



# TOWN OF JEROME

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

## AGENDA

### REGULAR MEETING OF THE JEROME TOWN COUNCIL

### CONDUCTED VIA ZOOM

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

#### PUBLIC PARTICIPATION IN THE MEETING

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

- Zoom Conference
  - Computer: <https://us02web.zoom.us/j/9286347943>
  - Telephone: 1 669 900 6833 Meeting ID: 928 634 7943
- Submitting questions and comments:
  - If attending by Zoom video conference, click the chat button and enter your name and what you would like to address.
  - Email [c.gallagher@jerome.az.gov](mailto:c.gallagher@jerome.az.gov) (Please submit comments at least one hour prior to the meeting.)

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

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

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

ITEM #1:	<b>CALL TO ORDER/ROLL CALL</b> Mayor/Chairperson to call meeting to order. Town Clerk to call and record the roll.	
ITEM #2:	<b>FINANCIAL REPORTS</b> Financial reports for August 2021	Discussion/Possible Action
ITEM #3:	<b>STAFF AND COUNCIL REPORTS</b> Reports by the Town Manager/Clerk, Deputy Town Clerk, Utilities Clerk, Accounting Clerk, Public Works Department, Building Inspector, Library, Municipal Court, Police Chief, Fire Chief, and Council members.	Discussion/Possible Action
ITEM #4:	<b>ZONING ADMINISTRATOR'S REPORT AND MINUTES</b> Minutes are provided for the information of Council and do not require action.	Discussion/Possible Direction
ITEM #5:	<b>APPROVAL OF MINUTES</b> July 26, 2021; August 4, 2021; August 10, 2021	Discussion/Possible Action
ITEM #6:	<b>PETITIONS FROM THE PUBLIC</b> Pursuant to A.R.S. § 38-431.01(H), public comment is permitted on matters not listed on the agenda, but the subject matter must be within the jurisdiction of the Council. All comments are subject to reasonable time, place and manner restrictions. All petitioners must fill out a request form with their name and subject matter. When recognized by the chair, please step to the podium, state your name and please observe the three (3) minute time limit. No petitioners will be recognized without a request. The Council's response to public comments is limited to asking staff to review a matter commented upon, asking that a matter be put on a future agenda, or responding to criticism.	Discussion/Possible Direction
ITEM #7:	<b>PRESENTATIONS</b> <b>Item #7A: YAVAPAI COLLEGE UPDATE</b> Officials of Yavapai College will present an update regarding activities there.	
		Sponsored by Mayor Jack Dillenberg Discussion/Possible Direction
ITEM #8:	<b>ORDINANCES AND RESOLUTIONS</b> <b>ITEM #8A: RESOLUTION NO. 624, A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF JEROME, ARIZONA, AMENDING THE ADOPTED FEE SCHEDULE REGARDING BUILDING PERMIT FEES</b> Council may adopt Resolution No. 624.	
		Sponsored by Mayor Jack Dillenberg Discussion/Possible Action
ITEM #9:	<b>UNFINISHED BUSINESS</b> <b>ITEM #9A: PUBLIC HEARING: WATER AND SEWER RATES, FEES AND CHARGES</b> Council will conduct a public hearing regarding possible changes to water and sewer rates, fees and charges and may opt to continue the hearing to a future date and/or direct staff to prepare a Resolution adopting new rates for approval at a future meeting.	
	<b>ITEM #9B: JEROME PROPERTY IN CLARKDALE</b> Council will discuss options for the use or disposition of the property owned by the Town of Jerome located in Clarkdale adjacent to the Jerome Valley Cemetery.	Sponsored by Mayor Jack Dillenberg Discussion/Possible Direction
	<b>ITEM #9C: FRIENDS OF JEROME</b> Mayor Dillenberg will update Council on the initiative to create a "Friends of Jerome" nonprofit.	Sponsored by Mayor Jack Dillenberg Discussion/Possible Action

	<b>ITEM #9D: DRAFT ORDINANCE REGARDING SPECIAL EVENTS</b> Council will review an updated draft of an ordinance regarding special events and continue their discussion regarding same.	Sponsored by Councilmember Sage Harvey Discussion/Possible Direction
	<b>ITEM #9E: PLANNING AND ZONING FEES</b> Council will review recommendations of the Zoning Administrator regarding changes to planning & zoning fees and may direct staff in this regard.	Sponsored by Mayor Jack Dillenberg Discussion/Possible Direction
	<b>ITEM #9F: AFFORDABLE HOUSING</b> Council will discuss opportunities and tools to implement affordable housing in Jerome.	Sponsored by Councilmember Sage Harvey Discussion/Possible Direction
<b>ITEM #10:</b>	<b>NEW BUSINESS</b>	
	<b>ITEM #10A: JFD HALLOWEEN PARTY</b> Council may approve a request by the Fire Chief to hold the Fire Department's annual Halloween Party and Dance outdoors at the basketball court.	Sponsored by Mayor Jack Dillenberg Discussion/Possible Action
	<b>ITEM #10B: WAIVER OF FEES FOR SPECIAL EVENT LIQUOR LICENSES</b> Council may approve requests by the Jerome Chamber of Commerce and the Jerome Fire Department for a waiver of the \$75 fee to the Town for processing of Special Event Liquor Licenses.	Sponsored by Mayor Jack Dillenberg Discussion/Possible Action
	<b>ITEM #10C: TEMPORARY BANNERS</b> Council may approve a request by the Fire Chief for the placement of certain temporary banners on Town property.	Sponsored by Mayor Jack Dillenberg Discussion/Possible Action
	<b>ITEM #10D: LIQUOR LICENSE – THE MINE CAFÉ</b> Council will review an application by the Mine Café for a Series 12 liquor license, and may recommend approval or disapproval, or take no action.	Sponsored by Mayor Jack Dillenberg Discussion/Possible Action
	<b>ITEM #10E: INTERGOVERNMENTAL AGREEMENT WITH CITY OF COTTONWOOD FOR POLICE DISPATCH SERVICES</b> Council will review and may approve an IGA with the City of Cottonwood for police dispatch services.	Sponsored by Mayor Jack Dillenberg Discussion/Possible Action
	<b>ITEM #10F: INTERGOVERNMENTAL AGREEMENT FOR E-RATE SERVICES</b> Council will review and may approve an IGA with Yavapai County for discounted internet service through the E-Rate program.	Sponsored by Mayor Jack Dillenberg Discussion/Possible Action
	<b>ITEM #10G: 2021 LEAGUE CONFERENCE</b> Mayor Dillenberg, Vice Mayor Worth and Zoning Administrator John Knight will discuss their experiences at the 2021 conference of the League of Arizona Cities and Towns.	Sponsored by Vice Mayor Mandy Worth Discussion/Possible Action
<b>ITEM #11:</b>	<b>TO AND FROM THE COUNCIL</b> Council may direct staff regarding items to be placed on a future agenda.	Discussion; Possible Direction
<b>ITEM #12:</b>	<b>ADJOURNMENT</b>	

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  
17-Oct

Fund	Department	Current Period			YTD		
		Revenue	Budget	Variance	Revenue	Budget	Variance
	10 GF Revenue	\$ 262,754.90	\$ 172,353.93	\$ 90,400.97	\$ 422,271.44	\$ 326,370.68	\$ 95,900.76
	Total	\$ 262,754.90	\$ 172,353.93	\$ 90,400.97	\$ 422,271.44	\$ 326,370.68	\$ 95,900.76
		Expense	Budget	Variance	Expense	Budget	Variance
	11 Admin	\$ 38,818.81	\$ 57,491.24	\$ 18,672.43	\$ 92,509.70	\$ 130,382.60	\$ 37,872.90
	12 Court	\$ 7,403.33	\$ 10,117.79	\$ 2,714.46	\$ 13,105.00	\$ 19,081.10	\$ 5,976.10
	13 Police	\$ 40,457.63	\$ 47,550.19	\$ 7,092.56	\$ 94,791.46	\$ 115,629.10	\$ 20,837.64
	14 Fire	\$ 29,361.31	\$ 44,956.98	\$ 15,595.67	\$ 69,674.86	\$ 100,791.01	\$ 31,116.15
	15 Library	\$ 7,333.32	\$ 8,040.20	\$ 706.88	\$ 13,535.73	\$ 16,171.00	\$ 2,635.27
	16 P&Z	\$ 7,760.67	\$ 9,851.86	\$ 2,091.19	\$ 14,438.63	\$ 19,476.40	\$ 5,037.77
	17 Parks	\$ 1,258.44	\$ 1,819.03	\$ 560.59	\$ 1,860.63	\$ 3,638.70	\$ 1,778.07
	18 Properties	\$ 21,556.36	\$ 26,010.37	\$ 4,454.01	\$ 26,496.67	\$ 45,021.30	\$ 18,524.63
	Total	\$ 153,949.87	\$ 205,837.66	\$ 51,887.79	\$ 326,412.68	\$ 450,191.21	\$ 123,778.53
General	Net Income (Loss)	\$ 108,805.03	\$ (33,483.73)	\$ 142,288.76	\$ 95,858.76	\$ (123,820.53)	\$ 219,679.29
		Revenue	Budget	Variance	Revenue	Budget	Variance
	50 Water	\$ 17,972.79	\$ 18,833.32	\$ (860.53)	\$ 35,886.16	\$ 37,666.80	\$ (1,780.64)
	51 Sewer	\$ 17,538.89	\$ 19,212.48	\$ (1,673.59)	\$ 35,173.42	\$ 38,425.20	\$ (3,251.78)
	52 Trash	\$ 14,824.05	\$ 15,833.33	\$ (1,009.28)	\$ 29,445.24	\$ 31,666.70	\$ (2,221.46)
	Total	\$ 50,335.73	\$ 53,879.13	\$ (3,543.40)	\$ 100,504.82	\$ 107,758.70	\$ (7,253.88)
		Expense	Budget	Variance	Expense	Budget	Variance
	50 Water	\$ 14,106.25	\$ 28,542.73	\$ 14,436.48	\$ 28,191.46	\$ 50,496.70	\$ 22,305.24
	51 Sewer	\$ 20,133.93	\$ 23,092.18	\$ 2,958.25	\$ 31,328.15	\$ 45,598.20	\$ 14,270.05
	52 Trash	\$ 13,486.99	\$ 16,177.01	\$ 2,690.02	\$ 35,652.81	\$ 44,567.90	\$ 8,915.09
	Total	\$ 47,727.17	\$ 67,811.92	\$ 20,084.75	\$ 95,172.42	\$ 140,662.80	\$ 45,490.38
Utilities	Net Income (Loss)	\$ 2,608.56	\$ (13,932.79)	\$ 16,541.35	\$ 5,332.40	\$ (32,904.10)	\$ 38,236.50
		Revenue	Budget	Variance	Revenue	Budget	Variance
	30 HURF	\$ 20,662.25	\$ 8,327.83	\$ 12,334.42	\$ 27,844.22	\$ 16,655.70	\$ 11,188.52
		Expense	Budget	Variance	Expense	Budget	Variance
		\$ 20,662.25	\$ 31,950.99	\$ 11,288.74	\$ 27,844.22	\$ 44,641.10	\$ 16,795.88
Road	Net Income (Loss)	\$ -	\$ (23,623.16)	\$ 23,623.16	\$ -	\$ (27,985.40)	\$ 27,984.40
		Revenue	Budget	Variance	Revenue	Budget	Variance
	35 Parking	\$ 24,404.90	\$ 20,833.33	\$ 3,571.57	\$ 47,441.50	\$ 41,666.70	\$ 5,774.80
		Expense	Budget	Variance	Expense	Budget	Variance
		\$ 23,808.14	\$ 26,159.22	\$ 2,351.08	\$ 41,676.62	\$ 47,856.80	\$ 6,180.18
Parking	Net Income (Loss)	\$ 596.76	\$ (5,325.89)	\$ 5,922.65	\$ 5,764.88	\$ (6,190.10)	\$ 11,954.98
		Current Month			Year To Date		
	Total Revenue	\$ 358,157.78			\$ 598,061.98		
	Less Total Expense	\$ 246,147.43			\$ 491,105.94		
	Net Income (Loss)	\$ 112,010.35			\$ 106,956.04		

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**Town of Jerome**  
**Income Statement**  
(Original Budget to Actual Comparison)  
For the period of 8/1/2021 Through 8/31/2021

