60	18.3
Postage	288.05	416.66	128.61	30.9	1,527.97	2,500.04	972.07	38.9
Rep and Maint - Vehicles	0.00	41.66	41.66	100.0	0.00	250.04	250.04	100.0
Shuttle Expenses	0.00	136.36	136.36	100.0	0.00	681.84	681.84	100.0
Small Tools and Equipment	0.00	62.50	62.50	100.0	527.16	375.00	(152.16)	(40.6)
Telephone	217.74	291.66	73.92	25.3	1,256.04	1,750.04	494.00	28.2
Travel	0.00	250.00	250.00	100.0	172.50	1,500.00	1,327.50	88.5
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	250.04	250.04	100.0
Preservation of Historic Buildings	0.00	833.33	833.33	100.0	0.00	5,000.02	5,000.02	100.0
Total Program Expenses	\$19,159.60	\$14,497.03	\$(4,662.57)	(32.2)%	\$85,661.58	\$86,002.51	\$340.93	0.4 %
General & Administrative Expenses								
Salaries and Wages	\$16,253.37	\$19,115.33	\$2,861.96	15.0%	\$104,738.31	\$114,692.02	\$9,953.71	8.7%
Longevity Bonus	0.00	0.00	0.00	0.0	799.00	954.00	155.00	16.2
Payment in Lieu of Medical Benefits	489.46	530.25	40.79	7.7	3,181.49	3,181.50	0.01	0.0
FICA Match	1,280.90	1,511.58	230.68	15.3	8,123.75	9,069.52	945.77	10.4
Retirement Match	1,244.18	1,398.66	154.48	11.0	8,020.73	8,392.04	371.31	4.4
Health/Life Insurance	2,979.42	3,360.00	380.58	11.3	19,366.23	20,160.00	793.77	3.9

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 12/1/2020 Through 12/31/2020

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

	Current Period				Year To Date			
	Actual	Budget	Variance	%	Actual	Budget	Variance	%
Workers Compensation	0.00	0.00	0.00	0.0	256.00	354.25	98.25	27.7
Unemployment Insurance	2.28	44.91	42.63	94.9	42.87	269.54	226.67	84.1
Total General & Administrative Expenses	\$22,249.61	\$25,960.73	\$3,711.12	14.3 %	\$144,528.38	\$157,072.87	\$12,544.49	8.0 %
Total Expenses	\$41,409.21	\$40,457.76	\$(951.45)	(2.4)%	\$230,189.96	\$243,075.38	\$12,885.42	5.3%
Net Income (Loss)	\$(41,409.21)	\$(40,457.76)	\$(951.45)	(2.4)%	(\$230,189.96)	\$(243,075.38)	\$12,885.42	5.3%

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 12/1/2020 Through 12/31/2020

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

	Current Period				Year To Date			
	Actual	Budget	Variance	%	Actual	Budget	Variance	%
<u>Program Expenses</u>								
Court Security Fund Expenses	\$0.00	\$25.00	\$25.00	100.0%	\$228.79	\$150.00	\$(78.79)	(52.5)%
Contract Services	2,750.00	583.33	(2,166.67)	(371.4)	2,799.70	3,500.02	700.32	20.0
Training & Education	0.00	43.75	43.75	100.0	0.00	262.50	262.50	100.0
Dues and Subscriptions	0.00	23.91	23.91	100.0	125.86	143.54	17.68	12.3
Miscellaneous	0.00	25.00	25.00	100.0	15.00	150.00	135.00	90.0
Office Supplies	0.00	16.66	16.66	100.0	0.00	100.04	100.04	100.0
Copier & Equip Lease Exp	0.00	0.00	0.00	0.0	1,153.14	1,125.00	(28.14)	(2.5)
Telephone	73.34	75.00	1.66	2.2	433.99	450.00	16.01	3.6
Travel	0.00	100.00	100.00	100.0	0.00	600.00	600.00	100.0
Total Program Expenses	\$2,823.34	\$892.65	\$(1,930.69)	(216.3)%	\$4,756.48	\$6,481.10	\$1,724.62	26.6 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$4,850.80	\$5,509.00	\$658.20	11.9%	\$32,783.49	\$33,054.00	\$270.51	0.8%
Longevity Bonus	0.00	0.00	0.00	0.0	263.00	263.00	0.00	0.0
FICA and Medicare	378.73	424.66	45.93	10.8	2,535.67	2,548.04	12.37	0.5
Retirement	176.00	192.25	16.25	8.5	1,163.04	1,153.50	(9.54)	(0.8)
Worker's Compensation	0.00	0.00	0.00	0.0	68.00	64.00	(4.00)	(6.3)
Unemployment	0.00	2.00	2.00	100.0	20.05	12.00	(8.05)	(67.1)
Total General & Administrative Expenses	\$5,405.53	\$6,127.91	\$722.38	11.8 %	\$36,833.25	\$37,094.54	\$261.29	0.7 %
Total Expenses	\$8,228.87	\$7,020.56	\$(1,208.31)	(17.2)%	\$41,589.73	\$43,575.64	\$1,985.91	4.6%
Net Income (Loss)	\$(8,228.87)	\$(7,020.56)	\$(1,208.31)	(17.2)%	\$(41,589.73)	\$(43,575.64)	\$1,985.91	4.6%

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 12/1/2020 Through 12/31/2020

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<u>Program Expenses</u>								
Contract Services	\$500.00	\$0.00	\$(500.00)	0.0%	\$700.00	\$0.00	\$(700.00)	0.0%
Training & Education	0.00	83.33	83.33	100.0	0.00	500.02	500.02	100.0
Dispatch Fees	17,500.00	17,550.00	50.00	0.3	17,500.00	17,550.00	50.00	0.3
Dues and Subscriptions	600.00	100.00	(500.00)	(500.0)	600.00	600.00	0.00	0.0
Fuel	513.88	625.00	111.12	17.8	2,851.92	3,750.00	898.08	23.9
Prosecutor Exp	1,914.00	2,000.00	86.00	4.3	8,800.00	12,000.00	3,200.00	26.7
Miscellaneous	0.00	50.00	50.00	100.0	0.00	300.00	300.00	100.0
Software Service & Support	273.02	366.66	93.64	25.5	2,663.35	3,300.04	636.69	19.3
Computer Hardware & Service	0.00	208.33	208.33	100.0	0.00	1,250.02	1,250.02	100.0
Operating Supplies - Police	87.16	208.33	121.17	58.2	1,529.24	1,250.02	(279.22)	(22.3)
Postage	0.00	16.66	16.66	100.0	31.05	100.04	68.99	69.0
Rep and Maint - Vehicles	13.17	468.88	455.71	97.2	4,419.53	4,686.72	267.19	5.7
Rep and Maint - Equipment	0.00	125.00	125.00	100.0	293.94	750.00	456.06	60.8
Police Officer Safety Equip Exp	0.00	166.66	166.66	100.0	0.00	1,000.04	1,000.04	100.0
Small Tools and Equipment	793.78	583.33	(210.45)	(36.1)	1,702.07	3,500.02	1,797.95	51.4
Telephone	704.23	333.33	(370.90)	(111.3)	2,175.42	2,000.02	(175.40)	(8.8)
Uniforms	949.67	125.00	(824.67)	(659.7)	1,065.66	750.00	(315.66)	(42.1)
Vehicles, Cap Outlay, Police	0.00	0.00	0.00	0.0	5,415.58	10,750.00	5,334.42	49.6
Total Program Expenses	\$23,848.91	\$23,010.51	\$(838.40)	(3.6)%	\$49,747.76	\$64,036.94	\$14,289.18	22.3 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$23,729.38	\$25,265.91	\$1,536.53	6.1%	\$143,691.95	\$151,595.54	\$7,903.59	5.2%
Longevity Bonus	0.00	150.00	150.00	100.0	841.00	991.00	150.00	15.1
FICA and Medicare	1,764.79	1,942.58	177.79	9.2	10,471.75	11,655.52	1,183.77	10.2
Retirement	2,950.77	2,899.08	(51.69)	(1.8)	17,382.83	17,394.52	11.69	0.1
Health Insurance	4,420.04	5,679.50	1,259.46	22.2	28,740.76	34,077.00	5,336.24	15.7
Worker's Compensation	0.00	0.00	0.00	0.0	5,612.00	5,591.00	(21.00)	(0.4)
Unemployment	0.00	71.91	71.91	100.0	103.94	431.54	327.60	75.9
Payroll Adjustment-Police	0.00	0.00	0.00	0.0	(844.20)	0.00	844.20	0.0
Total General & Administrative Expenses	\$32,864.98	\$36,008.98	\$3,144.00	8.7 %	\$206,000.03	\$221,736.12	\$15,736.09	7.1 %
Total Expenses	\$56,713.89	\$59,019.49	\$2,305.60	3.9%	\$255,747.79	\$285,773.06	\$30,025.27	10.5%
Net Income (Loss)	\$(56,713.89)	\$(59,019.49)	\$2,305.60	3.9%	(\$255,747.79)	(\$285,773.06)	\$30,025.27	10.5%

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 12/1/2020 Through 12/31/2020

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

	Current Period				Year To Date			
	Actual	Budget	Variance	%	Actual	Budget	Variance	%
<u>Program Expenses</u>								
Contract Services	\$81.02	\$41.66	\$(39.36)	(94.5)%	\$81.02	\$250.04	\$169.02	67.6%
Training & Education	0.00	500.00	500.00	100.0	2,992.51	3,000.00	7.49	0.2
Dispatch Fees	533.67	537.50	3.83	0.7	3,202.02	3,225.00	22.98	0.7
Dues and Subscriptions	80.00	125.00	45.00	36.0	185.00	750.00	565.00	75.3
Fuel	302.49	416.66	114.17	27.4	1,674.88	2,500.04	825.16	33.0
Legal Exp - Fire	0.00	41.66	41.66	100.0	0.00	250.04	250.04	100.0
Medical Expenses	0.00	83.33	83.33	100.0	30.00	500.02	470.02	94.0
Medical Supplies Exp	1,841.48	1,300.00	(541.48)	(41.7)	3,682.69	3,000.00	(682.69)	(22.8)
Miscellaneous	0.00	125.00	125.00	100.0	88.66	750.00	661.34	88.2
Software Service & Support	75.00	75.00	0.00	0.0	450.00	450.00	0.00	0.0
Operating Supplies - Fire Dept	228.94	0.00	(228.94)	0.0	1,795.89	1,500.00	(295.89)	(19.7)
Rep and Maint - Vehicles	1,114.90	842.43	(272.47)	(32.3)	10,905.88	10,945.42	39.54	0.4
Rep and Maint - Equipment	0.00	416.66	416.66	100.0	1,028.13	2,500.04	1,471.91	58.9
Small Tools and Equipment	187.73	833.33	645.60	77.5	5,153.74	5,000.02	(153.72)	(3.1)
Telephone	232.10	333.33	101.23	30.4	1,330.47	2,000.02	669.55	33.5
Training Center Assessment	0.00	0.00	0.00	0.0	2,692.00	2,700.00	8.00	0.3
Total Program Expenses	\$4,677.33	\$5,671.56	\$994.23	17.5 %	\$35,292.89	\$39,320.64	\$4,027.75	10.2 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$8,339.16	\$11,100.75	\$2,761.59	24.9%	\$54,601.39	\$66,604.50	\$12,003.11	18.0%
Wildland Personnel	0.00	0.00	0.00	0.0	48,964.37	38,000.00	(10,964.37)	(28.9)
Volunteer-Employee Per Call Personnel	162.00	1,583.33	1,421.33	89.8	6,257.25	9,500.02	3,242.77	34.1
Firewise Personnel	0.00	2,750.00	2,750.00	100.0	3,097.50	16,500.00	13,402.50	81.2
Longevity Bonus	0.00	0.00	0.00	0.0	0.00	180.00	180.00	100.0
FICA and Medicare	660.37	1,245.55	585.18	47.0	5,616.06	8,018.70	2,402.64	30.0
Retirement	544.90	819.41	274.51	33.5	15,850.17	16,916.54	1,066.37	6.3
Health Insurance	1,687.72	2,705.00	1,017.28	37.6	10,970.18	16,230.00	5,259.82	32.4
Worker's Compensation	0.00	0.00	0.00	0.0	3,102.00	4,498.00	1,396.00	31.0
Unemployment	0.00	62.27	62.27	100.0	325.99	448.38	122.39	27.3
Payroll Adjustment-Fire	0.00	0.00	0.00	0.0	(10,964.37)	0.00	10,964.37	0.0
Total General & Administrative Expenses	\$11,394.15	\$20,266.31	\$8,872.16	43.8 %	\$137,820.54	\$176,896.14	\$39,075.60	22.1 %
Total Expenses	\$16,071.48	\$25,937.87	\$9,866.39	38.0%	\$173,113.43	\$216,216.78	\$43,103.35	19.9%
Net Income (Loss)	\$(16,071.48)	\$(25,937.87)	\$9,866.39	38.0%	\$(173,113.43)	\$(216,216.78)	\$43,103.35	19.9%

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 12/1/2020 Through 12/31/2020

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

	Current Period				Year To Date			
	Actual	Budget	Variance	%	Actual	Budget	Variance	%
<u>Program Expenses</u>								
Contract Services	\$0.00	\$104.16	\$104.16	100.0%	\$0.00	\$625.04	\$625.04	100.0%
Miscellaneous	0.00	0.00	0.00	0.0	174.52	187.51	12.99	6.9
Office Supplies	0.00	20.83	20.83	100.0	0.00	125.02	125.02	100.0
Operating Supplies - Library	0.00	250.00	250.00	100.0	1,209.80	1,500.00	290.20	19.3
Print and Non-Print Materials	592.44	324.16	(268.28)	(82.8)	1,155.10	1,945.04	789.94	40.6
Rep and Maint - Equipment	0.00	8.33	8.33	100.0	0.00	50.02	50.02	100.0
Small Tools and Equipment	0.00	125.00	125.00	100.0	537.10	750.00	212.90	28.4
Telephone	77.73	75.00	(2.73)	(3.6)	482.12	450.00	(32.12)	(7.1)
E-Rate Exp	45.80	66.75	20.95	31.4	480.52	399.50	(81.02)	(20.3)
Total Program Expenses	\$715.97	\$974.23	\$258.26	26.5 %	\$4,039.16	\$6,032.13	\$1,992.97	33.0 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$4,223.12	\$5,329.25	\$1,106.13	20.8%	\$25,616.56	\$31,975.50	\$6,358.94	19.9%
Longevity Bonus	0.00	0.00	0.00	0.0	25.00	210.00	185.00	88.1
FICA and Medicare	334.75	412.16	77.41	18.8	1,936.55	2,473.04	536.49	21.7
Retirement	267.40	289.66	22.26	7.7	1,736.60	1,738.04	1.44	0.1
Health Insurance	823.10	888.00	64.90	7.3	5,359.35	5,328.00	(31.35)	(0.6)
Worker's Compensation	0.00	0.00	0.00	0.0	53.00	67.25	14.25	21.2
Unemployment	15.82	28.80	12.98	45.1	63.14	115.20	52.06	45.2
Total General & Administrative Expenses	\$5,664.19	\$6,947.87	\$1,283.68	18.5 %	\$34,790.20	\$41,907.03	\$7,116.83	17.0 %
Total Expenses	\$6,380.16	\$7,922.10	\$1,541.94	19.5%	\$38,829.36	\$47,939.16	\$9,109.80	19.0%
Net Income (Loss)	\$(6,380.16)	\$(7,922.10)	\$1,541.94	19.5%	(\$38,829.36)	\$(47,939.16)	\$9,109.80	19.0%

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 12/1/2020 Through 12/31/2020

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

	Current Period				Year To Date			
	Actual	Budget	Variance	%	Actual	Budget	Variance	%
<u>Program Expenses</u>								
Advertising, Printing, & Publishing	\$0.00	\$41.66	\$41.66	100.0%	\$0.00	\$250.04	\$250.04	100.0%
Conventions and Seminars	0.00	41.66	41.66	100.0	0.00	250.04	250.04	100.0
Training & Education	0.00	83.33	83.33	100.0	0.00	500.02	500.02	100.0
Legal Exp - P&Z	780.00	1,250.00	470.00	37.6	7,176.00	7,500.00	324.00	4.3
Map Upgrades and Materials	0.00	83.33	83.33	100.0	0.00	500.02	500.02	100.0
Miscellaneous	0.00	25.00	25.00	100.0	0.00	150.00	150.00	100.0
Software Maintenance & Support	0.00	58.33	58.33	100.0	0.00	350.02	350.02	100.0
Operating Supplies - P&Z	0.00	25.00	25.00	100.0	0.00	150.00	150.00	100.0
Small Tools and Equipment	0.00	25.00	25.00	100.0	0.00	150.00	150.00	100.0
Telephone	64.78	50.00	(14.78)	(29.6)	326.81	300.00	(26.81)	(8.9)
Travel	0.00	41.66	41.66	100.0	0.00	250.04	250.04	100.0
Total Program Expenses	\$844.78	\$1,724.97	\$880.19	51.0 %	\$7,502.81	\$10,350.18	\$2,847.37	27.5 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$4,782.43	\$5,586.00	\$803.57	14.4%	\$30,805.65	\$33,516.00	\$2,710.35	8.1%
Longevity Bonus	0.00	0.00	0.00	0.0	218.00	218.00	0.00	0.0
Health Benefit Stipend	517.38	560.50	43.12	7.7	3,362.97	3,363.00	0.03	0.0
FICA and Medicare	416.92	472.33	55.41	11.7	2,642.08	2,834.02	191.94	6.8
Retirement	331.36	362.33	30.97	8.5	2,171.30	2,174.02	2.72	0.1
Health Insurance	5.22	0.00	(5.22)	0.0	33.93	0.00	(33.93)	0.0
Worker's Compensation	0.00	0.00	0.00	0.0	130.00	153.25	23.25	15.2
Unemployment	7.97	14.25	6.28	44.1	58.20	85.50	27.30	31.9
Total General & Administrative Expenses	\$6,061.28	\$6,995.41	\$934.13	13.4 %	\$39,422.13	\$42,343.79	\$2,921.66	6.9 %
Total Expenses	\$6,906.06	\$8,720.38	\$1,814.32	20.8%	\$46,924.94	\$52,693.97	\$5,769.03	10.9%
Net Income (Loss)	\$(6,906.06)	\$(8,720.38)	\$1,814.32	20.8%	(\$46,924.94)	\$(52,693.97)	\$5,769.03	10.9%

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Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 12/1/2020 Through 12/31/2020

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

	Current Period				Year To Date			
	Actual	Budget	Variance	%	Actual	Budget	Variance	%
<u>Program Expenses</u>								
Fuel	\$3.24	\$4.16	\$0.92	22.1%	\$20.90	\$25.04	\$4.14	16.5%
Legal Exp - Parks	0.00	41.66	41.66	100.0	0.00	250.04	250.04	100.0
Miscellaneous	0.00	20.83	20.83	100.0	4.76	125.02	120.26	96.2
Software Service & Support	12.50	16.66	4.16	25.0	75.00	100.04	25.04	25.0
Operating Supplies - Parks	0.00	16.66	16.66	100.0	176.50	100.04	(76.46)	(76.4)
R&M Building - Parks	0.00	8.33	8.33	100.0	0.00	50.02	50.02	100.0
Rep and Maint - Vehicles	1.52	208.33	206.81	99.3	251.51	1,250.02	998.51	79.9
Rep and Maint - Infrastructure	0.00	125.00	125.00	100.0	0.00	750.00	750.00	100.0
Small Tools and Equipment	0.00	25.00	25.00	100.0	86.20	150.00	63.80	42.5
Uniform Exp Parks	99.15	25.00	(74.15)	(296.6)	231.24	150.00	(81.24)	(54.2)
Utilities	0.00	233.33	233.33	100.0	894.67	1,400.02	505.35	36.1
Lease Payments	43.36	21.66	(21.70)	(100.2)	130.08	130.04	(0.04)	0.0
Total Program Expenses	\$159.77	\$746.62	\$586.85	78.6 %	\$1,870.86	\$4,480.28	\$2,609.42	58.2 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$364.95	\$507.41	\$142.46	28.1%	\$2,610.15	\$3,044.54	\$434.39	14.3%
FICA and Medicare	27.60	38.83	11.23	28.9	192.82	233.02	40.20	17.3
Retirement	26.36	40.08	13.72	34.2	190.50	240.52	50.02	20.8
Health Insurance	77.26	143.00	65.74	46.0	625.76	858.00	232.24	27.1
Worker's Compensation	0.00	0.00	0.00	0.0	76.00	92.00	16.00	17.4
Unemployment	0.42	1.16	0.74	63.8	4.96	7.04	2.08	29.5
Total General & Administrative Expenses	\$496.59	\$730.48	\$233.89	32.0 %	\$3,700.19	\$4,475.12	\$774.93	17.3 %
Total Expenses	\$656.36	\$1,477.10	\$820.74	55.6%	\$5,571.05	\$8,955.40	\$3,384.35	37.8%
Net Income (Loss)	\$(656.36)	\$(1,477.10)	\$820.74	55.6%	\$(5,571.05)	\$(8,955.40)	\$3,384.35	37.8%

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 12/1/2020 Through 12/31/2020

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

	Current Period				Year To Date			
	Actual	Budget	Variance	%	Actual	Budget	Variance	%
<u>Program Expenses</u>								
Contract Services	\$50.00	\$344.69	\$294.69	85.5%	\$5,925.54	\$6,431.86	\$506.32	7.9%
Engineering Fees	0.00	416.66	416.66	100.0	0.00	2,500.04	2,500.04	100.0
Fuel	6.49	8.33	1.84	22.1	110.97	50.02	(60.95)	(121.9)
Legal Exp - Properties	0.00	41.66	41.66	100.0	0.00	250.04	250.04	100.0
Miscellaneous	26.34	125.00	98.66	78.9	130.21	750.00	619.79	82.6
Software Service & Support	12.50	16.66	4.16	25.0	75.00	100.04	25.04	25.0
Operating Supplies - Properties	0.00	100.00	100.00	100.0	141.21	600.00	458.79	76.5
R&M Building - Properties	4,204.86	3,151.51	(1,053.35)	(33.4)	18,227.06	21,090.94	2,863.88	13.6
Rep and Maint - Vehicles	1.52	208.33	206.81	99.3	435.31	1,250.02	814.71	65.2
Rep and Maint - Equipment	0.00	0.00	0.00	0.0	124.50	0.00	(124.50)	0.0
Rep and Maint - Infrastructure	77.47	3,500.00	3,422.53	97.8	147.04	21,000.00	20,852.96	99.3
Small Tools and Equipment	0.00	20.83	20.83	100.0	0.00	125.02	125.02	100.0
Uniform Exp Properties	99.16	25.00	(74.16)	(296.6)	231.25	150.00	(81.25)	(54.2)
Utilities	1,740.17	3,833.33	2,093.16	54.6	17,369.00	23,000.02	5,631.02	24.5
Lease Payments	43.36	21.66	(21.70)	(100.2)	130.08	130.04	(0.04)	0.0
Total Program Expenses	\$6,261.87	\$11,813.66	\$5,551.79	47.0 %	\$43,047.17	\$77,428.04	\$34,380.87	44.4 %
<u>General & Administrative Expenses</u>								
Salaries and Wages	\$2,259.88	\$3,142.00	\$882.12	28.1%	\$16,162.97	\$18,852.00	\$2,689.03	14.3%
FICA and Medicare	170.93	240.33	69.40	28.9	1,194.04	1,442.02	247.98	17.2
Retirement	163.21	248.00	84.79	34.2	1,179.74	1,488.00	308.26	20.7
Health Insurance	478.47	885.33	406.86	46.0	3,874.85	5,312.02	1,437.17	27.1
Worker's Compensation	0.00	0.00	0.00	0.0	428.00	569.50	141.50	24.8
Unemployment	2.62	7.16	4.54	63.4	20.84	43.04	22.20	51.6
Total General & Administrative Expenses	\$3,075.11	\$4,522.82	\$1,447.71	32.0 %	\$22,860.44	\$27,706.58	\$4,846.14	17.5 %
Total Expenses	\$9,336.98	\$16,336.48	\$6,999.50	42.8%	\$65,907.61	\$105,134.62	\$39,227.01	37.3%
Net Income (Loss)	\$(9,336.98)	\$(16,336.48)	\$6,999.50	42.8%	\$(65,907.61)	\$(105,134.62)	\$39,227.01	37.3%

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 12/1/2020 Through 12/31/2020

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Revenues								
Connection Fees	\$0.00	\$0.00	\$0.00	0.0%	\$5,000.00	\$5,000.00	\$0.00	0.0%
Water Usage Fees	13,474.20	14,166.66	(692.46)	(4.9)	83,607.72	85,000.04	(1,392.32)	(1.6)
Miscellaneous	20.00	679.17	(659.17)	(97.1)	100.00	4,075.04	(3,975.04)	(97.5)
Transfers In	2,500.00	2,500.00	0.00	0.0	15,000.00	15,000.00	0.00	0.0
Net Revenues	\$15,994.20	\$17,345.83	\$(1,351.63)	(7.8)%	\$103,707.72	\$109,075.08	\$(5,367.36)	(4.9)%
Program Expenses								
Contract Services	\$900.00	\$900.00	\$0.00	0.0%	\$4,500.00	\$5,400.00	\$900.00	16.7%
Training & Education	0.00	33.33	33.33	100.0	0.00	200.02	200.02	100.0
Permit Fee Exp - Water	395.14	150.00	(245.14)	(163.4)	895.16	900.00	4.84	0.5
Engineering Fees	0.00	125.00	125.00	100.0	0.00	750.00	750.00	100.0
Fuel	93.19	166.66	73.47	44.1	576.63	1,000.04	423.41	42.3
Insurance	0.00	0.00	0.00	0.0	0.00	3,000.00	3,000.00	100.0
Legal Exp - Water	117.00	1,658.33	1,541.33	92.9	537.00	10,050.02	9,513.02	94.7
Miscellaneous	0.00	28.16	28.16	100.0	34.79	169.04	134.25	79.4
Software Support Exp - Water	12.50	233.33	220.83	94.6	75.00	1,400.02	1,325.02	94.6
Operating Supplies - Water	0.00	250.00	250.00	100.0	200.78	1,500.00	1,299.22	86.6
R&M Building - Water	0.00	41.66	41.66	100.0	0.00	250.04	250.04	100.0
Rep and Maint - Vehicles	1.52	208.33	206.81	99.3	502.56	1,250.02	747.46	59.8
Rep and Maint - Equipment	0.00	165.00	165.00	100.0	122.28	1,010.00	887.72	87.9
Rep and Maint - Infrastructure	572.70	4,583.33	4,010.63	87.5	8,119.67	27,500.02	19,380.35	70.5
Service Tests/System Testing	30.00	83.33	53.33	64.0	378.00	500.02	122.02	24.4
Small Tools and Equipment	0.00	125.00	125.00	100.0	69.11	750.00	680.89	90.8
DWR Fee Exp	0.00	0.00	0.00	0.0	0.00	900.00	900.00	100.0
Uniform Exp Water	99.19	25.00	(74.19)	(296.8)	231.28	150.00	(81.28)	(54.2)
Utilities Exp - Water	0.00	41.66	41.66	100.0	186.66	250.04	63.38	25.3
Administrative Charge	4,124.47	4,124.50	0.03	0.0	24,746.82	24,747.00	0.18	0.0
Lease Payments	151.76	75.91	(75.85)	(99.9)	455.28	455.54	0.26	0.1
Vehicle Purchase-Water	0.00	412.50	412.50	100.0	1,000.00	2,525.00	1,525.00	60.4
Total Program Expenses	\$6,497.47	\$13,431.03	\$6,933.56	51.6 %	\$42,631.02	\$84,656.82	\$42,025.80	49.6 %
General & Administrative Expenses								
Salaries and Wages	\$3,986.38	\$5,542.41	\$1,556.03	28.1%	\$28,511.03	\$33,254.54	\$4,743.51	14.3%
FICA and Medicare	301.51	424.00	122.49	28.9	2,106.27	2,544.00	437.73	17.2
Retirement	287.90	437.41	149.51	34.2	2,081.04	2,624.54	543.50	20.7
Health Insurance	844.01	1,561.75	717.74	46.0	6,835.22	9,370.50	2,535.28	27.1
Worker's Compensation	0.00	0.00	0.00	0.0	1,013.00	1,004.75	(8.25)	(0.8)

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Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 12/1/2020 Through 12/31/2020

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

	Current Period				Year To Date			
	Actual	Budget	Variance	%	Actual	Budget	Variance	%
Unemployment	4.62	12.58	7.96	63.3	39.22	75.52	36.30	48.1
Total General & Administrative Expenses	\$5,424.42	\$7,978.15	\$2,553.73	32.0 %	\$40,585.78	\$48,873.85	\$8,288.07	17.0 %
Total Expenses	\$11,921.89	\$21,409.18	\$9,487.29	44.3%	\$83,216.80	\$133,530.67	\$50,313.87	37.7%
Net Income (Loss)	\$4,072.31	\$(4,063.35)	\$8,135.66	200.2%	\$20,490.92	\$(24,455.59)	\$44,946.51	183.8%

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 12/1/2020 Through 12/31/2020

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

	Current Period				Year To Date			
	Actual	Budget	Variance	%	Actual	Budget	Variance	%
Revenues								
Connection Fees	\$0.00	\$0.00	\$0.00	0.0%	\$5,500.00	\$5,500.00	\$0.00	0.0%
Sewer Usage Fees	13,361.84	15,033.33	(1,671.49)	(11.1)	84,042.20	90,200.02	(6,157.82)	(6.8)
Interest and Investment Earnings	3.65	8.33	(4.68)	(56.2)	27.72	50.02	(22.30)	(44.6)
Transfers In	2,500.00	2,500.00	0.00	0.0	15,000.00	15,000.00	0.00	0.0
Net Revenues	\$15,865.49	\$17,541.66	\$(1,676.17)	(9.6)%	\$104,569.92	\$110,750.04	\$(6,180.12)	(5.6)%
Program Expenses								
Contract Services	\$3,200.00	\$3,200.00	\$0.00	0.0%	\$16,000.00	\$19,200.00	\$3,200.00	16.7%
Permit Fee Exp - Sewer	0.00	0.00	0.00	0.0	0.00	1,150.00	1,150.00	100.0
Engineering Fees	0.00	2,083.33	2,083.33	100.0	0.00	12,500.02	12,500.02	100.0
Fuel	74.07	183.33	109.26	59.6	422.89	1,100.02	677.13	61.6
Insurance	0.00	0.00	0.00	0.0	0.00	3,000.00	3,000.00	100.0
Legal Exp - Sewer	0.00	41.66	41.66	100.0	0.00	250.04	250.04	100.0
Miscellaneous	0.00	29.33	29.33	100.0	4.76	176.02	171.26	97.3
Bank Fees - Sewer Accts	45.00	0.00	(45.00)	0.0	45.00	0.00	(45.00)	0.0
Software Support Exp - Sewer	12.50	233.33	220.83	94.6	75.00	1,400.02	1,325.02	94.6
Operating Supplies - Sewer	416.10	1,000.00	583.90	58.4	1,487.05	6,000.00	4,512.95	75.2
R&M Building - Sewer	19.29	41.66	22.37	53.7	19.29	250.04	230.75	92.3
Rep and Maint - Vehicles	1.52	165.83	164.31	99.1	251.52	1,005.02	753.50	75.0
Rep and Maint - Equipment	0.00	375.00	375.00	100.0	0.00	2,250.00	2,250.00	100.0
Rep and Maint - Infrastructure	3,904.17	1,250.00	(2,654.17)	(212.3)	4,249.99	7,500.00	3,250.01	43.3
Service Tests/System Testing	914.80	1,000.00	85.20	8.5	4,364.00	6,000.00	1,636.00	27.3
Small Tools and Equipment	0.00	250.00	250.00	100.0	3,505.94	1,500.00	(2,005.94)	(133.7)
Uniform Exp Sewer	99.19	41.66	(57.53)	(138.1)	231.28	250.04	18.76	7.5
Utilities	0.00	250.00	250.00	100.0	730.56	1,500.00	769.44	51.3
Administrative Charge	4,124.47	4,124.50	0.03	0.0	24,746.82	24,747.00	0.18	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	151.76	75.91	(75.85)	(99.9)	455.28	455.54	0.26	0.1
Total Program Expenses	\$12,962.87	\$14,345.54	\$1,382.67	9.6 %	\$59,665.20	\$93,633.76	\$33,968.56	36.3 %
General & Administrative Expenses								
Salaries and Wages	\$2,161.62	\$3,005.41	\$843.79	28.1%	\$15,460.20	\$18,032.54	\$2,572.34	14.3%
FICA and Medicare	163.50	229.91	66.41	28.9	1,142.16	1,379.54	237.38	17.2
Retirement	156.10	237.16	81.06	34.2	1,128.46	1,423.04	294.58	20.7
Health Insurance	457.68	846.83	389.15	46.0	3,706.46	5,081.02	1,374.56	27.1
Worker's Compensation	0.00	0.00	0.00	0.0	514.00	544.75	30.75	5.6
Unemployment	2.50	6.83	4.33	63.4	21.27	41.02	19.75	48.1

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Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 12/1/2020 Through 12/31/2020

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

	<u>Actual</u>	<u>Current Period Budget</u>	<u>Variance</u>	<u>%</u>	<u>Actual</u>	<u>Year To Date Budget</u>	<u>Variance</u>	<u>%</u>
Total General & Administrative Expenses	\$2,941.40	\$4,326.14	\$1,384.74	32.0 %	\$21,972.55	\$26,501.91	\$4,529.36	17.1 %
Total Expenses	\$15,904.27	\$18,671.68	\$2,767.41	14.8%	\$81,637.75	\$120,135.67	\$38,497.92	32.0%
Net Income (Loss)	\$(38.78)	\$(1,130.02)	\$1,091.24	96.6%	\$22,932.17	\$(9,385.63)	\$32,317.80	344.3%

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 12/1/2020 Through 12/31/2020

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

	Current Period				Year To Date			
	Actual	Budget	Variance	%	Actual	Budget	Variance	%
Revenues								
Sanitation Usage Fees	\$10,332.90	\$15,665.00	\$(5,332.10)	(34.0)%	\$81,768.48	\$94,010.00	\$(12,241.52)	(13.0)%
Miscellaneous	0.00	83.33	(83.33)	(100.0)	168.00	500.02	(332.02)	(66.4)
Net Revenues	\$10,332.90	\$15,748.33	\$(5,415.43)	(34.4)%	\$81,936.48	\$94,510.02	\$(12,573.54)	(13.3)%
Program Expenses								
Recycling Contract Exp	\$120.00	\$183.33	\$63.33	34.5%	\$600.00	\$1,100.02	\$500.02	45.5%
Training & Education	0.00	16.25	16.25	100.0	0.00	102.50	102.50	100.0
Equipment Rentals	0.00	54.16	54.16	100.0	0.00	325.04	325.04	100.0
Fuel	348.16	750.00	401.84	53.6	2,051.16	4,500.00	2,448.84	54.4
Insurance	0.00	0.00	0.00	0.0	0.00	4,000.00	4,000.00	100.0
Landfill Tipping Fees	1,514.40	2,041.66	527.26	25.8	7,846.80	12,250.04	4,403.24	35.9
Miscellaneous	0.00	16.58	16.58	100.0	99.81	99.52	(0.29)	(0.3)
Software Support Exp - Trash	12.50	108.33	95.83	88.5	75.00	650.02	575.02	88.5
Operating Supplies - Trash	0.00	16.66	16.66	100.0	116.47	100.04	(16.43)	(16.4)
Rep and Maint - Vehicles	141.95	833.33	691.38	83.0	1,545.04	5,000.02	3,454.98	69.1
Rep and Maint - Equipment	0.00	75.00	75.00	100.0	0.00	450.00	450.00	100.0
Small Tools and Equipment	0.00	250.00	250.00	100.0	0.00	1,500.00	1,500.00	100.0
Uniform Exp Trash	99.19	25.00	(74.19)	(296.8)	231.38	150.00	(81.38)	(54.3)
Administrative Charge	4,124.47	4,124.50	0.03	0.0	24,746.82	24,747.00	0.18	0.0
Transfers Out	0.00	0.00	0.00	0.0	5,000.00	5,000.00	0.00	0.0
Total Program Expenses	\$6,360.67	\$8,494.80	\$2,134.13	25.1 %	\$42,312.48	\$59,974.20	\$17,661.72	29.4 %
General & Administrative Expenses								
Salaries and Wages	\$3,438.95	\$4,781.33	\$1,342.38	28.1%	\$24,595.82	\$28,688.02	\$4,092.20	14.3%
FICA and Medicare	260.11	365.75	105.64	28.9	1,817.03	2,194.50	377.47	17.2
Retirement	248.35	377.33	128.98	34.2	1,795.25	2,264.02	468.77	20.7
Health Insurance	728.12	1,347.25	619.13	46.0	5,896.57	8,083.50	2,186.93	27.1
Worker's Compensation	0.00	0.00	0.00	0.0	1,439.00	866.75	(572.25)	(66.0)
Unemployment	3.98	10.83	6.85	63.3	33.85	65.02	31.17	47.9
Total General & Administrative Expenses	\$4,679.51	\$6,882.49	\$2,202.98	32.0 %	\$35,577.52	\$42,161.81	\$6,584.29	15.6 %
Total Expenses	\$11,040.18	\$15,377.29	\$4,337.11	28.2%	\$77,890.00	\$102,136.01	\$24,246.01	23.7%
Net Income (Loss)	\$(707.28)	\$371.04	\$(1,078.32)	(290.6)%	\$4,046.48	\$(7,625.99)	\$11,672.47	153.1%

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 12/1/2020 Through 12/31/2020

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

	Current Period				Year To Date			
	Actual	Budget	Variance	%	Actual	Budget	Variance	%
Revenues								
Parking Kiosk Revenue	\$17,967.73	\$10,000.00	\$7,967.73	79.7%	\$106,036.58	\$60,000.00	\$46,036.58	76.7%
Net Revenues	\$17,967.73	\$10,000.00	\$7,967.73	79.7 %	\$106,036.58	\$60,000.00	\$46,036.58	76.7 %
Program Expenses								
Miscellaneous	\$0.00	\$64.58	\$64.58	100.0%	\$57.00	\$387.52	\$330.52	85.3%
Credit Card Processing Fees	2,934.04	2,250.00	(684.04)	(30.4)	16,222.91	13,500.00	(2,722.91)	(20.2)
Software Service and Support	408.10	400.00	(8.10)	(2.0)	2,451.06	2,400.00	(51.06)	(2.1)
Operating Supplies	0.00	333.33	333.33	100.0	768.33	2,000.02	1,231.69	61.6
Telephone	130.32	125.00	(5.32)	(4.3)	611.60	750.00	138.40	18.5
Transfers Out	5,000.00	5,000.00	0.00	0.0	30,000.00	30,000.00	0.00	0.0
Total Program Expenses	\$8,472.46	\$8,172.91	\$(299.55)	(3.7)%	\$50,110.90	\$49,037.54	\$(1,073.36)	(2.2)%
General & Administrative Expenses								
Salaries and Wages	\$1,424.12	\$966.66	\$(457.46)	(47.3)%	\$7,727.72	\$5,800.04	\$(1,927.68)	(33.2)%
Longevity Bonus	0.00	0.00	0.00	0.0	50.00	50.00	0.00	0.0
FICA and Medicare	112.78	73.91	(38.87)	(52.6)	598.87	443.54	(155.33)	(35.0)
Worker's Compensation	0.00	0.00	0.00	0.0	120.00	88.00	(32.00)	(36.4)
Unemployment	16.74	7.16	(9.58)	(133.8)	43.61	43.04	(0.57)	(1.3)
Total General & Administrative Expenses	\$1,553.64	\$1,047.73	\$(505.91)	(48.3)%	\$8,540.20	\$6,424.62	\$(2,115.58)	(32.9)%
Total Expenses	\$10,026.10	\$9,220.64	\$(805.46)	(8.7)%	\$58,651.10	\$55,462.16	\$(3,188.94)	(5.7)%
Net Income (Loss)	\$7,941.63	\$779.36	\$7,162.27	919.0%	\$47,385.48	\$4,537.84	\$42,847.64	944.2%

Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 12/1/2020 Through 12/31/2020

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Revenues								
HURF Revenue	\$3,461.03	\$3,360.33	\$100.70	3.0%	\$21,384.94	\$20,162.02	\$1,222.92	6.1%
Interest and Investment Earnings	50.51	83.33	(32.82)	(39.4)	292.76	500.02	(207.26)	(41.5)
Net Revenues	\$3,511.54	\$3,443.66	\$67.88	2.0 %	\$21,677.70	\$20,662.04	\$1,015.66	4.9 %
Program Expenses								
Engineering Fees	\$0.00	\$416.66	\$416.66	100.0%	\$2,991.25	\$2,500.04	\$(491.21)	(19.6)%
Equipment Rentals - HURF	0.00	125.00	125.00	100.0	0.00	750.00	750.00	100.0
Fuel	3.24	8.33	5.09	61.1	20.91	50.02	29.11	58.2
Insurance	0.00	0.00	0.00	0.0	0.00	2,000.00	2,000.00	100.0
Miscellaneous	0.00	46.33	46.33	100.0	4.76	278.02	273.26	98.3
Software Service & Support	12.50	15.00	2.50	16.7	75.00	90.00	15.00	16.7
Operating Supplies - HURF	0.00	58.33	58.33	100.0	180.35	350.02	169.67	48.5
Public Restroom Supplies	898.16	183.33	(714.83)	(389.9)	898.16	1,100.02	201.86	18.4
R&M Building - HURF	0.00	416.66	416.66	100.0	0.00	2,500.04	2,500.04	100.0
Rep and Maint - Vehicles	1.50	166.25	164.75	99.1	154.25	1,002.50	848.25	84.6
Rep and Maint - Equipment	0.00	16.66	16.66	100.0	369.06	100.04	(269.02)	(268.9)
Rep and Maint - Infrastructure	0.00	2,812.50	2,812.50	100.0	96.35	16,875.00	16,778.65	99.4
Small Tools and Equipment	0.00	41.66	41.66	100.0	0.00	250.04	250.04	100.0
Street Lights	900.30	1,083.33	183.03	16.9	5,603.80	6,500.02	896.22	13.8
Street Supplies	52.22	500.00	447.78	89.6	936.07	3,000.00	2,063.93	68.8
Uniform Exp - HURF	99.21	25.00	(74.21)	(296.8)	231.30	150.00	(81.30)	(54.2)
Administrative Charge	881.78	881.75	(0.03)	0.0	5,290.68	5,290.50	(0.18)	0.0
Lease Payments	43.38	25.00	(18.38)	(73.5)	130.14	150.00	19.86	13.2
Total Program Expenses	\$2,892.29	\$6,821.79	\$3,929.50	57.6 %	\$16,982.08	\$42,936.26	\$25,954.18	60.4 %
General & Administrative Expenses								
Salaries and Wages	\$2,745.74	\$3,676.91	\$931.17	25.3%	\$19,570.90	\$22,061.54	\$2,490.64	11.3%
FICA and Medicare	212.30	281.25	68.95	24.5	1,466.77	1,687.50	220.73	13.1
Retirement	131.79	200.25	68.46	34.2	952.58	1,201.50	248.92	20.7
Health Insurance	386.34	679.25	292.91	43.1	3,128.75	4,075.50	946.75	23.2
Worker's Compensation	0.00	0.00	0.00	0.0	450.00	562.50	112.50	20.0
Unemployment	2.11	12.91	10.80	83.7	25.52	77.54	52.02	67.1
Total General & Administrative Expenses	\$3,478.28	\$4,850.57	\$1,372.29	28.3 %	\$25,594.52	\$29,666.08	\$4,071.56	13.7 %
Total Expenses	\$6,370.57	\$11,672.36	\$5,301.79	45.4%	\$42,576.60	\$72,602.34	\$30,025.74	41.4%
Net Income (Loss)	\$(2,859.03)	\$(8,228.70)	\$5,369.67	65.3%	(\$20,898.90)	\$(51,940.30)	\$31,041.40	59.8%

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Town of Jerome
Income Statement
(Original Budget to Actual Comparison)
For the period of 12/1/2020 Through 12/31/2020

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

Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
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Town of Jerome
Balance Sheet
As of 12/31/2020
Fund: (1) General

Assets

Current Assets

LGIP	\$1,703.02	
Petty Cash - General Gov	275.00	
Auto Lieu Taxes	1,516.46	
City Sales Taxes	99,828.97	
Franchise Fees	3,076.63	
GF Accounts Receivable	3,374.28	
Property Taxes	3,342.78	
State Sales Taxes	2,465.18	
Court - Checking & Bond Acct	99,349.60	
Court - JCEF Acct	13,187.48	
Court - FTG Acct	7,304.04	
Petty Cash - Fire Dept	150.00	
Petty Cash - Library	150.00	
NBA Checking	135,135.46	
OAZ Checking	210,804.61	
OAZ General Savings	495,924.40	
OAZ CTL Business Savings	5.00	
Total Current Assets		\$1,077,592.91

Other Assets

Due From Other Funds	\$792,705.60	
Total Other Assets		792,705.60

Total Assets

\$1,870,298.51

Liabilities and Net Assets

Current Liabilities

Accounts Payable	\$1,864.54	
Federal WH & FICA	2,794.70	
AFLAC	(1.82)	
Health Insurance	306.52	
457G Retirement	66.53	
PSPRS	0.05	
Customer Deposits	6,760.72	
FD Per Call Payable	162.00	
Ganishments Payable	1,735.51	
Wages Payable	24,939.58	
Due To Other Funds	1,042,872.66	
Court Liabilities	12,419.35	
Total Current Liabilities		\$1,093,920.34
Total Liabilities		\$1,093,920.34

Net Assets

Unrestricted Funds	745,721.19	
Current Year Net Assets	30,656.98	
Total Net Assets		776,378.17
Total Liabilities and Net Assets		\$1,870,298.51

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Town of Jerome
Balance Sheet
As of 12/31/2020
Fund: (2) Utilities

Assets

Current Assets

Allowance for Doubtful Accts	\$(15,000.00)	
Utilities A/R	62,077.51	
Bond Account	16,910.28	
Replacement & Extension Acct	74,401.38	
Series 2001 Bond Reserve Acct	30,057.78	
Total Current Assets		\$168,446.95

Property, Plant & Equipment

Buildings-Prop, Plant, Equip	\$2,166,541.66	
Operating Equipment-Prop, Plant, Equip	205,764.78	
Buildings-Acc Depreciation	(1,546,575.98)	
Operating Equipment-Acc Depreciation	(154,996.20)	
Infrastructure	1,399,746.06	
Total Property, Plant & Equipment		2,070,480.32

Other Assets

Due From Other Funds	\$446,488.48	
Total Other Assets		446,488.48

Total Assets

\$2,685,415.75

Liabilities and Net Assets

Current Liabilities

Sales Tax Payable	\$689.57	
Customer Deposits	22,501.97	
Compensated Absences	5,220.11	
Bonds Payable	136,703.30	
Other Liabilities	5,524.68	
Due To Other Funds	278,016.42	
Accrued Payroll	4,023.49	
Accrued Interest Payable	3,075.85	
Total Current Liabilities		\$455,755.39

Total Liabilities

\$455,755.39

Net Assets

Unrestricted Fund Balance	746,343.00	
Unrestricted Fund Balance	(138,334.00)	
Unrestricted Fund Balance	1,511,631.39	
Current Year Net Assets	110,019.97	

Total Net Assets

2,229,660.36

Total Liabilities and Net Assets

\$2,685,415.75

1/4/21
12:01:09 PM

Town of Jerome
Balance Sheet
As of 12/31/2020

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

Assets

Other Assets

Due From	\$106,092.58	
Total Other Assets		\$106,092.58
Total Assets		\$106,092.58

Liabilities and Net Assets

Current Liabilities

Due To	\$58,707.10	
Total Current Liabilities		\$58,707.10
Total Liabilities		\$58,707.10

Net Assets

Current Year Net Assets	\$47,385.48	
Total Net Assets		47,385.48
Total Liabilities and Net Assets		\$106,092.58

1/4/21
12:00:10 PM

Town of Jerome
Balance Sheet
As of 12/31/2020

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

Assets

Current Assets

HURF Accounts Receivable	\$3,230.11	
OAZ HURF Savings	398,867.03	
Total Current Assets		\$402,097.14

Other Assets

Due From Other Funds	\$14,005.46	
Total Other Assets		14,005.46

Total Assets

\$416,102.60

Liabilities and Net Assets

Current Liabilities

Due To Other Funds	\$282,680.93	
Accrued Payroll	1,146.12	
Total Current Liabilities		\$283,827.05

Total Liabilities

\$283,827.05

Net Assets

Unrestricted Fund Balance	(3,596.67)	
Current Year Net Assets	135,872.22	

Total Net Assets

132,275.55

Total Liabilities and Net Assets

\$416,102.60

1/4/21
12:01:54 PM

Town of Jerome
Balance Sheet
As of 12/31/2020

Fund: (4) Firefighters Pension & Relief

Assets

Current Assets

Due from State of AZ	\$2,127.19	
Investments - Pension & Relief	149,719.01	
Total Current Assets		\$151,846.20

Other Assets

Due From Other Funds	\$34,992.40	
Total Other Assets		34,992.40

Total Assets

\$186,838.60

Liabilities and Net Assets

Current Liabilities

Due To Other Funds	\$22,961.70	
Total Current Liabilities		\$22,961.70

Total Liabilities

\$22,961.70

Net Assets

Unrestricted Fund Balance	156,773.30	
Current Year Net Assets	7,103.60	
Total Net Assets		163,876.90

Total Net Assets

163,876.90

Total Liabilities and Net Assets

\$186,838.60

1/4/21
12:02:43 PM

Town of Jerome
Balance Sheet
As of 12/31/2020

Fund: (5) Operating Grants

Assets

Current Assets

Inventory	\$13,193.06	
Total Current Assets		\$13,193.06

Other Assets

Due From Other Funds	\$92,069.36	
Total Other Assets		92,069.36

Total Assets

\$105,262.42

Liabilities and Net Assets

Current Liabilities

Due To Other Funds	\$12,884.43	
Deferred Revenue - Opr Grants	43,587.19	
Total Current Liabilities		\$56,471.62

Total Liabilities

\$56,471.62

Net Assets

Unrestricted Fund Balance	78,990.87	
Current Year Net Assets	(30,200.07)	

Total Net Assets

48,790.80

Total Liabilities and Net Assets

\$105,262.42

1/4/21
12:03:17 PM

Town of Jerome
Balance Sheet
As of 12/31/2020

Fund: (6) Capital Grants

Assets

Current Assets

Cap Grants Receivable	\$50,490.18	
Total Current Assets		\$50,490.18

Other Assets

Due From Other Funds	\$224,226.84	
Total Other Assets		224,226.84

Total Assets		\$274,717.02
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Liabilities and Net Assets

Current Liabilities

Deferred Revenue - Cap Grants	\$163,149.59	
Due To Other Funds	112,503.36	
Total Current Liabilities		\$275,652.95

Total Liabilities		\$275,652.95
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Net Assets

Restricted Fund Balance	\$12,643.92	
Current Year Net Assets	(13,579.85)	

Total Net Assets		(935.93)
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Total Liabilities and Net Assets		\$274,717.02
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1/4/21
12:03:57 PM

Town of Jerome
Balance Sheet
As of 12/31/2020

Fund: (7) GF Contingencies

Assets

Other Assets

Due From Other Funds	\$123,093.48	
Total Other Assets		\$123,093.48
Total Assets		\$123,093.48

Liabilities and Net Assets

Current Liabilities

Due To Other Funds	\$55,172.04	
Total Current Liabilities		\$55,172.04
Total Liabilities		\$55,172.04

Net Assets

Unrestricted Fund Balance	\$89,351.93	
Current Year Net Assets	(21,430.49)	
Total Net Assets		67,921.44
Total Liabilities and Net Assets		\$123,093.48

1/4/21
12:04:28 PM

Town of Jerome
Balance Sheet
As of 12/31/2020
Fund: (9) Capital

Assets

Current Assets

OAZ Capital Improvements
Total Current Assets

\$50,716.78

\$50,716.78

Other Assets

Due From Other Funds
Total Other Assets

\$32,124.44

32,124.44

Total Assets

\$82,841.22

Net Assets

Unrestricted Fund Balance
Current Year Net Assets

\$72,712.30

10,128.92

Total Net Assets

82,841.22

Total Liabilities and Net Assets

\$82,841.22

Town of Jerome

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

Ledger as of : 12/1/2020 to 12/31/2020

Invoice Number	Inv.Date	Post.Date	Due.Date		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
Description		Account									
VENDOR: 100 - AACOP-LEGAL UNIT											\$0.00
12320MA11	12/03/20	12/03/20	01/02/21								
Inv 1218 Membership Renewal		1.13.6125 - Dues and Subscriptions		\$350.00	\$0.00	\$350.00	12/03/20	11495	ASCUCK	\$0.00	
INVOICE 12320MA11 TOTALS:				\$350.00	\$0.00	\$350.00				\$0.00	
AACOP-LEGAL UNIT TOTALS:				\$350.00	\$0.00	\$350.00				\$0.00	
VENDOR: 1002 - XEROX FINANCIAL SERVICES											\$0.00
121720MA2	12/16/20	12/16/20	01/15/21								
020-0098114-001, Inv 2377953 Lease		1.11.6191 - Copier & Equip Lease Expense		\$671.28	\$0.00	\$671.28	12/17/20	11533	ASCUCK	\$0.00	
INVOICE 121720MA2 TOTALS:				\$671.28	\$0.00	\$671.28				\$0.00	
XEROX FINANCIAL SERVICES TOTALS:				\$671.28	\$0.00	\$671.28				\$0.00	
VENDOR: 1028 - YAVAPAI CO. EDUCATION TECH											\$0.00
12320MA6	12/02/20	12/02/20	01/01/21								
Inv 20-675 E-Rate LB		1.15.6266 - E-Rate Exp		\$45.80	\$0.00	\$45.80	12/03/20	11496	ASCUCK	\$0.00	
Inv 20-674 Internet Access GG		1.11.6192 - Software Support Exp - GG		\$120.00	\$0.00	\$120.00	12/03/20	11496	ASCUCK	\$0.00	
Inv 20-674 Internet Access PWALL Pa		1.17.6192 - Software Service & Support		\$12.50	\$0.00	\$12.50	12/03/20	11496	ASCUCK	\$0.00	
Inv 20-674 Internet Access PWALL Pr		1.18.6192 - Software Service & Support		\$12.50	\$0.00	\$12.50	12/03/20	11496	ASCUCK	\$0.00	
Inv 20-674 Internet Access PWALL Wa		2.50.6192 - Software Support Exp - Water		\$12.50	\$0.00	\$12.50	12/03/20	11496	ASCUCK	\$0.00	
Inv 20-674 Internet Access PWALL Se		2.51.6192 - Software Support Exp - Sewer		\$12.50	\$0.00	\$12.50	12/03/20	11496	ASCUCK	\$0.00	
Inv 20-674 Internet Access PWALL Tr		2.52.6192 - Software Support Exp - Trash		\$12.50	\$0.00	\$12.50	12/03/20	11496	ASCUCK	\$0.00	
Inv 20-674 Internet Access PWALL HU		3.30.6192 - Software Service & Support		\$12.50	\$0.00	\$12.50	12/03/20	11496	ASCUCK	\$0.00	
Inv 20-674 Internet Access FD		1.14.6192 - Software Service & Support		\$75.00	\$0.00	\$75.00	12/03/20	11496	ASCUCK	\$0.00	
Inv 20-674 Internet Access PD		1.13.6192 - Software Service & Support		\$150.00	\$0.00	\$150.00	12/03/20	11496	ASCUCK	\$0.00	
INVOICE 12320MA6 TOTALS:				\$465.80	\$0.00	\$465.80				\$0.00	
YAVAPAI CO. EDUCATION TECH TOTALS:				\$465.80	\$0.00	\$465.80				\$0.00	
VENDOR: 1031 - GARY ALLEN											\$0.00
121720MA7	12/16/20	12/16/20	01/15/21								
Reimburse Gary For Boots, Sewer		2.51.6280 - Uniform Exp Sewer		\$31.90	\$0.00	\$31.90	12/17/20	11534	ASCUCK	\$0.00	
Reimburse Gary For Boots, Water		2.50.6280 - Uniform Exp Water		\$31.90	\$0.00	\$31.90	12/17/20	11534	ASCUCK	\$0.00	
Reimburse Gary For Boots, Prop		1.18.6280 - Uniform Exp Properties		\$31.88	\$0.00	\$31.88	12/17/20	11534	ASCUCK	\$0.00	
Reimburse Gary For Boots, Parks		1.17.6280 - Uniform Exp Parks		\$31.88	\$0.00	\$31.88	12/17/20	11534	ASCUCK	\$0.00	
Reimburse Gary For Boots, Trash		2.52.6280 - Uniform Exp Trash		\$31.90	\$0.00	\$31.90	12/17/20	11534	ASCUCK	\$0.00	
Reimburse Gary For Boots, HURF		3.30.6280 - Uniform Exp - HURF		\$31.91	\$0.00	\$31.91	12/17/20	11534	ASCUCK	\$0.00	
INVOICE 121720MA7 TOTALS:				\$191.37	\$0.00	\$191.37				\$0.00	
GARY ALLEN TOTALS:				\$191.37	\$0.00	\$191.37				\$0.00	
VENDOR: 1036 - AZ DEPT OF FORESTRY & FIRE MGT											\$0.00
122420MA20	12/24/20	12/24/20	01/23/21								
GSA 21-014 Fire Pants		7.25.6276 - Wildlands Exp - Contingency		\$383.81	\$0.00	\$383.81	12/24/20	11564	ASCUCK	\$0.00	

*V - Denotes Voided Check Entries

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

Ledger as of : 12/1/2020 to 12/31/2020

Invoice Number	Inv.Date	Post.Date	Due.Date		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
Description		Account									
INVOICE 122420MA20 TOTALS:					\$383.81	\$0.00	\$383.81				\$0.00
AZ DEPT OF FORESTRY & FIRE MGT TOTALS:					\$383.81	\$0.00	\$383.81				\$0.00
VENDOR: 1050 - RUGGED DEPOT											\$0.00
122420MA10	12/23/20	12/23/20	01/22/21								
Inv 58216 Car Chargers for FZ-M1		1.13.6250 - Small Tools and Equipment			\$420.11	\$0.00	\$420.11	12/24/20	11550	ASCUCK	\$0.00
Inv 58228 AC Adapters for FZ-M1		1.13.6250 - Small Tools and Equipment			\$164.97	\$0.00	\$164.97	12/24/20	11550	ASCUCK	\$0.00
INVOICE 122420MA10 TOTALS:					\$585.08	\$0.00	\$585.08				\$0.00
RUGGED DEPOT TOTALS:					\$585.08	\$0.00	\$585.08				\$0.00
VENDOR: 1054 - PARKEON											\$0.00
122420MA6	12/23/20	12/23/20	01/22/21								
S0131335, Inv IV120057 Flowbird Fee		3.35.6192 - Software Service and Support			\$32.41	\$0.00	\$32.41	12/24/20	11551	ASCUCK	\$0.00
INVOICE 122420MA6 TOTALS:					\$32.41	\$0.00	\$32.41				\$0.00
123020MA9	12/30/20	12/30/20	01/29/21								
S0131335, Inv IV120270 Parkfolio Fe		3.35.6192 - Software Service and Support			\$312.00	\$0.00	\$312.00	12/31/20	11565	ASCUCK	\$0.00
S0131335, Inv IV120270 Validation C		3.35.6192 - Software Service and Support			\$63.69	\$0.00	\$63.69	12/31/20	11565	ASCUCK	\$0.00
INVOICE 123020MA9 TOTALS:					\$375.69	\$0.00	\$375.69				\$0.00
PARKEON TOTALS:					\$408.10	\$0.00	\$408.10				\$0.00
VENDOR: 1056 - PREMIER DIESEL TRUCK & EQUIP											\$0.00
121020MA4	12/09/20	12/09/20	01/08/21								
Inv 95 EGR Cooler Hose Repair, labo		1.14.6220 - Rep and Maint - Vehicles			\$745.00	\$0.00	\$745.00	12/10/20	11509	ASCUCK	\$0.00
Inv 95 EGR Cooler Hose Repair, part		1.14.6220 - Rep and Maint - Vehicles			\$307.35	\$0.00	\$307.35	12/10/20	11509	ASCUCK	\$0.00
INVOICE 121020MA4 TOTALS:					\$1,052.35	\$0.00	\$1,052.35				\$0.00
PREMIER DIESEL TRUCK & EQUIP TOTALS:					\$1,052.35	\$0.00	\$1,052.35				\$0.00
VENDOR: 1061 - HRDIRECT											\$0.00
122420MA3	12/23/20	12/23/20	01/22/21								
INV9641154 PosterGuard 1 Year Subsc		1.11.6185 - Miscellaneous			\$87.87	\$0.00	\$87.87	12/24/20	11552	ASCUCK	\$0.00
INV9641155 PosterGuard 1 Year Subsc		1.11.6185 - Miscellaneous			\$87.87	\$0.00	\$87.87	12/24/20	11552	ASCUCK	\$0.00
INV9541153 PosterGuard 1 Year Subsc		1.11.6185 - Miscellaneous			\$87.87	\$0.00	\$87.87	12/24/20	11552	ASCUCK	\$0.00
INVOICE 122420MA3 TOTALS:					\$263.61	\$0.00	\$263.61				\$0.00
HRDIRECT TOTALS:					\$263.61	\$0.00	\$263.61				\$0.00
VENDOR: 1079 - O'REILLY AUTOMOTIVE, INC.											\$0.00
121720MA11	12/16/20	12/16/20	01/15/21								
Inv 3492-409190 Ato Fuse, AMP Glass		2.51.6220 - Rep and Maint - Vehicles			\$1.52	\$0.00	\$1.52	12/17/20	11535	ASCUCK	\$0.00
Inv 3492-409190 Ato Fuse, AMP Glass		2.50.6220 - Rep and Maint - Vehicles			\$1.52	\$0.00	\$1.52	12/17/20	11535	ASCUCK	\$0.00
Inv 3492-409190 Ato Fuse, AMP Glass		1.18.6220 - Rep and Maint - Vehicles			\$1.52	\$0.00	\$1.52	12/17/20	11535	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 : 12/1/2020 to 12/31/2020

Invoice Number	Inv.Date	Post.Date	Due.Date		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
Description		Account									
Inv 3492-409190 Ato Fuse, AMP Glass		1.17.6220 - Rep and Maint - Vehicles			\$1.52	\$0.00	\$1.52	12/17/20	11535	ASCUCK	\$0.00
Inv 3492-409190 Ato Fuse, AMP Glass		2.52.6220 - Rep and Maint - Vehicles			\$1.52	\$0.00	\$1.52	12/17/20	11535	ASCUCK	\$0.00
Inv 3492-409190 Ato Fuse, AMP Glass		3.30.6220 - Rep and Maint - Vehicles			\$1.50	\$0.00	\$1.50	12/17/20	11535	ASCUCK	\$0.00
INVOICE 121720MA11 TOTALS:					\$9.10	\$0.00	\$9.10				\$0.00
O'REILLY AUTOMOTIVE, INC. TOTALS:					\$9.10	\$0.00	\$9.10				\$0.00
VENDOR: 1080 - NICE JONS, INC.											\$0.00
121020MA2	12/09/20	12/09/20	01/08/21								
Inv 34557 Toilets&Handwash Station		1.11.6160 - COVID Expenses			\$2,714.80	\$0.00	\$2,714.80	12/10/20	11510	ASCUCK	\$0.00
INVOICE 121020MA2 TOTALS:					\$2,714.80	\$0.00	\$2,714.80				\$0.00
NICE JONS, INC. TOTALS:					\$2,714.80	\$0.00	\$2,714.80				\$0.00
VENDOR: 109 - AFLAC											\$0.00
121720MA1	12/16/20	12/16/20	12/16/20								
Acct # DN513, Inv. 625507 Dec 2020		1.10.2405 - AFLAC			\$143.52	\$0.00	\$143.52	12/17/20	11536	ASCUCK	\$0.00
INVOICE 121720MA1 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
121020MA8	12/09/20	12/09/20	12/09/20								
Inv 627931 Monthly Tank Rental		1.14.6181 - Medical Supplies Exp			\$115.20	\$0.00	\$115.20	12/10/20	11511	ASCUCK	\$0.00
INVOICE 121020MA8 TOTALS:					\$115.20	\$0.00	\$115.20				\$0.00
ALL-MED EQUIPMENT & SERVICES TOTALS:					\$115.20	\$0.00	\$115.20				\$0.00
VENDOR: 119 - APS											\$0.00
121020MA13	12/09/20	12/09/20	12/24/20								
9438060 Hull St Roof		1.18.6285 - Utilities			\$13.31	\$0.00	\$13.31	12/10/20	11512	ASCUCK	\$0.00
INVOICE 121020MA13 TOTALS:					\$13.31	\$0.00	\$13.31				\$0.00
122420MA12	12/23/20	12/23/20	01/07/21								
1490440 Street Lights		3.30.6255 - Street Lights			\$900.30	\$0.00	\$900.30	12/24/20	11553	ASCUCK	\$0.00
INVOICE 122420MA12 TOTALS:					\$900.30	\$0.00	\$900.30				\$0.00
APS TOTALS:					\$913.61	\$0.00	\$913.61				\$0.00
VENDOR: 120 - ARROW EXPRESS											\$0.00
122420MA2	12/23/20	12/23/20	01/22/21								
Inv 129623 Sewer Sample Shipping		2.51.6240 - Service Tests/System Testing			\$45.00	\$0.00	\$45.00	12/24/20	11554	ASCUCK	\$0.00
INVOICE 122420MA2 TOTALS:					\$45.00	\$0.00	\$45.00				\$0.00
ARROW EXPRESS TOTALS:					\$45.00	\$0.00	\$45.00				\$0.00