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<b>Revenues</b>								
Property Taxes	\$155.14	\$0.00	\$155.14	0.0%	\$2,470.07	\$0.00	\$2,470.07	0.0%
City Sales Taxes	161,896.97	78,000.00	83,896.97	107.6	253,967.52	158,500.00	95,467.52	60.2
State Sales Taxes	5,275.54	4,452.00	823.54	18.5	10,816.17	8,904.00	1,912.17	21.5
Urban Revenue Share	16,309.50	16,309.50	0.00	0.0	32,619.00	32,619.00	0.00	0.0
Vehicle License Tax	2,957.99	2,901.33	56.66	2.0	6,314.82	5,802.70	512.12	8.8
Fines and Forfeitures	4,613.52	6,083.33	(1,469.81)	(24.2)	13,830.81	12,166.70	1,664.11	13.7
Court Security Fund Revenue	636.00	833.33	(197.33)	(23.7)	2,097.01	1,666.70	430.31	25.8
Building Permits	187.75	666.66	(478.91)	(71.8)	1,884.21	1,333.40	550.81	41.3
Planning & Zoning Fees	500.00	416.66	83.34	20.0	1,050.00	833.40	216.60	26.0
Business Licenses	770.00	416.66	353.34	84.8	840.00	833.40	6.60	0.8
Commercial Filming Fees	0.00	29.16	(29.16)	(100.0)	0.00	58.40	(58.40)	(100.0)
Fire Dept Services Rev	0.00	833.33	(833.33)	(100.0)	0.00	1,666.70	(1,666.70)	(100.0)
Franchise Fees	2,885.65	2,750.00	135.65	4.9	3,806.58	3,750.00	56.58	1.5
PD Parking Citation Revenue	2,030.00	1,666.66	363.34	21.8	3,570.00	3,333.40	236.60	7.1
PD Revenue From Parking Fund	2,500.00	2,500.00	0.00	0.0	5,000.00	5,000.00	0.00	0.0
Police Officer Safety Equip Rev	168.14	166.66	1.48	0.9	489.92	333.40	156.52	46.9
Police Services	855.00	1,666.66	(811.66)	(48.7)	1,440.00	3,333.40	(1,893.40)	(56.8)
Rents	6,563.51	6,543.50	20.01	0.3	13,147.02	13,087.00	60.02	0.5
Utility Reimbursements	286.97	375.00	(88.03)	(23.5)	594.63	750.00	(155.37)	(20.7)
Wildland Fire Fees	24,892.00	19,058.53	5,833.47	30.6	24,892.00	24,891.90	0.10	0.0
Wildlands Wage Reimbursement	12,529.68	9,196.31	3,333.37	36.2	12,529.68	12,529.68	0.00	0.0
Firewise Wage Reimbursement	0.00	2,500.00	(2,500.00)	(100.0)	0.00	5,000.00	(5,000.00)	(100.0)
Contributions	2,513.00	125.00	2,388.00	1910.4	2,713.00	250.00	2,463.00	985.2
Library Contributions	350.00	83.33	266.67	320.0	350.00	166.70	183.30	110.0
Interest	139.88	125.00	14.88	11.9	282.47	250.00	32.47	13.0
Sale of Assets	0.00	625.00	(625.00)	(100.0)	0.00	1,250.00	(1,250.00)	(100.0)
Miscellaneous Revenues	0.00	291.66	(291.66)	(100.0)	89.00	583.40	(494.40)	(84.7)
Administrative Charges	13,738.66	13,738.66	0.00	0.0	27,477.53	27,477.40	0.13	0.0
<b>Net Revenues</b>	<b>\$262,754.90</b>	<b>\$172,353.93</b>	<b>\$90,400.97</b>	<b>52.5 %</b>	<b>\$422,271.44</b>	<b>\$326,370.68</b>	<b>\$95,900.76</b>	<b>29.4 %</b>
<b>Net Income (Loss)</b>	<b>\$262,754.90</b>	<b>\$172,353.93</b>	<b>\$90,400.97</b>	<b>52.5%</b>	<b>\$422,271.44</b>	<b>\$326,370.68</b>	<b>\$95,900.76</b>	<b>29.4%</b>



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**Town of Jerome**  
**Income Statement**  
(Original Budget to Actual Comparison)  
For the period of 8/1/2021 Through 8/31/2021

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<b><u>Program Expenses</u></b>								
Advertising, Printing, & Publishing	\$1,639.08	\$375.00	\$(1,264.08)	(337.1)%	\$1,774.59	\$750.00	\$(1,024.59)	(136.6)%
Contract Services	0.00	409.10	409.10	100.0	4,788.00	5,309.10	521.10	9.8
Conventions and Seminars	300.00	281.90	(18.10)	(6.4)	1,190.44	1,181.90	(8.54)	(0.7)
Training & Education	199.00	229.16	30.16	13.2	199.00	458.40	259.40	56.6
Dues, Subs & Memberships	456.00	75.00	(381.00)	(508.0)	5,550.00	5,250.00	(300.00)	(5.7)
TPT Collection Fee Exp	0.00	0.00	0.00	0.0	0.00	1,200.00	1,200.00	100.0
Insurance	323.88	350.00	26.12	7.5	323.88	350.00	26.12	7.5
Insurance Deductible Exp	0.00	83.33	83.33	100.0	0.00	166.70	166.70	100.0
COVID Expenses	0.00	75.00	75.00	100.0	0.00	150.00	150.00	100.0
Legal Exp - Gen Gov	721.50	1,166.66	445.16	38.2	721.50	2,333.40	1,611.90	69.1
Miscellaneous	253.61	472.16	218.55	46.3	403.61	944.40	540.79	57.3
Bank Fees - Gen Admin	136.56	150.00	13.44	9.0	269.38	300.00	30.62	10.2
Bank Fees / Merch Svcs	599.29	833.33	234.04	28.1	1,514.30	1,666.70	152.40	9.1
Office Supplies	305.51	500.00	194.49	38.9	1,533.80	1,000.00	(533.80)	(53.4)
Copier & Equip Lease Expense	642.06	625.00	(17.06)	(2.7)	963.09	1,250.00	286.91	23.0
Software Support Exp - GG	1,002.16	918.66	(83.50)	(9.1)	7,840.62	8,475.40	634.78	7.5
Computer Hardware & Service	460.00	833.33	373.33	44.8	460.00	1,666.70	1,206.70	72.4
Operating Supplies - Gen Gov	86.84	83.33	(3.51)	(4.2)	86.84	166.70	79.86	47.9
Postage	281.94	416.66	134.72	32.3	281.94	833.40	551.46	66.2
Rep and Maint - Vehicles	0.00	41.66	41.66	100.0	0.00	83.40	83.40	100.0
Shuttle Expenses	0.00	125.00	125.00	100.0	0.00	250.00	250.00	100.0
Small Tools and Equipment	0.00	583.33	583.33	100.0	0.00	1,166.70	1,166.70	100.0
Telephone	217.15	250.00	32.85	13.1	385.02	500.00	114.98	23.0
Travel	0.00	41.66	41.66	100.0	0.00	83.40	83.40	100.0
Tourism 1% Bed Tax	519.78	0.00	(519.78)	0.0	10,519.78	10,000.00	(519.78)	(5.2)
Community Health	0.00	41.66	41.66	100.0	0.00	83.40	83.40	100.0
Preservation of Historic Buildings	0.00	4,166.66	4,166.66	100.0	0.00	8,333.40	8,333.40	100.0
Vehicles, Cap Outlay, Gen Gov	0.00	10,000.00	10,000.00	100.0	0.00	10,000.00	10,000.00	100.0
Transfers Out	6,739.20	6,958.33	219.13	3.1	6,739.20	11,916.70	5,177.50	43.4
<b>Total Program Expenses</b>	<b>\$14,883.56</b>	<b>\$30,085.92</b>	<b>\$15,202.36</b>	<b>50.5 %</b>	<b>\$45,544.99</b>	<b>\$75,869.80</b>	<b>\$30,324.81</b>	<b>40.0 %</b>
<b><u>General &amp; Administrative Expenses</u></b>								
Salaries and Wages	\$17,519.54	\$19,828.83	\$2,309.29	11.6%	\$34,221.40	\$39,657.70	\$5,436.30	13.7%
Longevity Bonus	0.00	298.00	298.00	100.0	0.00	298.00	298.00	100.0
Payment in Lieu of Medical Benefits	533.46	577.91	44.45	7.7	1,066.92	1,155.90	88.98	7.7
FICA Match	1,346.37	1,570.08	223.71	14.2	2,630.18	3,140.20	510.02	16.2

9/7/21

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**Town of Jerome**  
**Income Statement**  
 (Original Budget to Actual Comparison)  
 For the period of 8/1/2021 Through 8/31/2021

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Retirement Match	1,289.08	1,456.50	167.42	11.5	2,558.63	2,913.00	354.37	12.2
Health/Life Insurance	3,230.34	3,646.00	415.66	11.4	6,460.68	7,292.00	831.32	11.4
Unemployment Insurance	16.46	28.00	11.54	41.2	26.90	56.00	29.10	52.0
<b>Total General &amp; Administrative Expenses</b>	<b>\$23,935.25</b>	<b>\$27,405.32</b>	<b>\$3,470.07</b>	<b>12.7 %</b>	<b>\$46,964.71</b>	<b>\$54,512.80</b>	<b>\$7,548.09</b>	<b>13.8 %</b>
<b>Total Expenses</b>	<b>\$38,818.81</b>	<b>\$57,491.24</b>	<b>\$18,672.43</b>	<b>32.5%</b>	<b>\$92,509.70</b>	<b>\$130,382.60</b>	<b>\$37,872.90</b>	<b>29.0%</b>
<b>Net Income (Loss)</b>	<b>\$(38,818.81)</b>	<b>\$(57,491.24)</b>	<b>\$18,672.43</b>	<b>32.5%</b>	<b>(\$92,509.70)</b>	<b>\$(130,382.60)</b>	<b>\$37,872.90</b>	<b>29.0%</b>

9/7/21

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**Town of Jerome**  
**Income Statement**  
 (Original Budget to Actual Comparison)  
 For the period of 8/1/2021 Through 8/31/2021

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<b><u>Program Expenses</u></b>								
Court Security Fund Expenses	\$0.00	\$833.33	\$833.33	100.0%	\$0.00	\$1,666.70	\$1,666.70	100.0%
Contract Services	550.00	583.33	33.33	5.7	550.00	1,166.70	616.70	52.9
Training & Education	0.00	43.75	43.75	100.0	0.00	87.50	87.50	100.0
Dues and Subscriptions	0.00	26.66	26.66	100.0	0.00	53.40	53.40	100.0
Miscellaneous	0.00	25.00	25.00	100.0	0.00	50.00	50.00	100.0
Office Supplies	0.00	16.66	16.66	100.0	0.00	33.40	33.40	100.0
Copier & Equip Lease Exp	1,181.97	1,155.00	(26.97)	(2.3)	1,181.97	1,155.00	(26.97)	(2.3)
Telephone	73.00	75.00	2.00	2.7	146.00	150.00	4.00	2.7
Travel	0.00	75.00	75.00	100.0	69.32	150.00	80.68	53.8
<b>Total Program Expenses</b>	<b>\$1,804.97</b>	<b>\$2,833.73</b>	<b>\$1,028.76</b>	<b>36.3 %</b>	<b>\$1,947.29</b>	<b>\$4,512.70</b>	<b>\$2,565.41</b>	<b>56.8 %</b>
<b><u>General &amp; Administrative Expenses</u></b>								
Salaries and Wages	\$5,035.69	\$6,569.66	\$1,533.97	23.3%	\$10,035.24	\$13,139.40	\$3,104.16	23.6%
FICA and Medicare	385.22	505.91	120.69	23.9	767.68	1,011.90	244.22	24.1
Retirement	176.00	192.33	16.33	8.5	352.00	384.70	32.70	8.5
Unemployment	1.45	16.16	14.71	91.0	2.79	32.40	29.61	91.4
<b>Total General &amp; Administrative Expenses</b>	<b>\$5,598.36</b>	<b>\$7,284.06</b>	<b>\$1,685.70</b>	<b>23.1 %</b>	<b>\$11,157.71</b>	<b>\$14,568.40</b>	<b>\$3,410.69</b>	<b>23.4 %</b>
<b>Total Expenses</b>	<b>\$7,403.33</b>	<b>\$10,117.79</b>	<b>\$2,714.46</b>	<b>26.8%</b>	<b>\$13,105.00</b>	<b>\$19,081.10</b>	<b>\$5,976.10</b>	<b>31.3%</b>
<b>Net Income (Loss)</b>	<b>\$(7,403.33)</b>	<b>\$(10,117.79)</b>	<b>\$2,714.46</b>	<b>26.8%</b>	<b>\$(13,105.00)</b>	<b>\$(19,081.10)</b>	<b>\$5,976.10</b>	<b>31.3%</b>

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**Town of Jerome**  
Income Statement  
(Original Budget to Actual Comparison)  
For the period of 8/1/2021 Through 8/31/2021