*V - Denotes Voided Check Entries

Town of Jerome

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

Ledger as of : 12/1/2020 to 12/31/2020

Invoice Number	Inv.Date	Post.Date	Due.Date		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
Description		Account									
VENDOR: 122 - AT&T											\$0.00
123020MA6	12/30/20	12/30/20	01/29/21								
287251435682x12152020 PD		1.13.6265 - Telephone		\$46.13	\$0.00	\$46.13	12/31/20	11566	ASCUCK	\$0.00	
INVOICE 123020MA6 TOTALS:				\$46.13	\$0.00	\$46.13				\$0.00	
AT&T TOTALS:				\$46.13	\$0.00	\$46.13				\$0.00	
VENDOR: 157 - BOUND TREE MEDICAL, LLC											\$0.00
12320MA13	12/03/20	12/03/20	01/02/21								
103795, Inv 83852713 AED Batteries		1.18.6215 - R&M Building - Properties		\$1,888.32	\$0.00	\$1,888.32	12/03/20	11497	ASCUCK	\$0.00	
INVOICE 12320MA13 TOTALS:				\$1,888.32	\$0.00	\$1,888.32				\$0.00	
121020MA3	12/09/20	12/09/20	01/08/21								
103795, Inv 83854588 Hot Pack		1.14.6181 - Medical Supplies Exp		\$43.46	\$0.00	\$43.46	12/10/20	11513	ASCUCK	\$0.00	
103795, Inv 83856298 Gloves		1.14.6181 - Medical Supplies Exp		\$25.77	\$0.00	\$25.77	12/10/20	11513	ASCUCK	\$0.00	
103795, Inv 83852712 I Gel, Difib p		1.14.6181 - Medical Supplies Exp		\$1,234.58	\$0.00	\$1,234.58	12/10/20	11513	ASCUCK	\$0.00	
INVOICE 121020MA3 TOTALS:				\$1,303.81	\$0.00	\$1,303.81				\$0.00	
BOUND TREE MEDICAL, LLC TOTALS:				\$3,192.13	\$0.00	\$3,192.13				\$0.00	
VENDOR: 167 - OFFICE DEPOT											\$0.00
12320MA4	12/02/20	12/02/20	01/31/21								
63266436, Inv136277287001 Calendars		1.11.6190 - Office Supplies		\$80.16	\$0.00	\$80.16	12/03/20	11498	ASCUCK	\$0.00	
63266436, Inv136400911001 Calendar		1.11.6190 - Office Supplies		\$14.20	\$0.00	\$14.20	12/03/20	11498	ASCUCK	\$0.00	
63266436, Inv136400907001 Envelopes		1.11.6190 - Office Supplies		\$107.82	\$0.00	\$107.82	12/03/20	11498	ASCUCK	\$0.00	
INVOICE 12320MA4 TOTALS:				\$202.18	\$0.00	\$202.18				\$0.00	
122420MA7	12/23/20	12/23/20	02/21/21								
63266436, Inv 143791137001 Batterie		1.11.6190 - Office Supplies		\$9.62	\$0.00	\$9.62	12/24/20	11555	ASCUCK	\$0.00	
INVOICE 122420MA7 TOTALS:				\$9.62	\$0.00	\$9.62				\$0.00	
OFFICE DEPOT TOTALS:				\$211.80	\$0.00	\$211.80				\$0.00	
VENDOR: 168 - CENTURY LINK											\$0.00
122420MA11	12/23/20	12/23/20	01/07/21								
928 634 2245 PD		1.13.6265 - Telephone		\$35.62	\$0.00	\$35.62	12/24/20	11556	ASCUCK	\$0.00	
928 634 7943 GG		1.11.6265 - Telephone		\$168.55	\$0.00	\$168.55	12/24/20	11556	ASCUCK	\$0.00	
928 634 8992 PD		1.13.6265 - Telephone		\$173.13	\$0.00	\$173.13	12/24/20	11556	ASCUCK	\$0.00	
928 639 0574 LB		1.15.6265 - Telephone		\$77.73	\$0.00	\$77.73	12/24/20	11556	ASCUCK	\$0.00	
928 649 2776 PD		1.13.6265 - Telephone		\$41.51	\$0.00	\$41.51	12/24/20	11556	ASCUCK	\$0.00	
928 649 3034 FD		1.14.6265 - Telephone		\$128.93	\$0.00	\$128.93	12/24/20	11556	ASCUCK	\$0.00	
928 649 3250 CT		1.12.6265 - Telephone		\$73.34	\$0.00	\$73.34	12/24/20	11556	ASCUCK	\$0.00	
INVOICE 122420MA11 TOTALS:				\$698.81	\$0.00	\$698.81				\$0.00	
CENTURY LINK TOTALS:				\$698.81	\$0.00	\$698.81				\$0.00	

*V - Denotes Voided Check Entries

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

Ledger as of : 12/1/2020 to 12/31/2020

Invoice Number	Inv.Date	Post.Date	Due.Date		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
Description		Account									
VENDOR: 203 - SMART DOCUMENT SOLUTIONS											\$0.00
121720MA13	12/16/20	12/16/20	12/16/20								
C10253, CT1221-01, Inv 15063 Usage		1.11.6191 - Copier & Equip Lease Expense			\$583.51	\$0.00	\$583.51	12/17/20	11537	ASCUCK	\$0.00
		INVOICE 121720MA13 TOTALS:			\$583.51	\$0.00	\$583.51				\$0.00
		SMART DOCUMENT SOLUTIONS TOTALS:			\$583.51	\$0.00	\$583.51				\$0.00
VENDOR: 204 - SEDONA RECYCLES, INC											\$0.00
121020MA9	12/09/20	12/09/20	12/09/20								
Recycling Services, Inv JEROME 1220		2.52.6111 - Recycling Contract Exp			\$120.00	\$0.00	\$120.00	12/10/20	11514	ASCUCK	\$0.00
		INVOICE 121020MA9 TOTALS:			\$120.00	\$0.00	\$120.00				\$0.00
		SEDONA RECYCLES, INC TOTALS:			\$120.00	\$0.00	\$120.00				\$0.00
VENDOR: 207 - HOME DEPOT CREDIT SERVICES											\$0.00
123020MA8	12/30/20	12/30/20	01/19/21								
3429 Ref 5021489 Threshold		1.18.6215 - R&M Building - Properties			\$25.53	\$0.00	\$25.53	12/31/20	11567	ASCUCK	\$0.00
		INVOICE 123020MA8 TOTALS:			\$25.53	\$0.00	\$25.53				\$0.00
		HOME DEPOT CREDIT SERVICES TOTALS:			\$25.53	\$0.00	\$25.53				\$0.00
VENDOR: 218 - VERIZON WIRELESS											\$0.00
121020MA14	12/09/20	12/09/20	01/03/21								
870476021 928 300 5987 Barry		1.16.6265 - Telephone			\$48.68	\$0.00	\$48.68	12/10/20	11516	ASCUCK	\$0.00
870476021 928 300 8701 Rusty		1.14.6265 - Telephone			\$60.54	\$0.00	\$60.54	12/10/20	11516	ASCUCK	\$0.00
870476021 928 821 0133 Shuttle		1.11.6265 - Telephone			\$33.09	\$0.00	\$33.09	12/10/20	11516	ASCUCK	\$0.00
870476021 928 963 4958 Rusty		1.14.6265 - Telephone			\$10.43	\$0.00	\$10.43	12/10/20	11516	ASCUCK	\$0.00
870476021 Access Charges		1.16.6265 - Telephone			\$16.10	\$0.00	\$16.10	12/10/20	11516	ASCUCK	\$0.00
870476021 Access Charges		1.14.6265 - Telephone			\$32.20	\$0.00	\$32.20	12/10/20	11516	ASCUCK	\$0.00
870476021 Access Charges		1.11.6265 - Telephone			\$16.10	\$0.00	\$16.10	12/10/20	11516	ASCUCK	\$0.00
		INVOICE 121020MA14 TOTALS:			\$217.14	\$0.00	\$217.14				\$0.00
121020MA15	12/09/20	12/09/20	01/03/21								
870476021 928 301 4380 PD		1.13.6265 - Telephone			\$78.97	\$0.00	\$78.97	12/10/20	11515	ASCUCK	\$0.00
870476021 928 301 9672 PD		1.13.6265 - Telephone			\$89.96	\$0.00	\$89.96	12/10/20	11515	ASCUCK	\$0.00
870476021 Access Charges		1.13.6265 - Telephone			\$238.91	\$0.00	\$238.91	12/10/20	11515	ASCUCK	\$0.00
870476021 928 451 2174 Kiosk		3.35.6265 - Telephone			\$30.08	\$0.00	\$30.08	12/10/20	11515	ASCUCK	\$0.00
870476021 928 451 2402 Kiosk		3.35.6265 - Telephone			\$30.08	\$0.00	\$30.08	12/10/20	11515	ASCUCK	\$0.00
870476021 928 451 2436 Kiosk		3.35.6265 - Telephone			\$40.08	\$0.00	\$40.08	12/10/20	11515	ASCUCK	\$0.00
870476021 928 821 0736 Kiosk		3.35.6265 - Telephone			\$30.08	\$0.00	\$30.08	12/10/20	11515	ASCUCK	\$0.00
		INVOICE 121020MA15 TOTALS:			\$538.16	\$0.00	\$538.16				\$0.00
		VERIZON WIRELESS TOTALS:			\$755.30	\$0.00	\$755.30				\$0.00
VENDOR: 224 - LEGEND											\$0.00
12320MA7	12/02/20	12/02/20	01/01/21								

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

Ledger as of : 12/1/2020 to 12/31/2020

Invoice Number	Inv.Date	Post.Date	Due.Date	Description	Account	Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
				Acct 00-0001475, Inv. 2016961	2.51.6240 - Service Tests/System Testing	\$99.00	\$0.00	\$99.00	12/03/20	11499	ASCUCK	\$0.00
				Acct 00-0001475, Credit 10/30/2019	2.51.6240 - Service Tests/System Testing	(\$21.00)	\$0.00	(\$21.00)	12/03/20	11499	ASCUCK	\$0.00
				Acct 00-0001475, Inv. 2018097 Water	2.50.6240 - Service Tests/System Testing	\$15.00	\$0.00	\$15.00	12/03/20	11499	ASCUCK	\$0.00
				Acct 00-0001475, Inv. 2018097 Sewer	2.51.6240 - Service Tests/System Testing	\$295.40	\$0.00	\$295.40	12/03/20	11499	ASCUCK	\$0.00
				INVOICE 12320MA7 TOTALS:		\$388.40	\$0.00	\$388.40				\$0.00
121020MA5	12/09/20	12/09/20	01/08/21									
				Acct 00-0001475, Inv. 2018193	2.51.6240 - Service Tests/System Testing	\$75.00	\$0.00	\$75.00	12/10/20	11517	ASCUCK	\$0.00
				Acct 00-0001475, Inv. 2018194	2.51.6240 - Service Tests/System Testing	\$75.00	\$0.00	\$75.00	12/10/20	11517	ASCUCK	\$0.00
				INVOICE 121020MA5 TOTALS:		\$150.00	\$0.00	\$150.00				\$0.00
121720MA14	12/16/20	12/16/20	01/15/21									
				Acct 00-0001475, Inv. 2018954 Water	2.50.6240 - Service Tests/System Testing	\$15.00	\$0.00	\$15.00	12/17/20	11538	ASCUCK	\$0.00
				Acct 00-0001475, Inv. 2018954 Sewer	2.51.6240 - Service Tests/System Testing	\$271.40	\$0.00	\$271.40	12/17/20	11538	ASCUCK	\$0.00
				Acct 00-0001475, Inv. 2019029 Sewer	2.51.6240 - Service Tests/System Testing	\$75.00	\$0.00	\$75.00	12/17/20	11538	ASCUCK	\$0.00
				INVOICE 121720MA14 TOTALS:		\$361.40	\$0.00	\$361.40				\$0.00
				LEGEND TOTALS:		\$899.80	\$0.00	\$899.80				\$0.00
VENDOR: 237 - UNISOURCE ENERGY SERVICES												\$0.00
121720MA3	12/16/20	12/16/20	01/05/21									
				235334 Co-Op	1.18.6285 - Utilities	\$134.32	\$0.00	\$134.32	12/17/20	11539	ASCUCK	\$0.00
				435334 Town Yard	1.18.6285 - Utilities	\$210.38	\$0.00	\$210.38	12/17/20	11539	ASCUCK	\$0.00
				693726 Police Department	1.18.6285 - Utilities	\$27.47	\$0.00	\$27.47	12/17/20	11539	ASCUCK	\$0.00
				750593 Civic Center	1.18.6285 - Utilities	\$402.62	\$0.00	\$402.62	12/17/20	11539	ASCUCK	\$0.00
				055982 Fire Department	1.18.6285 - Utilities	\$145.17	\$0.00	\$145.17	12/17/20	11539	ASCUCK	\$0.00
				INVOICE 121720MA3 TOTALS:		\$919.96	\$0.00	\$919.96				\$0.00
				UNISOURCE ENERGY SERVICES TOTALS:		\$919.96	\$0.00	\$919.96				\$0.00
VENDOR: 238 - VERDE VALLEY HARDWARE												\$0.00
121020MA10	12/09/20	12/09/20	12/24/20									
				2860 Inv 24526 Mini Wedge, Lysol	1.18.6185 - Miscellaneous	\$26.34	\$0.00	\$26.34	12/10/20	11518	ASCUCK	\$0.00
				2860 Inv 24574 ABS Pipe, Coupler	1.18.6230 - Rep and Maint - Infrastructure	\$75.94	\$0.00	\$75.94	12/10/20	11518	ASCUCK	\$0.00
				2860 Inv 24579 DWX Flex, Plug	2.51.6215 - R&M Building - Sewer	\$19.29	\$0.00	\$19.29	12/10/20	11518	ASCUCK	\$0.00
				2860 Inv 24730 Striping Paint	3.30.6260 - Street Supplies	\$30.71	\$0.00	\$30.71	12/10/20	11518	ASCUCK	\$0.00
				2860 Inv 24925 Washer	1.18.6230 - Rep and Maint - Infrastructure	\$1.53	\$0.00	\$1.53	12/10/20	11518	ASCUCK	\$0.00
				2860 Inv 25204 Gypsum	3.30.6260 - Street Supplies	\$21.51	\$0.00	\$21.51	12/10/20	11518	ASCUCK	\$0.00
				INVOICE 121020MA10 TOTALS:		\$175.32	\$0.00	\$175.32				\$0.00
				VERDE VALLEY HARDWARE TOTALS:		\$175.32	\$0.00	\$175.32				\$0.00
VENDOR: 249 - POSTMASTER												\$0.00
122420MA8	12/23/20	12/23/20	12/23/20									
				Postage Jan/Feb Newsletter	1.11.6200 - Postage	\$57.05	\$0.00	\$57.05	12/24/20	11557	ASCUCK	\$0.00
				INVOICE 122420MA8 TOTALS:		\$57.05	\$0.00	\$57.05				\$0.00

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

Ledger as of : 12/1/2020 to 12/31/2020

Invoice Number	Inv.Date	Post.Date	Due.Date		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
Description		Account									
POSTMASTER TOTALS:					\$57.05	\$0.00	\$57.05				\$0.00
VENDOR: 252 - NAPA AUTO PARTS											\$0.00
121020MA22	12/09/20	12/09/20	12/29/20								
31380 Inv 240284 Battery Accessorie		1.13.6220 - Rep and Maint - Vehicles			\$13.17	\$0.00	\$13.17	12/10/20	11519	ASCUCK	\$0.00
31380 Inv 240455 15W40 Oil		2.52.6220 - Rep and Maint - Vehicles			\$46.10	\$0.00	\$46.10	12/10/20	11519	ASCUCK	\$0.00
31380 Inv 240706 Wiper Blades		1.14.6220 - Rep and Maint - Vehicles			\$62.55	\$0.00	\$62.55	12/10/20	11519	ASCUCK	\$0.00
31380 Inv 240707 Light Cover		2.52.6220 - Rep and Maint - Vehicles			\$13.72	\$0.00	\$13.72	12/10/20	11519	ASCUCK	\$0.00
INVOICE 121020MA22 TOTALS:					\$135.54	\$0.00	\$135.54				\$0.00
NAPA AUTO PARTS TOTALS:					\$135.54	\$0.00	\$135.54				\$0.00
VENDOR: 254 - VERDE VALLEY NEWSPAPERS											\$0.00
121020MA17	12/09/20	12/09/20	12/19/20								
11366, Order #602304 Ordinances		1.11.6105 - Advertising, Printing, & Publishin			\$461.15	\$0.00	\$461.15	12/10/20	11520	ASCUCK	\$0.00
INVOICE 121020MA17 TOTALS:					\$461.15	\$0.00	\$461.15				\$0.00
VERDE VALLEY NEWSPAPERS TOTALS:					\$461.15	\$0.00	\$461.15				\$0.00
VENDOR: 255 - CITY OF COTTONWOOD											\$0.00
121020MA1	12/09/20	12/09/20	12/09/20								
Inv 3992 Dispatch Fees FD		1.14.6120 - Dispatch Fees			\$533.67	\$0.00	\$533.67	12/10/20	11521	ASCUCK	\$0.00
Inv 4017 Geological Survey/Monitori		1.14.6110 - Contract Services			\$81.02	\$0.00	\$81.02	12/10/20	11521	ASCUCK	\$0.00
INVOICE 121020MA1 TOTALS:					\$614.69	\$0.00	\$614.69				\$0.00
CITY OF COTTONWOOD TOTALS:					\$614.69	\$0.00	\$614.69				\$0.00
VENDOR: 265 - CONTRACT WASTEWATER OPERATIONS											\$0.00
121020MA12	12/09/20	12/09/20	01/03/21								
Inv 1014776 Spring Maint Nov 2020		2.50.6110 - Contract Services			\$900.00	\$0.00	\$900.00	12/10/20	11522	ASCUCK	\$0.00
Inv 1014776 WWTP Maint Nov 2020		2.51.6110 - Contract Services			\$3,200.00	\$0.00	\$3,200.00	12/10/20	11522	ASCUCK	\$0.00
Inv 1014776 WWTP Hardware Nov 2020		2.51.6230 - Rep and Maint - Infrastructure			\$29.17	\$0.00	\$29.17	12/10/20	11522	ASCUCK	\$0.00
INVOICE 121020MA12 TOTALS:					\$4,129.17	\$0.00	\$4,129.17				\$0.00
CONTRACT WASTEWATER OPERATIONS TOTALS:					\$4,129.17	\$0.00	\$4,129.17				\$0.00
VENDOR: 300 - REESE'S TIRE & AUTOTIRE PROS											\$0.00
121020MA25	12/10/20	12/10/20	01/09/21								
Inv 62718 Service Cal Trash Truck,		2.52.6220 - Rep and Maint - Vehicles			\$64.97	\$0.00	\$64.97	12/10/20	11523	ASCUCK	\$0.00
Inv 62718 Service Cal Trash Truck,		2.52.6220 - Rep and Maint - Vehicles			\$15.64	\$0.00	\$15.64	12/10/20	11523	ASCUCK	\$0.00
INVOICE 121020MA25 TOTALS:					\$80.61	\$0.00	\$80.61				\$0.00
REESE'S TIRE & AUTOTIRE PROS TOTALS:					\$80.61	\$0.00	\$80.61				\$0.00
VENDOR: 361 - USDA FOREST SERVICE											\$0.00

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Town of Jerome

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

Ledger as of : 12/1/2020 to 12/31/2020

Invoice Number	Inv.Date	Post.Date	Due.Date		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
Description		Account									
123020MA4	12/30/20	12/30/20	01/29/21								
BF030905AB048, 3352185 Annual Land		2.50.6135 - Permit Fee Exp - Water		\$395.14	\$0.00	\$395.14	12/31/20	11568	ASCUCK	\$0.00	
		INVOICE 123020MA4 TOTALS:		\$395.14	\$0.00	\$395.14				\$0.00	
		USDA FOREST SERVICE TOTALS:		\$395.14	\$0.00	\$395.14				\$0.00	
VENDOR: 384 - USA BLUE BOOK											\$0.00
121720MA21	12/17/20	12/17/20	01/16/21								
959133 Inv 434422 Supplies, Sewer		2.51.6195 - Operating Supplies - Sewer		\$416.10	\$0.00	\$416.10	12/17/20	11540	ASCUCK	\$0.00	
		INVOICE 121720MA21 TOTALS:		\$416.10	\$0.00	\$416.10				\$0.00	
		USA BLUE BOOK TOTALS:		\$416.10	\$0.00	\$416.10				\$0.00	
VENDOR: 448 - BLACK HILLS PUMPING, INC											\$0.00
123020MA10	12/30/20	12/30/20	12/30/20								
Inv 905548 Pumping at Jerome Ave		2.51.6230 - Rep and Maint - Infrastructure		\$3,875.00	\$0.00	\$3,875.00	12/31/20	11569	ASCUCK	\$0.00	
		INVOICE 123020MA10 TOTALS:		\$3,875.00	\$0.00	\$3,875.00				\$0.00	
		BLACK HILLS PUMPING, INC TOTALS:		\$3,875.00	\$0.00	\$3,875.00				\$0.00	
VENDOR: 450 - #1 FOOD STORE											\$0.00
121020MA23	12/09/20	12/09/20	12/09/20								
Fuel, FD		1.14.6145 - Fuel		\$302.49	\$0.00	\$302.49	12/10/20	11524	ASCUCK	\$0.00	
		INVOICE 121020MA23 TOTALS:		\$302.49	\$0.00	\$302.49				\$0.00	
		#1 FOOD STORE TOTALS:		\$302.49	\$0.00	\$302.49				\$0.00	
VENDOR: 457 - DELUXE											\$0.00
123020MA2	12/30/20	12/30/20	01/14/21								
Inv 02048485162 Annual Ribbon Seals		1.11.6190 - Office Supplies		\$194.43	\$0.00	\$194.43	12/31/20	11570	ASCUCK	\$0.00	
		INVOICE 123020MA2 TOTALS:		\$194.43	\$0.00	\$194.43				\$0.00	
		DELUXE TOTALS:		\$194.43	\$0.00	\$194.43				\$0.00	
VENDOR: 502 - DANA KEPNER CO											\$0.00
121720MA8	12/16/20	12/16/20	01/15/21								
5124, Inv 9022448 Shop Supplies		2.50.6230 - Rep and Maint - Infrastructure		\$73.72	\$0.00	\$73.72	12/17/20	11541	ASCUCK	\$0.00	
5124, Inv 9022208 Romac		2.50.6230 - Rep and Maint - Infrastructure		\$498.98	\$0.00	\$498.98	12/17/20	11541	ASCUCK	\$0.00	
		INVOICE 121720MA8 TOTALS:		\$572.70	\$0.00	\$572.70				\$0.00	
		DANA KEPNER CO TOTALS:		\$572.70	\$0.00	\$572.70				\$0.00	
VENDOR: 571 - NORTHERN CHEMICAL COMPANY											\$0.00
121020MA6	12/09/20	12/09/20	01/08/21								
2135, Inv 687095 Restroom Supplies		3.30.6210 - Public Restroom Supplies		\$898.16	\$0.00	\$898.16	12/10/20	11525	ASCUCK	\$0.00	

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Town of Jerome

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Description		Account									
INVOICE 121020MA6 TOTALS:					\$898.16	\$0.00	\$898.16				\$0.00
NORTHERN CHEMICAL COMPANY TOTALS:					\$898.16	\$0.00	\$898.16				\$0.00
VENDOR: 576 - LYLE KEITH											\$0.00
12320MA8	12/03/20	12/03/20	01/02/21								
Reimburse Lyle For Work Pants, Sewe		2.51.6280 - Uniform Exp Sewer			\$20.62	\$0.00	\$20.62	12/03/20	11500	ASCUCK	\$0.00
Reimburse Lyle For Work Pants, Wate		2.50.6280 - Uniform Exp Water			\$20.62	\$0.00	\$20.62	12/03/20	11500	ASCUCK	\$0.00
Reimburse Lyle For Work Pants, Prop		1.18.6280 - Uniform Exp Properties			\$20.61	\$0.00	\$20.61	12/03/20	11500	ASCUCK	\$0.00
Reimburse Lyle For Work Pants, Park		1.17.6280 - Uniform Exp Parks			\$20.61	\$0.00	\$20.61	12/03/20	11500	ASCUCK	\$0.00
Reimburse Lyle For Work Pants, Tras		2.52.6280 - Uniform Exp Trash			\$20.62	\$0.00	\$20.62	12/03/20	11500	ASCUCK	\$0.00
Reimburse Lyle For Work Pants, HURF		3.30.6280 - Uniform Exp - HURF			\$20.64	\$0.00	\$20.64	12/03/20	11500	ASCUCK	\$0.00
INVOICE 12320MA8 TOTALS:					\$123.72	\$0.00	\$123.72				\$0.00
122420MA13	12/23/20	12/23/20	01/22/21								
Reimbursement for Work Boots, Sewer		2.51.6280 - Uniform Exp Sewer			\$46.67	\$0.00	\$46.67	12/24/20	11558	ASCUCK	\$0.00
Reimbursement for Work Boots, Water		2.50.6280 - Uniform Exp Water			\$46.67	\$0.00	\$46.67	12/24/20	11558	ASCUCK	\$0.00
Reimbursement for Work Boots, Prop		1.18.6280 - Uniform Exp Properties			\$46.67	\$0.00	\$46.67	12/24/20	11558	ASCUCK	\$0.00
Reimbursement for Work Boots, Parks		1.17.6280 - Uniform Exp Parks			\$46.66	\$0.00	\$46.66	12/24/20	11558	ASCUCK	\$0.00
Reimbursement for Work Boots, Trash		2.52.6280 - Uniform Exp Trash			\$46.67	\$0.00	\$46.67	12/24/20	11558	ASCUCK	\$0.00
Reimbursement for Work Boots, HURF		3.30.6280 - Uniform Exp - HURF			\$46.66	\$0.00	\$46.66	12/24/20	11558	ASCUCK	\$0.00
INVOICE 122420MA13 TOTALS:					\$280.00	\$0.00	\$280.00				\$0.00
LYLE KEITH TOTALS:					\$403.72	\$0.00	\$403.72				\$0.00
VENDOR: 644 - CDW GOVERNMENT, INC											\$0.00
12320MA3	12/02/20	12/02/20	01/01/21								
Order #LTMF587 365 Renewal Basic x		1.11.6125 - Dues, Subs & Memberships			\$311.88	\$0.00	\$311.88	12/03/20	11501	ASCUCK	\$0.00
Order #LTMF587 365 Renewal Premium		1.11.6125 - Dues, Subs & Memberships			\$1,170.09	\$0.00	\$1,170.09	12/03/20	11501	ASCUCK	\$0.00
Order #LTMF587 365 Renewal Tax		1.11.6125 - Dues, Subs & Memberships			\$94.10	\$0.00	\$94.10	12/03/20	11501	ASCUCK	\$0.00
INVOICE 12320MA3 TOTALS:					\$1,576.07	\$0.00	\$1,576.07				\$0.00
121720MA20	12/17/20	12/17/20	01/16/21								
Order #LTSZ548 365 1 Year Subscript		1.11.6192 - Software Support Exp - GG			\$552.81	\$0.00	\$552.81	12/17/20	11542	ASCUCK	\$0.00
INVOICE 121720MA20 TOTALS:					\$552.81	\$0.00	\$552.81				\$0.00
CDW GOVERNMENT, INC TOTALS:					\$2,128.88	\$0.00	\$2,128.88				\$0.00
VENDOR: 663 - TOWN OF JEROME											\$0.00
121020MA20	12/09/20	12/09/20	12/09/20								
Monthly P&I Sewer Bond Transfer		1.10.2999 - Suspense Account			\$1,450.00	\$0.00	\$1,450.00	12/10/20	11527	ASCUCK	\$0.00
INVOICE 121020MA20 TOTALS:					\$1,450.00	\$0.00	\$1,450.00				\$0.00
121020MA21	12/09/20	12/09/20	12/09/20								
Monthly R&E Sewer Bond Transfer		1.10.2999 - Suspense Account			\$455.00	\$0.00	\$455.00	12/10/20	11526	ASCUCK	\$0.00
INVOICE 121020MA21 TOTALS:					\$455.00	\$0.00	\$455.00				\$0.00

*V - Denotes Voided Check Entries

Town of Jerome

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

Ledger as of : 12/1/2020 to 12/31/2020

Invoice Number	Inv.Date	Post.Date	Due.Date		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
Description		Account									
TOWN OF JEROME TOTALS:					\$1,905.00	\$0.00	\$1,905.00				\$0.00
VENDOR: 725 - DIESEL DIRECT WEST											\$0.00
121020MA7	12/09/20	12/09/20	12/24/20								
18583, Inv 83830065 Fuel, Water		2.50.6145 - Fuel			\$6.37	\$0.00	\$6.37	12/10/20	11528	ASCUCK	\$0.00
18583, Inv 83830065 Fuel, Sewer		2.51.6145 - Fuel			\$6.37	\$0.00	\$6.37	12/10/20	11528	ASCUCK	\$0.00
18583, Inv 83830065 Fuel, Trash		2.52.6145 - Fuel			\$50.99	\$0.00	\$50.99	12/10/20	11528	ASCUCK	\$0.00
INVOICE 121020MA7 TOTALS:					\$63.73	\$0.00	\$63.73				\$0.00
122420MA1	12/23/20	12/23/20	01/07/21								
18583, Inv 18583 Fuel, Water		2.50.6145 - Fuel			\$30.66	\$0.00	\$30.66	12/24/20	11559	ASCUCK	\$0.00
18583, Inv 18583 Fuel, Sewer		2.51.6145 - Fuel			\$30.66	\$0.00	\$30.66	12/24/20	11559	ASCUCK	\$0.00
18583, Inv 18583 Fuel, Trash		2.52.6145 - Fuel			\$245.29	\$0.00	\$245.29	12/24/20	11559	ASCUCK	\$0.00
INVOICE 122420MA1 TOTALS:					\$306.61	\$0.00	\$306.61				\$0.00
DIESEL DIRECT WEST TOTALS:					\$370.34	\$0.00	\$370.34				\$0.00
VENDOR: 735 - FOUR-D LLC											\$0.00
12320MA5	12/02/20	12/02/20	01/01/21								
Inv 779 Work Completed in November		1.11.6193 - Computer Hardware & Service			\$675.00	\$0.00	\$675.00	12/03/20	11502	ASCUCK	\$0.00
INVOICE 12320MA5 TOTALS:					\$675.00	\$0.00	\$675.00				\$0.00
FOUR-D LLC TOTALS:					\$675.00	\$0.00	\$675.00				\$0.00
VENDOR: 747 - TOWN OF JEROME PR											\$0.00
121020MA19	12/09/20	12/09/20	12/09/20								
Payroll Transfer		1.10.2999 - Suspense Account			\$90,000.00	\$0.00	\$90,000.00	12/10/20	11529	ASCUCK	\$0.00
INVOICE 121020MA19 TOTALS:					\$90,000.00	\$0.00	\$90,000.00				\$0.00
123020MA3	12/30/20	12/30/20	12/30/20								
Payroll Transfer		1.10.2999 - Suspense Account			\$90,000.00	\$0.00	\$90,000.00	12/31/20	11571	ASCUCK	\$0.00
INVOICE 123020MA3 TOTALS:					\$90,000.00	\$0.00	\$90,000.00				\$0.00
TOWN OF JEROME PR TOTALS:					\$180,000.00	\$0.00	\$180,000.00				\$0.00
VENDOR: 748 - SIMS MACKIN, LTD											\$0.00
121720MA10	12/16/20	12/16/20	01/15/21								
Inv 30179 Legal GG		1.11.6170 - Legal Exp - Gen Gov			\$1,365.00	\$0.00	\$1,365.00	12/17/20	11543	ASCUCK	\$0.00
Inv 30179 Legal PZ		1.16.6170 - Legal Exp - P&Z			\$780.00	\$0.00	\$780.00	12/17/20	11543	ASCUCK	\$0.00
Inv 30179 Legal Water		2.50.6170 - Legal Exp - Water			\$117.00	\$0.00	\$117.00	12/17/20	11543	ASCUCK	\$0.00
INVOICE 121720MA10 TOTALS:					\$2,262.00	\$0.00	\$2,262.00				\$0.00
SIMS MACKIN, LTD TOTALS:					\$2,262.00	\$0.00	\$2,262.00				\$0.00
VENDOR: 754 - ARIZONA BUG COMPANY											\$0.00
122420MA5	12/23/20	12/23/20	01/22/21								