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<b><u>Program Expenses</u></b>								
Contract Services	\$0.00	\$41.66	\$41.66	100.0%	\$0.00	\$83.40	\$83.40	100.0%
Training & Education	0.00	83.33	83.33	100.0	0.00	166.70	166.70	100.0
Dues and Subscriptions	0.00	100.00	100.00	100.0	0.00	200.00	200.00	100.0
Fuel	946.92	750.00	(196.92)	(26.3)	946.92	1,500.00	553.08	36.9
Prosecutor Exp	1,320.00	2,000.00	680.00	34.0	1,320.00	4,000.00	2,680.00	67.0
Miscellaneous	0.00	50.00	50.00	100.0	0.00	100.00	100.00	100.0
Software Service & Support	1,444.99	1,458.33	13.34	0.9	1,594.99	2,016.70	421.71	20.9
Computer Hardware & Service	0.00	291.66	291.66	100.0	0.00	583.40	583.40	100.0
Operating Supplies - Police	258.69	208.33	(50.36)	(24.2)	258.69	416.70	158.01	37.9
Postage	0.00	16.66	16.66	100.0	0.00	33.40	33.40	100.0
Rep and Maint - Vehicles	1,773.85	1,125.00	(648.85)	(57.7)	1,773.85	1,750.00	(23.85)	(1.4)
Rep and Maint - Equipment	0.00	625.00	625.00	100.0	0.00	1,250.00	1,250.00	100.0
Police Officer Safety Equip Exp	362.98	166.66	(196.32)	(117.8)	362.98	333.40	(29.58)	(8.9)
Small Tools and Equipment	119.63	583.33	463.70	79.5	188.63	1,166.70	978.07	83.8
Telephone	558.84	433.33	(125.51)	(29.0)	855.20	866.70	11.50	1.3
Uniforms	0.00	125.00	125.00	100.0	0.00	250.00	250.00	100.0
Vehicles, Cap Outlay, Police	0.00	0.00	0.00	0.0	21,500.00	21,500.00	0.00	0.0
<b>Total Program Expenses</b>	<b>\$6,785.90</b>	<b>\$8,058.29</b>	<b>\$1,272.39</b>	<b>15.8 %</b>	<b>\$28,801.26</b>	<b>\$36,217.10</b>	<b>\$7,415.84</b>	<b>20.5 %</b>
<b><u>General &amp; Administrative Expenses</u></b>								
Salaries and Wages	\$24,236.46	\$28,606.00	\$4,369.54	15.3%	\$46,938.04	\$57,212.00	\$10,273.96	18.0%
Longevity Bonus	0.00	0.00	0.00	0.0	428.00	428.00	0.00	0.0
FICA and Medicare	1,753.24	2,200.08	446.84	20.3	3,421.77	4,400.20	978.43	22.2
Retirement	2,253.77	2,635.16	381.39	14.5	4,344.59	5,270.40	925.81	17.6
Health Insurance	5,422.34	6,012.50	590.16	9.8	10,844.68	12,025.00	1,180.32	9.8
Unemployment	5.92	38.16	32.24	84.5	13.12	76.40	63.28	82.8
<b>Total General &amp; Administrative Expenses</b>	<b>\$33,671.73</b>	<b>\$39,491.90</b>	<b>\$5,820.17</b>	<b>14.7 %</b>	<b>\$65,990.20</b>	<b>\$79,412.00</b>	<b>\$13,421.80</b>	<b>16.9 %</b>
<b>Total Expenses</b>	<b>\$40,457.63</b>	<b>\$47,550.19</b>	<b>\$7,092.56</b>	<b>14.9%</b>	<b>\$94,791.46</b>	<b>\$115,629.10</b>	<b>\$20,837.64</b>	<b>18.0%</b>
<b>Net Income (Loss)</b>	<b>\$(40,457.63)</b>	<b>\$(47,550.19)</b>	<b>\$7,092.56</b>	<b>14.9%</b>	<b>(\$94,791.46)</b>	<b>\$(115,629.10)</b>	<b>\$20,837.64</b>	<b>18.0%</b>

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**Town of Jerome**  
**Income Statement**  
 (Original Budget to Actual Comparison)  
 For the period of 8/1/2021 Through 8/31/2021

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<b><u>Program Expenses</u></b>								
Contract Services	\$0.00	\$41.66	\$41.66	100.0%	\$0.00	\$83.40	\$83.40	100.0%
Training & Education	372.66	500.00	127.34	25.5	751.51	1,000.00	248.49	24.8
Dispatch Fees	560.33	537.50	(22.83)	(4.2)	1,120.66	1,075.00	(45.66)	(4.2)
Dues and Subscriptions	0.00	125.00	125.00	100.0	0.00	250.00	250.00	100.0
Fuel	332.56	416.66	84.10	20.2	332.56	833.40	500.84	60.1
Legal Exp - Fire	0.00	41.66	41.66	100.0	0.00	83.40	83.40	100.0
Medical Expenses	0.00	83.33	83.33	100.0	0.00	166.70	166.70	100.0
Medical Supplies Exp	362.21	284.10	(78.11)	(27.5)	1,576.40	1,659.10	82.70	5.0
Miscellaneous	0.00	125.00	125.00	100.0	0.00	250.00	250.00	100.0
Software Service & Support	75.00	75.00	0.00	0.0	150.00	150.00	0.00	0.0
Operating Supplies - Fire Dept	306.66	125.00	(181.66)	(145.3)	306.66	250.00	(56.66)	(22.7)
Rep and Maint - Vehicles	1,144.09	1,666.66	522.57	31.4	1,144.09	3,333.40	2,189.31	65.7
Rep and Maint - Equipment	6.46	416.66	410.20	98.4	6.46	833.40	826.94	99.2
Small Tools and Equipment	4,642.24	4,833.33	191.09	4.0	5,402.48	5,666.70	264.22	4.7
Telephone	229.69	333.33	103.64	31.1	358.99	666.70	307.71	46.2
Training Center Assessment	0.00	2,700.00	2,700.00	100.0	0.00	2,700.00	2,700.00	100.0
<b>Total Program Expenses</b>	<b>\$8,031.90</b>	<b>\$12,304.89</b>	<b>\$4,272.99</b>	<b>34.7 %</b>	<b>\$11,149.81</b>	<b>\$19,001.20</b>	<b>\$7,851.39</b>	<b>41.3 %</b>
<b><u>General &amp; Administrative Expenses</u></b>								
Salaries and Wages	\$9,068.95	\$14,338.91	\$5,269.96	36.8%	\$17,670.87	\$28,677.90	\$11,007.03	38.4%
Wildland Personnel	6,014.61	6,014.61	0.00	0.0	16,481.19	16,514.61	33.42	0.2
Volunteer-Employee Per Call Personnel	0.00	2,583.33	2,583.33	100.0	0.00	5,166.70	5,166.70	100.0
Firewise Personnel	950.50	3,333.33	2,382.83	71.5	1,541.50	6,666.70	5,125.20	76.9
FICA and Medicare	1,177.27	1,682.58	505.31	30.0	2,631.88	3,365.20	733.32	21.8
Retirement	725.51	947.58	222.07	23.4	13,413.66	13,895.20	481.54	3.5
Health Insurance	3,389.44	3,699.00	309.56	8.4	6,778.88	7,398.00	619.12	8.4
Unemployment	3.13	52.75	49.62	94.1	7.07	105.50	98.43	93.3
<b>Total General &amp; Administrative Expenses</b>	<b>\$21,329.41</b>	<b>\$32,652.09</b>	<b>\$11,322.68</b>	<b>34.7 %</b>	<b>\$58,525.05</b>	<b>\$81,789.81</b>	<b>\$23,264.76</b>	<b>28.4 %</b>
<b>Total Expenses</b>	<b>\$29,361.31</b>	<b>\$44,956.98</b>	<b>\$15,595.67</b>	<b>34.7%</b>	<b>\$69,674.86</b>	<b>\$100,791.01</b>	<b>\$31,116.15</b>	<b>30.9%</b>
<b>Net Income (Loss)</b>	<b>\$(29,361.31)</b>	<b>\$(44,956.98)</b>	<b>\$15,595.67</b>	<b>34.7%</b>	<b>(\$69,674.86)</b>	<b>\$(100,791.01)</b>	<b>\$31,116.15</b>	<b>30.9%</b>

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**Town of Jerome**  
**Income Statement**  
 (Original Budget to Actual Comparison)  
 For the period of 8/1/2021 Through 8/31/2021

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<b><u>Program Expenses</u></b>								
Advertising, Printing, & Publishing	\$0.00	\$25.00	\$25.00	100.0%	\$0.00	\$50.00	\$50.00	100.0%
Contract Services	0.00	104.16	104.16	100.0	0.00	208.40	208.40	100.0
Miscellaneous	0.00	20.83	20.83	100.0	0.00	41.70	41.70	100.0
Office Supplies	0.00	20.83	20.83	100.0	0.00	41.70	41.70	100.0
Operating Supplies - Library	772.87	550.00	(222.87)	(40.5)	772.87	800.00	27.13	3.4
Print and Non-Print Materials	72.63	25.00	(47.63)	(190.5)	72.63	650.00	577.37	88.8
Rep and Maint - Equipment	0.00	8.33	8.33	100.0	0.00	16.70	16.70	100.0
Small Tools and Equipment	0.00	125.00	125.00	100.0	0.00	250.00	250.00	100.0
Telephone	78.34	75.00	(3.34)	(4.5)	163.15	150.00	(13.15)	(8.8)
E-Rate Exp	42.95	66.66	23.71	35.6	85.90	133.40	47.50	35.6
<b>Total Program Expenses</b>	<b>\$966.79</b>	<b>\$1,020.81</b>	<b>\$54.02</b>	<b>5.3 %</b>	<b>\$1,094.55</b>	<b>\$2,341.90</b>	<b>\$1,247.35</b>	<b>53.3 %</b>
<b><u>General &amp; Administrative Expenses</u></b>								
Salaries and Wages	\$4,910.80	\$5,416.66	\$505.86	9.3%	\$9,713.04	\$10,833.40	\$1,120.36	10.3%
Longevity Bonus	160.00	210.00	50.00	23.8	160.00	210.00	50.00	23.8
Library Benefit Stipend	533.46	577.91	44.45	7.7	1,066.92	1,155.90	88.98	7.7
FICA and Medicare	428.19	463.08	34.89	7.5	835.83	926.20	90.37	9.8
Retirement	273.54	296.33	22.79	7.7	547.08	592.70	45.62	7.7
Health Insurance	41.22	41.00	(0.22)	(0.5)	82.44	82.00	(0.44)	(0.5)
Unemployment	19.32	14.41	(4.91)	(34.1)	35.87	28.90	(6.97)	(24.1)
<b>Total General &amp; Administrative Expenses</b>	<b>\$6,366.53</b>	<b>\$7,019.39</b>	<b>\$652.86</b>	<b>9.3 %</b>	<b>\$12,441.18</b>	<b>\$13,829.10</b>	<b>\$1,387.92</b>	<b>10.0 %</b>
<b>Total Expenses</b>	<b>\$7,333.32</b>	<b>\$8,040.20</b>	<b>\$706.88</b>	<b>8.8%</b>	<b>\$13,535.73</b>	<b>\$16,171.00</b>	<b>\$2,635.27</b>	<b>16.3%</b>
<b>Net Income (Loss)</b>	<b>\$(7,333.32)</b>	<b>\$(8,040.20)</b>	<b>\$706.88</b>	<b>8.8%</b>	<b>\$(13,535.73)</b>	<b>\$(16,171.00)</b>	<b>\$2,635.27</b>	<b>16.3%</b>

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**Town of Jerome**  
**Income Statement**  
 (Original Budget to Actual Comparison)  
 For the period of 8/1/2021 Through 8/31/2021

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<b><u>Program Expenses</u></b>								
Advertising, Printing, & Publishing	\$0.00	\$25.00	\$25.00	100.0%	\$0.00	\$50.00	\$50.00	100.0%
Conventions and Seminars	0.00	41.66	41.66	100.0	0.00	83.40	83.40	100.0
Training & Education	0.00	166.66	166.66	100.0	0.00	333.40	333.40	100.0
Legal Exp - P&Z	780.00	1,500.00	720.00	48.0	780.00	3,000.00	2,220.00	74.0
Map Upgrades and Materials	0.00	20.83	20.83	100.0	0.00	41.70	41.70	100.0
Miscellaneous	0.00	9.33	9.33	100.0	0.00	18.70	18.70	100.0
Software Maintenance & Support	75.00	226.25	151.25	66.9	150.00	452.50	302.50	66.9
Operating Supplies - P&Z	0.00	20.83	20.83	100.0	0.00	41.70	41.70	100.0
Small Tools and Equipment	0.00	20.83	20.83	100.0	0.00	41.70	41.70	100.0
Telephone	66.21	54.16	(12.05)	(22.2)	66.21	108.40	42.19	38.9
Travel	0.00	41.66	41.66	100.0	0.00	83.40	83.40	100.0
<b>Total Program Expenses</b>	<b>\$921.21</b>	<b>\$2,127.21</b>	<b>\$1,206.00</b>	<b>56.7 %</b>	<b>\$996.21</b>	<b>\$4,254.90</b>	<b>\$3,258.69</b>	<b>76.6 %</b>
<b><u>General &amp; Administrative Expenses</u></b>								
Salaries and Wages	\$4,953.99	\$5,713.16	\$759.17	13.3%	\$9,935.58	\$11,426.40	\$1,490.82	13.0%
Longevity Bonus	228.00	228.00	0.00	0.0	228.00	228.00	0.00	0.0
FICA and Medicare	395.89	439.33	43.44	9.9	776.45	878.70	102.25	11.6
Retirement	357.24	370.58	13.34	3.6	692.90	741.20	48.30	6.5
Health Insurance	895.96	965.00	69.04	7.2	1,791.92	1,930.00	138.08	7.2
Unemployment	8.38	8.58	0.20	2.3	17.57	17.20	(0.37)	(2.2)
<b>Total General &amp; Administrative Expenses</b>	<b>\$6,839.46</b>	<b>\$7,724.65</b>	<b>\$885.19</b>	<b>11.5 %</b>	<b>\$13,442.42</b>	<b>\$15,221.50</b>	<b>\$1,779.08</b>	<b>11.7 %</b>
<b>Total Expenses</b>	<b>\$7,760.67</b>	<b>\$9,851.86</b>	<b>\$2,091.19</b>	<b>21.2%</b>	<b>\$14,438.63</b>	<b>\$19,476.40</b>	<b>\$5,037.77</b>	<b>25.9%</b>
<b>Net Income (Loss)</b>	<b><u>\$(7,760.67)</u></b>	<b><u>\$(9,851.86)</u></b>	<b><u>\$2,091.19</u></b>	<b><u>21.2%</u></b>	<b><u>(\$14,438.63)</u></b>	<b><u>\$(19,476.40)</u></b>	<b><u>\$5,037.77</u></b>	<b><u>25.9%</u></b>

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**Town of Jerome**  
**Income Statement**  
 (Original Budget to Actual Comparison)  
 For the period of 8/1/2021 Through 8/31/2021