*V - Denotes Voided Check Entries

Town of Jerome

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

Ledger as of : 12/1/2020 to 12/31/2020

Invoice Number	Inv.Date	Post.Date	Due.Date		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
Description		Account									
Inv 166571 Pest Control, 10101 Prop		1.18.6110 - Contract Services			\$50.00	\$0.00	\$50.00	12/24/20	11560	ASCUCK	\$0.00
INVOICE 122420MA5 TOTALS:					\$50.00	\$0.00	\$50.00				\$0.00
ARIZONA BUG COMPANY TOTALS:					\$50.00	\$0.00	\$50.00				\$0.00
VENDOR: 773 - AZ MUNICIPAL RISK RET POOL P&C											\$0.00
121020MA18	12/09/20	12/09/20	12/09/20								
40001406, Inv 40001406-12032020		1.11.6155 - Insurance			\$1,809.00	\$0.00	\$1,809.00	12/10/20	11530	ASCUCK	\$0.00
INVOICE 121020MA18 TOTALS:					\$1,809.00	\$0.00	\$1,809.00				\$0.00
AZ MUNICIPAL RISK RET POOL P&C TOTALS:					\$1,809.00	\$0.00	\$1,809.00				\$0.00
VENDOR: 793 - TOWN OF JEROME - UTILITIES											\$0.00
12320MA14	12/03/20	12/03/20	01/02/21								
7031-01 Library		1.18.6285 - Utilities			\$137.56	\$0.00	\$137.56	12/03/20	11503	ASCUCK	\$0.00
7002-01 Civic Center		1.18.6285 - Utilities			\$216.90	\$0.00	\$216.90	12/03/20	11503	ASCUCK	\$0.00
7015-01 Fire Station		1.18.6285 - Utilities			\$137.56	\$0.00	\$137.56	12/03/20	11503	ASCUCK	\$0.00
7054-01 Police Station		1.18.6285 - Utilities			\$177.32	\$0.00	\$177.32	12/03/20	11503	ASCUCK	\$0.00
7060-01 Town Yard		1.18.6285 - Utilities			\$137.56	\$0.00	\$137.56	12/03/20	11503	ASCUCK	\$0.00
INVOICE 12320MA14 TOTALS:					\$806.90	\$0.00	\$806.90				\$0.00
TOWN OF JEROME - UTILITIES TOTALS:					\$806.90	\$0.00	\$806.90				\$0.00
VENDOR: 803 - JOHNNY BRADEN											\$0.00
121720MA12	12/16/20	12/16/20	01/15/21								
Cash-Out JVFD Pension		4.60.6235 - Retirement Exp FD P&R			\$2,444.24	\$0.00	\$2,444.24	12/17/20	11544	ASCUCK	\$0.00
Cash-Out JVFD Pension 10% Fed WH		4.60.2401 - Fed WH Payable FD P&R			(\$244.43)	\$0.00	(\$244.43)	12/17/20	11544	ASCUCK	\$0.00
INVOICE 121720MA12 TOTALS:					\$2,199.81	\$0.00	\$2,199.81				\$0.00
JOHNNY BRADEN TOTALS:					\$2,199.81	\$0.00	\$2,199.81				\$0.00
VENDOR: 806 - PRESCOTT LAW GROUP, PLC											\$0.00
121720MA5	12/16/20	12/16/20	01/15/21								
2011-00019 Inv 3712 Legal, PD		1.13.6172 - Prosecutor Exp			\$1,914.00	\$0.00	\$1,914.00	12/17/20	11545	ASCUCK	\$0.00
INVOICE 121720MA5 TOTALS:					\$1,914.00	\$0.00	\$1,914.00				\$0.00
PRESCOTT LAW GROUP, PLC TOTALS:					\$1,914.00	\$0.00	\$1,914.00				\$0.00
VENDOR: 807 - TOWN OF CAMP VERDE											\$0.00
121720MA22	12/17/20	12/17/20	01/16/21								
Inv JFY21-1 Bi-annual Dispatch Serv		1.13.6120 - Dispatch Fees			\$17,500.00	\$0.00	\$17,500.00	12/17/20	11549	ASCUCK	\$0.00
INVOICE 121720MA22 TOTALS:					\$17,500.00	\$0.00	\$17,500.00				\$0.00
TOWN OF CAMP VERDE TOTALS:					\$17,500.00	\$0.00	\$17,500.00				\$0.00

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Ledger as of : 12/1/2020 to 12/31/2020

Invoice Number	Inv.Date	Post.Date	Due.Date		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
Description		Account									
VENDOR: 840 - DALTON'S A/C HEATING & REFRIG											\$0.00
121720MA9	12/16/20	12/16/20	01/15/21								
Inv 12775 Reclaimed Refrigerant		1.18.6215 - R&M Building - Properties		\$95.00	\$0.00	\$95.00	12/17/20	11546	ASCUCK	\$0.00	
		INVOICE 121720MA9 TOTALS:		\$95.00	\$0.00	\$95.00				\$0.00	
		DALTON'S A/C HEATING & REFRIG TOTALS:		\$95.00	\$0.00	\$95.00				\$0.00	
VENDOR: 866 - DEERE CREDIT, INC.											\$0.00
12320MA1	12/02/20	12/02/20	01/01/21								
510001614248 JD 210L Parks		1.17.8040 - Lease Payments		\$21.68	\$0.00	\$21.68	12/03/20	11504	ASCUCK	\$0.00	
510001614248 JD 210L Prop		1.18.8040 - Lease Payments		\$21.68	\$0.00	\$21.68	12/03/20	11504	ASCUCK	\$0.00	
510001614248 JD 210L Water		2.50.8040 - Lease Payments		\$75.88	\$0.00	\$75.88	12/03/20	11504	ASCUCK	\$0.00	
510001614248 JD 210L Sewer		2.51.8040 - Lease Payments		\$75.88	\$0.00	\$75.88	12/03/20	11504	ASCUCK	\$0.00	
510001614248 JD 210L HURF		3.30.8040 - Lease Payments		\$21.69	\$0.00	\$21.69	12/03/20	11504	ASCUCK	\$0.00	
		INVOICE 12320MA1 TOTALS:		\$216.81	\$0.00	\$216.81				\$0.00	
123020MA7	12/30/20	12/30/20	01/29/21								
510001614248 JD 210L Prop		1.18.8040 - Lease Payments		\$21.68	\$0.00	\$21.68	12/31/20	11572	ASCUCK	\$0.00	
510001614248 JD 210L Parks		1.17.8040 - Lease Payments		\$21.68	\$0.00	\$21.68	12/31/20	11572	ASCUCK	\$0.00	
510001614248 JD 210L Water		2.50.8040 - Lease Payments		\$75.88	\$0.00	\$75.88	12/31/20	11572	ASCUCK	\$0.00	
510001614248 JD 210L Sewer		2.51.8040 - Lease Payments		\$75.88	\$0.00	\$75.88	12/31/20	11572	ASCUCK	\$0.00	
510001614248 JD 210L HURF		3.30.8040 - Lease Payments		\$21.69	\$0.00	\$21.69	12/31/20	11572	ASCUCK	\$0.00	
		INVOICE 123020MA7 TOTALS:		\$216.81	\$0.00	\$216.81				\$0.00	
		DEERE CREDIT, INC. TOTALS:		\$433.62	\$0.00	\$433.62				\$0.00	
VENDOR: 912 - TRAFFICADE WORKZONE SHORING											\$0.00
12320MA2	12/02/20	12/02/20	01/01/21								
Inv 01515615 Message Board COVID		1.11.6160 - COVID Expenses		\$1,137.67	\$0.00	\$1,137.67	12/03/20	11505	ASCUCK	\$0.00	
		INVOICE 12320MA2 TOTALS:		\$1,137.67	\$0.00	\$1,137.67				\$0.00	
121720MA6	12/16/20	12/16/20	01/15/21								
Inv 01517567 Message Board COVID		1.11.6160 - COVID Expenses		\$1,137.67	\$0.00	\$1,137.67	12/17/20	11547	ASCUCK	\$0.00	
		INVOICE 121720MA6 TOTALS:		\$1,137.67	\$0.00	\$1,137.67				\$0.00	
123020MA1	12/30/20	12/30/20	01/29/21								
Inv 01504856 Message Board COVID		1.11.6160 - COVID Expenses		\$1,137.67	\$0.00	\$1,137.67	12/31/20	11573	ASCUCK	\$0.00	
Inv 01519210 Message Board COVID		1.11.6160 - COVID Expenses		\$1,137.67	\$0.00	\$1,137.67	12/31/20	11573	ASCUCK	\$0.00	
		INVOICE 123020MA1 TOTALS:		\$2,275.34	\$0.00	\$2,275.34				\$0.00	
		TRAFFICADE WORKZONE SHORING TOTALS:		\$4,550.68	\$0.00	\$4,550.68				\$0.00	
VENDOR: 914 - LIFE & PROPERTY SAFETY, LLC											\$0.00
122420MA4	12/23/20	12/23/20	01/22/21								
Inv 5179 Fire Alarm Monitoring		1.18.6215 - R&M Building - Properties		\$96.00	\$0.00	\$96.00	12/24/20	11561	ASCUCK	\$0.00	
		INVOICE 122420MA4 TOTALS:		\$96.00	\$0.00	\$96.00				\$0.00	

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Invoice Number	Inv.Date	Post.Date	Due.Date		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
Description				Account							
123020MA5	12/30/20	12/30/20	01/29/21								
Inv 5197 Fire Alarm Repair FD				1.18.6215 - R&M Building - Properties	\$190.00	\$0.00	\$190.00	12/31/20	11574	ASCUCK	\$0.00
				INVOICE 123020MA5 TOTALS:	\$190.00	\$0.00	\$190.00				\$0.00
				LIFE & PROPERTY SAFETY, LLC TOTALS:	\$286.00	\$0.00	\$286.00				\$0.00
VENDOR: 952 - KAIROS HEALTH ARIZONA, INC.											\$0.00
122420MA14	12/23/20	12/23/20	01/22/21								
Health Insurance - Inv 1220-52 Dec				1.10.2406 - Health Insurance	\$14,264.91	\$0.00	\$14,264.91	12/24/20	11562	ASCUCK	\$0.00
				INVOICE 122420MA14 TOTALS:	\$14,264.91	\$0.00	\$14,264.91				\$0.00
				KAIROS HEALTH ARIZONA, INC. TOTALS:	\$14,264.91	\$0.00	\$14,264.91				\$0.00
VENDOR: 968 - PATRIOT DISPOSAL, INC.											\$0.00
121020MA11	12/09/20	12/09/20	01/08/21								
0040, Inv 2928 Ticket 230007				2.52.6165 - Landfill Tipping Fees	\$434.80	\$0.00	\$434.80	12/10/20	11531	ASCUCK	\$0.00
0040, Inv 2928 Ticket 230448				2.52.6165 - Landfill Tipping Fees	\$358.40	\$0.00	\$358.40	12/10/20	11531	ASCUCK	\$0.00
0040, Inv 2928 Ticket 230871				2.52.6165 - Landfill Tipping Fees	\$371.20	\$0.00	\$371.20	12/10/20	11531	ASCUCK	\$0.00
0040, Inv 2928 Ticket 231343				2.52.6165 - Landfill Tipping Fees	\$350.00	\$0.00	\$350.00	12/10/20	11531	ASCUCK	\$0.00
				INVOICE 121020MA11 TOTALS:	\$1,514.40	\$0.00	\$1,514.40				\$0.00
				PATRIOT DISPOSAL, INC. TOTALS:	\$1,514.40	\$0.00	\$1,514.40				\$0.00
VENDOR: 974 - PURSELL LAW FIRM, PLLC											\$0.00
121720MA4	12/16/20	12/16/20	01/15/21								
TR 2020-000009				1.12.6110 - Contract Services	\$550.00	\$0.00	\$550.00	12/17/20	11548	ASCUCK	\$0.00
TR 2019-000030				1.12.6110 - Contract Services	\$550.00	\$0.00	\$550.00	12/17/20	11548	ASCUCK	\$0.00
TR 2020-000021				1.12.6110 - Contract Services	\$550.00	\$0.00	\$550.00	12/17/20	11548	ASCUCK	\$0.00
TR 2020-000012				1.12.6110 - Contract Services	\$550.00	\$0.00	\$550.00	12/17/20	11548	ASCUCK	\$0.00
TR 2020-000013				1.12.6110 - Contract Services	\$550.00	\$0.00	\$550.00	12/17/20	11548	ASCUCK	\$0.00
				INVOICE 121720MA4 TOTALS:	\$2,750.00	\$0.00	\$2,750.00				\$0.00
				PURSELL LAW FIRM, PLLC TOTALS:	\$2,750.00	\$0.00	\$2,750.00				\$0.00
VENDOR: ONETIM - FLAGSTAFF COUNSELING CENTER											\$0.00
12320MA9	12/03/20	12/03/20	01/02/21								
Counseling Services				1.13.6110 - Contract Services	\$500.00	\$0.00	\$500.00	12/03/20	11508	ASCUCK	\$0.00
				INVOICE 12320MA9 TOTALS:	\$500.00	\$0.00	\$500.00				\$0.00
				FLAGSTAFF COUNSELING CENTER TOTALS:	\$500.00	\$0.00	\$500.00				\$0.00
VENDOR: ONETIM - KRISTA KELLEY											\$0.00
122420MA9	12/23/20	12/23/20	01/22/21								
1/2 Refund of Citation P15546 Overp				1.10.4065 - Police Services	\$12.50	\$0.00	\$12.50	12/24/20	11563	ASCUCK	\$0.00
				INVOICE 122420MA9 TOTALS:	\$12.50	\$0.00	\$12.50				\$0.00

*V - Denotes Voided Check Entries

Town of Jerome

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

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Description		Account									
KRISTA KELLEY TOTALS:					\$12.50	\$0.00	\$12.50				\$0.00
VENDOR: ONETIM - NICOLE FLORISI											\$0.00
12320MA12	12/03/20	12/03/20	01/02/21								
Reimburse For Uniform Clothing		1.13.6280 - Uniforms		\$229.81	\$0.00	\$229.81	12/03/20	11507	ASCUCK	\$0.00	
INVOICE 12320MA12 TOTALS:					\$229.81	\$0.00	\$229.81				\$0.00
NICOLE FLORISI TOTALS:					\$229.81	\$0.00	\$229.81				\$0.00
VENDOR: ONETIM - TONTO APACHE TRIBAL POLICE											\$0.00
12320MA10	12/03/20	12/03/20	01/02/21								
LESO/1033 Yearly Membership 7/20-6/		1.13.6125 - Dues and Subscriptions		\$250.00	\$0.00	\$250.00	12/03/20	11506	ASCUCK	\$0.00	
INVOICE 12320MA10 TOTALS:					\$250.00	\$0.00	\$250.00				\$0.00
TONTO APACHE TRIBAL POLICE TOTALS:					\$250.00	\$0.00	\$250.00				\$0.00
VENDOR: ONETIM - WILLIAM SOTIROS											\$0.00
121020MA16	12/09/20	12/09/20	01/08/21								
LMP Deposit Refund Acct 8004-02		2.00.2600 - Customer Deposits		\$1,200.00	\$0.00	\$1,200.00	12/10/20	11532	ASCUCK	\$0.00	
Security Deposit Refund Acct 8004-0		2.00.2600 - Customer Deposits		\$180.00	\$0.00	\$180.00	12/10/20	11532	ASCUCK	\$0.00	
LMP Trash Deposit Refund 5066-02		2.00.2600 - Customer Deposits		\$37.27	\$0.00	\$37.27	12/10/20	11532	ASCUCK	\$0.00	
INVOICE 121020MA16 TOTALS:					\$1,417.27	\$0.00	\$1,417.27				\$0.00
WILLIAM SOTIROS TOTALS:					\$1,417.27	\$0.00	\$1,417.27				\$0.00
LEDGER TOTALS:					\$266,401.99	\$0.00	\$266,401.99				\$0.00

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For the meeting of January 12, 2021

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 with local, County, State and Federal officials. Gathered and provided information (ongoing) regarding availability of COVID vaccinations.
- With Mayor Dillenberg and Vice Mayor Worth, attended online meeting with staff of Senator Krysten Sinema regarding services for veterans.
- Provided grants information for and met with auditors during annual audit. *Kudos to Melanie Atkin!* The audit went very quickly and smoothly, thanks to her excellent work.
- Renewed advertisement on Indeed.com for public works crew; hired three new employees.
- Finalized and submitted COVID-related expenditures to DEMA for reimbursement.
- Began looking into CDBG funding to provide emergency subsistence payments (items such as food, clothing, housing, or utilities for up to six months) under the CARES Act. I will be speaking with NACOG about this and will provide more information soon.
- Signed up with www.Open.Media (a nonprofit group) to utilize live streaming technology that will work with Zoom and in the future with a/v equipment. The technology is provided at no cost to towns our size. I am currently exploring its capabilities and will report further in the near future.
- Began researching the process for establishing "Friends of Jerome" as a 501(c)(3) nonprofit. Currently in discussion with The Foundation Group, Inc., who provides full services in setting up nonprofits. I will update you as I gain more information.
- With input from staff, Mayor and Vice Mayor, prepared and submitted Prop 202 funding request letter to the Yavapai-Apache Nation. Requested \$20,000 for installation of kitchen facility for evacuation center at fire station and improvements to restroom at police station. (Note: Council will determine ultimate use of funds during budget process.)
- Began preparations for FY2022 budget. I anticipate public budget meetings to begin around April.
- Continued maintenance of Town of Jerome website and Facebook page. Website now includes a dedicated page for forms, a page for fee schedules, and photos and bios (as provided) of Council members.
- 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, Planning and Zoning issues, personnel matters and more.

**** CONGRATULATIONS TO ****

Front Desk/Utilities Clerk Kristen Muenz, who completed one year of full-time service to the town on January 2.

Court Clerk Ronda Brockman, who completed eight years of service to the town on January 17.

Newly hired public works crew members **Ben Garza, Jeremy Wolfe and Aaron Kohelmainen**.

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

Candace

WATER FLOWS REPORT

Reading Date	WALNUT GPM	VERDE GPM
2019		
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
3-Sept	66	201
9-Sept	77	200
15-Sept	77	200
21-Sept	71	205
28-Sept	66	197
5-Oct	71	190
12-Oct	67	190
19-Oct	66	190
26-Oct	77	182
5-Nov	83	190
9-Nov	83	185
16-Nov	89	190
23-Nov	89	190
30-Nov	89	186
8-Dec	89	185
14-Dec	89	187
22-Dec	83	187
28-Dec	77	192

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	81,343	18,143	94,652	(13,309)
September	57,100	77,127	20,027	77,333	(206)
October	76,500	89,557	13,057	94,743	(5,186)
November	86,300	107,091	20,791	106,938	153
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	439,183	95,783	939,373	(22,763)

TOWN OF JEROME, AZ

Comparison of Restaurant/Bar, Accomodation and Retail Sales Tax Revenues
FY2021 vs FY2020

	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	2,759
August	27,677	33,614	(5,937)	12,215	12,450	(235)	26,169	32,101	(5,932)
September	28,733	29,346	(613)	12,548	11,761	787	27,630	28,177	(547)
October	29,686	32,816	(3,130)	14,078	12,094	1,984	37,015	37,691	(676)
November	39,092	34,381	4,711	17,604	17,329	275	41,909	45,646	(3,737)
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	(13,531)		118,202	3,541		340,637	(8,133)

Added 1% Bed Tax

		TOTAL TO DATE
July	1,930	1,930
August	1,879	3,809
September	1,930	5,739
October	2,165	7,904
November	2,708	10,612
December		
January		
February		
March		
April		
May		
June		



JEROME POLICE DEPARTMENT

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



January 2, 2021

TO: Honorable Mayor and Jerome Town Council

FROM: Allen Muma, Chief of Police

Attached please find the police activity reports for December 2020.

The December "Calls for Service" report, with the exception of several counterfeit currency calls, contained no other significant incidents to report. Call volume for December is running below average. This report shows call from January 2020 through December 2020. Please note that these are what the calls are initially reported as, not the final disposition. Also note that there have call descriptions that have changed, been added or deleted that may be why you see large increases or decreases. For instance traffic stops are no longer included in this report as our automated digital traffic citation program collects all the needed information and is just imported into our RMS system as a traffic citation and therefore no longer required as a separate entry as a traffic stop. The volume of people seems to be above average.

The counterfeit currency complaints were part of a bigger volume throughout Yavapai County. We posted notice on our FaceBook account with links to the Secret Services site on recognizing these bills. Note that the counterfeit recognizing marking pens do not work with these bills since they are printed on correct paper, you must be aware of the other things to look for.

The parking kiosks brought in \$14,851.00 (this does not count people who pay cash at the PD) for the month of December. 214 parking citations were issued for the month of December.

We received state accreditation certifying our compliance with certain federal use-of-force requirements as outlined in Executive Order 13929 (the executive order on "safe policing"). This means our agency meets the mandatory conditions for certification as well as most of the recommended conditions. This allows us to continue to apply for federal grants, and establishes that we adhere to best practices in our use-of-force policies.

I worked with Yavapai Health Services and Spectrum Health Care to get the COVID-19 vaccines for all our first responders who wanted them. We had a good turn out with most of the police and fire receiving the vaccine, including myself.

I completed the requirements to be an American Heart Association CPR and CCC instructor and we can now do that training internally as well as offering the CCC training to other town staff and residents. Thanks go out to Bill Bohler for helping me get this certification which I had been working on since August.

We received a disbursement of \$15,000.00 from the County RICO account. This money can only be used for certain law enforcement expenses, all of which must be approved by the County Attorney prior to expending any such funds.

I entered the Arizona Public Safety Personnel Retirement System DROPS system effective December 19, 2020. This means I have met the requirements for retirement from our system and now have up to five years that I can continue as an employee of the town.

Respectfully,

Allen L. Muma, Chief of Police



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

Date : **01/02/2021**
 Page : **1**
 Agency : **JPD**

Calls For Service Totals by Month

01/02/2020 to 12/31/2020

Call Type / Description	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
10-34 Motorist Assist	1	0	0	1	0	0	1	5	0	0	1	3	12
205 Trespass	0	0	1	0	2	0	0	1	1	0	1	2	8
215 Drug Related	0	1	0	0	1	0	0	0	0	3	0	1	6
240 Assault	1	0	0	0	0	0	0	0	0	0	0	0	1
245 Assault with Weapon	0	0	0	0	0	1	0	0	0	0	0	0	1
247 Civil Problem	0	0	1	0	1	0	2	0	2	1	1	0	8
410 Criminal Damage	2	0	6	0	0	0	0	1	0	0	1	1	11
415C Juvenile Disturbance	0	0	0	1	0	0	0	0	0	1	0	1	3
415D Drunk Disturbance	0	0	0	0	0	0	0	0	0	0	1	0	1
415E Noise Disturbance / Party	0	1	0	0	0	0	0	0	1	0	0	0	2
415F Domestic Disturbance	0	0	0	0	0	0	0	1	0	0	1	1	3
459 Burglary	0	0	0	3	0	0	0	0	1	0	1	0	5
459A Burglar Alarm	0	1	2	2	0	1	1	1	0	0	0	0	8
470 Fraud	0	0	0	0	0	0	0	2	3	0	0	0	5
471 Fraud / Bad Checks	0	0	1	0	1	0	0	0	0	0	0	0	2
475 Dog Bite	0	0	0	0	0	0	0	1	0	0	0	0	1
476 Animal Control Problem	0	0	0	0	1	0	3	4	2	0	0	0	10
487 Theft	1	1	2	0	0	0	1	0	1	2	0	3	11
500 Welfare Check	0	1	2	1	1	1	0	0	1	3	4	3	17
509 Stolen Vehicle	0	0	0	0	0	1	0	0	0	0	0	0	1
510 Speeder	0	0	0	0	0	0	0	2	0	0	0	0	2
54A Intoxicated Individual	0	0	0	0	1	0	0	0	0	0	0	0	1
585 Traffic Hazard	2	0	0	0	0	0	4	1	0	1	0	0	8



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

Date : **01/02/2021**
 Page : **2**
 Agency : **JPD**

Calls For Service Totals by Month

01/02/2020 to 12/31/2020

Call Type / Description	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
647A Suspicious Person	1	3	2	0	1	1	1	0	2	2	3	0	16
647B Suspicious Vehicle	0	0	1	0	0	0	0	0	0	0	0	0	1
666 Suicide	0	0	0	0	0	0	1	0	0	0	0	0	1
666A Suicide Attempt / Report	0	0	0	0	0	0	0	1	0	0	0	0	1
692 DUI	0	0	1	2	1	0	0	1	4	0	2	2	13
901 Injured Person	0	0	1	0	0	0	0	0	0	0	0	0	1
903 Follow-Up	10	10	13	8	8	18	8	13	19	8	9	8	132
908F Found Property	6	9	3	0	8	6	6	4	6	7	6	5	66
908L Lost or Stolen Property	2	0	3	0	7	9	4	4	2	0	9	3	43
917 Abandoned Vehicle	0	1	4	1	0	1	1	0	0	0	0	0	8
918 Mentally Ill Person	0	0	1	0	1	0	1	3	1	0	0	0	7
927 Unknown Trouble	0	0	3	0	2	0	0	0	0	1	1	0	7
961 Accident - No injuries	4	1	1	1	1	2	3	3	2	2	4	4	28
962 Accident - With Injuries	0	0	0	0	0	1	0	1	2	0	0	0	4
AA Agency Assist	7	6	8	9	5	11	10	4	3	5	3	0	71
AAMB Assist Ambulance	1	0	0	0	0	0	0	0	2	1	0	0	4
AC Animal Cruelty	2	0	0	0	0	0	1	0	1	0	0	0	4
ACP Assist Cottonwood PD	0	1	1	1	1	0	0	1	1	0	0	0	6
ACPD Assist Clarkdale PD	3	5	4	9	10	8	3	11	2	5	6	2	68
ADD Aggressive Driving Detail	0	0	0	0	0	0	0	0	1	0	0	0	1
ADPS Assist DPS	1	1	0	1	0	1	0	1	0	1	0	2	8
AF Assist Fire Department	2	2	0	2	3	0	0	2	1	0	4	0	16
ALC Alcohol Violations	0	0	0	0	2	0	0	0	1	0	0	0	3



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

Date : **01/02/2021**
 Page : **3**
 Agency : **JPD**

Calls For Service Totals by Month

01/02/2020 to 12/31/2020

Call Type / Description	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
AYCSO Assist YCSO	0	2	3	1	1	0	0	4	4	5	4	6	30
BD Barking Dog Complaint	1	0	0	0	0	0	0	0	0	0	0	0	1
BI Background Investigation	0	0	0	0	0	0	0	0	3	0	2	1	6
CA Citizen Assist	2	1	0	7	3	5	2	3	7	4	6	3	43
CO Call Out	1	1	2	0	0	1	0	2	1	0	0	0	8
COV19 Covid 19 Related	0	0	0	3	10	0	0	2	0	0	1	0	16
CRT Court Appearance	1	0	0	1	0	0	1	0	0	0	1	0	4
DIS Disorderly Conduct	2	3	6	1	3	7	2	0	3	2	3	2	34
DRAL Dogs Running at Large	1	1	0	1	0	0	0	1	0	1	0	0	5
DRO Aerial Drone Complaint	0	0	1	0	0	0	0	0	0	0	0	0	1
DUI Driving Under the Influence	0	0	0	0	0	0	0	0	1	0	0	0	1
ES Escort Services	0	2	1	1	1	1	0	0	7	2	5	4	24
FF Family Fight	0	1	0	0	0	0	0	0	0	0	0	0	1
FIP False Information to Police Office	0	0	0	0	0	0	1	0	0	0	0	0	1
FP Foot Patrol	0	0	0	0	4	0	1	1	0	0	0	0	6
FPF Fingerprinting	1	1	1	1	2	3	0	2	0	1	1	0	13
GRE Gulch Road Traffic Enforcement	0	0	0	0	0	1	0	0	0	0	0	0	1
HAR Harrassment	0	1	0	0	0	0	0	0	0	0	1	0	2
HR Hit & Run Accident	0	0	0	0	0	0	1	2	0	0	0	1	4
HS Hazardous Situation	0	0	3	0	0	1	0	0	0	0	0	0	4
HSE Hampshire Speed Enforcement	0	1	2	1	5	8	1	3	4	0	1	0	26
HUC 911 Hang Up Call	1	0	1	0	1	0	3	3	0	1	0	1	11
INFO Information	1	1	4	0	1	4	1	4	0	2	4	1	23



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

Date : **01/02/2021**
 Page : **4**
 Agency : **JPD**

Calls For Service Totals by Month

01/02/2020 to 12/31/2020

Call Type / Description	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
K9D K9 Deployment	0	0	0	0	0	0	0	0	1	0	0	0	1
K9T K9 Training	0	0	0	0	3	0	0	2	1	0	0	6	12
LIT Littering	0	0	0	0	1	0	1	0	0	1	0	0	3
LOIT Loitering	0	0	0	1	0	0	0	0	0	0	0	0	1
ME Medical Emergency	2	2	3	4	1	2	2	3	2	3	2	2	28
MEET Meeting	0	1	1	0	0	1	0	0	0	0	1	0	4
MISC Miscellaneous	0	0	0	1	0	0	0	0	0	1	0	0	2
NOISE Noise Complaint	0	1	1	2	1	0	0	0	0	1	0	1	7
NV Noise Violation / Town Code	0	1	0	0	4	1	0	0	0	1	0	0	7
OA Officer Assist	0	0	1	0	1	0	0	1	3	0	0	1	7
OC Open Intoxicants in Public Place	0	0	0	0	0	0	0	0	0	1	0	0	1
OT Oversize Truck	5	5	9	1	11	10	9	6	6	9	6	2	79
PARK Parking Complaint	3	3	4	0	1	2	1	6	1	4	4	1	30
PARKV Parking Violation	51	24	5	0	11	12	15	18	20	25	14	0	195
PE Parking Enforcement	0	0	8	1	15	17	15	16	18	18	20	12	140
PKM Parking Kiosk Maintenance	0	0	3	0	0	1	2	1	0	1	2	1	11
PS Civil Paper Service	0	1	0	0	0	0	1	0	0	0	0	0	2
REC Reckless Driver	0	1	1	0	1	0	0	2	2	1	1	1	10
SA Sexual Assault	0	0	0	0	1	0	0	0	0	0	0	0	1
SC Security Check	7	5	4	16	19	13	10	6	3	2	2	1	88
SD Security Detail	0	0	0	0	0	1	0	0	0	0	0	0	1
SLC Street Light Check	0	0	0	3	0	0	0	0	0	2	0	0	5
SS Suspicious Situation	2	1	2	3	4	5	1	0	3	0	3	0	24



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

Date : **01/02/2021**
 Page : **5**
 Agency : **JPD**

Calls For Service Totals by Month

01/02/2020 to 12/31/2020

Call Type / Description	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
T/S Traffic Stop	46	16	3	3	3	3	0	0	2	1	1	2	80
TCD Traffic Control Duties	0	0	2	2	2	3	1	0	0	0	0	0	10
TF Trip & Fall / Slip & Fall	0	0	0	0	1	2	3	0	0	1	0	0	7
TI Threats & Intimidation	0	1	2	0	1	0	0	0	0	0	0	0	4
TO Traffic Offense	2	0	1	1	2	3	4	2	4	3	2	2	26
TRN Training	3	1	1	6	2	3	3	3	1	2	1	9	35
VCO Violate Court Order	0	0	0	0	0	0	0	2	0	0	0	0	2
VM Vehicle Maintenance	0	0	0	0	1	0	0	1	1	1	0	0	4
VTC Violation of Town Code	0	0	1	0	0	2	0	1	0	2	0	0	6
WA Warrant Arrest	0	0	0	2	0	0	0	0	0	1	0	0	3
WAC Wild Animal Call	0	0	0	0	0	0	0	2	0	0	0	0	2
Total	178	122	137	105	175	174	132	167	160	142	146	101	



Jerome Fire Department
P.O. Box 1025 Jerome, AZ 86331 Tel. (928) 649-3034 Fax (928) 649-3039
e-mail: blair@jeromefire.us

2020 Year End Chief's Report In Accordance with Town Code 4-2-4 H and G

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec		Total
Calls By Type														
EMS	10	5	9	5	11	12	7	8	12	13	17	3		112
Residential Fire	0	0	0	0	0	0	0	0	0	0	0	0		0
Commercial Fire	2	0	0	0	0	0	1	0	0	1	0	0		2
Wildland	0	0	0	0	1	2	2	6	2	1	0	1		15
Still Assignment	3	11	5	4	2	6	1	4	8	5	7	1		57
Special Duty	12	9	12	8	14	15	14	11	17	21	20	13		165
Snake Removal	0	0	0	0	2	3	4	4	5	0	0	0		18
Rescue MVA/ Tech rescue	3	2	1	2	3	4	3	4	4	5	1	2		35
Haz-Mat	0	1	2	0	1	0	0	0	0	0	0	0		4
Total Calls	30	28	29	19	34	42	32	35	48	46	45	20		408
Officer's meeting	1	1	0	1	1	2	0	2	0	0	2	COVID*		10
Work session	1	1	1	1	1	1	1	1	1	1	1	1		12
Rope Drill	1	1	1	1	1	2	1	1	1	1	1	COVID		12
Drill's	5	4	4	5	4	4	5	4	4	5	3	COVID		47
HOURS														
Volunteer Calls & Meetings	254.1	230.8	164.8	222	250.3	465.4	496.8	239	261.8	300.5	396.5	83.3		3365.3
Chief's and Staff's Hours	520	520	520	520	520	520	520	520	520	520	520	520		6,240
Total Hours														
Hours are equivalent to 5.5 full time personnel														
Fire Chief Weekly Hours													Varies 55 - 60	
Fire Chief on duty Calls														
Fire Chief off duty Calls and Meetings														
Resident Calls	21	18	14	11	17	21	21	17	24	16	21	11		212
Non-resident Calls	9	10	15	8	17	21	11	18	24	30	24	9		196

*COVID: Cancellation of all departmental meetings and gatherings in the fire station. Fire companies were asked not to work shifts during our COVID shutdown to prevent the spread.