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<b><u>Program Expenses</u></b>								
Fuel	\$53.66	\$108.33	\$54.67	50.5%	\$53.66	\$216.70	\$163.04	75.2%
Legal Exp - Parks	0.00	20.83	20.83	100.0	0.00	41.70	41.70	100.0
Miscellaneous	5.45	23.58	18.13	76.9	5.45	47.20	41.75	88.5
Operating Supplies - Parks	29.38	29.16	(0.22)	(0.8)	29.38	58.40	29.02	49.7
R&M Building - Parks	0.00	8.33	8.33	100.0	0.00	16.70	16.70	100.0
Rep and Maint - Vehicles	39.24	125.00	85.76	68.6	39.24	250.00	210.76	84.3
Rep and Maint - Equipment	0.00	41.66	41.66	100.0	0.00	83.40	83.40	100.0
Rep and Maint - Infrastructure	0.00	333.33	333.33	100.0	0.00	666.70	666.70	100.0
Small Tools and Equipment	29.29	25.00	(4.29)	(17.2)	29.29	50.00	20.71	41.4
Uniform Exp Parks	0.00	25.00	25.00	100.0	0.00	50.00	50.00	100.0
Utilities	363.35	233.33	(130.02)	(55.7)	363.35	466.70	103.35	22.1
Lease Payments	43.36	21.75	(21.61)	(99.4)	43.36	43.50	0.14	0.3
<b>Total Program Expenses</b>	<b>\$563.73</b>	<b>\$995.30</b>	<b>\$431.57</b>	<b>43.4 %</b>	<b>\$563.73</b>	<b>\$1,991.00</b>	<b>\$1,427.27</b>	<b>71.7 %</b>
<b><u>General &amp; Administrative Expenses</u></b>								
Salaries and Wages	\$479.34	\$558.41	\$79.07	14.2%	\$907.73	\$1,116.90	\$209.17	18.7%
FICA and Medicare	34.51	42.75	8.24	19.3	65.56	85.50	19.94	23.3
Retirement	38.34	44.25	5.91	13.4	67.69	88.50	20.81	23.5
Health Insurance	142.52	177.66	35.14	19.8	255.74	355.40	99.66	28.0
Unemployment	0.00	0.66	0.66	100.0	0.18	1.40	1.22	87.1
<b>Total General &amp; Administrative Expenses</b>	<b>\$694.71</b>	<b>\$823.73</b>	<b>\$129.02</b>	<b>15.7 %</b>	<b>\$1,296.90</b>	<b>\$1,647.70</b>	<b>\$350.80</b>	<b>21.3 %</b>
<b>Total Expenses</b>	<b>\$1,258.44</b>	<b>\$1,819.03</b>	<b>\$560.59</b>	<b>30.8%</b>	<b>\$1,860.63</b>	<b>\$3,638.70</b>	<b>\$1,778.07</b>	<b>48.9%</b>
<b>Net Income (Loss)</b>	<b>\$(1,258.44)</b>	<b>\$(1,819.03)</b>	<b>\$560.59</b>	<b>30.8%</b>	<b>\$(1,860.63)</b>	<b>\$(3,638.70)</b>	<b>\$1,778.07</b>	<b>48.9%</b>



**Town of Jerome**  
Income Statement  
(Original Budget to Actual Comparison)  
For the period of 8/1/2021 Through 8/31/2021

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<b><u>Program Expenses</u></b>								
Contract Services	\$100.00	\$875.00	\$775.00	88.6%	\$1,192.46	\$1,750.00	\$557.54	31.9%
Engineering Fees	0.00	416.66	416.66	100.0	0.00	833.40	833.40	100.0
Fuel	53.66	108.33	54.67	50.5	53.66	216.70	163.04	75.2
Legal Exp - Properties	0.00	25.00	25.00	100.0	0.00	50.00	50.00	100.0
Miscellaneous	137.91	100.00	(37.91)	(37.9)	137.91	200.00	62.09	31.0
Operating Supplies - Properties	29.38	66.66	37.28	55.9	29.38	133.40	104.02	78.0
R&M Building - Properties	10,575.46	10,333.33	(242.13)	(2.3)	10,575.46	13,666.70	3,091.24	22.6
Rep and Maint - Vehicles	39.24	125.00	85.76	68.6	39.24	250.00	210.76	84.3
Rep and Maint - Equipment	186.61	20.83	(165.78)	(795.9)	186.61	41.70	(144.91)	(347.5)
Rep and Maint - Infrastructure	49.16	5,250.00	5,200.84	99.1	49.16	10,500.00	10,450.84	99.5
Small Tools and Equipment	29.29	41.66	12.37	29.7	29.29	83.40	54.11	64.9
Uniform Exp Properties	0.00	25.00	25.00	100.0	0.00	50.00	50.00	100.0
Utilities	6,010.40	3,500.00	(2,510.40)	(71.7)	6,129.24	7,000.00	870.76	12.4
Lease Payments	43.36	21.75	(21.61)	(99.4)	43.36	43.50	0.14	0.3
<b>Total Program Expenses</b>	<b>\$17,254.47</b>	<b>\$20,909.22</b>	<b>\$3,654.75</b>	<b>17.5 %</b>	<b>\$18,465.77</b>	<b>\$34,818.80</b>	<b>\$16,353.03</b>	<b>47.0 %</b>
<b><u>General &amp; Administrative Expenses</u></b>								
Salaries and Wages	\$2,968.17	\$3,458.08	\$489.91	14.2%	\$5,620.93	\$6,916.20	\$1,295.27	18.7%
FICA and Medicare	213.68	264.58	50.90	19.2	405.94	529.20	123.26	23.3
Retirement	237.45	274.08	36.63	13.4	419.21	548.20	128.99	23.5
Health Insurance	882.59	1,100.25	217.66	19.8	1,583.68	2,200.50	616.82	28.0
Unemployment	0.00	4.16	4.16	100.0	1.14	8.40	7.26	86.4
<b>Total General &amp; Administrative Expenses</b>	<b>\$4,301.89</b>	<b>\$5,101.15</b>	<b>\$799.26</b>	<b>15.7 %</b>	<b>\$8,030.90</b>	<b>\$10,202.50</b>	<b>\$2,171.60</b>	<b>21.3 %</b>
<b>Total Expenses</b>	<b>\$21,556.36</b>	<b>\$26,010.37</b>	<b>\$4,454.01</b>	<b>17.1%</b>	<b>\$26,496.67</b>	<b>\$45,021.30</b>	<b>\$18,524.63</b>	<b>41.1%</b>
<b>Net Income (Loss)</b>	<b>\$(21,556.36)</b>	<b>\$(26,010.37)</b>	<b>\$4,454.01</b>	<b>17.1%</b>	<b>\$(26,496.67)</b>	<b>\$(45,021.30)</b>	<b>\$18,524.63</b>	<b>41.1%</b>

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**Town of Jerome**  
**Income Statement**  
(Original Budget to Actual Comparison)  
For the period of 8/1/2021 Through 8/31/2021

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<b><u>Revenues</u></b>								
Connection Fees	\$0.00	\$416.66	\$(416.66)	(100.0)%	\$0.00	\$833.40	\$(833.40)	(100.0)%
Water Usage Fees	14,579.42	15,000.00	(420.58)	(2.8)	29,099.42	30,000.00	(900.58)	(3.0)
Miscellaneous	60.00	83.33	(23.33)	(28.0)	120.00	166.70	(46.70)	(28.0)
Transfers In	3,333.37	3,333.33	0.04	0.0	6,666.74	6,666.70	0.04	0.0
<b>Net Revenues</b>	<b>\$17,972.79</b>	<b>\$18,833.32</b>	<b>\$(860.53)</b>	<b>(4.6)%</b>	<b>\$35,886.16</b>	<b>\$37,666.80</b>	<b>\$(1,780.64)</b>	<b>(4.7)%</b>
<b><u>Program Expenses</u></b>								
Advertising, Printing, & Publishing	\$36.02	\$0.00	\$(36.02)	0.0%	\$36.02	\$0.00	\$(36.02)	0.0%
Contract Services	900.00	900.00	0.00	0.0	900.00	1,800.00	900.00	50.0
Training & Education	0.00	41.66	41.66	100.0	0.00	83.40	83.40	100.0
Permit Fee Exp - Water	0.00	150.00	150.00	100.0	0.00	300.00	300.00	100.0
Engineering Fees	0.00	250.00	250.00	100.0	0.00	500.00	500.00	100.0
Fuel	174.38	166.66	(7.72)	(4.6)	197.61	333.40	135.79	40.7
Legal Exp - Water	214.50	145.83	(68.67)	(47.1)	214.50	291.70	77.20	26.5
Miscellaneous	5.45	24.91	19.46	78.1	5.45	49.90	44.45	89.1
Software Support Exp - Water	0.00	0.00	0.00	0.0	3,211.11	3,410.00	198.89	5.8
Operating Supplies - Water	29.38	250.00	220.62	88.2	29.38	500.00	470.62	94.1
R&M Building - Water	0.00	41.66	41.66	100.0	0.00	83.40	83.40	100.0
Rep and Maint - Vehicles	39.24	166.66	127.42	76.5	39.24	333.40	294.16	88.2
Rep and Maint - Equipment	0.00	208.33	208.33	100.0	0.00	416.70	416.70	100.0
Rep and Maint - Infrastructure	318.39	2,083.33	1,764.94	84.7	318.39	4,166.70	3,848.31	92.4
Springs Security Exp	149.84	10,416.66	10,266.82	98.6	149.84	10,833.40	10,683.56	98.6
Service Tests/System Testing	30.00	83.33	53.33	64.0	30.00	166.70	136.70	82.0
Small Tools and Equipment	119.28	125.00	5.72	4.6	119.28	250.00	130.72	52.3
DWR Fee Exp	0.00	75.00	75.00	100.0	0.00	150.00	150.00	100.0
Uniform Exp Water	0.00	25.00	25.00	100.0	0.00	50.00	50.00	100.0
Utilities Exp - Water	76.64	41.66	(34.98)	(84.0)	76.64	83.40	6.76	8.1
Administrative Charge	4,272.93	4,272.91	(0.02)	0.0	8,545.90	8,545.90	0.00	0.0
Lease Payments	151.76	75.91	(75.85)	(99.9)	151.76	151.90	0.14	0.1
<b>Total Program Expenses</b>	<b>\$6,517.81</b>	<b>\$19,544.51</b>	<b>\$13,026.70</b>	<b>66.7 %</b>	<b>\$14,025.12</b>	<b>\$32,499.90</b>	<b>\$18,474.78</b>	<b>56.8 %</b>
<b><u>General &amp; Administrative Expenses</u></b>								
Salaries and Wages	\$5,235.78	\$6,099.91	\$864.13	14.2%	\$9,915.17	\$12,199.90	\$2,284.73	18.7%
FICA and Medicare	376.94	466.66	89.72	19.2	716.09	933.40	217.31	23.3
Retirement	418.86	483.41	64.55	13.4	739.47	966.90	227.43	23.5
Health Insurance	1,556.86	1,940.83	383.97	19.8	2,793.60	3,881.70	1,088.10	28.0

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**Town of Jerome**  
Income Statement  
(Original Budget to Actual Comparison)  
For the period of 8/1/2021 Through 8/31/2021

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Unemployment	0.00	7.41	7.41	100.0	2.01	14.90	12.89	86.5
<b>Total General &amp; Administrative Expenses</b>	<b>\$7,588.44</b>	<b>\$8,998.22</b>	<b>\$1,409.78</b>	<b>15.7 %</b>	<b>\$14,166.34</b>	<b>\$17,996.80</b>	<b>\$3,830.46</b>	<b>21.3 %</b>
<b>Total Expenses</b>	<b>\$14,106.25</b>	<b>\$28,542.73</b>	<b>\$14,436.48</b>	<b>50.6%</b>	<b>\$28,191.46</b>	<b>\$50,496.70</b>	<b>\$22,305.24</b>	<b>44.2%</b>
<b>Net Income (Loss)</b>	<b>\$3,866.54</b>	<b>\$(9,709.41)</b>	<b>\$13,575.95</b>	<b>139.8%</b>	<b>\$7,694.70</b>	<b>\$(12,829.90)</b>	<b>\$20,524.60</b>	<b>160.0%</b>

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**Town of Jerome**  
**Income Statement**  
 (Original Budget to Actual Comparison)  
 For the period of 8/1/2021 Through 8/31/2021

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<b><u>Revenues</u></b>								
Connection Fees	\$0.00	\$458.33	\$(458.33)	(100.0)%	\$0.00	\$916.70	\$(916.70)	(100.0)%
Sewer Usage Fees	14,205.52	15,416.66	(1,211.14)	(7.9)	28,506.68	30,833.40	(2,326.72)	(7.5)
Interest and Investment Earnings	0.00	4.16	(4.16)	(100.0)	0.00	8.40	(8.40)	(100.0)
Transfers In	3,333.37	3,333.33	0.04	0.0	6,666.74	6,666.70	0.04	0.0
<b>Net Revenues</b>	<b>\$17,538.89</b>	<b>\$19,212.48</b>	<b>\$(1,673.59)</b>	<b>(8.7)%</b>	<b>\$35,173.42</b>	<b>\$38,425.20</b>	<b>\$(3,251.78)</b>	<b>(8.5)%</b>
<b><u>Program Expenses</u></b>								
Contract Services	\$3,200.00	\$3,200.00	\$0.00	0.0%	\$3,200.00	\$6,400.00	\$3,200.00	50.0%
Permit Fee Exp - Sewer	0.00	95.83	95.83	100.0	0.00	191.70	191.70	100.0
Engineering Fees	6,051.61	6,083.33	31.72	0.5	6,051.61	8,166.70	2,115.09	25.9
Fuel	104.35	166.66	62.31	37.4	127.58	333.40	205.82	61.7
Legal Exp - Sewer	0.00	100.00	100.00	100.0	0.00	200.00	200.00	100.0
Miscellaneous	97.69	26.58	(71.11)	(267.5)	97.69	53.20	(44.49)	(83.6)
Software Support Exp - Sewer	0.00	0.00	0.00	0.0	3,211.11	3,413.00	201.89	5.9
Operating Supplies - Sewer	249.04	833.33	584.29	70.1	249.04	1,666.70	1,417.66	85.1
R&M Building - Sewer	0.00	41.66	41.66	100.0	0.00	83.40	83.40	100.0
Rep and Maint - Vehicles	39.24	166.66	127.42	76.5	39.24	333.40	294.16	88.2
Rep and Maint - Equipment	0.00	333.33	333.33	100.0	0.00	666.70	666.70	100.0
Rep and Maint - Infrastructure	0.00	1,250.00	1,250.00	100.0	0.00	2,500.00	2,500.00	100.0
Service Tests/System Testing	1,548.20	1,000.00	(548.20)	(54.8)	1,668.20	2,000.00	331.80	16.6
Small Tools & Equipment (under \$5,000)	29.29	291.66	262.37	90.0	29.29	583.40	554.11	95.0
Uniform Exp Sewer	0.00	25.00	25.00	100.0	0.00	50.00	50.00	100.0
Utilities	274.98	250.00	(24.98)	(10.0)	274.98	500.00	225.02	45.0
Administrative Charge	4,272.93	4,272.91	(0.02)	0.0	8,545.90	8,545.90	0.00	0.0
Lease Payments	151.76	75.91	(75.85)	(99.9)	151.76	151.90	0.14	0.1
<b>Total Program Expenses</b>	<b>\$16,019.09</b>	<b>\$18,212.86</b>	<b>\$2,193.77</b>	<b>12.0 %</b>	<b>\$23,646.40</b>	<b>\$35,839.40</b>	<b>\$12,193.00</b>	<b>34.0 %</b>
<b><u>General &amp; Administrative Expenses</u></b>								
Salaries and Wages	\$2,839.12	\$3,307.75	\$468.63	14.2%	\$5,376.54	\$6,615.50	\$1,238.96	18.7%
FICA and Medicare	204.39	253.00	48.61	19.2	388.30	506.00	117.70	23.3
Retirement	227.13	262.16	35.03	13.4	400.99	524.40	123.41	23.5
Health Insurance	844.20	1,052.41	208.21	19.8	1,514.82	2,104.90	590.08	28.0
Unemployment	0.00	4.00	4.00	100.0	1.10	8.00	6.90	86.3
<b>Total General &amp; Administrative Expenses</b>	<b>\$4,114.84</b>	<b>\$4,879.32</b>	<b>\$764.48</b>	<b>15.7 %</b>	<b>\$7,681.75</b>	<b>\$9,758.80</b>	<b>\$2,077.05</b>	<b>21.3 %</b>
<b>Total Expenses</b>	<b>\$20,133.93</b>	<b>\$23,092.18</b>	<b>\$2,958.25</b>	<b>12.8%</b>	<b>\$31,328.15</b>	<b>\$45,598.20</b>	<b>\$14,270.05</b>	<b>31.3%</b>

**Town of Jerome**  
Income Statement  
(Original Budget to Actual Comparison)  
For the period of 8/1/2021 Through 8/31/2021

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Net Income (Loss)	<u>\$(2,595.04)</u>	<u>\$(3,879.70)</u>	<u>\$1,284.66</u>	<u>33.1%</u>	<u>\$3,845.27</u>	<u>\$(7,173.00)</u>	<u>\$11,018.27</u>	<u>153.6%</u>

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**Town of Jerome**  
**Income Statement**  
 (Original Budget to Actual Comparison)  
 For the period of 8/1/2021 Through 8/31/2021

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<b><u>Revenues</u></b>								
Sanitation Usage Fees	\$14,824.05	\$15,750.00	\$(925.95)	(5.9)%	\$29,445.24	\$31,500.00	\$(2,054.76)	(6.5)%
Miscellaneous	0.00	83.33	(83.33)	(100.0)	0.00	166.70	(166.70)	(100.0)
<b>Net Revenues</b>	<b>\$14,824.05</b>	<b>\$15,833.33</b>	<b>\$(1,009.28)</b>	<b>(6.4)%</b>	<b>\$29,445.24</b>	<b>\$31,666.70</b>	<b>\$(2,221.46)</b>	<b>(7.0)%</b>
<b><u>Program Expenses</u></b>								
Recycling Contract Exp	\$120.00	\$208.33	\$88.33	42.4%	\$120.00	\$416.70	\$296.70	71.2%
Training & Education	0.00	66.66	66.66	100.0	0.00	133.40	133.40	100.0
Equipment Rentals	0.00	83.33	83.33	100.0	0.00	166.70	166.70	100.0
Fuel	539.71	541.66	1.95	0.4	725.58	1,083.40	357.82	33.0
Landfill Tipping Fees	1,675.60	2,041.66	366.06	17.9	1,675.00	4,083.40	2,408.40	59.0
Miscellaneous	43.90	29.00	(14.90)	(51.4)	43.90	58.00	14.10	24.3
Software Support Exp - Trash	0.00	0.00	0.00	0.0	2,033.00	2,213.00	180.00	8.1
Operating Supplies - Trash	71.12	41.66	(29.46)	(70.7)	71.12	83.40	12.28	14.7
Rep and Maint - Vehicles	188.09	645.83	457.74	70.9	188.09	1,291.70	1,103.61	85.4
Rep and Maint - Equipment	0.00	41.66	41.66	100.0	0.00	83.40	83.40	100.0
Small Tools and Equipment	29.30	416.66	387.36	93.0	29.30	833.40	804.10	96.5
Uniform Exp Trash	0.00	25.00	25.00	100.0	0.00	50.00	50.00	100.0
Administrative Charge	4,272.93	4,272.91	(0.02)	0.0	8,545.90	8,545.90	0.00	0.0
Transfers Out	0.00	0.00	0.00	0.0	10,000.00	10,000.00	0.00	0.0
<b>Total Program Expenses</b>	<b>\$6,940.65</b>	<b>\$8,414.36</b>	<b>\$1,473.71</b>	<b>17.5 %</b>	<b>\$23,431.89</b>	<b>\$29,042.40</b>	<b>\$5,610.51</b>	<b>19.3 %</b>
<b><u>General &amp; Administrative Expenses</u></b>								
Salaries and Wages	\$4,516.78	\$5,262.25	\$745.47	14.2%	\$8,553.58	\$10,524.50	\$1,970.92	18.7%
FICA and Medicare	325.17	402.58	77.41	19.2	617.75	805.20	187.45	23.3
Retirement	361.34	417.08	55.74	13.4	637.93	834.20	196.27	23.5
Health Insurance	1,343.05	1,674.33	331.28	19.8	2,409.93	3,348.70	938.77	28.0
Unemployment	0.00	6.41	6.41	100.0	1.73	12.90	11.17	86.6
<b>Total General &amp; Administrative Expenses</b>	<b>\$6,546.34</b>	<b>\$7,762.65</b>	<b>\$1,216.31</b>	<b>15.7 %</b>	<b>\$12,220.92</b>	<b>\$15,525.50</b>	<b>\$3,304.58</b>	<b>21.3 %</b>
<b>Total Expenses</b>	<b>\$13,486.99</b>	<b>\$16,177.01</b>	<b>\$2,690.02</b>	<b>16.6%</b>	<b>\$35,652.81</b>	<b>\$44,567.90</b>	<b>\$8,915.09</b>	<b>20.0%</b>
<b>Net Income (Loss)</b>	<b>\$1,337.06</b>	<b>\$(343.68)</b>	<b>\$1,680.74</b>	<b>489.0%</b>	<b>(\$6,207.57)</b>	<b>\$(12,901.20)</b>	<b>\$6,693.63</b>	<b>51.9%</b>

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**Town of Jerome**  
**Income Statement**  
(Original Budget to Actual Comparison)  
For the period of 8/1/2021 Through 8/31/2021

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<b><u>Revenues</u></b>								
HURF Revenue	\$3,886.72	\$3,277.83	\$608.89	18.6%	\$7,821.04	\$6,555.70	\$1,265.34	19.3%
Interest and Investment Earnings	36.33	50.00	(13.67)	(27.3)	72.29	100.00	(27.71)	(27.7)
Transfers In	16,739.20	5,000.00	11,739.20	234.8	19,950.89	10,000.00	9,950.89	99.5
<b>Net Revenues</b>	<b>\$20,662.25</b>	<b>\$8,327.83</b>	<b>\$12,334.42</b>	<b>148.1 %</b>	<b>\$27,844.22</b>	<b>\$16,655.70</b>	<b>\$11,188.52</b>	<b>67.2 %</b>
<b><u>Program Expenses</u></b>								
Engineering Fees	\$0.00	\$416.66	\$416.66	100.0%	\$0.00	\$833.40	\$833.40	100.0%
Equipment Rentals - HURF	0.00	83.33	83.33	100.0	0.00	166.70	166.70	100.0
Fuel	53.66	108.33	54.67	50.5	53.66	216.70	163.04	75.2
COVID Expenses - Portajohns	0.00	1,250.00	1,250.00	100.0	0.00	2,500.00	2,500.00	100.0
Miscellaneous	5.45	38.91	33.46	86.0	5.45	77.90	72.45	93.0
Software Service & Support	0.00	0.00	0.00	0.0	677.75	738.00	60.25	8.2
Operating Supplies - HURF	29.38	58.33	28.95	49.6	29.38	116.70	87.32	74.8
Public Restroom Supplies	0.00	233.33	233.33	100.0	0.00	466.70	466.70	100.0
R&M Building - HURF	0.00	41.66	41.66	100.0	0.00	83.40	83.40	100.0
Rep and Maint - Vehicles	39.24	125.00	85.76	68.6	39.24	250.00	210.76	84.3
Rep and Maint - Equipment	0.00	41.66	41.66	100.0	0.00	83.40	83.40	100.0
Rep and Maint - Infrastructure	13,260.00	16,666.66	3,406.66	20.4	13,260.00	18,333.40	5,073.40	27.7
Small Tools and Equipment	29.29	41.66	12.37	29.7	29.29	83.40	54.11	64.9
Street Lights	953.77	1,083.33	129.56	12.0	1,904.89	2,166.70	261.81	12.1
Street Supplies	556.01	5,416.66	4,860.65	89.7	1,178.39	5,833.40	4,655.01	79.8
Uniform Exp - HURF	0.00	25.00	25.00	100.0	0.00	50.00	50.00	100.0
Administrative Charge	919.87	919.83	(0.04)	0.0	1,839.83	1,839.70	(0.13)	0.0
Lease Payments	43.38	21.75	(21.63)	(99.4)	43.38	43.50	0.12	0.3
<b>Total Program Expenses</b>	<b>\$15,890.05</b>	<b>\$26,572.10</b>	<b>\$10,682.05</b>	<b>40.2 %</b>	<b>\$19,061.26</b>	<b>\$33,883.00</b>	<b>\$14,821.74</b>	<b>43.7 %</b>
<b><u>General &amp; Administrative Expenses</u></b>								
Salaries and Wages	\$3,599.86	\$3,958.66	\$358.80	9.1%	\$6,660.54	\$7,917.40	\$1,256.86	15.9%
FICA and Medicare	264.58	302.83	38.25	12.6	490.12	605.70	115.58	19.1
Retirement	191.74	221.33	29.59	13.4	338.50	442.70	104.20	23.5
Health Insurance	712.64	888.41	175.77	19.8	1,278.75	1,776.90	498.15	28.0
Unemployment	3.38	7.66	4.28	55.9	15.05	15.40	0.35	2.3
<b>Total General &amp; Administrative Expenses</b>	<b>\$4,772.20</b>	<b>\$5,378.89</b>	<b>\$606.69</b>	<b>11.3 %</b>	<b>\$8,782.96</b>	<b>\$10,758.10</b>	<b>\$1,975.14</b>	<b>18.4 %</b>
<b>Total Expenses</b>	<b>\$20,662.25</b>	<b>\$31,950.99</b>	<b>\$11,288.74</b>	<b>35.3%</b>	<b>\$27,844.22</b>	<b>\$44,641.10</b>	<b>\$16,796.88</b>	<b>37.6%</b>

**Town of Jerome**  
Income Statement  
(Original Budget to Actual Comparison)  
For the period of 8/1/2021 Through 8/31/2021

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Net Income (Loss)	\$0.00	\$(23,623.16)	\$23,623.16	100.0%	\$0.00	\$(27,985.40)	\$27,985.40	100.0%



**Town of Jerome**  
Income Statement  
(Original Budget to Actual Comparison)  
For the period of 8/1/2021 Through 8/31/2021