Jerome Fire Department
P.O. Box 1025 Jerome, AZ 86331
Tel. (928) 649-3034 Fax (928) 649-3039
e-mail: blair@jeromefire.us

Spring Semester 2020		Fall Semester 2020
Education is in addition to in house training		
<u>Class</u>	<u>Personnel</u>	<u>Personnel</u>
YCC EMT Training	Lee, San Felice, Lazaro	Hembrough
EMT Refresher		
Wildland Fire Training		
Wildland Refresher		
Hazmat		
Rope Rescue Ops	Giles, Lazaro, Supple	
Rope Rescue Tech	Giles, Lazaro, Supple	
YCC Fire Academy		

Additional Training

Jerome Fire hosted Ropes Operations July 25–27. Allen Muma is our lead instructor with help from Chief Blair and Kerry Lee. This class was offered as free training to all Jerome Fire Department personnel, with a fee of \$300 being charged for other participating agency personnel that included both certifications. Jerome Fire Department now has 13 certified rope personnel.

We are fortunate to have the continued help and support from EMT and Jerome Police Chief Allen Muma. Allen was recognized by Jerome FD as someone who consistently goes above and beyond the call of duty. Allen not only is typically first on-scene, but he also provides training for Stop the Bleed and NARCAN administration. He also heads up our Rope Ops & Tech training. Allen donates any tuition paid by other agencies for the rope training back to the Jerome FD Auxiliary for the purchase of new rope, hardware, etc. All Jerome FD personnel have access to this important training, free of charge to them or the department. Thanks, Allen. Allen has been acting as assistant fire chief since September 2019 and was appointed to assistant chief in March 2020.

Education is one of our most valuable line items in the fire department budget. Without trained personnel we would not be able to maintain the professional service that the fire department is expected to provide to the Town of Jerome.

We also provide various scenario training every Thursday at 5 PM available to all our personnel in addition to a fourth-Saturday rope-and-work session every second Saturday.

A lot of our annual training has been postponed due to the COVID-19 virus, and as of the beginning of December all the in-house fire department training was cancelled.

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 30 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 6; I have issued 1 to Jerome PD, and Jerome Fire has 5 to monitor personnel and patients with the coronavirus. In addition, we have also received our ultraviolet lighting that we can use to sterilize entire rooms and vehicles. Masks are now required for all meetings. We also have two cases of surgical masks.

The coronavirus vaccination was made available to the firefighters and EMTs in December. I had my first vaccination on 12/30 along with two of our personnel. On Saturday, January 2, 2021, seven more personnel were vaccinated.

Prevention Program

The prevention program has come a long way since I started as chief, with the implementation of new fire codes and ordinances with the Jerome Town Council and the Jerome Fire Department adopting the 2012 version of the fire code. The adoption of more current standards and laws will help Jerome keep up with the State of Arizona's minimum standards. These minimum standards keep the Town of Jerome from falling behind on more recent fire codes for any new construction projects.

The Jerome Fire Department has burned at the slash pile 5 times within the last year. In addition to the fires at the burn pile, the fire department has also issued 9 burn permits, burned in place 2 times this year, with a total of 603 loads of brush going to the burn pile. Because of the drought conditions, the fire department had to close the burn pile down for approximately 4 months, as it became too full to receive any more fuel.

The Jerome Fire Department has done a lot of fuel abatement this year and removed brush from the Gulch area, Giroux Street, Douglas Road, Clark Street, Dundee, County Road, Highway 89A, and other residential properties. We have made these great strides with help from the Firewise crew. The Adult Probation Department worked for a total of 60 hours with 30 personnel for the year.

The Jerome Fire Department was recognized once again as a designated Firewise Community! Jerome joins many communities in the Prescott area who have earned the Firewise USA designation. Each year in May we hold a Community Awareness Day (cancelled this past year due to COVID-19) so that we may continue with education and outreach efforts.

Jerome was in Stage 1 fire restrictions on May 1, with no fires allowed unless in developed campgrounds. Under the restrictions, fires, campfires, charcoal, coal and woodstoves *were* allowed in developed campgrounds only. The restrictions also limited smoking to within enclosed vehicles or buildings or in developed campgrounds. Devices solely fueled by liquid petroleum or LPG fuels that can be turned on and off were allowed in areas clear of flammable materials. Because of the lack of moisture in the last few months, prepare for an active wildfire season and similar burn restrictions on Mingus Mountain. Jerome Fire Department and other surrounding areas went out of restrictions in early December.

With this year being one of the driest on record, Jerome firefighters were deployed to 10 different fires around the state of Arizona, with our brush truck bringing in just over \$70,000. It has recently been dispatched to California for 16 days with us netting over \$23,000, totaling over \$93,000.00 net for 2020.

Grants

The Fire Department has applied for numerous grants and participated in letters of support for town grants (CDBG).

Jerome Fire was awarded a grant through FEMA for about \$63,000 for new Holmatro brand battery-powered extrication equipment, lift bags, and new batteries. This is a huge improvement over our conventional hydraulic system and will improve our abilities to extricate in the harder-to-reach areas. Our volunteer firefighters have trained on them since we received them in March; the equipment is now in service for use in the trucks.

This year has been hard on our training grants due to the COVID-19 virus as the Wildland Fire Academy and State Fire School were cancelled. Normally this would provide additional training for at least 8 personnel.

We received a grant from Northern Arizona Emergency Medical Services (NAEMS) and have already placed new consumables and another vacuum splint into service. NAEMS receives funding from the Arizona Department of Health Services that provides grants for education, equipment, and supplies. This year we received \$4,110.16 with another \$1,600.00 for training reimbursement. We will be resubmitting another grant this year. NAEMS operates with a board of directors and a steering committee.

We have also received \$21,600 dollars for fuel abatement from PUWIC this year.

The Jerome Fire Department has written many grants throughout the years. These grants help the town equip and protect our firefighters when they respond to the numerous calls that we get throughout each year. These grants could not have been possible without the town's participation in matching funds, along with the auxiliary's help as well. This is truly a team effort and we are grateful. We have already applied for more grants this year for new extrication and other needed equipment.

Firefighter Wellness

The job of a firefighter/EMT can be stressful. Our men and women can be subjected to death, traumatic injuries, motor vehicle rollovers, gunshot wounds, etc. This past year Jerome has lost many longtime residents and friends. The Jerome FD, in conjunction with Spectrum Health Services, offers free mental health awareness training to personnel. This training is very valuable, and we are grateful to be able to provide these services.

Inter-Agency Agreements

We currently have IGAs with State Land, Yavapai County, The Training Center, Verde Valley Medical Center, Cottonwood Fire, Clarkdale Fire District, Verde Valley Fire District, Camp Verde Fire District, Sedona Fire District, and Verde Valley Ambulance. We are currently working with state Forestry and Fire Management on an agreement to assist them with any prescribed burns so that our Wildland firefighters can get their needed training and hours for their open task books.

Budget

For the fiscal year of 20-21, the town manager's budget, with Council approval, allotted the Jerome Fire Department \$378,164. We are halfway through our current budget year for FY 19-20. This budget includes the volunteer per call, wildland personnel wages, and PAUWIC wages. We appreciate all that our wildland crew does to keep themselves and others safe when fighting wildland fires.

The FD budget is broken down into different departments, each one having a running list of expenditures with copies of each purchase order with one copy for our department files and the second copy for Town Hall. This running expenditure list allows the staff to see how much of the budget has been spent by department, with remaining budgeted totals available.

The Jerome Fire Department has a vast amount of equipment that we keep close inventory on, with maintenance schedules to ensure that equipment is always in good operational condition and always ready to be utilized in the event of an emergency, as well as keeping in good standings with NFPA and ISO standards.

The fire department and its personnel clean and maintain the building, the apparatus, equipment, and the property to help keep costs down and reduce the need for additional monies from the town budget.

The Jerome Fire Department will begin the budget process for fiscal year 20-21 in January and should have the first draft for the town manager by the 1st of February.

We have teamed up with Recovery USA to help with our Motor Vehicle Accident incident expenses. These fees are paid by the vehicle drivers' insurance company. In 2020 we have recouped \$6,065.22 from five insurance claims, with 5 claims pending in the amount of \$4,190.00. The only time we submit for billing on an MVA is when we feel we have a chance to recover some monies and the insured is not a citizen of the Town of Jerome.

The Fire Department Auxiliary has done very well this year through donations and t-shirt sales, even though we were unable to hold our traditional fundraising events. This has helped the fire department purchase items not budgeted for, such as station supplies, uniforms for the personnel, disaster supplies, and numerous projects.

Department Affairs and Ongoing Projects

The Jerome Fire Department has maintained an ISO rating of 4.

September and October would normally be very busy for the Fire Department. With Labor Day weekend, the Volkswagen Club, our Fire Department town picnic, Ghost Walk, and our Halloween dance. However, we were unable to facilitate any of these functions due to the COVID-19 outbreak. We hope with the vaccinations that the virus will get under control and we will be able to continue with our annual traditions.

I accepted applications for duty officer after Kylie Streck left us and in October, I hired on Carl Whiting as my second full-time employee. Carl is an engine boss and I have also appointed him as a captain. With the fire department's call volume being over 400 calls, 80 meetings this year, and me being on duty 24 hours a day 365 days a year for the last 13 years, it is nice to have personnel to help with the workload and will allow for me to take some needed time off.

I now have Carl doing NFIRS (National Fire Incident Reporting System) to keep the fire department eligible for government grants. I also assigned Carl to attend PAWUIC meetings to keep the Jerome Fire Department eligible for fuel abatement money and to keep our Firewise status. I also have him attending the Verde Valley Fire Chief's Safety committee meetings.

As fire chief, I work closely with the public works department to help repair water and sewer leaks and cleaning storm sewers and streets. This past year I assisted the town crew with the flushing of numerous sewer manholes.

I also work closely with the building department and zoning administrator doing 120 business license inspections and covering for the building inspector. I did eight building inspections when the building inspector was unavailable this year.

The fire department annually tests all fire hydrants and hoses, keeping accurate records of their flow pressures and status.

The Jerome Fire Department was self-dispatched to 252 calls in 2020. If it is not a 911 call and someone calls the fire department directly and we do not need additional help, the fire department just takes care of it.

Running one call through Cottonwood alarm costs the Town of Jerome \$55.00. By being self-dispatched, JFD saved the town \$13,860.00 last year.

The fire department annually schedules maintenance on all vehicles, extrication equipment, air packs, SCBA compressor, turnout inspections, and ladders, and biannually rotates all the batteries in all the small equipment: flashlights, medical equipment, radios, and too many other things to list.

Our Fire Station is used by several groups throughout the year. This year our fire station served as a meeting place for Yavapai County Probation, the Jerome Chamber of Commerce, the Yavapai County Fire Chiefs and two NA groups.

Community Outreach

Call Volume

Upon researching the amount of calls our department has had over the years and the great increase in volume, we found that the increase was quite significant. The yearly numbers show that our volunteer fire department is quite busy compared to paid fire departments in our area. The number of personnel on our roster and the amount of personnel responding has not really increased, but our call volume has. Below the December 2020 calls, you'll see two graphs showing the calls per year from 1976 through 2019. Based on the numbers below, it appears that the Jerome Fire Department did not take on EMS until the late 80s.

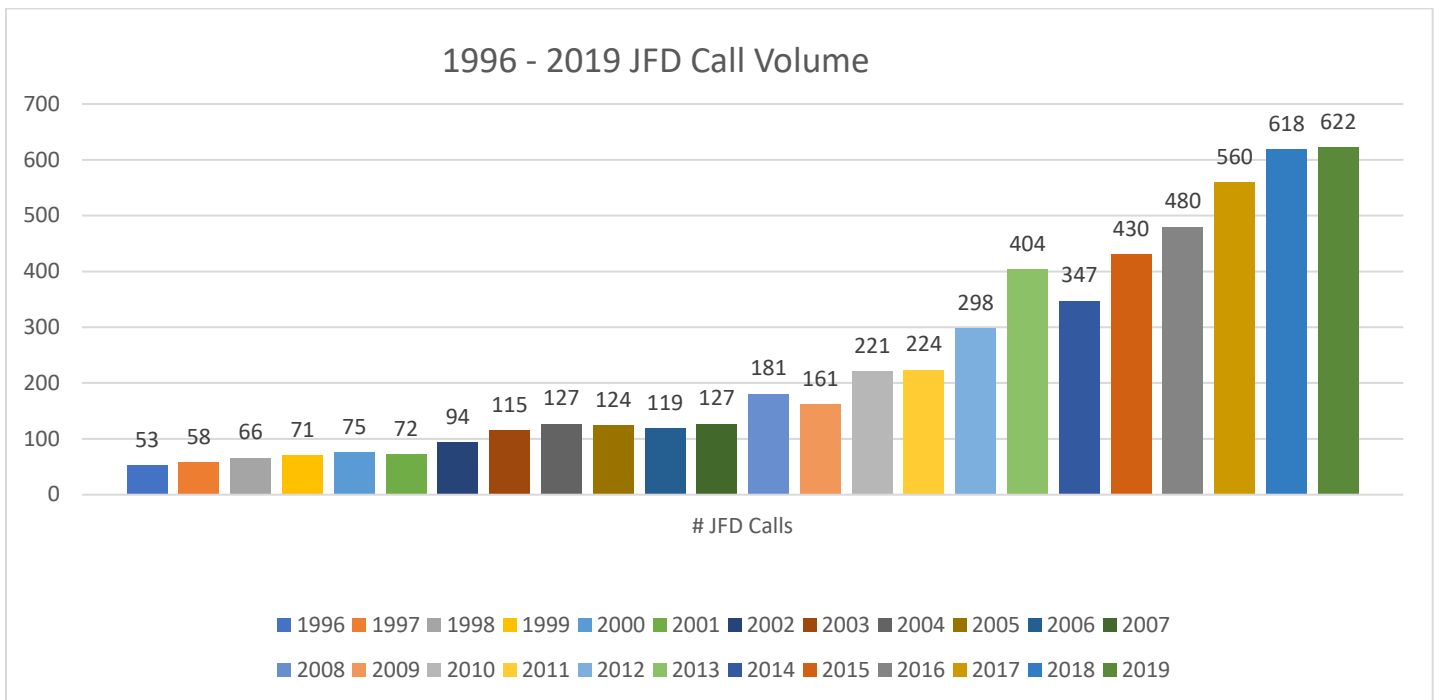
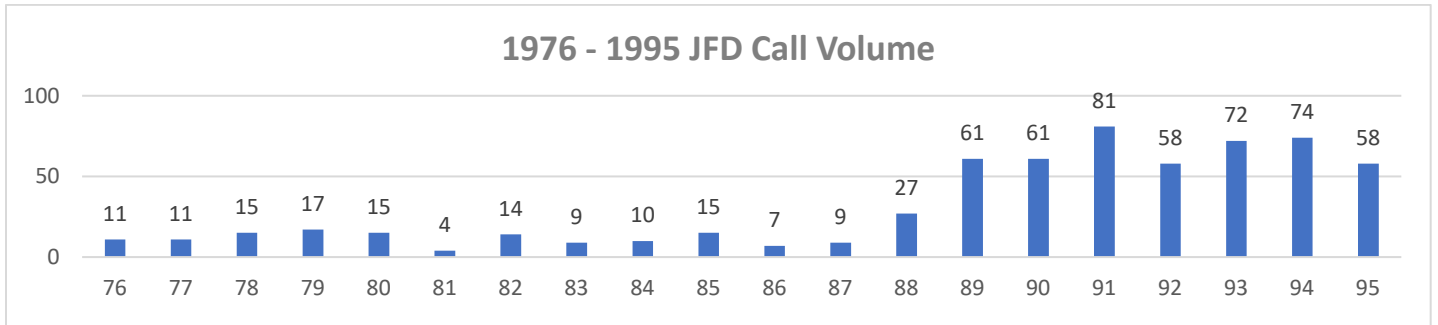
December 2020 Calls

Incident	Date	Time	Day of week	Additional Info
152	12/3/20	2:47:00 PM	Thursday	Domestic Violence Cancel per PD
20-238	12/4/20	1:00:00 PM	Fri	Assist public works water main leak
20-239	12/9/20	9:00:00 AM	Wed	Prepare B-111 for Wildland Assignment
153	12/10/20	8:00:00 AM	Thursday	CA OSC CNF Cover assignment
154	12/11/20	7:05:00 AM	Fri	Single vehicle MVA non injury
20-240	12/14/20	7:30:00 AM	Mon	Assist JPD with oversized vehicle
20-241	12/14/20	8:30:00 AM	Mon	Assist JPD with oversized vehicle
20-242	12/14/20	11:00:00 AM	Mon	Assist with disabled vehicle
20-243	12/14/20	12:00:00 PM	Mon	42 yof basic first aid
20-244	12/15/20	8:00:00 AM	Tue	assist with disabled vehicle
20-245	12/19/20	8:00:00 AM	Sat	Station Staffing
20-246	12/21/20	8:00:00 AM	Mon	Assist Public works with sewer leak
20-247	12/21/20	8:30:00 AM	Mon	assist JPD with disabled vehicle
20-248	12/21/20	3:00:00 PM	Mon	Assist JPW with water leak
155	12/21/20	11:12:00 PM	Mon	50 yom unknown medical
20-249	12/22/20	7:30:00 AM	Tue	Assist JPD with oversized vehicle
156	12/27/20	7:39:00 AM	Sun	EMS 40yof diabetic issue
20-250	12/28/20	9:00:00 AM	Mon	Assist JPD with oversized vehicle

20-251	12/28/20	5:00:00 PM	Mon	Chain up response vehicles
20-252	12/29/20	9:00:00 AM	Tue	Assist resident with burn piles

Incident Date Time Day of week Additional Info

Call Volume from 1976 to 2018



Each call has an activity sheet filled out, a 2-to-10-page written report depending upon the nature of the call, and they all get logged in on three separate spreadsheets and a report we send to DHS through Firehouse software. The fire department also fills out an activity sheet for each training, work session, rope drill, and meeting, which also get logged in on three different spreadsheets.

Volunteer Personnel

The official name for our department is the Jerome Volunteer Fire Department, although we are a combination department consisting of volunteers and paid staff. Paid staff include the fire chief and 2 duty officers. The remainder of the personnel is paid-on-call. Paid-on-call members of the fire department receive a flat \$13.50 when they respond to a call, regardless of the amount of time required to complete the assignment. Our recruit

members are paid \$6.75 per training and call attendance. Our Associate Member program allows a firefighter or EMT to come train with us and staff when they are available at no cost to the Jerome Fire Department.

Members of the Jerome Volunteer Fire Department responded to 408 calls for service this year. Of those calls, 150 were after normal work hours (8 am to 4 pm), weekends, and holidays. In addition to the calls, 79 meetings, trainings, and work sessions were also after hours. A normal week is 40 hours per week with two days off, a total of 2080 hours a year. The fire department staffs 24/7 with a total of 9,605 hours a year.

In 2020 the total amount paid to the volunteer firefighters was \$16,443.00. Budgeted was \$24,000. This amount represents payment for participation in 489 different events including calls, trainings, drills, and meetings. The Town is very fortunate to receive the generous services of these volunteers. It would be an impossible financial burden for the town to match the salaries paid for comparable work in the surrounding towns of the Verde Valley.

The paid-on-call personnel are, by far, the heart of the Jerome Volunteer Fire Department. Being a paid-on-call member of the fire department means that you carry a pager and/or a radio, and when a call comes in you drop whatever you are doing and respond to the fire station, 24 hours a day, 7 days a week, if you are available. Calls range from simple EMS to heart problems, rescue assignments with extrication, to commercial, residential, and Wildland working fires.

When these calls come in, members of the fire department leave their families and businesses and respond to assist their community. Most do not do this for the pay, obviously. Some do it because they care about their community. Others do it because they want to help people. And others even do it to further their education and careers with other departments. But we all do it because of the camaraderie and the fact that we know that we are members of the last volunteer fire department in the Verde Valley.

Although it is economical for the town to try to maintain a volunteer agency with two full-time employees, it is very challenging to maintain the highest standards of administration and operations. There is a large amount of paperwork including tracking budgets, equipment, apparatus, personnel, hydrants, station maintenance, and the 161 businesses that need to be inspected yearly in accordance with adopted town codes.

The town budgets about \$299,000 for wages, salaries, fuel abatement wages, wildland personnel wages, workmen's comp, and all other benefits for 26 fire department personnel. I would like to express my gratitude to those who make it possible to respond 24 hours a day, 7 days a week to calls for help in and around Jerome.

We assist other agencies on many automatic aid calls. Our personnel, though volunteer, have the same certifications as any other paid personnel in the fire service. Many of our volunteers have been hired on with other agencies and still provide volunteer service to the town. Time after time, I hear from the other chiefs, officers, and crews on scene how happy they are to see us when we respond. In addition to the time given to our town, some of our personnel are also involved in mentoring the Fire Academy each spring semester at Yavapai College in Cottonwood.

We are a small group of people that make up one of the best-equipped, best-trained, fastest-responding fire departments in the State of Arizona.

Rank	Name	Meetings Possible 79	Calls Possible 408	Totals M+C	MEMBER SINCE
Fire Chief - FF2 – EMT – RR-WLFFT2	Rusty Blair	79	361	440	01/98

EMS Captain - EMT - RR	Burt Doss	30	19	49	07/96
Captain - FF2 – Paramedic – RR - Engineer	Matt Poe	21	19	40	01/15
Captain - FF2	Jay Kinsella	38	94	132	08/12
Lieutenant - FF2 – EMT - RR	James Paisano	22	2	24	06/14
Captain-ENGB-FF2-EMT	Carl Whiting	8	31	39	9/20
Assistant Chief RR, Ops/Tech Instructor - EMT	Allen Muma	51	52	103	7/15
FF2 - FR	Michael Higginson	32	51	83	9/83
FF2	Jacob Giles	17	23	40	4/20
WWFT2 FF2	Casner Dudley	24	14	38	9/19
FF2- EMT- WLFFT	Andy Peterson	20	8	28	06/18
Lieutenant-FF2- EMT- WLFFT2	Rick Hernandez	40	78	118	6/15
FF2 - Hazmat	Sean Bauer	25	70	95	10/16
EMT	Jessica Reese	24	34	58	9/17
RR – Rope Tech	Kerry Lee	44	71	115	2/13
FF2	Keith Lazaro	30	44	74	8/18
RRT	Jason Supple	39	23	62	12/14
FF2 – EMT-WLFFT2	Ian Haney	27	29	56	10/16
EMT	Rusty San Felice	30	20	50	07/19

Recruits

WLFFT2	Micah Braden				
WLFFT2	Jason Lohman	8	2	10	1/18

Associates *(Not reporting on them)*

EMT	Marty Stan				5/15
EMT	Lana Stan				7/17
FF 1 - EMT	Lee Ondovchak				1/18
WWFFT2-FF1	Katie Sealey				6/20

Thanks for your continuing support.
Fire Chief Blair
Jerome Volunteer Fire Department

JEROME MUNICIPAL COURT
CASH REPORT
MONTH OF DECEMBER 2020

TOWN REVENUE

TRAFFIC & CRIMINAL FINES	\$ 1,922.80
DEFENS DRIVING DIVERSION FEE	\$ 440.00
ATTORNEY FEES REIMBURSEMENT	\$ 101.69
DEFAULT FEE	\$ 350.00
OFFICER SAFETY EQUIPMENT - PD	\$ 72.88
DEFERRED PROSECUTION FEE	\$ 240.00
LICENSE PLATE VIOLATION	\$ 307.31
WARRANT FEE&OVERPAYMENT FORFEIT	\$ 200.00
COURT SECURITY FEE	\$ 500.00
TOTAL TOWN REVENUE	\$ 4,134.68

YTD

COURT RI COURT ENHANCEMENT FEE	\$ 100.00	\$ 44,774.68
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REMITTEE CLEAN ELECTION FUND (16-949D;16-954C)	\$ 220.94
CRIMINAL JUSTICE ENHANCE FUND	\$ 927.87
DNA STATE 3%	
FARE DELINQUENCY FEE	\$ -
FARE SPECIAL COLLECTION	\$ -
FARE ENHANCED SPEC COLLECT FEE	\$ 113.49
FARE ENHANCED DELINQUENCY FEE	\$ 49.00
FILL THE GAP 7%	\$ 154.63
DUI ABATEMENT FUND	\$ -
JUDICIAL COLLECTION ENHANCE FUND	\$ 104.00
EXTRA DUI ASSESSMENT	\$ -
PEACE OFFICER TRAINING EQUIP FUND	\$ 70.69
MED SERV ENHANCE 11% (36-2219.01;23-116.0)	\$ 287.18
2011 ADDTNL ASSMT-STATE TRSR	\$ 145.85
PRISON CONSTRUCTION	\$ 169.00
PROBATION SURCHARGE	\$ 364.56
ADPS FORENSIC FUND	\$ 132.51
PUBLIC SAFETY EQUIPMENT FUND	\$ 391.00
VICTIMS RIGHTS PENALTY ZVCAF	\$ 61.64
VICTIMS RIGHTS ENFOR ASSMT FUND	\$ 36.47
VICTIM'S RIGHTS FUND ZVRF	\$ 102.42
TOTAL STATE REVENUE	\$ 3,331.25

REMITTEE JAIL (INCARCERATION FEES)	\$ 138.31
2011 ADDTNL ASSMT - CNTY TRSR	\$ 18.25
TOTAL COUNTY REVENUE	\$ 156.56

YTD

LOCAL JCEF/ TIME PAYMENT ALLOCATION RECEIVED	\$ 56.00	\$ 13,723.73
TITLE 22 Fees		
TOTAL JCEF FEES	\$ 56.00	

UNAPPLIED PAYMENTS		\$	-
RESTITUTION			
TOTAL RECEIPTED FOR MONTH		\$	7,778.49
	Received During the Month	\$	-
BONDS	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 December 2020

s/
Joan Dwyer, Magistrate



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

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

DECEMBER 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.
- ❖ Made necessary monthly postings for Admin Charges and transfers from the Parking fund to both the Water and Sewer departments.
- ❖ Ran monthly fund, departmental, and vendor reports.
- ❖ Created a December summary budget to actual report for General, Utility, Road and Parking funds.
- ❖ Continued working with our CPA before the audit, making sure the Town's finances were in order.
- ❖ Completed the annual audit this month. Continuing to work with the auditors as needed.

HR Duties:

- ❖ Continuing to work on completing the 1099NECs, 1099Rs, 1095B/1094Bs, and form 945 for the yearly IRS filings.
- ❖ Helped two employees enroll for/change their health benefits.
- ❖ Public Works added three new crewmembers this month. Entered them into the payroll system and ran them through AZ New Hire and EVerify.



Founded 1876
Incorporated 1899

TOWN OF JEROME, ARIZONA
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January 2021 Staff Report (December activity)

Respectfully submitted by Rosa Cays, Deputy Town Clerk

- ⚙ Assisted in preparing agenda packets for the P&Z/Council joint meeting and the Council Design Review meetings; took minutes for the four videoconference meetings and transcribed the minutes.
- ⚙ Attended the six sessions of the League's Virtual 2020 Newly Elected Officials training.
- ⚙ Attended the Yavapai County briefing on COVID vaccines for Retail Food Industry Workers, Government Workforce, and Essential Workforce.
- ⚙ Archived signed resolutions, ordinances, meeting minutes, and agenda packets for the town's records for Council, Design Review, and P&Z.
- ⚙ 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 as well as the end-of-month reconciliations for November.
- ⚙ Continue to assist staff members, department heads, board members, and residents with a range of inquiries or tasks and help answer the phone when needed.



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

January 2021 staff report for December 2020 activity submitted by Kristen Muenz

Utilities

Current debt (45 days past due):

Twenty-two accounts were on the shut-off list at the beginning of December. No accounts were sent Yellow Tags and no shutoffs were completed per our pandemic relief. Letters are being sent to seven accountholders who have not made payments, or promise of payment, in more than 60 days with an offer for a payment plan to be set up in order to get their balances caught up.

Balance owed on these accounts from December billing: \$12,387.12

Balance owed at end of December: \$9,733.39

A copy of the January AR Aging report is attached.

Business Licenses

Applications submitted: 10

Issued: 11

In process: 9

Renewal reminders went out to 8 businesses whose licenses expired at the end of December and we received an additional application for 2 new businesses (Clinkscale and Jerome Ghost Tours.) We are still offering to waive the 2020 license fee for those that have been closed for most of the year due to the pandemic but are now transitioning into applications for 2021.

Rentals

Two renters have not made a payment in December. The first is behind by four months. The second renter is behind by nine months; this renter has contacted us this month to promise to pay soon. No action has been taken against any renters who fell behind due to the pandemic.