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

	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<b><u>Revenues</u></b>								
Parking Kiosk Revenue	\$24,404.90	\$20,833.33	\$3,571.57	17.1%	\$47,441.50	\$41,666.70	\$5,774.80	13.9%
<b>Net Revenues</b>	<b>\$24,404.90</b>	<b>\$20,833.33</b>	<b>\$3,571.57</b>	<b>17.1 %</b>	<b>\$47,441.50</b>	<b>\$41,666.70</b>	<b>\$5,774.80</b>	<b>13.9 %</b>
<b><u>Program Expenses</u></b>								
Miscellaneous	\$0.00	\$20.00	\$20.00	100.0%	\$0.00	\$40.00	\$40.00	100.0%
Credit Card Processing Fees	3,149.41	3,333.33	183.92	5.5	6,917.83	6,666.70	(251.13)	(3.8)
Software Service and Support	39.27	447.50	408.23	91.2	1,092.71	1,633.00	540.29	33.1
Operating Supplies	0.00	250.00	250.00	100.0	0.00	500.00	500.00	100.0
Telephone	262.98	166.66	(96.32)	(57.8)	262.98	333.40	70.42	21.1
Allow for Additional Capital Purchases	0.00	166.66	166.66	100.0	0.00	333.40	333.40	100.0
Transfers Out	19,166.74	19,200.00	33.26	0.2	30,867.42	33,200.00	2,332.58	7.0
<b>Total Program Expenses</b>	<b>\$22,618.40</b>	<b>\$23,584.15</b>	<b>\$965.75</b>	<b>4.1 %</b>	<b>\$39,140.94</b>	<b>\$42,706.50</b>	<b>\$3,565.56</b>	<b>8.3 %</b>
<b><u>General &amp; Administrative Expenses</u></b>								
Salaries and Wages	\$1,105.20	\$2,384.08	\$1,278.88	53.6%	\$2,355.50	\$4,768.20	\$2,412.70	50.6%
FICA Match	84.54	182.41	97.87	53.7	180.18	364.90	184.72	50.6
Unemployment	0.00	8.58	8.58	100.0	0.00	17.20	17.20	100.0
<b>Total General &amp; Administrative Expenses</b>	<b>\$1,189.74</b>	<b>\$2,575.07</b>	<b>\$1,385.33</b>	<b>53.8 %</b>	<b>\$2,535.68</b>	<b>\$5,150.30</b>	<b>\$2,614.62</b>	<b>50.8 %</b>
<b>Total Expenses</b>	<b>\$23,808.14</b>	<b>\$26,159.22</b>	<b>\$2,351.08</b>	<b>9.0%</b>	<b>\$41,676.62</b>	<b>\$47,856.80</b>	<b>\$6,180.18</b>	<b>12.9%</b>
<b>Net Income (Loss)</b>	<b>\$596.76</b>	<b>\$(5,325.89)</b>	<b>\$5,922.65</b>	<b>111.2%</b>	<b>\$5,764.88</b>	<b>\$(6,190.10)</b>	<b>\$11,954.98</b>	<b>193.1%</b>

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4:40:51 PM

**Town of Jerome**  
Balance Sheet  
As of 8/31/2021  
  
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	(256.25)	
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	68,624.24	
OAZ Checking	380,297.28	
OAZ General Savings	646,454.02	
OAZ CTL Business Savings	5.00	
Total Current Assets		\$1,327,473.45

**Other Assets**

Due From Other Funds	\$1,695,002.36	
Total Other Assets		1,695,002.36
<b>Total Assets</b>		<b>\$3,022,475.81</b>

**Liabilities and Net Assets**

**Current Liabilities**

Accounts Payable	\$7,112.13	
Federal WH & FICA	2,802.35	
AFLAC	(3.08)	
Health Insurance	(2,281.41)	
457G Retirement	198.74	
PSPRS	0.05	
Customer Deposits	6,760.72	
FD Per Call Payable	11,043.50	
Ganishments Payable	1,735.51	
Wages Payable	24,939.58	
Due To Other Funds	1,932,512.86	
Court Liabilities	12,419.35	
Total Current Liabilities		\$1,997,240.30
<b>Total Liabilities</b>		<b>\$1,997,240.30</b>

**Net Assets**

Unrestricted Funds	643,409.52	
Current Year Net Assets	381,825.99	
<b>Total Net Assets</b>		<b>1,025,235.51</b>
<b>Total Liabilities and Net Assets</b>		<b>\$3,022,475.81</b>

9/7/21  
4:41:43 PM

**Town of Jerome**  
Balance Sheet  
As of 8/31/2021  
  
Fund: (2) Utilities

**Assets**

**Current Assets**

Allowance for Doubtful Accts	\$(15,000.00)	
Utilities A/R	60,812.79	
Miscellaneous	27.21	
Total Current Assets		\$45,840.00

**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	\$854,165.22	
Total Other Assets		854,165.22

**Total Assets**

\$2,970,485.54

**Liabilities and Net Assets**

**Current Liabilities**

Sales Tax Payable	\$614.30	
Customer Deposits	22,095.76	
Compensated Absences	5,220.11	
Bonds Payable	136,703.30	
Other Liabilities	5,524.68	
Due To Other Funds	753,689.44	
Accrued Payroll	4,023.49	
Accrued Interest Payable	3,075.85	
Total Current Liabilities		\$930,946.93

**Total Liabilities**

\$930,946.93

**Net Assets**

Unrestricted Fund Balance	(10,573.67)	
Unrestricted Fund Balance	773,137.14	
Unrestricted Fund Balance	(142,005.16)	
Unrestricted Fund Balance	1,560,262.44	
Current Year Net Assets	(141,282.14)	
Total Net Assets		2,039,538.61
Total Liabilities and Net Assets		<u>\$2,970,485.54</u>

9/7/21  
4:42:20 PM

**Town of Jerome**  
Balance Sheet  
As of 8/31/2021  
  
Fund: (3) Road  
Department: (30) HURF

**Assets**

**Current Assets**

HURF Accounts Receivable	\$3,230.11	
OAZ HURF Savings	428,975.70	
Total Current Assets		\$432,205.81

**Other Assets**

Due From Other Funds	\$49,766.83	
Total Other Assets		49,766.83

**Total Assets**

**\$481,972.64**

**Liabilities and Net Assets**

**Current Liabilities**

Due To Other Funds	\$373,099.11	
Accrued Payroll	1,146.12	
Total Current Liabilities		\$374,245.23

**Total Liabilities**

**\$374,245.23**

**Net Assets**

Unrestricted Fund Balance	153,319.69	
Current Year Net Assets	(45,592.28)	
Total Net Assets		107,727.41
Total Liabilities and Net Assets		<b>\$481,972.64</b>

9/7/21  
4:42:41 PM

**Town of Jerome**  
Balance Sheet  
As of 8/31/2021  
  
Fund: (3) Road  
Department: (35) Parking

**Assets**

**Other Assets**

Due From	\$288,499.83	
Total Other Assets		\$288,499.83
<b>Total Assets</b>		<b>\$288,499.83</b>

**Liabilities and Net Assets**

**Current Liabilities**

Due To	\$166,408.64	
Total Current Liabilities		\$166,408.64
<b>Total Liabilities</b>		<b>\$166,408.64</b>

**Net Assets**

Current Year Net Assets	\$122,091.19	
<b>Total Net Assets</b>		<b>122,091.19</b>
<b>Total Liabilities and Net Assets</b>		<b>\$288,499.83</b>

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4:43:02 PM

**Town of Jerome**  
Balance Sheet  
As of 8/31/2021

Fund: (4) Firefighters Pension & Relief

**Assets**

**Current Assets**

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

**Other Assets**

Due From Other Funds	\$49,196.79	
Total Other Assets		49,196.79

**Total Assets**

\$201,042.99

**Liabilities and Net Assets**

**Current Liabilities**

Due To Other Funds	\$37,166.09	
Total Current Liabilities		\$37,166.09

**Total Liabilities**

\$37,166.09

**Net Assets**

Unrestricted Fund Balance	163,876.90	
Current Year Net Assets		
Total Net Assets		163,876.90
Total Liabilities and Net Assets		<u>\$201,042.99</u>

9/7/21  
4:43:19 PM

**Town of Jerome**

Balance Sheet

As of 8/31/2021

Fund: (5) Operating Grants

**Assets**

**Current Assets**

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

**Other Assets**

Due From Other Funds	\$107,127.81	
Total Other Assets		107,127.81

<b>Total Assets</b>		<b>\$120,320.87</b>
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**Liabilities and Net Assets**

**Current Liabilities**

Due To Other Funds	\$55,818.53	
Deferred Revenue - Opr Grants	43,587.19	
Total Current Liabilities		\$99,405.72

<b>Total Liabilities</b>		<b>\$99,405.72</b>
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**Net Assets**

Unrestricted Fund Balance	34,437.02	
Current Year Net Assets	(13,521.87)	

<b>Total Net Assets</b>		<b>20,915.15</b>
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<b>Total Liabilities and Net Assets</b>		<b>\$120,320.87</b>
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9/7/21  
4:43:44 PM

**Town of Jerome**  
Balance Sheet  
As of 8/31/2021  
  
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	\$324,222.24	
Total Other Assets		324,222.24

<b>Total Assets</b>		<b>\$374,712.42</b>
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**Liabilities and Net Assets**

**Current Liabilities**

Deferred Revenue - Cap Grants	\$163,149.59	
Due To Other Funds	239,885.98	
Total Current Liabilities		\$403,035.57

<b>Total Liabilities</b>		<b>\$403,035.57</b>
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**Net Assets**

Restricted Fund Balance	\$141,447.16	
Unrestricted Fund Balance	(128,623.24)	
Current Year Net Assets	(41,147.07)	
<b>Total Net Assets</b>		<b>(28,323.15)</b>
<b>Total Liabilities and Net Assets</b>		<b>\$374,712.42</b>



9/7/21  
4:44:03 PM

**Town of Jerome**

Balance Sheet

As of 8/31/2021

Fund: (7) GF Contingencies

**Assets**

**Other Assets**

Due From Other Funds	\$242,578.60	
Total Other Assets		\$242,578.60
<b>Total Assets</b>		<b>\$242,578.60</b>

**Liabilities and Net Assets**

**Current Liabilities**

Due To Other Funds	\$154,305.77	
Total Current Liabilities		\$154,305.77
<b>Total Liabilities</b>		<b>\$154,305.77</b>

**Net Assets**

Unrestricted Fund Balance	\$84,465.44	
Current Year Net Assets	3,807.39	
<b>Total Net Assets</b>		<b>88,272.83</b>
<b>Total Liabilities and Net Assets</b>		<b>\$242,578.60</b>

Town of Jerome  
Balance Sheet  
As of 8/31/2021

Fund: (8) UF Contingencies

Assets		
<b>Other Assets</b>		
Due From Other Funds	\$75,980.48	
Total Other Assets		\$75,980.48
<b>Total Assets</b>		<b>\$75,980.48</b>
<b>Net Assets</b>		
Current Year Net Assets	\$75,980.48	
<b>Total Net Assets</b>		<b>75,980.48</b>
<b>Total Liabilities and Net Assets</b>		<b>\$75,980.48</b>

9/7/21  
4:44:52 PM

**Town of Jerome**  
Balance Sheet  
As of 8/31/2021  
  
Fund: (9) Capital

**Assets**

**Current Assets**

OAZ Capital Improvements	\$60,746.15	
Total Current Assets		\$60,746.15

**Other Assets**

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

<b>Total Assets</b>		<b>\$92,870.59</b>
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**Liabilities and Net Assets**

**Current Liabilities**

Due To Other Funds	\$5,100.43	
Total Current Liabilities		\$5,100.43

<b>Total Liabilities</b>		<b>\$5,100.43</b>
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**Net Assets**

Unrestricted Fund Balance	\$72,712.30	
Current Year Net Assets	15,057.86	

<b>Total Net Assets</b>		<b>87,770.16</b>
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<b>Total Liabilities and Net Assets</b>		<b>\$92,870.59</b>
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AP Vendor Detail Ledger (Range of Posting Dates with Payment Detail)

Ledger as of : 8/1/2021 to 8/31/2021

Invoice Number	Inv.Date	Post.Date	Due.Date		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
Description			Account								
<b>VENDOR: 1002 - XEROX FINANCIAL SERVICES</b>											<b>\$0.00</b>
<b>8421MA14</b>	<b>08/04/21</b>	<b>08/04/21</b>	<b>09/03/21</b>								
020-0098114-001, Inv 2740260 Copier			1.11.6191 - Copier & Equip Lease Expense		\$321.03	\$0.00	\$321.03	08/04/21	12091	ASCUCK	\$0.00
<b>INVOICE 8421MA14 TOTALS:</b>					<b>\$321.03</b>	<b>\$0.00</b>	<b>\$321.03</b>				<b>\$0.00</b>
<b>83021MA5</b>	<b>08/30/21</b>	<b>08/30/21</b>	<b>09/29/21</b>								
020-0098114-001, Inv 2789470 Copier			1.11.6191 - Copier & Equip Lease Expense		\$321.03	\$0.00	\$321.03	08/30/21	12168	ASCUCK	\$0.00
<b>INVOICE 83021MA5 TOTALS:</b>					<b>\$321.03</b>	<b>\$0.00</b>	<b>\$321.03</b>				<b>\$0.00</b>
<b>XEROX FINANCIAL SERVICES TOTALS:</b>					<b>\$642.06</b>	<b>\$0.00</b>	<b>\$642.06</b>				<b>\$0.00</b>
<b>VENDOR: 1011 - SOUTHWESTERN ENVIRON (SEC)</b>											<b>\$0.00</b>
<b>81821MA12</b>	<b>08/18/21</b>	<b>08/18/21</b>	<b>09/17/21</b>								
Inv 2021-261 ATC Application CDBG D			6.70.6105 - CDBG Dundee Waterline Expen		\$5,021.25	\$0.00	\$5,021.25	08/18/21	12137	ASCUCK	\$0.00
Inv 2021-260 Plan Development HURF			6.70.6106 - HURF Exchange Drainage Expe		\$4,448.25	\$0.00	\$4,448.25	08/18/21	12137	ASCUCK	\$0.00
Inv 2021-262 WWTP Improvements			2.51.6140 - Engineering Fees		\$1,145.25	\$0.00	\$1,145.25	08/18/21	12137	ASCUCK	\$0.00
<b>INVOICE 81821MA12 TOTALS:</b>					<b>\$10,614.75</b>	<b>\$0.00</b>	<b>\$10,614.75</b>				<b>\$0.00</b>
<b>SOUTHWESTERN ENVIRON (SEC) TOTALS:</b>					<b>\$10,614.75</b>	<b>\$0.00</b>	<b>\$10,614.75</b>				<b>\$0.00</b>
<b>VENDOR: 1028 - YAVAPAI CO. EDUCATION TECH</b>											<b>\$460.07</b>
<b>8421MA23</b>	<b>08/04/21</b>	<b>08/04/21</b>	<b>09/03/21</b>								
Inv 21-987 Internet Access GG			1.11.6192 - Software Support Exp - GG		\$120.00	\$0.00	\$120.00	08/04/21	12092	ASCUCK	\$0.00
Inv 21-987 Internet Access PW			1.16.6192 - Software Maintenance & Suppo		\$75.00	\$0.00	\$75.00	08/04/21	12092	ASCUCK	\$0.00
Inv 21-987 Internet Access FD			1.14.6192 - Software Service & Support		\$75.00	\$0.00	\$75.00	08/04/21	12092	ASCUCK	\$0.00
Inv 21-987 Internet Access PD			1.13.6192 - Software Service & Support		\$150.00	\$0.00	\$150.00	08/04/21	12092	ASCUCK	\$0.00
Inv 21-987 E-Rate LB			1.15.6266 - E-Rate Exp		\$42.95	\$0.00	\$42.95	08/04/21	12092	ASCUCK	\$0.00
<b>INVOICE 8421MA23 TOTALS:</b>					<b>\$462.95</b>	<b>\$0.00</b>	<b>\$462.95</b>				<b>\$0.00</b>
<b>YAVAPAI CO. EDUCATION TECH TOTALS:</b>					<b>\$462.95</b>	<b>\$0.00</b>	<b>\$462.95</b>				<b>\$460.07</b>
<b>VENDOR: 1033 - BROWN &amp; BROWN LAW OFFICES</b>											<b>\$0.00</b>
<b>81121MA7</b>	<b>08/11/21</b>	<b>08/11/21</b>	<b>09/10/21</b>								
Inv JEROME-3042 Legal, FMI Water			5.40.6104 - FMI Water Planning Expenses		\$490.00	\$0.00	\$490.00	08/11/21	12117	ASCUCK	\$0.00
<b>INVOICE 81121MA7 TOTALS:</b>					<b>\$490.00</b>	<b>\$0.00</b>	<b>\$490.00</b>				<b>\$0.00</b>
<b>BROWN &amp; BROWN LAW OFFICES TOTALS:</b>					<b>\$490.00</b>	<b>\$0.00</b>	<b>\$490.00</b>				<b>\$0.00</b>
<b>VENDOR: 1054 - PARKEON</b>											<b>\$0.00</b>
<b>83021MA7</b>	<b>08/30/21</b>	<b>08/30/21</b>	<b>09/29/21</b>								
S0131335, Inv IV124427 Flowbird Fee			3.35.6192 - Software Service and Support		\$39.27	\$0.00	\$39.27	08/30/21	12169	ASCUCK	\$0.00
<b>INVOICE 83021MA7 TOTALS:</b>					<b>\$39.27</b>	<b>\$0.00</b>	<b>\$39.27</b>				<b>\$0.00</b>
<b>PARKEON TOTALS:</b>					<b>\$39.27</b>	<b>\$0.00</b>	<b>\$39.27</b>				<b>\$0.00</b>

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

Ledger as of : 8/1/2021 to 8/31/2021

Invoice Number	Inv.Date	Post.Date	Due.Date							
Description		Account		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
<b>VENDOR: 1071 - PACIFIC ADVANCED CIVIL ENGIN</b>										<b>\$0.00</b>
<b>81121MA10</b>	<b>08/11/21</b>	<b>08/11/21</b>	<b>09/10/21</b>							
Inv 5130 Wastewater Engineering		2.51.6140 - Engineering Fees		\$4,906.36	\$0.00	\$4,906.36	08/11/21	12118	ASCUCK	\$0.00
<b>INVOICE 81121MA10 TOTALS:</b>				<b>\$4,906.36</b>	<b>\$0.00</b>	<b>\$4,906.36</b>				<b>\$0.00</b>
<b>PACIFIC ADVANCED CIVIL ENGIN TOTALS:</b>				<b>\$4,906.36</b>	<b>\$0.00</b>	<b>\$4,906.36</b>				<b>\$0.00</b>
<b>VENDOR: 1077 - GO AZ MOTORCYCLES COTTONWOOD</b>										<b>\$0.00</b>
<b>81121MA5</b>	<b>08/11/21</b>	<b>08/11/21</b>	<b>09/10/21</b>							
Inv 4751 Repairs to PD Polaris, Lab		1.13.6220 - Rep and Maint - Vehicles		\$657.60	\$0.00	\$657.60	08/11/21	12119	ASCUCK	\$0.00
Inv 4751 Repairs to PD Polaris, Par		1.13.6220 - Rep and Maint - Vehicles		\$1,116.25	\$0.00	\$1,116.25	08/11/21	12119	ASCUCK	\$0.00
<b>INVOICE 81121MA5 TOTALS:</b>				<b>\$1,773.85</b>	<b>\$0.00</b>	<b>\$1,773.85</b>				<b>\$0.00</b>
<b>GO AZ MOTORCYCLES COTTONWOOD TOTALS:</b>				<b>\$1,773.85</b>	<b>\$0.00</b>	<b>\$1,773.85</b>				<b>\$0.00</b>
<b>VENDOR: 1079 - O'REILLY AUTOMOTIVE, INC.</b>										<b>\$0.00</b>
<b>8421MA20</b>	<b>08/04/21</b>	<b>08/04/21</b>	<b>09/03/21</b>							
Trans #3492463137 Spark Plugs/Oil P		1.17.6220 - Rep and Maint - Vehicles		\$26.08	\$0.00	\$26.08	08/04/21	12093	ASCUCK	\$0.00
Trans #3492463137 Spark Plugs/Oil P		1.18.6220 - Rep and Maint - Vehicles		\$26.08	\$0.00	\$26.08	08/04/21	12093	ASCUCK	\$0.00
Trans #3492463137 Spark Plugs/Oil P		2.50.6220 - Rep and Maint - Vehicles		\$26.08	\$0.00	\$26.08	08/04/21	12093	ASCUCK	\$0.00
Trans #3492463137 Spark Plugs/Oil P		2.51.6220 - Rep and Maint - Vehicles		\$26.08	\$0.00	\$26.08	08/04/21	12093	ASCUCK	\$0.00
Trans #3492463137 Spark Plugs/Oil P		2.52.6220 - Rep and Maint - Vehicles		\$26.13	\$0.00	\$26.13	08/04/21	12093	ASCUCK	\$0.00
Trans #3492463137 Spark Plugs/Oil P		3.30.6220 - Rep and Maint - Vehicles		\$26.08	\$0.00	\$26.08	08/04/21	12093	ASCUCK	\$0.00
Trans #3492462353 Freon PWALL		1.17.6220 - Rep and Maint - Vehicles		\$7.67	\$0.00	\$7.67	08/04/21	12093	ASCUCK	\$0.00
Trans #3492462353 Freon PWALL		1.18.6220 - Rep and Maint - Vehicles		\$7.67	\$0.00	\$7.67	08/04/21	12093	ASCUCK	\$0.00
Trans #3492462353 Freon PWALL		2.50.6220 - Rep and Maint - Vehicles		\$7.67	\$0.00	\$7.67	08/04/21	12093	ASCUCK	\$0.00
Trans #3492462353 Freon PWALL		2.51.6220 - Rep and Maint - Vehicles		\$7.67	\$0.00	\$7.67	08/04/21	12093	ASCUCK	\$0.00
Trans #3492462353 Freon PWALL		2.52.6220 - Rep and Maint - Vehicles		\$7.71	\$0.00	\$7.71	08/04/21	12093	ASCUCK	\$0.00
Trans #3492462353 Freon PWALL		3.30.6220 - Rep and Maint - Vehicles		\$7.67	\$0.00	\$7.67	08/04/21	12093	ASCUCK	\$0.00
<b>INVOICE 8421MA20 TOTALS:</b>				<b>\$202.59</b>	<b>\$0.00</b>	<b>\$202.59</b>				<b>\$0.00</b>
<b>O'REILLY AUTOMOTIVE, INC. TOTALS:</b>				<b>\$202.59</b>	<b>\$0.00</b>	<b>\$202.59</b>				<b>\$0.00</b>
<b>VENDOR: 1085 - CARL WHITING</b>										<b>\$0.00</b>
<b>81821MA10</b>	<b>08/18/21</b>	<b>08/18/21</b>								
Reimburse Vehicle Use/Miles Sherwoo		7.25.6276 - Wildlands Exp - Contingency			\$0.00	\$2,162.72	08/18/21		ASCUCK	(\$2,162.72)
		7.25.6276 - Wildlands Exp - Contingency		\$2,162.72	\$0.00	\$2,162.72	*V 08/18/21	12138	ASCUCK	\$0.00
		7.25.6276 - Wildlands Exp - Contingency			\$0.00	(\$2,162.72)	*V 08/18/21	12138	ASCUCK	\$2,162.72
Reimburse Meals Sherwood Fire		7.25.6276 - Wildlands Exp - Contingency			\$0.00	\$381.65	08/18/21		ASCUCK	(\$381.65)
		7.25.6276 - Wildlands Exp - Contingency		\$381.65	\$0.00	\$381.65	*V 08/18/21	12138	ASCUCK	\$0.00
		7.25.6276 - Wildlands Exp - Contingency			\$0.00	(\$381.65)	*V 08/18/21	12138	ASCUCK	\$381.65
<b>INVOICE 81821MA10 TOTALS:</b>				<b>\$2,544.37</b>	<b>\$0.00</b>	<b>\$2,544.37</b>				<b>\$0.00</b>
<b>CR-0000001</b>	<b>08/18/21</b>	<b>08/18/21</b>	<b>09/17/21</b>							
Reimburse Vehicle Use/Miles Sherwoo		7.25.6276 - Wildlands Exp - Contingency		(\$2,162.72)	\$0.00	(\$2,162.72)	08/18/21		ASCUCK	\$0.00
Reimburse Meals Sherwood Fire		7.25.6276 - Wildlands Exp - Contingency		(\$381.65)	\$0.00	(\$381.65)	08/18/21		ASCUCK	\$0.00

\*V - Denotes Voided Check Entries

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

Ledger as of : 8/1/2021 to 8/31/2021

Invoice Number	Inv.Date	Post.Date	Due.Date		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
Description			Account								
INVOICE CR-0000001 TOTALS:					(\$2,544.37)	\$0.00	(\$2,544.37)				\$0.00
82621MA12	08/25/21	08/25/21	09/24/21								
Reimburse Miles/Vehicle Use Sherwoo			7.25.6276 - Wildlands Exp - Contingency		\$2,162.72	\$0.00	\$2,162.72	08/25/21	12152	ASCUCK	\$0.00
Reimburse Meal Sherwood Fire			7.25.6276 - Wildlands Exp - Contingency		\$62.50	\$0.00	\$62.50	08/25/21	12152	ASCUCK	\$0.00
INVOICE 82621MA12 TOTALS:					\$2,225.22	\$0.00	\$2,225.22				\$0.00
CARL WHITING TOTALS:					\$2,225.22	\$0.00	\$2,225.22				\$0.00
VENDOR: 1086 - UNIVERSAL POLICE SUPPLY CO											\$0.00
JUN308421MA1	08/04/21	08/04/21	09/03/21								
Invoice 253528 Vest, Razor G2 Panel			5.40.6237 - Police Dept Exp - Opr Grants		\$1,437.35	\$0.00	\$1,437.35	08/04/21	12094	ASCUCK	\$0.00
INVOICE JUN308421MA1 TOTALS:					\$1,437.35	\$0.00	\$1,437.35				\$0.00
UNIVERSAL POLICE SUPPLY CO TOTALS:					\$1,437.35	\$0.00	\$1,437.35				\$0.00
VENDOR: 109 - AFLAC											\$0.00
83021MA4	08/30/21	08/30/21	08/30/21								
Acct # DN513, Inv. 856558 August Bi			1.10.2405 - AFLAC		\$103.20	\$0.00	\$103.20	08/30/21	12170	ASCUCK	\$0.00
INVOICE 83021MA4 TOTALS:					\$103.20	\$0.00	\$103.20				\$0.00
AFLAC TOTALS:					\$103.20	\$0.00	\$103.20				\$0.00
VENDOR: 1094 - OTWELL ASSOCIATES ARCHITECTS											\$0.00
81221MA1	08/12/21	08/12/21	09/11/21								
Downpayment/Contract for Design Gui			5.40.6110 - Contract Services Exp - Opr Gra		\$5,000.00	\$0.00	\$5,000.00	08/12/21	12136	ASCUCK	\$0.00
INVOICE 81221MA1 TOTALS:					\$5,000.00	\$0.00	\$5,000.00				\$0.00
OTWELL ASSOCIATES ARCHITECTS TOTALS:					\$5,000.00	\$0.00	\$5,000.00				\$0.00
VENDOR: 1095 - MIKE MULCAIRE EXCAVATING, INC											\$0.00
81821MA2	08/18/21	08/18/21	09/17/21								
Pave Parking Lot			3.30.6260 - Street Supplies		\$14,760.00	\$0.00	\$14,760.00	08/18/21	12139	ASCUCK	\$0.00
Pave Parking Lot/Credit For PW Help			3.30.6260 - Street Supplies		(\$1,500.00)	\$0.00	(\$1,500.00)	08/18/21	12139	ASCUCK	\$0.00
INVOICE 81821MA2 TOTALS:					\$13,260.00	\$0.00	\$13,260.00				\$0.00
MIKE MULCAIRE EXCAVATING, INC TOTALS:					\$13,260.00	\$0.00	\$13,260.00				\$0.00
VENDOR: 1096 - SOUTHWEST RISK											\$0.00
81821MA8	08/18/21	08/18/21	09/17/21								
Inv 53610 Renewal Communter Policy			1.11.6155 - Insurance		\$123.88	\$0.00	\$123.88	08/18/21	12140	ASCUCK	\$0.00
INVOICE 81821MA8 TOTALS:					\$123.88	\$0.00	\$123.88				\$0.00
SOUTHWEST RISK TOTALS:					\$123.88	\$0.00	\$123.88				\$0.00