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 Charge Item Summary By User Type

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ChargeItem	Future	Current	Age2	Age3	Age4	Age5	Balance
UserType: Commercial							
Credit	\$0.00	(\$1,045.93)	\$30.37	\$0.00	(\$137.56)	(\$494.56)	(\$1,647.68)
Water	\$0.00	\$3,999.08	\$626.78	\$179.89	\$82.34	\$915.89	\$5,803.98
Sewer	\$0.00	\$4,210.36	\$804.17	\$230.81	\$105.65	\$1,475.95	\$6,826.94
Trash	\$0.00	\$2,624.15	\$874.62	\$266.88	\$178.78	\$2,290.49	\$6,234.92
Tax	\$0.00	\$331.53	\$61.71	\$17.71	\$8.11	\$102.81	\$521.87
Misc	\$0.00	\$30.00	\$15.00	\$0.00	\$0.00	\$0.00	\$45.00
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	\$10,149.19	\$2,412.65	\$695.29	\$237.32	\$6,450.58	\$19,945.03
UserType: Residential							
Credit	\$0.00	(\$892.95)	(\$142.94)	\$0.00	(\$60.12)	(\$2,688.01)	(\$3,784.02)
Water	\$0.00	\$8,544.19	\$1,878.22	\$502.27	\$257.77	\$2,997.59	\$14,180.04
Sewer	\$0.00	\$7,906.77	\$1,976.38	\$491.26	\$255.61	\$4,082.13	\$14,712.15
Trash	\$0.00	\$6,228.12	\$1,687.35	\$408.03	\$231.49	\$2,717.54	\$11,272.53
Tax	\$0.00	\$834.75	\$184.12	\$45.81	\$25.40	\$379.16	\$1,469.24
Misc	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$93.55	\$93.55
Late Fee	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,769.45	\$5,769.45
LMP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
UserType: Residential (8)	-----	-----	-----	-----	-----	-----	-----
Subtotal --->	\$0.00	\$22,620.88	\$5,583.13	\$1,447.37	\$710.15	\$13,351.41	\$43,712.94
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

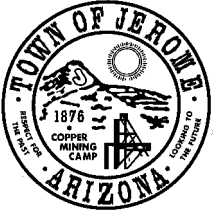
Charge Item Summary By User Type

ChargeItem	Future	Current	Age2	Age3	Age4	Age5	Balance
UserType: Commercial							
Credit	\$0.00	\$0.00	(\$120.00)	\$0.00	(\$79.50)	\$0.00	(\$199.50)
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	\$6,488.26	\$296.17	\$296.17	\$296.17	\$1,859.38	\$9,236.15
Gas	\$0.00	\$134.32	\$0.00	\$0.00	\$0.00	\$0.00	\$134.32
Electric	\$0.00	\$344.01	\$0.00	\$0.00	\$0.00	\$0.00	\$344.01
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	\$6,966.59	\$176.17	\$296.17	\$216.67	\$1,859.38	\$9,514.98
UserType: Default							
Credit	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Misc	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
LMP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
UserType: Default (3)							
Subtotal --->	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Grand Total (35)							
=====>	\$0.00	\$40,326.66	\$8,171.95	\$2,438.83	\$1,164.14	\$21,661.37	\$73,762.95

Charge Item Summary

ChargeItem	Future	Current	Age2	Age3	Age4	Age5	Balance
Credit	\$0.00	(\$1,938.88)	(\$232.57)	\$0.00	(\$277.18)	(\$3,182.57)	(\$5,631.20)
Water	\$0.00	\$12,712.96	\$2,505.00	\$682.16	\$340.11	\$3,913.48	\$20,153.71
Sewer	\$0.00	\$12,334.83	\$2,780.55	\$722.07	\$361.26	\$5,558.08	\$21,756.79
Trash	\$0.00	\$9,038.19	\$2,561.97	\$674.91	\$410.27	\$5,008.03	\$17,693.37
Tax	\$0.00	\$1,182.97	\$245.83	\$63.52	\$33.51	\$481.97	\$2,007.80
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	\$7,929.45	\$7,929.45
Rent	\$0.00	\$6,488.26	\$296.17	\$296.17	\$296.17	\$1,859.38	\$9,236.15
Gas	\$0.00	\$134.32	\$0.00	\$0.00	\$0.00	\$0.00	\$134.32
Electric	\$0.00	\$344.01	\$0.00	\$0.00	\$0.00	\$0.00	\$344.01
Utilities	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
LMP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Grand Total (12)	\$0.00	\$40,326.66	\$8,171.95	\$2,438.83	\$1,164.14	\$21,661.37	\$73,762.95

Customer Count = 384



TOWN OF JEROME, ARIZONA

POST OFFICE BOX 335, JEROME, ARIZONA 86331

Barry Wolstencroft , Building Official

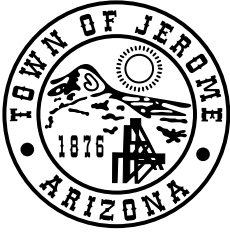
Office: (928) 634-7943 Fax: (928) 634-0715 b.wolstencroft@jerome.az.gov

Founded 1876

Incorporated 1899

DECEMBER 2020

1. Inspected foundation for a new single-family residence at 18 North Drive.
2. Issued permit for continued remodel at 538 School Street.
3. Inspected air tested sewer line to main at 11 Rich Street.
4. Final inspection at 120 Main Street for exterior ornamental façade.
5. Met with property owner to discuss future garage at 35 Rich Street.
6. Exterior shear nailing inspection at 639 Center Ave.
7. Inspection for replacement electrical meter at 146 Juarez Street.
8. Business license inspections.



Town of Jerome – Zoning Administrator’s Report

Council Meeting Date: Tuesday, January 12, 2020

Prepared by: John Knight, Zoning Administrator

- P&Z – Dec. 16th: Meeting cancelled due to lack of agenda items.
- DRB – Jan. 4th: Meeting cancelled due to lack of agenda items.
- Upcoming January P&Z Meeting – Jan. 20th: Hearings for residential lodging and work sessions on other code amendments.
- Code Enforcement: Working on developing a code enforcement strategy for Council review at a future meeting. Prepared a code enforcement complaint form in coordination with Kristen Muenz.
- Miscellaneous
 - 146 Juarez – applicant removed covered portion of the deck and returned the roof to its original format.
 - Residential parking permit coordination – letter sent regarding permit denial for 537 School Street.
 - Mexican Pool – meeting with real estate agent and coordination with potential buyers.
 - Holly Vacant Lot – coordinating with owner of vacant lot on Holly regarding building a new home on the site.
 - “Tamale Ladies House” – front desk received a call from the owner about possible rehabilitation of the house.
 - Verde Exploration – coordinating with Verde Exploration staff about possible changes to the old high school and the Engineer’s building.
 - Lot Line Adjustment – possible lot line adjustment between Haskin’s Apartments and Turquoise Spider properties.
- Design Guidelines Grant: working on an RFP (or RFQ)
- Community Garden Update: On hold until spring.



TOWN OF JEROME

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

REGULAR MEETING OF THE DESIGN REVIEW BOARD

Monday, December 7, 2020, 6:00 pm

ACTION MINUTES

Item 1: Call to order 6:00 p.m.

Item 2: Petitions from the public – *No petitions from the public.*

Item 3: Approval of Minutes: Minutes of the regular meeting of November 2, 2020

APPROVED

Continued Items/Old Business: None

New Business:

Item 4: Design Review for a deck and access stairs

Applicant: Elias Wetzel

Address: 146 Juarez Street

Owner of record: Prochaska, Edward J. and Nancy E. Trust

Zone: C-1/AR

APN: 401-06-133C

Applicant is seeking preliminary and final design review to expand a deck and install new exterior access stairs.

Discussion/Possible Action – DRB Reso. 2020-32

APPROVED

Item 5: Design Review for window replacement

Applicant: Copper Star Remodeling (Scott Hudson)

Address: 538 School Street

Owner of record: Bustrin Family Trust (Janet and Robert Bustrin)

Zone: C-1

APN: 401-06-092

Applicant is seeking preliminary and final design review to replace an existing bay window with two new windows.

Discussion/Possible Action – DRB Reso. 2020-33

APPROVED

Item 6: Design Review for new sign

Applicant: Aeron Bailey

Address: 403 Clark Street, B-7

Owner of record: 1299 Properties

Zone: C-1

APN: 401-06-152H

Applicant is seeking preliminary and final design review for a new sign for Jerome Ghost Tours.

Discussion/Possible Action – DRB Reso. 2020-34

APPROVED

Item 7: Design Review for paint and siding

Applicant: Greg Worth

Address: 639 Center Avenue

Owner of record: Gregory A. Worth Living Trust

Zone: R1-5

APN: 401-08-037

Applicant is seeking preliminary and final design review for paint colors and installation of cement board siding.

Discussion/Possible Action – DRB Reso. 2020-35

APPROVED

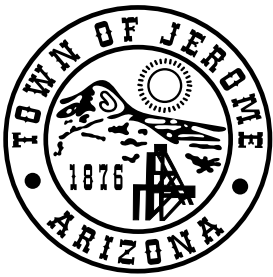
Informational Items (Current Event Summaries):

Item 8: Updates of Recent and Upcoming Meetings: John Knight, Zoning Administrator

- a) **November 10, 2020 Council Meeting** – Recreational marijuana sales prohibition, beekeeping ordinance, direction on residential permit parking, district sign discussion, appointment of Mike Harvey to Planning and Zoning Commission
- b) **December 1, 2020 Joint Planning and Zoning Commission/Council Meeting** – discussion on respective roles and responsibilities of P&Z and Council, and discussion and direction on code amendments for setbacks, appeals process, administrative approval of small projects, residential lodging, signs, mixed use, and telecommunications

Item 9: Future DRB Agenda Items for January 4, 2020: No items currently scheduled

Item 10: Adjourn 6:40 p.m.



TOWN OF JEROME

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

MINUTES
SPECIAL MEETING OF THE JEROME TOWN COUNCIL
VIA ZOOM
TUESDAY, NOVEMBER 24, 2020 AT 4:00 PM

<p>ITEM #1: 4:02</p>	<p>CALL TO ORDER/ROLL CALL</p> <p>Mayor/Chairperson to call meeting to order.</p> <p><i>Mayor Jack Dillenberg called the meeting to order at 4:02 p.m.</i></p> <p>Town Clerk to call and record the roll.</p> <p><i>Town Manager/Clerk Candace Gallagher called the roll. Present were Mayor Dillenberg, Vice Mayor Mandy Worth, and councilmembers Alex Barber, Sage Harvey, and Jane Moore. Also present were Public Works Director Marty Boland, Town Engineer Krishan Ginige, Wastewater Plant Operator Henry MacVittie and Mike Krebs, Taylor Pierce and Duong Do of PACE Engineering.</i></p> <p>Note: The meeting recording began just following the roll call.</p>
<p>ITEM #2: 4:03 (0:09)</p>	<p>WASTEWATER TREATMENT PLANT</p> <p>Council will discuss with its engineers options for improvements to the wastewater treatment plant, and options regarding the Town's existing permit with ADEQ, and may take action in this regard.</p> <p><i>Mike Krebs of PACE started the discussion. He mentioned the recent field trip by Council to the wastewater treatment plant and said that during a phone call two days later, ADEQ stated they want to understand the ongoing testing at the plant and the path forward with a compliance date.</i></p> <p><i>He addressed others who were on the call and encouraged them to add any details.</i></p> <p><i>Henry MacVittie spoke about ongoing testing and said the most recent impact ratios had been discussed.</i></p> <p><i>Mayor Dillenberg said everyone knows improvements need to be made and the three issues to deal with are 1) fix the roads to the plant; 2) get the pipes and other equipment needed down to the plant safely and efficiently; and 3) build out the site to meet the needs of Jerome for the next 20 to 25 years. He said he wanted an excellent, secure water system and wants these three issues dealt with together and not gradually. The mayor said it may cost a few million dollars, but he wants to figure out how to get the funds including reaching out to state and federal funding sources.</i></p> <p><i>Mr. Krebs said one thing discussed was to use funds available right now (\$30K grant from USDA) to help with the plant evaluation and determination, and that it has been stalled due to the pandemic. Funds could be used to put together a preliminary engineering report to possibly obtain more USDA funding. In that report, they would look at types of treatment plants, costs, capital/operational costs, and a 20-year lifecycle cost. He said the route to the plant will depend on where the plant is located. An evaluation could include possible alternative locations. Mr. Krebs suggested moving forward, submitting an evaluation, and seeing if Jerome could get additional funding from the USDA. He said early spring is good time to get it in as it will fit in with the USDA's funding cycle.</i></p> <p><i>Mayor Dillenberg liked the idea and said having a full plan seemed to be the way to go.</i></p> <p><i>Mr. Krebs said that ADEQ would be excited about the plan. He referred to the last page of the agenda packet regarding a compliance plan that could be put together. He also reminded everyone that discussions were had about a collection system as part of this project, which is why they wanted Public Works Director Marty Boland in on the planning.</i></p> <p><i>Mr. Boland said getting together with the team and discussing the problems with the system would be a smart step. He also agreed that doing the whole project at once would be a good idea, including putting a trunk line along whatever road is built so they have access to it.</i></p> <p><i>Ms. Gallagher asked Mr. Krebs if ADEQ would agree to a tentative plan should the funding not come through.</i></p> <p><i>Mr. Krebs said perhaps once the pandemic has passed, they can approach USDA about funding. He said it has been great to work with USDA to help communities like Jerome and that the money is there (\$70 million has been spent in Arizona). He also said that to have this project be successful, they must lean on Mr. Ginige, Mr. MacVittie, Mr. Boland, and Ms. Moore for the necessary information to submit to the USDA.</i></p> <p><i>(15:19)Ms. Moore shared her concern about Jerome being in full compliance by 2022. Ms. Moore said it seemed everyone could agree to move forward but wondered if the work could be done in time to meet ADEQ's requirements.</i></p>

Mr. Krebs confirmed that ADEQ did say 2022, but that Jerome's team had told them it would take two to three years to get the plant project funded, designed, and built and that they seemed alright with that. He added that they need to look at the location options should they decide to relocate the plant.

Ms. Moore asked Mr. Krebs if he had a map of the properties where the current sewer plant sits. Mr. Krebs said he did and that there are two parcels there: one is a 32 -acre parcel and a much smaller one at the top of the hill.

Ms. Gallagher noted that the town still has the option to withdraw from the AZPDES permit and asked Mr. Krebs if there was a downside to doing so. Mr. Krebs said there was always a risk associated with eliminating the permit.

[Long pause due to audio issues.]

(23:27) Krishan Ginige agreed that a new treatment plant as well as the other aspects and challenges of the project need to be looked at together. He said that Ms. Moore had mentioned logistical challenges, and analysis of the project may help find better places to locate the system. Mr. Ginige stated that the project needs to get to a point where everyone is comfortable to move forward and that it was too early to be changing our permit status with ADEQ.

Vice Mayor Worth said she wanted to make sure that everyone on the team understood the direction being given to them.

Mayor Dillenberg added that his understanding was that everyone wants to go forward with using the \$30K to develop a plan to submit to ADEQ, and that the emphasis was on what Council wants to achieve, how to achieve it, and put a plan in place to accomplish it.

Ms. Moore said everyone seems to be on board with wanting to work toward bringing the sewer treatment plant into compliance. She asked if the \$30k would be enough to figure out the logistics to develop a plan for a new treatment plant.

Mr. Krebs said he was confident it was enough funding and that some of the costs could be converted to a preliminary engineering report for USDA. He said an environmental report may also need to be done, but that the locations to be considered would need to be identified first. He encouraged looking at ideas together and "let's do it once and do it right" to get things moving as quickly as possible.

(30:10) Mr. Ginige brought up the logistical components and said the site challenges need to be discussed. Ms. Moore asked if testing will continue as the project progresses.

Taylor Pierce of ADEQ told her yes, the effluent will still need to be tested, although the influent no longer needs to be tested.

Mayor Dillenberg thanked Mr. Pierce for his work. He then commented on the importance of this project. Ms. Gallagher asked Mr. Krebs if a formal motion was needed from the Council. He said ADEQ would probably appreciate it. He suggested wording for the motion.

Vice Mayor Worth offered to make a motion.

Ms. Moore asked that the motion include a statement about the \$30k. A brief discussion ensued.

Motion to move forward with upgrading the existing wastewater treatment plant with the option to build a new mechanical plant, and that the \$30K will be used to assess the existing plant.

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

ITEM #3:

ADJOURNMENT

Motion to adjourn at 4:42 p.m.

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

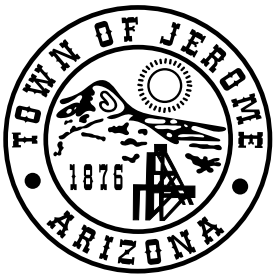
APPROVE:

ATTEST:

Dr. Jack Dillenberg, Mayor

Candace B. Gallagher, CMC, Town Manager/Clerk

Date: _____



TOWN OF JEROME

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

MINUTES

SPECIAL JOINT MEETING OF THE JEROME TOWN COUNCIL AND THE JEROME PLANNING & ZONING COMMISSION

VIA ZOOM

TUESDAY, DECEMBER 1, 2020 AT 6:00 PM

<p>ITEM #1: 6:01 (1:57)</p>	<p>CALL TO ORDER/ROLL CALL</p> <p>Mayor/Chairperson to call meeting to order. <i>Mayor Jack Dillenberg called the meeting to order at 6:01 p.m.</i></p> <p>Town Clerk to call and record the roll for Town Council. <i>Town Manager/Clerk Candace Gallagher called the roll. Present were Mayor Dillenberg, Vice Mayor Mandy Worth, and councilmembers Alex Barber, Sage Harvey, and Jane Moore. Also present were Zoning Administrator John Knight and Deputy Town Clerk Rosa Cays.</i></p> <p>Deputy Clerk to call and record the roll for Planning & Zoning Commission. <i>Zoning Administrator John Knight called the roll [Ms. Cays was having audio problems]. Present were Chair Jessamyn Ludwig, Commissioners Lance Schall and Henry Vincent, Vice Chair Chuck Romberger, and Commissioner Mike Harvey.</i></p>
<p>ITEM #2: 6:03 (4:38)</p>	<p>(P&Z ONLY): PRELIMINARY/FINAL SITE PLAN REVIEW FOR A DECK AND ACCESS STAIRS AT 146 JUAREZ STREET</p> <p>Planning and Zoning Commission will review proposed exterior improvements to extend an existing deck and add exterior stairs to a residential structure at 146 Juarez Street (APN 401-06-133C).</p> <p><i>Chair Ludwig read the zoning ordinance definition of deck aloud: "An open structure at least twelve (12) inches above the ground that is located in the front, rear, or side yard or court of a property. When a structure has a roof or wall enclosure that keeps out the elements, it is not a deck and shall be deemed part of the primary structure ..." She then pointed out that the residence was in the AR zone, therefore the structure (not deck) needed a 20-foot setback.</i></p> <p><i>Mr. Knight said he had missed the definition of deck in the ordinance, but that he did talk with the applicant about this and that he has two choices: he can adjust the covered deck portion or remove the roof. He said the commission could add a condition to approve the project, table it, or deny it for noncompliance.</i></p> <p><i>Commissioner Mike Harvey said he had gone to the site and that it looked like the applicant was only adding six (6) to eight (8) square feet for an overhang. He asked if this was considered restructuring the entire thing.</i></p> <p><i>Mr. Knight replied that it was considered an expansion of the structure—but also of a nonconforming situation: the AR zone requires a 20-foot front or street setback. He has asked the applicant to meet with a surveyor to determine the front property line. If it were just a deck, the setback requirement is five (5) feet.</i></p> <p><i>Mr. Knight shared that he had been notified that construction was in progress without permits in place and stopped the work, and the applicant has since agreed to go through the mandatory process.</i></p> <p><i>(9:20) Contractor Elias Wetzel apologized for being noncompliant. He understands a surveyor is needed to determine the precise property line and that if the structure meets the 20-foot setback, he will add the roof to the 12-square-foot addition to the deck.</i></p> <p><i>Chair Ludwig said the commission could conditionally approve the project or wait for the survey.</i></p> <p><i>Commissioner Lance Schall said rather than table and wait for another meeting, he was inclined to conditionally approve the resolution.</i></p> <p><i>(12:27) Mr. Craig Hudson, son-in-law of the Prochaskas (owners of the property), said he was the one who hired Mr. Wetzel. He asked if it is determined that the setback is less than 20 feet, if it would be possible to contest the decision or get a variance.</i></p> <p><i>Mr. Knight said he would have an option to appeal to the Council or pursue a variance and take it to the Board of Adjustment.</i></p> <p><i>Mr. Hudson asked about the likelihood of getting a variance.</i></p> <p><i>Mr. Knight replied that without clear evidence that criteria was being met, it would not likely be approved.</i></p>

Mr. Hudson pointed out that the deck itself has been there and is not being extended into the setback any more than it currently is. Mr. Knight explained that it would be increasing a nonconforming situation. Chair Ludwig said she agreed with Mr. Schall and that a conditional approval would be a suitable option. Mr. Schall clarified that the approval would be a choice between two conditions for the applicant: meet the 20-foot setback criteria and build the overhang with the deck extension, or just extend the deck. If the applicant wanted to try a third condition, he would have to come back before the commission.

Motion to approve the site plan (Resolution 2020-17) on the condition it meets the required setback for the roof over the deck extension

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

**ITEM #3:
6:16 (17:07)**

RESPECTIVE ROLES AND RESPONSIBILITIES OF P&Z AND COUNCIL

Council and the Commission will discuss their respective roles and responsibilities, and any concerns in that regard.

Mayor Dillenberg expressed appreciation on the Council's behalf for the P&Z Commission and the work they do. He said because of recent discussions about the role of P&Z, that it was inferred that the Council wanted to take over the commission's responsibilities, which he clarified is not the case. He said he wanted to get a clear understanding of each group's respective roles and to do it in the spirit of good faith, goodwill, collaboration, and appreciation.

Chair Ludwig said she felt the same about the Council and her fellow commissioners; that she wanted cooperation and clarity between the two and suggested they all move forward and see how it goes.

[At this point, the meeting inadvertently moved to the next item.]

Councilmember Harvey asked if they had skipped item #3; that it was not clear that Mayor Dillenberg had opened it up for discussion. Ms. Harvey referred to the zoning ordinance and asked the P&Z commissioners if they had read Article 1 – Administration, the sections on Purpose and Powers and Duties. She pointed out that it was clear in the ordinance that P&Z is an advisory committee, and that the reason they have authority to approve final site plans is because Council passed an ordinance stating so, which they also have the right to change. She reiterated that Council is not trying to take away control and referred to the state statute Title 9, chapter 4, article 6, that also states that P&Z is an advisory committee to council.

Mayor Dillenberg said he appreciated Ms. Harvey's attention to detail and believes everyone wants to do the best they can for Jerome.

Councilmember Moore said that the previous item on the agenda was a good example of the necessity to catch things in the P&Z applications to make sure they meet zoning requirements; she commended Chair Ludwig. She listed some of the challenges, like the pressure to get things done quickly; sticky, nonconforming structures, and conflicts in the zoning ordinance itself. She acknowledged that it's a hard job and appreciated the commissioners' willingness to do the work. Ms. Moore wants the two boards to work together to catch these anomalies.

Councilmember Barber thanked everyone and clarified that Council would like to look at final site plan approvals, not take them away from P&Z, especially if they are controversial.

Vice Mayor Worth also shared her appreciation for the commissioners. With the mayor and Chair Ludwig's approval, she asked if a brief synopsis of the two groups' roles in relation to each other could be expressed. Ms. Gallagher said Council is the appointing body of P&Z and has oversight in that respect and added that Council has given power to P&Z for site plan reviews and took back final approval for conditional use permits a few years ago.

Mr. Knight restated that the Council is the final authority and said that it's good to have an appeals process in place should an applicant be unsatisfied with the decision of a lower body. If the Council is interested in being the final authority, it can diminish the applicant's appeal process and suggested that they be thoughtful of what projects they want final authority on.

Ms. Barber clarified that Council is mostly interested in final approval for new construction and for controversial projects. Ms. Harvey agreed.

Fire Chief Rusty Blair explained how nonconforming situations could be handled by the zoning administrator and that new construction should be able to meet all building requirements. He said the main concern is with expanding nonconforming situations.

Ms. Moore agreed with Chief Blair and said that Council wants to make sure nonconforming situations are not exacerbated or causing issues with fire safety and encroachment on other people's property.

It was agreed that no motion or action was needed, and that this was basically a dialogue between Council and the Planning and Zoning Commission.

6:35 (37:00)

ITEM #4A – SETBACKS, APPEALS AND REVIEW PROCESS

Council and Planning and Zoning Commission will discuss possible ordinance amendments related to setbacks, yard requirements, and appeals to Council.

Mr. Knight clarified that three topics would be covered under this item: setbacks for stairs; front, back and side yards; and the appeals process.

Chief Blair said P&Z has done a good job on stairs setbacks and access, and that they are consistent with setbacks for decks. He did say that the deck ordinance should also be addressed and likely revised to require fire-resistant materials be used for second-story decks.

Mayor Dillenberg moved the discussion forward to yards.

Chief Blair said that front and back yards are important in consideration of fire safety. He mentioned the minimal setbacks needed for side yards to allow room to move firefighting apparatus and that many nonconforming structures exist without this. Chief Blair said redefining yards is not ideal and that unusually shaped yards need to go through appeals to make a case. He said if a building with no setbacks is up against a retaining wall with a road above it, firefighters can approach it from the top. He said because of Jerome's uniqueness, each situation needs to be treated as such.

Mayor Dillenberg said the town needs to be sensitive to fire risk. He then asked Chair Ludwig if she wanted to add anything to the discussion. She stated that the commission had made all their recommendations at the P&Z meeting, unless any of the commissioners wanted to add anything.

Ms. Barber suggested adding "with the fire department's approval" to the section on determining yards for unusually shaped yards.

Vice Mayor Worth asked what the P&Z Commission had decided on determining yards, because she could not discern a clear recommendation. She also said it made sense to include JFD on some of these determinations, especially for unusually shaped lots.

Mr. Knight said that in the past, unusually shaped lots were handled on a case-by-case basis, often with the applicant's preference as the determination, according to Commissioner Schall. Mr. Knight said that the language can easily be expanded to include "with review by the Jerome Fire Department."

Chair Ludwig confirmed this was discussed and agreed that having JFD approval is a good idea.

Ms. Harvey also liked the idea of including the fire department to determine a yard for safety reasons.

Vice Mayor Worth referred to the section on setbacks/access stairs in Ms. Gallagher's memo, and asked if the Council as well as the P&Z Commission agreed on the recommended five-foot setback and the requirement of a variance if new stairs would be added. She also asked, if someone needed to repair existing stairs within the setback, would they be allowed to repair and retain those access stairs?

Chief Blair said it would be ideal if steps could be upgraded to meet current fire safety standards and added that the fire department cannot stop someone from fixing their steps.

Mr. Knight said that a five-foot setback for stairs in side yards is reasonable, but that stairs in front yards, like many in Jerome, need to have a zero setback. He said a landing could make it safer. He said he would discuss the details with Chief Blair.

Chief Blair referred to Mr. Knight's analysis (pg. 17 of the agenda packet) and his reference to landings. He also said that if stairs are to be built within ten feet of the lot line, fire-resistant materials must be used and that someone cannot be forced to use fire-resistant materials to repair existing wooden stairs.

Vice Mayor Worth pointed out that "site plan review" was also listed as a topic of discussion for this item.

Ms. Harvey said that regarding the appeals process, she believes a town resident living outside the 300 feet (discussed as the required distance for an appeal) could be adversely affected by a project, especially due to the slope of the town, and suggested the distance be expanded to 500 ft. She also said 15 days to appeal was adequate.

Mr. Knight said that 300 feet—or even 5,000 feet—is not always an appropriate measure, and that adding to the ordinance that an applicant outside the distance for an appeal would need to demonstrate how they were adversely affected by a project would allow for such situations.

Vice Mayor Worth agreed with Mr. Knight and Ms. Harvey on this. She said drainage is also something to consider in these matters.

Ms. Moore reminded everyone that town attorney Bill Sims had made good suggestions on the language about appeals qualifications at the September 21 Council meeting, which is in the minutes.

Chair Ludwig said the commission had discussed that a fee of \$50 for an appeal would be appropriate.

Ms. Harvey asked if staffing costs have been calculated for an appeals process.

Mr. Knight responded that based on the last appeal in Jerome, the process immediately engages attorney's fees and that appeals will vary dramatically. He described the two kinds of appeals: an applicant who is appealing a decision and an appellant who is adversely affected by an applicant's project.

Ms. Harvey said this may need to be considered in setting a fee, and that if it is set too low, it may allow for frivolous appeals.

Ms. Barber asked what other Verde Valley communities charge for the appeals process. She also thought a \$50 fee would not be adequate.

Mayor Dillenberg said the Council may need to set criteria with a variety of fees.

Vice Mayor Worth asked if other jurisdictions use a graduated fee scale.

Mr. Knight said he found dramatic differences in appeals fees; that most are around \$200 and that one town charged in the \$1000s. Another jurisdiction required a deposit by the applicant and fees were assessed against the deposit. Mr. Knight said he would come back with more information via email.

Chief Blair said that regarding the fire code, someone can appeal whether the code was interpreted properly.

Mr. Knight said that appeals of administrative decisions go to the Board of Adjustment; there is no fee, but that the provision is in the ordinance.

Ms. Worth reminded everyone that they still needed to discuss the appeals period and building permit issuance.

Mr. Knight said that an appeals period is typically 15 days and that Cottonwood, Sedona, and Clarkdale all have a 15-day appeals period and that Flagstaff has it set at 10 days. Mr. Knight would suggest 15 days and asked if the town would want to allow work to proceed during the established period. As an example, he said Sedona stops work on a project until after the appeals period has passed.

Mayor Dillenberg agreed that 15 days seemed like a good mark and was in support of holding a building permit until the appeals period ends.

Mr. Knight moved on to P&Z's role in site plan reviews, which currently stop at Planning & Zoning unless a site plan review is appealed. He asked for clear direction on what projects Council wants involvement in and suggested a meeting with two councilmembers and two commissioners to compile a list. He said many jurisdictions use a hearings officer, usually the zoning administrator, to approve some projects, with the caveat that if a project is controversial or other issues are present, then it would involve the boards.

Mayor Dillenberg said he liked the idea of a collaborative meeting with representatives of P&Z and Council and asked Chair Ludwig what she thought. She agreed that it was a great idea and said it does need to be determined what types of site plan reviews Council would want to see.

Ms. Moore referred to the memo from Mr. Sims who wrote that a planning and zoning commission doesn't typically have final approval on site plan reviews and instead, makes recommendations to council for their consideration and action. She said that because of the unusual nature of building in Jerome, she would like Council to review site plans for new construction, nonconforming, and other unusual situations.

Mr. Knight said Mr. Sims's comments were true for ordinance amendments, subdivisions, and larger projects, but site plan reviews are handled by administrative staff or the planning and zoning commission in most local jurisdictions.

Ms. Moore said that because of Jerome's small lots, fire safety, parking, and other anomalies, she wants major construction, even a house on an unusual lot, and nonconforming structures (not small additions or projects) to go before Council. Until the ordinance issues are ironed out, she said having P&Z make recommendations for these types of projects is a good thing.

Ms. Harvey pointed out an issue with the zoning ordinance referred to in Mr. Sims's memo regarding grading and excavating, which Mr. Knight said has been noticed.

Ms. Barber said that with "more eyes on the prize," less things would fall through the cracks, and agreed with Ms. Moore that P&Z and the Council should work together as a team on the "tricky situations."

Mr. Knight encouraged members from both boards to reach out to him if they were interested in meeting the following week to work on a list of projects.

7:10 (1:11:31)

ITEM #4B – ADMINISTRATIVE APPROVAL OF SMALL PROJECTS

Council and Planning and Zoning Commission will discuss possible ordinance amendments to allow small projects to be processed administratively by staff instead of through the Planning and Zoning Commission and Design Review Board/s.

Mr. Knight introduced the item and said it has been discussed long before he started working for the town. He asked for clear direction on what level of projects could be approved by administration and listed examples of projects from the last two years. He said if the process were simpler, it is likely more residents would comply with it.

Chief Blair said he didn't see problems with most of the projects on the list, then began listing projects he would like to see, and asked questions about locations, accessory buildings, setbacks, etc.

Mr. Knight clarified that the projects Chief Blair referred to are not exempt and still need to meet the standards. He said projects would need to be specifically identified in the ordinance that could be approved administratively and could include those that would need to be approved by the fire chief. Mr. Knight said they would all still need to meet P&Z and DRB standards, etc. He said he would get back to Chief Blair about setbacks for accessory buildings.

Ms. Barber pointed out that it wouldn't just be Mr. Knight approving projects, that the building inspector and fire chief would also be involved with some of the applications. Mr. Knight confirmed this.

Ms. Harvey said her concern was #13 (Modifications/improvements to existing residential structures that add no additional square footage) on Mr. Knight's list in his analysis and thought DRB would be involved to preserve the historical value of some homes. She was also concerned about additions of 120 square feet or less and thinks they need to be reviewed by P&Z and DRB. As for walls less than 48 inches tall, Ms. Harvey said many times these are built as retaining walls and need to be engineered and done correctly on Jerome's topography.

Vice Mayor Worth said she agreed that paint stain should not have to go before DRB, but that projects requiring a building permit may need to also go before DRB. And if not, it needs to be made clear in the ordinance that certain projects still need permits and inspections, that materials need to be approved, etc. Ms. Worth continued through the list and shared her thoughts on each example.

Mr. Knight said to keep in mind that the design guidelines soon to be written will address many of these items, like fences, modifications, and additions.

Ms. Moore said she was fine with numbers 1 through 8 on Mr. Knight's list. She said the zoning ordinance addresses rock or retaining walls up to four feet high, so perhaps that section needs to be looked at first; as for sheds, modifications, and additions, Ms. Moore suggested waiting for the design guidelines but would also like DRB to see those projects.

Mr. Blair also shared his comments about projects on the list. He said he would like to be involved with sheds, additions, and modifications to be sure the fire code requirements are being met. He gave examples of how sheds could be converted for other uses.

Ms. Harvey said demolition is also history and is addressed in the code.

Ms. Barber asked Mr. Knight to explain the appeals process for administrative decisions. He said they currently go to the Board of Adjustment unless the Council would like to change this. He also gave scenarios where decisions could go to one of the boards or directly to Council. He suggested keeping this appeals process in place but wanted Council to be aware of it.

7:26 (1:27:49)

ITEM #4C – RESIDENTIAL LODGING

Council and Planning Commission will discuss possible ordinance amendments related to the definitions and permit process for various types of Residential Lodging. This may include, but is not limited to bed and breakfast, boarding house/rooming house, hotel and motel uses.

Mr. Knight introduced the item, which he said first came up when the former Cuban Queen project was in process. He went over what definitions can be removed from the ordinance (some are dated) and how to treat certain definitions in a residential vs. commercial zone. He said this was done mostly for clarification.

Mayor Dillenberg asked about parking. Mr. Knight said any new development would require parking, but unfortunately parking cannot be required for short-term rentals in residential areas.

Ms. Harvey asked why the number of rooms is being changed from three to four for B&Bs. Mr. Knight explained that this may be a moot point but that it was because an existing B&B had four rooms (but is now being defined as a small hotel).

Ms. Moore said she didn't understand why the parking requirement isn't in effect for vacation rentals and B&Bs in residential areas, even though residential use has parking requirements. She also brought up the impact on neighborhoods and that she wants to keep the number of rooms for B&B to three.

Ms. Barber said she would like to keep B&Bs at three rooms.

Chair Ludwig clarified that to be defined as a B&B, the owner or caretaker must live on premises.

Mayor Dillenberg was surprised that there were no parking requirements for short-term rentals in residential areas and said he wanted to talk to Mr. Sims about it.

Chief Blair asked for clarification on when a short-term rental becomes a hotel, noting that hotels require sprinklers.

7:33 (1:34:39)

ITEM #4D – SIGNS

Council and Planning Commission will discuss possible ordinance amendments related to various types of temporary signs.

Mr. Knight retold the story about the Supreme Court decision in Gilbert, Arizona, where they determined size but not content could be restricted, including campaign/election signs. He said P&Z is recommending that signs in residential areas be limited to six square feet and in the commercial zone to eight square feet.

Ms. Harvey said political signs are addressed in the Arizona Revised Statutes (A.R.S.). She asked if the time limit was being eliminated from the zoning ordinance.

Mr. Knight clarified that the A.R.S. refers to political signs in the right of way (ROW), and that Jerome has the authority to regulate signs on private property. He said he has discussed this with Bill Sims; that a time limit cannot be placed on residential signs, political or not, since they need to be treated as temporary signs. [CG1]

Ms. Harvey asked for clarification on the time limit for temporary signs, which she understood to be 45 consecutive days or no more than 90 days in a calendar year.

Mr. Knight said this was true for the commercial/industrial zone. He told Ms. Harvey he would get further clarification on the A.R.S. and mentioned that a list of prohibited signs was also added to the ordinance.

7:38 (1:39:31)

ITEM #4E – MIXED USE

Council and Planning Commission will discuss possible ordinance amendments related to mixed use in the C-1 and I-1 Zones.

Mr. Knight explained the definition of mixed use as a building with residential and commercial space, for example, House of Joy, Mimi, and Retro Roadrunner Resale. He said he talked with the attorney for Verde Ex, who would like to allow mixed use at the old high school (i.e., in the industrial zone). Sprinklers would be a key component, and reduction in parking requirements may want to be considered. Mr. Knight mentioned that mixed use has already been allowed with a conditional use permit (CUP).

Ms. Harvey said this is already allowed with a CUP and questioned why it was being discussed; that Council did not initiate this. Mr. Knight replied that P&Z initiated this.

Vice Mayor Worth asked if the Hotel Jerome would be considered mixed use, which he confirmed. She said she knew of several mixed use/CUP setups in the commercial zone and assumed at least one building in the industrial zone had a CUP for mixed use. Ms. Worth said mixed use needs to be more clearly defined in the ordinance.

Ms. Moore agreed that a residential CUP is already in place for commercial and industrial zones and didn't see the need to define mixed use in the ordinance.

Vice Mayor Worth asked Mr. Knight if a residential CUP covered a specific space or a whole building in the commercial zone, and if mixed use would apply to the entire building.

Mr. Knight said this has probably varied over the years and could be clarified in the ordinance by the Council, if interested, with details and standards about parking and other impacts.

Chief Blair said sprinklers and other safety features will be needed for mixed use, depending on the size of structure and number of units.

Ms. Barber also brought up fire safety and said the direction seems to be to continue allowing mixed use via a CUP and perhaps add details about parking, fire safety, etc., to the ordinance without adding mixed use as a definition.

Mayor Dillenberg said it is good to acknowledge the importance and recognition of fire safety in all this.

(1:49:36) Jerome resident and property owner Nancy Weisel said one reason this has come up is because of a building she and Tracy Weisel own where they recently had a problem with renting out space—her potential tenants were given confusing information about living and working in the same space, which is why she wants clarification on this. She said her tenants have never needed a CUP and that she has always had residential and commercial spaces in the building.

Chief Blair said that anytime there is a change of use, the building requires a fire inspection and the possibility of having to install a sprinkler system.

Ms. Weisel asked for further clarification as she has never had to get a CUP and the use has changed over the years. Discussion ensued. Chief Blair said he would prefer having buildings sprinkled.

Ms. Harvey said her understanding is that the use has always been the same and told Ms. Weisel she didn't need to change anything.

7:54 (1:55:44)

ITEM #4F – TELECOM ORDINANCE

Council and Planning Commission will discuss possible ordinance amendments related to providing a permit process and standards for new telecom facilities.

Mr. Knight said the FCC has adopted a new set of draconian rules, and that the state has also adopted rules essentially giving telecom companies free reign to submit and process permits unless local jurisdictions have ordinances in place. He said Ms. Barber and he went to a seminar months ago about the federal and state telecom ordinances and what they learned is if Jerome has an ordinance in place, the town can have some control. Mr. Knight requested clarification from Council whether to pursue this or not.

Ms. Barber asked Ms. Gallagher to post a photo showing a mock-up of a cell site by the Jerome Steps on Main Street. She said that on November 14, 2017, Verizon came before Council with "small" cell sites to install in town. Ms. Barber said, "we don't want 20th-century telecom in the state's most Western town," that the town has aesthetic standards and doesn't want new poles. She then talked about scientific studies regarding 5G and how they have been dismissed by the telecom companies. Ms. Barber emphasized that she is into stealth standards and wants proof of environmental and health safety before allowing anything to be installed in Jerome. She also said the town should not allow installations on town property.

Mayor Dillenberg said he is not a fan of 5G and is not interested in adding it to Jerome. "The juice ain't worth the squeeze," he said.

Ms. Barber said that in 1996, the FCC came out with radiation standards on cellphones and other devices and that most other countries are not rolling out 5G until health effects are reported. She said 4G is working fine and maybe better than 5G; that this is all to keep cellphones from becoming obsolete. She referred to the mocked-up photo.

Ms. Harvey agreed with Mayor Dillenberg and Ms. Barber.

Chief Blair said he doesn't need more obstructions in town to stop him from doing his job.

Mr. Knight said to keep in mind that the federal and state laws rule—like with the short-term rentals—that all Jerome can do is set restrictions. Hence, the town needs an ordinance.

Mayor Dillenberg said he wanted to talk to Mr. Sims about wording the ordinance so the town can keep some control in place.

Ms. Barber offered to help Mr. Knight and Ms. Gallagher work on an ordinance and wondered if they should meet before the FCC hearing on January 25, 2021. She also reported that the FCC has threatened towns that don't cooperate, saying they can lose their sales tax. She also wondered if the new tower on Sunshine Hill is Verizon's new 5G since it was installed after Jerome said no in 2017. She asked Ms. Gallagher to distribute the notes and photo from that Council meeting to the current councilmembers.

Ms. Harvey said all appeals to this law have been denied by the FCC. Discussion continued.

Mayor Dillenberg thanked Chair Ludwig and the commission for the work they do and said he wants to collaborate at every opportunity.

Mr. Knight reminded everyone that code enforcement will be discussed at a special meeting soon.

ITEM #5	ADJOURNMENT					
	<i>Motion to adjourn at 8:11 p.m.</i>					
	COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT
	BARBER		X	X		
	DILLENBERG			X		
	HARVEY	X		X		
	MOORE			X		
WORTH			X			

APPROVE:

ATTEST:

Dr. Jack Dillenberg, Mayor

Candace B. Gallagher, CMC, Town Manager/Clerk

Jessamyn Ludwig, P&Z Chair

Date: _____



TOWN OF JEROME

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

MINUTES

REGULAR MEETING OF THE JEROME TOWN COUNCIL VIA ZOOM

JEROME CIVIC CENTER - 600 CLARK STREET - COUNCIL CHAMBERS
TUESDAY, DECEMBER 8, 2020, AT 7:00 P.M.

<p>ITEM #1: 7:00 (0:05)</p>	<p>CALL TO ORDER/ROLL CALL</p> <p>Mayor/Chairperson to call meeting to order.</p> <p>Mayor Dillenberg called the meeting to order at 7:00 p.m.</p> <p>Town Clerk to call and record the roll.</p> <p>Town Manager/Clerk Candace Gallagher called the roll. Present were Mayor Jack Dillenberg, Vice Mayor Mandy Worth, and Councilmembers Jane Moore, Alex Barber, and Sage Harvey. Also present were Accounting Clerk Melanie Atkin, Zoning Administrator John Knight, and Deputy Town Clerk Rosa Cays.</p>																																										
<p>ITEM #2: 7:00 (0:43)</p>	<p>FINANCIAL REPORTS</p> <p>Financial reports for November 2020</p> <p>Motion to Approve November 2020 Financial Reports</p> <table border="1" data-bbox="394 821 1398 947"> <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></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>DILLENBERG</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>HARVEY</td> <td>X</td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>MOORE</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>WORTH</td> <td></td> <td>X</td> <td>X</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN	BARBER			X				DILLENBERG			X				HARVEY	X		X				MOORE			X				WORTH		X	X			
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<p>ITEM #3: 7:01 (1:45)</p>	<p>STAFF AND COUNCIL REPORTS</p> <p>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.</p> <p>Ms. Gallagher read from her staff report: COVID-19 continues to be the focus with cases spiking and meetings twice a week. She finalized an easement from UVX on Rich Street to install a water line and finalized the lease agreement with the new owner of Jerome Ghost Pepper Co. She met with John Litteer of ADEQ and Town Engineer Krishan Ginige to coordinate efforts on HURF drainage projects. Ms. Gallagher also met with Public Works Director Marty Boland, Fire Chief Rusty Blair, and County Supervisor Randy Garrison regarding the slide area by the fire station, which has been determined by the county to be town property, not county. Via Zoom, she attended a meet-and-greet with Mayor Dillenberg, Vice Mayor Worth, and the staff of Senator Kyrsten Sinema, who discussed ways they could help Jerome. Ms. Gallagher reported that the water flows are holding steady, and that sales tax revenues are less than last year but better than hoped.</p> <p>Vice Mayor Worth asked for more information on the slide across from the fire station. Ms. Gallagher said she had no details but would report back to Council once she had them.</p> <p>The vice mayor also announced that Margo Mandette had passed and offered condolences to Robin Anderson.</p> <p>Motion to Approve November 2020 Staff Reports</p> <table border="1" data-bbox="394 1493 1398 1619"> <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></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				HARVEY		X	X				MOORE			X				WORTH			X			
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<p>ITEM #4: 7:07 (7:48)</p>	<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>Mr. Knight went through his staff report and highlighted decisions made at recent meetings. He said the joint meeting with P&Z and Council focused mostly on code amendments and he is hopeful he can get them ready to finalize in February. Mr. Knight said he would be meeting with Ms. Moore and Ms. Harvey along with P&Z Chair Jessamyn Ludwig and P&Z Commissioner Lance Schall on Thursday to discuss projects eligible for administrative approval and those that would go before Council. He said a Council meeting to discuss code enforcement would also be scheduled soon.</p> <p>Mr. Knight hopes to start working on the design guidelines in January once he's finished work on the code amendments. As for the community garden, Mr. Knight said they're in the process of selecting a contractor for fencing to keep javelinas and tourists out of the garden.</p> <p>Vice Mayor Worth asked about the DRB minutes from November 2 regarding the item on changes in the field. Mr. Knight said questions about a specific project had come up and that he was looking for a comfort level with DRB regarding changes in the field and what administration can handle.</p>																																										

<p>ITEM #5: 7:14 (13:51)</p>	<p>APPROVAL OF MINUTES November 10 regular meeting; November 18 special meeting <u>Motion to Approve the November 10, 2020 regular Council meeting minutes and the November 18 special Council meeting minutes with correction to motion on Item #3.</u></p> <table border="1" data-bbox="396 281 1398 411"> <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></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>DILLENBERG</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>HARVEY</td> <td>X</td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>MOORE</td> <td></td> <td>X</td> <td>X</td> <td></td> <td></td> <td></td> </tr> <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				DILLENBERG			X				HARVEY	X		X				MOORE		X	X				WORTH			X			
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<p>ITEM #6: 7:15 (15:07)</p>	<p>PETITIONS FROM THE PUBLIC <i>There were no petitions from the public.</i></p>																																										
<p>ITEM #7: 7:15 (15:21)</p>	<p>ORDINANCES</p> <p>ITEM #7A: SECOND READING - ORDINANCE NO. 463, AN ORDINANCE OF THE TOWN OF JEROME, ARIZONA, RELATING TO THE TRANSACTION PRIVILEGE TAX; ADOPTING "THE 2012-2014 AMENDMENTS TO THE TAX CODE OF THE TOWN OF JEROME BY REFERENCE; ESTABLISHING EFFECTIVE DATES; PROVIDING FOR SEVERABILITY AND PROVIDING PENALTIES FOR VIOLATIONS.</p> <p>Council may conduct the second reading of, and may adopt, Ordinance No. 463, adopting 2012-2014 amendments to the Model City Tax Code as previously approved by the Municipal Tax Code Commission.</p> <p><i>Mayor Dillenberg read the ordinance in title only.</i></p> <p><i>Ms. Gallagher explained that this is basically "housekeeping" and that the amendments have been in effect for some time; this would bring the town's codes up to date with the state's.</i></p> <p><u>Motion to Approve Ordinance No. 463</u></p> <table border="1" data-bbox="396 854 1398 982"> <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></td> <td>X</td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>DILLENBERG</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>HARVEY</td> <td>X</td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>MOORE</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>WORTH</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN	BARBER		X	X				DILLENBERG			X				HARVEY	X		X				MOORE			X				WORTH			X			
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<p>ITEM #8: 7:17 (17:08)</p>	<p>UNFINISHED BUSINESS</p> <p>ITEM #8A: DISCUSSION: DRAFT ORDINANCE TO AMEND THE JEROME TOWN CODE REGARDING THE KEEPING OF BEES WITHIN TOWN LIMITS</p> <p>Council will continue their discussion of an ordinance amending the Town Code regarding the keeping of bees in Jerome and may direct staff in this regard.</p> <p><i>Mayor Dillenberg asked Ms. Harvey to comment on this item.</i></p> <p><i>Ms. Harvey said the cold weather is not helping; that she was stung by a bee last week and cannot sit on the porch. She asked Mr. Knight if he was able to contact the bee expert at NAU.</i></p> <p><i>Mr. Knight said he reached out to Dr. Trainor, a bee expert at AZ State. He also emailed a beekeeper's group in Flagstaff and said it would be valuable to get local expertise. He thinks the problem may be between native bees and wild bees and a limited food source and wants to make sure an ordinance addresses it.</i></p> <p><i>Ms. Harvey said she would like to table the item until January when a bee expert can join the meeting.</i></p> <p><i>Ms. Moore agreed that information from an expert is needed and that she would like the two beekeepers in town to take part in the discussion.</i></p>																																										
<p>7:21 (21:37)</p>	<p>ITEM #8B: COVID-19</p> <p>Council will again discuss plans and timeline for reopening Town Hall, resuming the weekend shuttle service, and conducting in-person public meetings.</p> <p><i>Mayor Dillenberg said to continue with the status quo. He shared a few comments about what is happening on a national level and thanked everyone for wearing masks, what he believes is the right strategy.</i></p> <p><i>Vice Mayor Worth asked Ms. Gallagher if there have been any changes to procedures at town hall.</i></p> <p><i>Ms. Gallagher reported that the library is open to serve residents but has locked its doors due to tourists walking in without following protocol.</i></p>																																										
<p>7:24 (23:51)</p>	<p>ITEM #8C: PARKING AREA NEAR HOTEL JEROME</p> <p>Council will discuss the parking area near the Hotel Jerome and may direct the Zoning Administrator regarding the accomplishment of a survey there.</p> <p><i>Mr. Knight said this item had been discussed when the Cuban Queen project and parking was on the agenda. He said there is a small parcel behind the Hotel Jerome only accessed from Rich Street and that he has gotten one proposal for a survey of that parcel. Mr. Knight's question is if the survey should be done now or wait until the hotel is further along so that the survey pins are not moved or destroyed in the meantime. He said it would cost four to six thousand dollars for the survey.</i></p> <p><i>Ms. Gallagher asked Mr. Knight if he'd gotten more than one quote and if he has checked with the town's current engineer.</i></p>																																										

	<p>Mr. Knight said he thought he had gotten another quote, that he has not reached out to Mr. Ginige, and that he wants to also contact Stan Dickey, local surveyor.</p> <p>Ms. Worth said the quote seemed high. She asked if any grant funding could be used for the survey or if anything was put in the budget for this kind of cost.</p> <p>Ms. Gallagher said nothing was in the budget specifically for surveying but perhaps it could fall under general engineering. She said she would investigate grant money as well.</p> <p>Councilmembers agreed more estimates were needed.</p> <p>Ms. Moore said she looked at the county map of the parcel below Hotel Jerome and suggested moving forward with the survey; that the pins could be photographed for the record in case anything should happen to them. She said it would be good to approve parking for that area.</p> <p>Mr. Knight said he would get two more proposals, and that the boundary survey is what costs money, not the topographical survey. He said the Jerome Historical Society did have a survey done of the property next door, so the town would have that information. Mr. Knight also said that the drivable surface of Rich Street is owned by Verde Exploration and that they might be willing to give an easement to the town.</p>
<p>7:31 (31:23)</p>	<p>ITEM #8D: SPEEDING AND SIGNAGE ON DUNDEE</p> <p>Council will discuss a request by a resident for signage, speed hump and greater enforcement on Dundee.</p> <p>Ms. Gallagher said this was an update for the Council; that she talked to Chief Allen Muma and that a 5mph sign will be installed. The Jerome Police Department will also be sending letters to residents on North Drive and Dundee asking them to observe the speed limit. She said Chief Muma was not in favor of installing a speed bump.</p>
<p>7:33 (32:54)</p>	<p>ITEM #8E: COMMUNITY GARDEN UPDATE</p> <p>Zoning Administrator John Knight will provide an update regarding the Community Garden.</p> <p>Ms. Harvey, who sponsored this item, said she wanted to know more details about what progress was being made now that the community garden was eight months along. She said she thought the town's zoning administrator should be working on amendments and code enforcement and less on the community garden, and to let a small, organized group of volunteers take it on.</p> <p>Mr. Knight agreed that this was quite appropriate. He said the garden was at a standstill until March anyway but that he was still working on getting a fence for it.</p>
<p>ITEM #9: 7:35 (34:48)</p>	<p>NEW BUSINESS</p> <p>ITEM #9A: TOUR BUSINESS LICENSE – JEROME GHOST TOURS</p> <p>Council will review and may approve a request by Jerome Ghost Tours for a license to operate walking tours in the Town of Jerome.</p> <p>Ms. Harvey said Aeron Bailey has been doing business as Jerome Ghost Tours [without a business license or approval from the Council for a tour company] and that she could have booked a tour that day. She also said he has a permanent and a temporary sign already displayed. Considering he has had a business before [Smokin' Jerome's], Ms. Harvey said Mr. Bailey should be aware of the business ordinances.</p> <p>Mayor Dillenberg said that without penalties or fines in place, he was not sure how to address this "bad behavior." He asked for input from the councilmembers.</p> <p>Ms. Gallagher said Chief Muma is aware of the situation and is working on it. She also announced that Mr. Bailey had joined the meeting.</p> <p>Ms. Barber said in the Town Code, Section 8-5-9 states what the violations and penalties are if a tour business is not in full compliance.</p> <p>Mayor Dillenberg asked Mr. Bailey to comment and to explain why he was operating without a business license.</p> <p>(37:13) Mr. Bailey said he felt there must have been a miscommunication, that yes, he has had a business for the last four years, so he is somewhat familiar with the town code. He thought it was okay to operate his business once he paid for the business license and submitted the tour routes. He said he was not trying to be negligent or disrespectful and that [Utilities Clerk] Kristen Muenz told him he couldn't do business until everything was in place. He said he must have misunderstood, and that in the past, he was able to do business while he waited for a renewed business license to be mailed to him.</p> <p>Ms. Gallagher asked Mr. Bailey to note the changes in the route from what was originally proposed.</p> <p>Mr. Bailey explained that the Pandora's Box tour had included a visit to the high school and that he had talked to Robert Westcott about it, who had revoked another tour company's rights to access it due to damages in the auditorium. That tour company has since filed a lawsuit, so the high school is now off limits to Jerome Ghost Tours until further notice. Mr. Bailey said that Jerome business owner John Bartell has purchased the Haskins Apartments and has given him permission to use one of the apartments to take tours through.</p> <p>Ms. Harvey asked which tour the Haskins would be part of and what was replacing the high school tour.</p> <p>Mr. Bailey said the Haskins would be in the Pandora's Box tour and the Jerome Ghost Walk tour.</p> <p>Ms. Barber asked if the tour map was missing from the application, which the ordinance states is required. Ms. Gallagher said no route map was submitted.</p> <p>Ms. Moore said in section 8-5-6 D., it states the business needs to also submit a copy of its liability insurance naming the town as additionally insured and showing a minimum of \$1 million coverage. She suggested that if someone is opening a tour business in Jerome, it would be good to familiarize oneself</p>

with the Jerome Town Code regarding parking, signage, and the general laws of Jerome. She asked Mr. Bailey if he would be using a tour van and where he would be parking it.

Mr. Bailey said that he did review some of the code and that he is not using a van at this point. He also stated that insurance has been purchased and added the town to the coverage, and that he would provide proof of this. Mr. Bailey said if verbally stating where the tours go is not enough, he would provide a picture map.

Ms. Harvey said other tour companies in Jerome have had to give the town a map and proof of insurance, and that the code does state that operating a business without a license is a misdemeanor.

Ms. Harvey shared her frustration regarding a pattern in this town of people not following code, and if people did, it would be easier for Council to make decisions.

Vice Mayor Worth referred to section 8-5-3 regarding compliance and said it was clear what the process is. She asked when the application was submitted and how much time the town has to approve or deny the application.

Ms. Gallagher said the application had been submitted in the last week or so, but that the licensing process had not gone forward because the applicant needed Council to approve the tour routes and other matters before issuing the license. She said the check and application are being held until Council approves the tour business.

Ms. Moore asked for confirmation that verbiage is on the actual business license stating that the license holder must comply with the town code. Ms. Gallagher confirmed this.

Mayor Dillenberg asked the councilmembers how they would like to address the situation.

Ms. Gallagher said the Council has the option to wait until the rest of the documents have been submitted (i.e., tour map, proof of insurance) or approve the business conditional upon Ms. Gallagher receiving the paperwork.

Ms. Harvey said the applicant needs to do this right to prevent it from happening with other businesses going forward; that the Council must enforce the codes.

Vice Mayor Worth clarified that the Council must approve the tour routes before approving the business. She agreed that everyone must be subject to the same and would like this to be a successful process for Mr. Bailey and have it move forward as expediently as possible.

Ms. Moore said that this is nothing unusual. She said she used to do a horseback tour back in the 1980s and had to provide the same documents and proof of permissions. Ms. Moore said documents need to be in order before allowing the business to operate and added that she was fine with Ms. Gallagher handling it administratively.

(54:54) Mr. Bailey said he felt like his intentions were misunderstood, as if he was trying to run a business without doing the right thing. He said he didn't realize a picture map was needed and that he didn't know Jerome had to be on the insurance policy, both of which he could provide in the morning. He said he was not doing it out of disrespect. He shared what he had been through in losing his business because of the pandemic and attempting to open a new business.

Mayor Dillenberg said he did not want to inhibit Mr. Bailey and just wants to make sure the code was being followed.

Ms. Gallagher said she could help expedite the rest of the application process with the Council's approval once the map and insurance policy showing Jerome as additionally insured is submitted. She agreed that the direction to Mr. Bailey may not have been clear.

Mayor Dillenberg reiterated that he didn't want Mr. Bailey to be impeded and would like to see him succeed; he just needs to practice the rules that are in place.

Motion to conditionally approve the Jerome Ghost Tours business license once all required documentation is submitted, and that the business shall remain closed in the interim.

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

8:02 (1:02:34)

ITEM #9B: APPOINTMENT TO PSPRS BOARD

Council may appoint a citizen member to the PSPRS (Public Safety Personnel Retirement System) Board for the remainder of the four-year term ending November 20, 2023. Ian Haney is unable to continue serving, and Ricardo Hernandez has offered to fill that seat.

Motion to Appoint Ricardo Hernandez to the PSPRS Board

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

8:03 (1:03:26)

ITEM #9C: OPIOID SETTLEMENT

The Town Attorney will advise Council regarding the Town's opportunity to participate along with other Arizona towns and counties in a settlement agreement with opioid manufacturers and distributors, and Council may approve a Memorandum of Understanding in that regard.

Ms. Gallagher said Town Attorney Bill Sims needed to join the meeting for this item and suggested taking a short break.

Ms. Barber asked if other Verde Valley mayors had signed on to the settlement. Ms. Gallagher said that most have, but that she had not gotten in touch with all of them.

Mayor Dillenberg called for a break from 8:04 to 8:15.

(1:05:38) Bill Sims joined the meeting and gave background on the opioid settlement. He said this is the result of negotiations between the state and third-party pharmaceutical industry dependents. He said the attorney general has been negotiating with counties and leaving cities out for the last seven months, and now needed approval from the cities. Mr. Sims said he sent a memo to members of the Risk Pool, and that the only alternative is to sign - or the money goes to those who do sign. Mr. Sims's recommendation is to sign to approve the allocations and that it is technically nonbinding; the town doesn't have to approve the final settlement.

Mayor Dillenberg asked what the downside would be if they did not sign the settlement. Mr. Sims said the town would miss out on a little money.

Ms. Harvey asked who receives the settlement money. Mr. Sims said Jerome would receive money to use toward opioid awareness, rehab, etc.

Ms. Barber quoted from the settlement and said Jerome would get so little money that it made her laugh.

Ms. Moore said the settlement is using information from 2012, yet the opioid crisis has increased so much since then. She said good things could be done, but it would be helpful to look at more recent data for it to be beneficial.

Ms. Barber said she spoke to Chief Rusty Blair about opioid abuse in Jerome, which he said has been minimal. She is behind signing the settlement so Jerome can be prepared to help its citizens.

Ms. Harvey asked if the funds could be used for prevention. Mr. Sims said they could.

Vice Mayor Worth referred to Item 4, page 4 of the settlement, where it states that if the settlement is less than \$500 for the local government, then the money would go to the county rather than the town or city. She then said that Chief Blair's municipal standpoint on the cost of opioid abuse differs from a social standpoint, in that Jerome has had its share of drug problems among residents. She then asked if the item should be tabled until after the executive session.

Mr. Sims said no, that he would still recommend signing the settlement.

Motion to Approve the Memorandum of Understanding

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

8:25 (1:17:20)

ITEM #9D: EXECUTIVE SESSION

Council may convene in executive session with the Town Attorney, pursuant to A.R.S. § 38-431.03 (A)(3) and (A)(4) to receive legal advice regarding certain water and zoning issues.

Motion to go into Executive Session

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

ITEM #10:
9:23 (1:19:21)

TO AND FROM THE COUNCIL

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

Ms. Harvey said she would like an update on the district signs and that she would like to schedule the code enforcement meeting sooner than January.

Ms. Gallagher said that December 28 or 29 seemed to work for everyone. Discussion ensued, and it was decided that the code enforcement meeting would be held on December 29 at 11 a.m. The vice mayor requested that an executive session also be included if needed.

Vice Mayor Worth asked for an update on the parking inventory process as soon as possible and asked that an agenda item be scheduled to discuss town job descriptions and requirements sometime in the next couple of months.

ITEM #11:

ADJOURNMENT

Motion to Adjourn at 9:28 p.m.

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

APPROVE:

ATTEST:

Dr. Jack Dillenberg, Mayor
Date: _____

Candace B. Gallagher, CMC, Town Manager/Clerk

1/12/21 Meeting

COCODONA 250



COCODONA 250 - Items to Address

At the 11/10/20 Jerome Town Council Meeting, Aravaipa was asked to address the following items. See below for the status of these items:

1. Work with ADOT for public and runner safety recommendations at two curves on 89A – **Done (see page #5)**
2. Obtain permits from Forest Service, ADOT, Jerome Historic State Park, Yavapai County, and Freeport-McMoRan – **In Progress**
3. Find a way for the race to benefit Jerome – **In Progress**
4. Submit additional insured documentation – **In Progress**
5. Strong COVID protocols to ensure safety of locals – **Done (see page #7)**
6. Provide portable toilets at Jerome Historic State Park – **Will be done**

COCODONA 250 - Town Approval

Aravaipa requests preliminary approval for the event based upon the assumed completion of the 6 items listed above. It is understood that if the 6 items above are not completed, the event will not be allowed to pass through Jerome. Furthermore, should the Town Council desire, Aravaipa will attend the April Town Council Meeting to provide an update on the event and the 6 items.

The rest of this document is the same as the document presented at the 11/10/20 Jerome Town Council Meeting with the exception of page #5, which contains the safety recommendations from our work with ADOT.

COCODONA 250 - Who is Aravaipa?

Aravaipa – *AIR-UH-VIE-PAH*

Aravaipa is a local family-owned event company based in Phoenix. We have been producing events since 2008 and have a worldwide reputation for quality races. Our goal is to organize events that are loved by our runners and also the communities we pass through. We are committed to minimizing the event impact on Jerome and ensuring the safety of the residents. References from other communities we have worked with over the years can be provided if desired.

All of the many permitting agencies (Forest Service, BLM, cities, private land owners, etc.) along the 254-mile course have given a thumbs up for the event, Jerome is the final connection. No pressure 😊

Bottomline, we will work tirelessly to ensure Jerome and its residents are happy with this event.

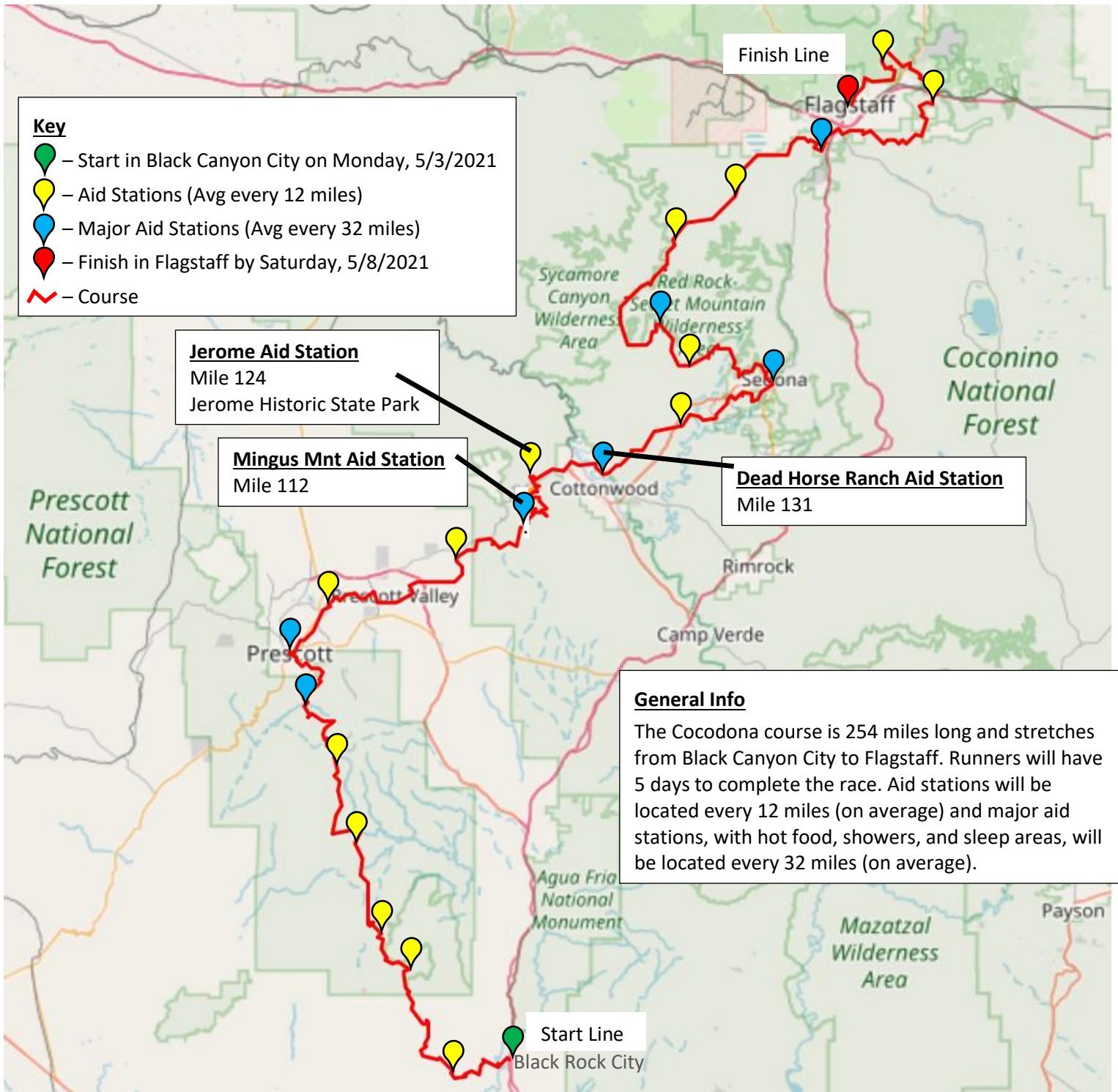
COCODONA 250 - What is the Cocodona250?

Believe it or not, 200+ mile running races are starting to become common across the US and world. Crazy, huh?!?

The Cocodona250 is a 254-mile running race from Black Canyon City to Flagstaff. Much of the course is on trails but there are sections of dirt roads and even some on pavement. Runners have 120 hours (Mon morning thru Sat morning) to complete the course. Most will take around 100 hours and sleep for a couple of hours each night. Our participants are extremely experienced, well-seasoned runners who can safely handle the rigors of the event.

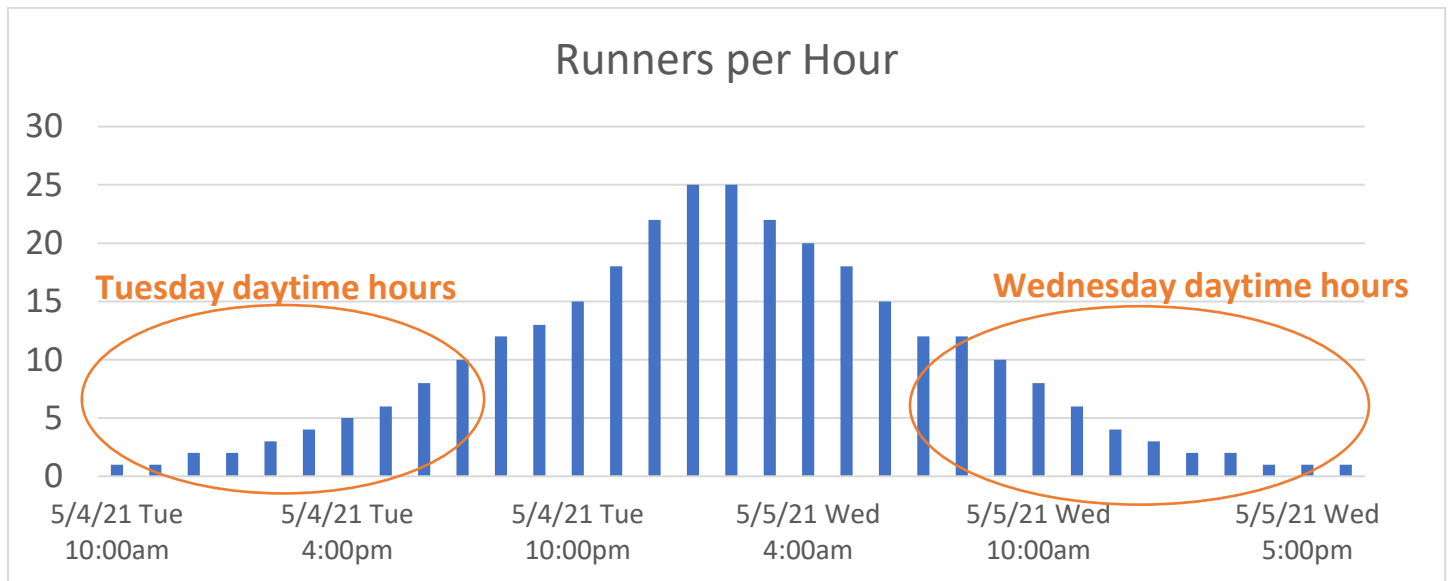
Most runners will have a support “crew” that will drive a car and help their runner complete the journey. These vehicles will not drive along the course slowly, but will rather meet runners at aid stations. Each runner will wear a GPS tracking device and we will have a full event staff and medical team that ensure the event runs smoothly and the runners are kept safe.

COCODONA 250 - Course Overview



COCODONA 250 Runner spacing in Jerome

200+ mile races are not like the average running race you might envision. By the time runners reach Jerome (mile 124), most will be walking and they will be **VERY** spread out. Below is an estimated flow of runners by hour through Jerome.



COCODONA 250 Runners to respect locals

We understand that Jerome sees lots of traffic and is a high tourist destination. We also understand that the residents of Jerome want to minimize the impact of so much traffic through their community. The Cocodona event, although large in difficulty, will produce an extremely low impact on the residents of Jerome. These are some of the rules we will enforce to ensure this minimized impact.

- Runners passing through Jerome will obey all traffic / pedestrian laws.
- Traffic will not be stopped or slowed by runners. Runners will stay on sidewalks and shoulders and wait until it is safe to cross streets.
- Runners and crews will be quiet when passing through Jerome.
- Runner crew vehicles will proceed directly to Jerome State Historic Park. Crew vehicles will not be allowed along the course to cheer or provide aid to runners under any circumstance.
- Strict quiet hours will be observed at the Jerome Historic State Park Aid Station.

COCODONA 250 COVID Precautions

Trail running races are still happening in Arizona and across the US during Covid. This is in part to the dispersed nature of runners during trail running and also the efforts of running event companies like Aravaipa. Here are some of the policies we have enacted to keep our runners, crews, volunteers, and staff safe, as well as the communities we run through.

- **Temperature Checks** – For all runners at the start line.
- **Wave Starts** – Small groups starting in spaced out waves. Six-foot separation in starting corral. Faster runner’s waves first.
- **Social Distancing** – All congregation points (start line, aid stations, finish line) redesigned to ensure social distancing.
- **Masks** – Runners, crews, and volunteers must wear masks at the start, at all aid stations, and the finish.
- **Hygiene** – Masks, gloves, and frequent sanitizer use by volunteers at aid stations.
- **Touchless** – No touch water and food at aid stations.

Thank you!

We will bend over backwards to ensure you are happy with this event and welcome us back for many years to come.

Race Director – Steve Aderholt (801)746-9848 steve@aravaiparunning.com



TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331

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

ZONING ADMINISTRATOR ANALYSIS COUNCIL STAFF REPORT January 12, 2021

ITEM 7B: District Signs
Recommendation: Discussion/Possible direction to staff
Prepared by: John Knight, Zoning Administrator

Background and Discussion: At the November 10, 2020 Council meeting, the Council discussed the possibility of removing or changing the District Signs. These signs were installed in coordination with the chamber of commerce, town staff and local businesses several years ago. These district signs are currently showing signs of wear and may need to be updated or changed.

At the November 2020 Council meeting, the item was continued in order to obtain additional input from business owners. On December 30, 2020, staff contacted approximately thirty (30) business owners via e-mail. Comments received are summarized below.

1. **Tommy Anderson – Tommy Rocks Music Store:** *I don't have a problem with the signs coming down; like you mentioned, they aren't really effective, and they are not up to date. It started out as a good idea but...as Kevin [Savage] mentioned, a lot of money and effort went into the creation of the signs. Although the town charged \$10, I invested \$100+ into the sign and would like to be compensated if they are to come down.*
2. **Artis Roque – Rickeldoris Candy and Popcorn Store:** *The wood plaques that were given to the business owners didn't take the signs very well. The district signs should be improved and include a map showing the existing businesses. The map should show where the bathrooms are and key features. For people not on Main Street it would be helpful to have the District Signs and maps to show their locations.*
3. **Ingrid Sarris – Ghost City Inn:** *I am in favor of the Town taking over the stewardship of the directional signs. I very much think that a map on top of the entire sign is most important since it will show the location of the businesses advertised below. Third, I suggest that there is an overall criteria of what should be advertised on the panels and maybe the town can find someone to execute this for a reasonable fee for everyone who wants their panel displayed. Uniformity is easy on the eyes, looks clean and presentable.*

4. **Mike Kline – Altai Leather:** *I have read the email about the district signs. I was wondering if you had considered putting up as a replacement a directional set of signs in each of the district sign places? Perhaps you have seen them in other tourist towns. They usually have some history of the town, a map of the town with parks, places to visit, restaurants, and shops. They also usually have a "You are here" arrow on the map for each location. The more clever towns also have a covered paper map spot, a link for smart phone map downloading, and also a donation box to collect money for the town to buy the signs, or for other nonprofit groups (Humane Society, Historical Society, etc.). They are a nice presentation, and perhaps they will encourage visitors to stay and spend money that would help both the residents of the town working in the tourist industry, and those residents that do not directly benefit from the tourist industry from the taxes the town collects from the money the tourists spend while visiting. I believe including a positive and improved recognition of what Jerome is, and has been will help everyone here, if you are considering taking down the existing signs.*

Action: Discussion and possible direction to staff to either (1) remove the signs, (2) improve the existing signs, or (3) replace the signs.



TOWN OF JEROME

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

STAFF SUMMARY REPORT

FROM: Candace Gallagher, Town Manager/Clerk

ITEM: **ITEM #7D: PORTAJOHNS IN JEROME**

MEETING DATE: January 12, 2021

At the special meeting held on December 29, Council discussed the ongoing expenditure (over \$8,000 at that time) for providing portajohns at various locations in town. These costs have been submitted to the State for 80% reimbursement as a COVID expenditure; however it remains uncertain as to whether they will qualify for reimbursement. Under those circumstances, Council opted to discontinue providing the portajohns, except for the one at Town Hall, which is used by library patrons and court attendees.

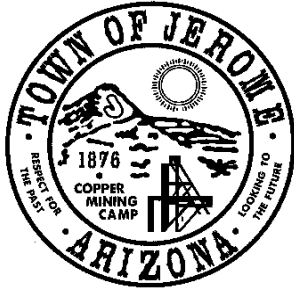
The portajohns and wash station at Middle Park have been removed. At Chief Muma's recommendation, the portajohn across from the Spirit Room has not yet been removed, as prior to its placement there, people were relieving themselves in the bushes in Upper Park.

The Town received a request from Artis Roque at Rickeldoris's Candy (previously provided to Council) to keep in place the portajohns at Middle Park, or create a permanent public restroom there. In response, Mayor Dillenberg requested that Council revisit the matter at this meeting.

I would also request that Council provide direction regarding the portajohn across from the Spirit Room. As mentioned, it has been left in place for the time being at the recommendation of Chief Muma. Nice Jons has reported that it is being very heavily used and has recommended that we add a second unit at that location.

Questions for Council:

- Do you wish to alter or reconfirm your prior direction regarding the portajohns at Middle Park?
- Do you wish to leave in place the portajohn across from the Spirit Room? Do you wish to add a second unit there?



TOWN OF JEROME

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

STAFF SUMMARY REPORT

FROM: Candace Gallagher, Town Manager/Clerk

ITEM: ITEM #8A, LEASE RENEWAL: JEROME ARTISTS COOPERATIVE GALLERY

MEETING DATE: January 12, 2021

Background/History: The Artists Co-op has leased space at the Hotel Jerome for many years. Their most recent three-year lease expired in November 2020 and carried the rate of \$1,832.74 for the lease of 2,696 square feet of space. This equates to \$0.68 per square foot. The lease has continued on a month-to-month basis at that rate since its expiration.

Key Considerations:

1. The Co-op's rate of \$0.68 per square foot is considerably less than the rate being paid by the Jerome Ghost Pepper Company for the adjacent space in the same building. The Ghost Pepper Company pays approximately \$1.49 per square foot.
2. The Town Attorney has advised that the Town may opt to continue subsidizing the Co-op's rent (by charging below market rates) as long as there is a benefit to the entire community in doing so. That benefit could be demonstrated by the following:
 - a. The Co-op has made improvements to the space at their own expense during their tenancy there, including repairing windows, adding a wall interface for hanging art, and replacing the front door.
 - b. The Co-op has maintained public restrooms there in the past in exchange for a waiver by the Town of water and sewer fees. (Also see #4 below.)
 - c. The Co-op contributed over \$15,000 toward the roof replacement project at the Hotel Jerome.
3. The Co-op's last rent increase was in 2012, when it was increased by 10%. Leases since that time have included a provision whereby Council could increase the rent during the contract term by up to 10 percent per year; however, that option has never been exercised. Prior to that, the rent was increased by 3% in 2009.
4. Currently, as a precaution, the Co-op is not opening its restrooms to the public due to COVID-19. Its prior leases have always provided that, in exchange for its maintaining public restrooms, the town would waive water and sewer charges. In the new lease draft, a provision has been added (5.5.2) stating that whenever restrooms are not open to the public, the Co-op will be responsible for water and sewer charges for a small business (currently \$92.85 per month).

Financial Implications:

- The draft lease reflects the same rental rate as is presently charged. If Council opts to increase the rate, each percentage increase would add \$18.33 to the monthly rate, and \$219.96 to the town's annual revenue.

Attachments/Exhibits: Draft lease, 2021-23, subject to adjustments by Council.

WHEN RECORDED RETURN TO:

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

LEASE AGREEMENT

This Agreement, made and entered into this _____ day of _____, 20____, between the **Town of Jerome**, an Arizona municipal corporation with offices at 600 Clark Street, Jerome, AZ, (hereinafter called "Landlord"), and **the Jerome Artists Cooperative Gallery, LLC**, (hereinafter called "Tenant").

RECITALS

1. Landlord is the owner of that certain real property and improvements located at **502 Main Street, Jerome, Arizona, Rooms 101 and 102.**
2. The Town Council finds that the public interest will be benefited by leasing a portion of said real property and improvements to Tenant and Tenant desires to lease the premises and improvements on the terms and conditions as set forth herein.

AGREEMENT

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

1. Basic Provisions:

1.1 Premises: Landlord hereby leases to Tenant and Tenant hereby leases from Landlord that certain space (herein called "Premises, located at **502 Main Street, Jerome, Arizona, consisting of an area of 2,696 square feet.**

1.1.1 Rules and Regulations: Tenant shall faithfully observe and comply with the rules and regulations that Landlord shall from time to time promulgate. Landlord reserves the right from time to time to make any reasonable modifications to said rules. The additions and modifications to those rules shall be binding upon Tenant upon delivery of a copy of them to Tenant. If there is a conflict between the rules and regulations and any of the provisions of this Lease, the provisions of this Lease shall prevail. No such rules and regulations shall require a tenant to pay additional rent under this Lease.

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

1.3 Term: The term of this lease shall be for three years, commencing on **January 1, 2021** ("Commencement Date") and ending on **December 31, 2023** ("Expiration Date"), unless sooner terminated pursuant to the provisions of this Lease.

1.4 Rent: Tenant shall pay to Landlord at Town Hall, Jerome, Arizona 86331, without prior notice or demand, on or before the first day of each month, rent for the Premises consisting of monthly payments, each in the amount of **One thousand eight hundred thirty-two dollars and seventy-four cents (\$1,832.74)**. It is agreed that any other payments due by Tenant to Landlord under this Lease shall be additional rent charges. The Town reserves the right to increase rent by up to ten percent (10%) per year during the duration of this lease, said increases, if any, to be effective as of January 1,

2022 and/or January 1, 2023. In the event of an increase in rent, at least thirty (30) days written notice shall be provided by Town to lessee.

1.5 Deposits: Tenant shall pay a **deposit of \$1,832.74** upon execution of the Lease, representing the final month's rent. Any amounts previously paid by Tenant and held by the Town may be applied to this payment.

1.6 Permitted Use: Tenant shall use the Premises for **retail sales** purposes only and shall not use or permit the Premises to be used for any other purpose without prior written consent from Landlord.

2. Possession of Premises:

2.1 Acceptance of Premises: By taking possession of the Premises, Tenant shall be deemed to have accepted the Premises as being in good, sanitary order, condition and repair and in compliance with all applicable laws. Tenant shall be further deemed to have accepted the Premises as suitable for Tenant's intended use. By taking possession Tenant warrants that it has performed such investigation as it deems necessary to make the above stated determinations. Tenant assumes all responsibility for its acceptance of the Premises "as is" at the time of possession. Landlord has not made any oral or written representations or warranties with respect to the said matters other than as set forth in this Lease.

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

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

4. Use:

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

4.2 Hazardous Substances:

4.2.1 Reportable Uses Require Consent: "Hazardous Substance" as used in this Lease means any product, substance, chemical, material, or waste whose presence, nature, quality, and/or intensity of existence, use, manufacture, disposal, transportation, spill, release, or effect either by itself or in combination with other materials expected to be on the Premises is either: (i) potentially injurious to the public health, safety, or welfare, the environment, or the Premises, (ii) regulated or monitored by any governmental authority, or (iii) a basis for liability of Landlord to any governmental agency or third party under any applicable statute or common law theory. "Hazardous Substance" shall include, but not be limited to, hydrocarbons, petroleum, gasoline, crude oil, or any products, by-products, or fractions thereof. Tenant shall not engage in any activity in, on, or about the Premises which constitutes a Reportable Use (as hereinafter defined) of Hazardous Substances without the express prior written consent of Landlord and compliance in a timely manner (at Tenant's sole cost and expense) with all Applicable Laws. "Reportable Use" means (i) the installation or use of any above or

below ground storage tank, (ii) the generation, possession, storage, use, transportation, or disposal of a Hazardous Substance that requires a permit from, or with respect to which a report, notice, registration, or business plan is required to be filed with, any governmental authority. Reportable Use shall also include Tenant's being responsible for the presence in, on, or about the Premises of a Hazardous Substance with respect to which any Applicable Law requires that a notice be given to persons entering or occupying the Premises or neighboring properties. Notwithstanding the foregoing, Tenant may, with Landlord's prior consent and in compliance with all Applicable Law, use any ordinary and customary materials reasonably required to be used by Tenant in the normal course of Tenant's business permitted on the Premises, so long as such use is not a Reportable Use and does not expose the Premises or neighboring properties to any meaningful risk of contamination or damage or expose Landlord to liability therefore.

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

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

4.3 Tenant's Compliance with Law: Except as otherwise provided in this Lease, Tenant shall, at Tenant's sole cost and expense, fully, diligently, and in a timely manner, comply with all "Applicable Law," which term is used in this Lease to include all laws, rules, regulations, ordinances, directives, covenants, easements, and restrictions of record, permits, the requirements of any applicable fire insurance underwriter or rating bureau, and the recommendations of Landlord's engineer and/or consultants relating in any manner to the Premises (including but not limited to matters pertaining to: (i) industrial hygiene in environmental conditions on, in, under, or about the Premises, including soil and groundwater conditions; (ii) compliance with A.R.S. § 42-6201 *et seq.* ("GPLET Laws") and (iii) the use, generation, manufacture, production, installation, maintenance, removal, transportation, storage, spill, or release of any Hazardous Substance or storage tank), now in effect or which may hereafter come into effect, and whether or not reflecting a change in policy from any previously existing policy. Tenant shall, within five (5) days after receipt of Landlord's written request, provide Landlord with copies of all documents and information, including, but not limited to, permits, registrations, manifests, applications, reports, and certificates, evidencing Tenant's compliance with any Applicable Law specified by Landlord, and shall immediately upon receipt notify Landlord in writing (with copies of any documents involved) of any threatened or actual claim, notice, citation, warning, complaint, or report pertaining to or involving failure by Tenant or the Premises to comply with any Applicable Law. The judgment of any court of competent jurisdiction or the admission of Tenant in any action against Tenant, whether Landlord be a party thereto or not, that Tenant has violated any Applicable Law shall be conclusive of that fact as between Tenant and Landlord.

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

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

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

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

5.3 Utility Installations, Trade Fixtures, and Alterations:

5.3.1 Definition:

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

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

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

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

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

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

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

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

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

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

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

5.4 Ownership, Removal, Surrender, and Restoration:

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

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

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

5.5 Maintenance of Public Restrooms.

5.5.1 Tenant shall maintain in good and sanitary order two public restrooms located on the premises. In exchange for such maintenance, Town, as Landlord, will waive charges to the tenant for water and sewer service. Landlord will provide public restroom supplies as needed.

5.5.2 If Tenant opts not to open its restrooms to the public during any month or any portion thereof, Tenant shall be billed and responsible for water and sewer service costs for that month at the Town's then-current rate for a small business, prorated accordingly.

6. Insurance, Indemnity:

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

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

6.3 Plate Glass Insurance: During the term of the lease, Tenant shall maintain, at Tenant's expense, a policy of insurance covering repair of damage to or replacement of plate glass which is reasonably acceptable to Landlord, not to exceed fair market replacement value. The initial amount of such insurance shall be at least FIVE THOUSAND DOLLARS (\$5,000.00) per incident, and shall be subject to periodic reasonable increases based upon inflation or other relevant factors.

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

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

6.6 Exemption of Landlord from Liability: Landlord shall not be liable for injury or damage to the person or goods, wares, merchandise, or other property of Tenant, Tenant's employees, contractors, invitees, customers, or any other person in or about the Premises, whether such damage or

injury is caused by or results from fire, steam, electricity, gas, water, or rain, or from the breakage, leakage, obstruction, or other defects of pipes, fire sprinklers, wires, appliances, plumbing, air conditioning, or lighting fixtures, or from any other cause, whether the said injury or damage results from conditions arising upon the Premises or upon other portions of the building of which the Premises are a part, or from other sources or places, and regardless of whether the cause of such damage or injury or the means of repairing the same is accessible or not. Landlord shall not be liable for any damages arising from any act or neglect of any other tenant of Landlord. Landlord shall under no circumstances be liable for injury to Tenant's business or for any loss of income or profit therefrom.

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

8. Taxes: Tenant shall pay, prior to delinquency, all taxes assessed against and levied upon Alterations, Utility Installations, Trade Fixtures, furnishings, and all personal property of Tenant contained in the Premises or elsewhere. The parties acknowledge that this Lease is subject to taxes imposed under the GPLET Laws.

9. Utilities: Unless utilities are separately metered, Tenant shall pay to Landlord, on a monthly basis, Tenant's pro rata share of such utility, based upon the square footage of the building occupied by Tenant pursuant to this Lease. If a utility service is separately metered at any time during this Lease, Tenant shall pay the amount billed for that meter. Tenant shall be responsible for telephone, cable or other telecommunications installation and fees, and any additional utilities Tenant installs or has installed. This provision shall not apply to water and sewer charges, which will be waived in accordance with the provisions of paragraph 5.5 herein.

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

11. Default, Breach, Remedies:

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

- (a) The vacating or abandonment of the Premises by Tenant;
- (b) The failure by Tenant to make any payment of rent or any other payment required to be made by Tenant hereunder, as and when due, where such failure shall continue for a period of three (3) days after written notice thereof by Landlord to Tenant;
- (c) The failure by Tenant to provide Landlord with reasonable evidence of insurance or surety bond required under this Lease; or the failure of Tenant to fulfill any obligation under this Lease which failure endangers or threatens life or property, where such failure continues for a period of five (5) days following written notice thereof by or on behalf of Landlord to Tenant;
- (d) Except as expressly otherwise provided in the Lease, the failure by Tenant to provide Landlord with reasonable written evidence in duly executed original form of any documentation

or information which Landlord may reasonably require of Tenant under the terms of this Lease, where any such failure continues for a period of ten (10) days following written notice by or on behalf of Landlord to Tenant;

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

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

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

11.2 Landlord's Remedies in Default:

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

20. Notices: All notices required or permitted by this Lease shall be in writing and sent by mail, return receipt requested, to the other Party at the address listed below. Either Party may by written notice to the other specify a different address for notice purposes. All notices sent certified mail, return receipt requested, shall be deemed given on the date of delivery shown on the receipt card, or if no delivery date is shown, the postmark thereon.

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

Tenant: Jerome Artists Cooperative Gallery, LLC
P.O. Box 233
Jerome, AZ 86331

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

22. DELETED.

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

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

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

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

27. Subordination, Attornment, Non-Disturbance:

27.1 Subordination: This Lease and any Option granted hereby shall be subject and subordinate to any ground lease, mortgage, deed of trust, or hypothecation or security device (collectively "Security Device"), now or hereafter placed by Landlord upon the real property of which the Premises are a part, to any and all advances made on the security thereof, and to all renewals, modifications, consolidations, replacements, and extensions thereof. Tenant agrees that the lenders

holding such Security Device shall have no duty, liability, or obligation to perform any of the obligations of Landlord under this Lease.

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

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

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

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

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

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

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

32. Termination, Merger:

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

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

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

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

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

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

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

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

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

The parties hereto have executed this Lease on the dates specified below.

THE TOWN OF JEROME

JEROME ARTISTS COOPERATIVE GALLERY, LLC

By: _____

By: _____

Its: Town Manager

Its: _____

Date: _____

Date: _____



TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331

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

ZONING ADMINISTRATOR ANALYSIS COUNCIL STAFF REPORT

January 12, 2021

ITEM 8B: **Vending Machine on Sidewalk**
Recommendation: Discussion/Possible action
Prepared by: John Knight, Zoning Administrator

Background and Discussion: A request has been received from the owner of Paul & Jerry's Saloon to place a vending/soda machine on the sidewalk in front of the business.

Currently, there are a variety of items that have been placed on or over the sidewalk. Collectively, these are referred to as encroachments. These include awnings, projecting signs, benches, hostess stands, cigarette disposals containers, planter boxes, and trash cans. Since the vending machine would be placed on public property (the sidewalk), the Council will need to provide staff with direction on whether this type of use on the sidewalk is appropriate.

Items for consideration: The Council may wish to consider the following.

1. **Liability Insurance:** Should the owner be required to provide liability insurance, and should the town be named as an additional insured?
2. **Clearance:** What type of horizontal clearance should be provided? The ADA requires 36" of clearance for wheelchairs and other disabled users.
3. **Use:** Is this an appropriate commercial use to allow on public property? Should other commercial uses (like hot dog stands or ice cream carts) be allowed on the sidewalks and in the parks?
4. **Process:** If allowed, what permit process should be used? The conditional use permit process combined with the design review process may provide the best control for the town.
5. **Ordinance Update:** Should the ordinance be updated to allow or prohibit certain types of commercial uses on public property?

Action: Discussion and possible action.

Statement to the Council regarding Jerome Library Closure.

Due to public health concerns, the Jerome Library closed to the public on January 5, 2021.

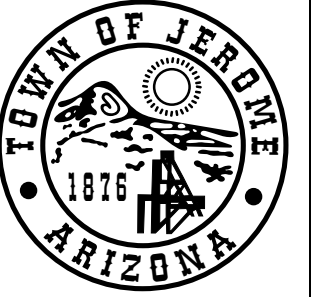
During this time of physical distancing, we are doing everything possible to keep the public and library staff safe.

Wi-fi continues to be available at the library entryway and in the parking lot.

We encourage patrons to continue placing holds while understanding there will be delays in receiving materials from other libraries while staff works out safe procedures for picking up.

All county libraries are enacting restrictions to public access at this time.

Respectfully, Kathleen Jarvis, Jan 6, 2021



Note - colors could be used to represent different subareas

- Hull Av. Area
- Main Street Area
- Clark Street Area

Free Car/Truck and RV Parking

To Free Parking

Fire Station

New State Building

Spook Hall

Visitor Center

Mine Museum

The Bartlett

Police Station

Historical Society

To Jerome Grand Hotel & Asylum

Hotel Jerome

YOU ARE HERE

- Paid Parking
- \$ Payment Kiosk
- B Bathroom
- M Motorcycle Parking
- S Shuttle Stop

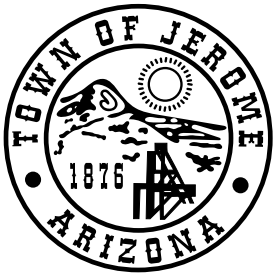


Note - Individual shops would be represented with numbers

Extend map to add shops in this area







TOWN OF JEROME

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

RESOLUTION NO. 609

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF JEROME, ARIZONA, SUPPORTING THE STATEMENT OF THE NATIONAL LEAGUE OF CITIES CONDEMNING THE RECENT ATTACK ON THE UNITED STATES CAPITOL BUILDING AND AFFIRMING A PEACEFUL TRANSITION OF POWER

WHEREAS, on January 6, 2021, the United States Capitol Building was breached by criminal and seditious rioters in a direct and unprecedented assault upon our democracy; and

WHEREAS, these insurgents attacked law enforcement, terrorized our duly elected officials and their staff, and desecrated the seat of our government; and

WHEREAS, five people have lost their lives as a result of the violence; and

WHEREAS, the insurrection forced the temporary stoppage of Congressional proceedings under the requirements of the Electoral Count Act; and

WHEREAS, the orderly proceedings of government after a free and fair election is essential for a functioning democracy at all levels of government; and

WHEREAS, the National League of Cities has released the following statement in response to that incident:

We condemn the acts of violence by the unlawful group of rioters that attacked the U.S. Capitol today and urge our fellow Americans in cities, towns and villages across the country to remain calm, peaceful and safe. The President must stop pouring fuel on the flames of division that are now inflicting irreparable harm on our democracy and our nation. As we saw from the leadership shown today from Mayor Muriel Bowser and the Metropolitan Police Department, local leaders will always put our residents first, and we welcome strong leadership and partnership from our fellow public officials at all levels of government to ensure a safe, peaceful and orderly transition of power during this critical moment for our country.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Town of Jerome, Arizona that we condemn in the strongest possible terms the corrupt actions of the extremists who invaded the United States Capitol Building on January 6, 2021; and

BE IT FURTHER RESOLVED that our democracy is resilient to such acts of domestic terrorism; and

BE IT FURTHER RESOLVED that the peaceful transition of power is part of our most cherished democratic traditions, and our oath to uphold the values of our Constitution is hereby acknowledged and affirmed; and

BE IT FURTHER RESOLVED that we hereby express our full and unequivocal support for, and wholeheartedly agree with, the statement issued by the National League of Cities, as set forth above; and

BE IT FURTHER RESOLVED that we encourage every citizen to commit to keeping our democracy dynamic and to resolving our differences through debate and elections rather than through disorder and lawlessness; and

BE IT FURTHER RESOLVED that a certified copy of this Resolution be sent to the National League of Cities, the Arizona League of Cities and Towns, US Senator Kyrsten Sinema, US Senator Mark Kelly, US Representative Paul Gosar, Governor Doug Ducey, State Senator Wendy Rogers, State Representative Walt Blackman, and State Representative Brenda Barton.

ADOPTED AND APPROVED by a majority vote of the Jerome Town Council on the ____ day of _____, 2021.

APPROVED:

Dr. Jack Dillenberg, Mayor

ATTEST:

APPROVED AS TO FORM:

Candace Gallagher, Town Manager/Clerk

William J. Sims, Town Attorney