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

Ledger as of : 8/1/2021 to 8/31/2021

Invoice Number	Inv.Date	Post.Date	Due.Date							
Description		Account		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
<b>VENDOR: 1097 - MPH CONSTRUCTION</b>										<b>\$0.00</b>
<b>83021MA2</b>	<b>08/30/21</b>	<b>08/30/21</b>	<b>09/29/21</b>							
Inv 1 Service to A/C at Town Hall L		1.18.6215 - R&M Building - Properties		\$360.00	\$0.00	\$360.00	08/30/21	12171	ASCUCK	\$0.00
Inv 1 Service to A/C at Town Hall P		1.18.6215 - R&M Building - Properties		\$720.00	\$0.00	\$720.00	08/30/21	12171	ASCUCK	\$0.00
<b>INVOICE 83021MA2 TOTALS:</b>				<b>\$1,080.00</b>	<b>\$0.00</b>	<b>\$1,080.00</b>				<b>\$0.00</b>
<b>MPH CONSTRUCTION TOTALS:</b>				<b>\$1,080.00</b>	<b>\$0.00</b>	<b>\$1,080.00</b>				<b>\$0.00</b>
<b>VENDOR: 113 - ALL-MED EQUIPMENT &amp; SERVICES</b>										<b>\$0.00</b>
<b>81121MA11</b>	<b>08/11/21</b>	<b>08/11/21</b>	<b>08/11/21</b>							
Inv 657101 5 x O2 Cylinders		1.14.6181 - Medical Supplies Exp		\$70.00	\$0.00	\$70.00	08/11/21	12120	ASCUCK	\$0.00
Inv 659809 Monthly Tank Rental		1.14.6181 - Medical Supplies Exp		\$119.04	\$0.00	\$119.04	08/11/21	12120	ASCUCK	\$0.00
<b>INVOICE 81121MA11 TOTALS:</b>				<b>\$189.04</b>	<b>\$0.00</b>	<b>\$189.04</b>				<b>\$0.00</b>
<b>ALL-MED EQUIPMENT &amp; SERVICES TOTALS:</b>				<b>\$189.04</b>	<b>\$0.00</b>	<b>\$189.04</b>				<b>\$0.00</b>
<b>VENDOR: 119 - APS</b>										<b>\$0.00</b>
<b>8421MA19</b>	<b>08/04/21</b>	<b>08/04/21</b>	<b>08/19/21</b>							
2383901 Upper Park		1.17.6285 - Utilities		\$38.37	\$0.00	\$38.37	08/04/21	12095	ASCUCK	\$0.00
4246290 WWTP		2.51.6285 - Utilities		\$136.18	\$0.00	\$136.18	08/04/21	12095	ASCUCK	\$0.00
8468241 Middle Park		1.17.6285 - Utilities		\$38.37	\$0.00	\$38.37	08/04/21	12095	ASCUCK	\$0.00
7575770 Town Hall		1.18.6285 - Utilities		\$1,846.13	\$0.00	\$1,846.13	08/04/21	12095	ASCUCK	\$0.00
7575770 Town Hall Solar Credit		1.18.6285 - Utilities		(\$312.50)	\$0.00	(\$312.50)	08/04/21	12095	ASCUCK	\$0.00
0024240 Lower Park		1.17.6285 - Utilities		\$42.03	\$0.00	\$42.03	08/04/21	12095	ASCUCK	\$0.00
0421621 Fire Station		1.18.6285 - Utilities		\$484.98	\$0.00	\$484.98	08/04/21	12095	ASCUCK	\$0.00
5613490 Upper Park 2		1.17.6285 - Utilities		\$56.05	\$0.00	\$56.05	08/04/21	12095	ASCUCK	\$0.00
8061950 Sunshine Hill Water Tank		2.50.6285 - Utilities Exp - Water		\$37.08	\$0.00	\$37.08	08/04/21	12095	ASCUCK	\$0.00
6506951 Police Station		1.18.6285 - Utilities		\$204.40	\$0.00	\$204.40	08/04/21	12095	ASCUCK	\$0.00
2353720 Gulch Fire Station		1.18.6285 - Utilities		\$38.72	\$0.00	\$38.72	08/04/21	12095	ASCUCK	\$0.00
3216010 Hotel Jerome		1.18.6285 - Utilities		\$49.90	\$0.00	\$49.90	08/04/21	12095	ASCUCK	\$0.00
6109570 Perkinsville Road		1.18.6285 - Utilities		\$170.84	\$0.00	\$170.84	08/04/21	12095	ASCUCK	\$0.00
1976520 Co-Op		1.18.6285 - Utilities		\$173.33	\$0.00	\$173.33	08/04/21	12095	ASCUCK	\$0.00
2839800 Ghost Pepper		1.18.6285 - Utilities		\$91.86	\$0.00	\$91.86	08/04/21	12095	ASCUCK	\$0.00
<b>INVOICE 8421MA19 TOTALS:</b>				<b>\$3,095.74</b>	<b>\$0.00</b>	<b>\$3,095.74</b>				<b>\$0.00</b>
<b>81121MA14</b>	<b>08/11/21</b>	<b>08/11/21</b>	<b>08/26/21</b>							
9438060 Hull St Roof		1.18.6285 - Utilities		\$14.32	\$0.00	\$14.32	08/11/21	12121	ASCUCK	\$0.00
<b>INVOICE 81121MA14 TOTALS:</b>				<b>\$14.32</b>	<b>\$0.00</b>	<b>\$14.32</b>				<b>\$0.00</b>
<b>82621MA3</b>	<b>08/25/21</b>	<b>08/25/21</b>	<b>09/09/21</b>							
1490440 Street Lights		3.30.6255 - Street Lights		\$953.77	\$0.00	\$953.77	08/25/21	12153	ASCUCK	\$0.00
<b>INVOICE 82621MA3 TOTALS:</b>				<b>\$953.77</b>	<b>\$0.00</b>	<b>\$953.77</b>				<b>\$0.00</b>
<b>83021MA9</b>	<b>08/30/21</b>	<b>08/30/21</b>	<b>09/14/21</b>							
0024240 Lower Park		1.17.6285 - Utilities		\$45.26	\$0.00	\$45.26	08/30/21	12172	ASCUCK	\$0.00
0421621 Fire Station		1.18.6285 - Utilities		\$527.60	\$0.00	\$527.60	08/30/21	12172	ASCUCK	\$0.00
2383901 Upper Park		1.17.6285 - Utilities		\$42.80	\$0.00	\$42.80	08/30/21	12172	ASCUCK	\$0.00

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

Ledger as of : 8/1/2021 to 8/31/2021

Invoice Number	Inv.Date	Post.Date	Due.Date							
Description		Account		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
1976520 Co-Op		1.18.6285 - Utilities		\$186.87	\$0.00	\$186.87	08/30/21	12172	ASCUCK	\$0.00
4246290 WWTP		2.51.6285 - Utilities		\$138.80	\$0.00	\$138.80	08/30/21	12172	ASCUCK	\$0.00
7575770 Town Hall		1.18.6285 - Utilities		\$1,401.90	\$0.00	\$1,401.90	08/30/21	12172	ASCUCK	\$0.00
7575770 Town Hall Solar Credit		1.18.6285 - Utilities		(\$312.50)	\$0.00	(\$312.50)	08/30/21	12172	ASCUCK	\$0.00
6109570 Perkinsville		1.18.6285 - Utilities		\$148.04	\$0.00	\$148.04	08/30/21	12172	ASCUCK	\$0.00
5613490 Upper Park 2		1.17.6285 - Utilities		\$59.55	\$0.00	\$59.55	08/30/21	12172	ASCUCK	\$0.00
6506951 Police Station		1.18.6285 - Utilities		\$182.62	\$0.00	\$182.62	08/30/21	12172	ASCUCK	\$0.00
3216010 Hotel Jerome		1.18.6285 - Utilities		\$52.32	\$0.00	\$52.32	08/30/21	12172	ASCUCK	\$0.00
8061950 Sunshine Hill		2.50.6285 - Utilities Exp - Water		\$39.56	\$0.00	\$39.56	08/30/21	12172	ASCUCK	\$0.00
2353720 Gulch Fire Station		1.18.6285 - Utilities		\$41.40	\$0.00	\$41.40	08/30/21	12172	ASCUCK	\$0.00
2839800 Ghost Pepper		1.18.6285 - Utilities		\$93.00	\$0.00	\$93.00	08/30/21	12172	ASCUCK	\$0.00
8468241 Middle Park		1.17.6285 - Utilities		\$40.92	\$0.00	\$40.92	08/30/21	12172	ASCUCK	\$0.00
INVOICE 83021MA9 TOTALS:				\$2,688.14	\$0.00	\$2,688.14				\$0.00
APS TOTALS:				\$6,751.97	\$0.00	\$6,751.97				\$0.00
VENDOR: 120 - ARROW EXPRESS										\$0.00
82621MA8	08/25/21	08/25/21	09/24/21							
Inv 142158 Sewer Sample Shipping		2.51.6240 - Service Tests/System Testing		\$50.00	\$0.00	\$50.00	08/25/21	12154	ASCUCK	\$0.00
Inv 131992 Sewer Sample Shipping		2.51.6240 - Service Tests/System Testing		\$50.00	\$0.00	\$50.00	08/25/21	12154	ASCUCK	\$0.00
Inv 131993 Sewer Sample Shipping		2.51.6240 - Service Tests/System Testing		\$50.00	\$0.00	\$50.00	08/25/21	12154	ASCUCK	\$0.00
Inv 142159 Sewer Sample Shipping		2.51.6240 - Service Tests/System Testing		\$55.00	\$0.00	\$55.00	08/25/21	12154	ASCUCK	\$0.00
INVOICE 82621MA8 TOTALS:				\$205.00	\$0.00	\$205.00				\$0.00
ARROW EXPRESS TOTALS:				\$205.00	\$0.00	\$205.00				\$0.00
VENDOR: 122 - AT&T										\$0.00
8421MA21	08/04/21	08/04/21	09/03/21							
287251435682x07262021 Parking Enfor		3.35.6265 - Telephone		\$142.66	\$0.00	\$142.66	08/04/21	12096	ASCUCK	\$0.00
INVOICE 8421MA21 TOTALS:				\$142.66	\$0.00	\$142.66				\$0.00
82621MA9	08/25/21	08/25/21	09/24/21							
287251435682x08152021 PD		1.13.6265 - Telephone		\$45.47	\$0.00	\$45.47	08/25/21	12155	ASCUCK	\$0.00
INVOICE 82621MA9 TOTALS:				\$45.47	\$0.00	\$45.47				\$0.00
AT&T TOTALS:				\$188.13	\$0.00	\$188.13				\$0.00
VENDOR: 141 - ARIZONA SUPREME COURT										\$0.00
82621MA13	08/25/21	08/25/21	08/25/21							
Inv 2022-89 Printer/Computer Lease		1.12.6191 - Copier & Equip Lease Exp		\$1,181.97	\$0.00	\$1,181.97	08/25/21	12156	ASCUCK	\$0.00
INVOICE 82621MA13 TOTALS:				\$1,181.97	\$0.00	\$1,181.97				\$0.00
ARIZONA SUPREME COURT TOTALS:				\$1,181.97	\$0.00	\$1,181.97				\$0.00
VENDOR: 164 - ARIZONA SUPERIOR COURT										\$0.00
JUN308421MA2	08/04/21	08/04/21	08/04/21							



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

Ledger as of : 8/1/2021 to 8/31/2021

Invoice Number	Inv.Date	Post.Date	Due.Date							
Description		Account		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
Inv 4 2021 J Pro Tem/Interpreting S		1.12.6110 - Contract Services		\$185.53	\$0.00	\$185.53	08/04/21	12097	ASCUCK	\$0.00
INVOICE JUN308421MA2 TOTALS:				\$185.53	\$0.00	\$185.53				\$0.00
ARIZONA SUPERIOR COURT TOTALS:				\$185.53	\$0.00	\$185.53				\$0.00
VENDOR: 167 - OFFICE DEPOT										\$0.00
8421MA1	08/04/21	08/04/21	10/03/21							
63266436, Inv183250023001 Supplies		1.11.6190 - Office Supplies		\$46.45	\$0.00	\$46.45	08/04/21	12098	ASCUCK	\$0.00
63266436, Inv183262831001 Calendar		1.11.6190 - Office Supplies		\$17.38	\$0.00	\$17.38	08/04/21	12098	ASCUCK	\$0.00
INVOICE 8421MA1 TOTALS:				\$63.83	\$0.00	\$63.83				\$0.00
81121MA13	08/11/21	08/11/21	10/10/21							
63266436, Inv183654995001 Supplies		1.11.6190 - Office Supplies		\$11.67	\$0.00	\$11.67	08/11/21	12122	ASCUCK	\$0.00
63266436, Inv183625115001 Supplies		1.11.6190 - Office Supplies		\$14.31	\$0.00	\$14.31	08/11/21	12122	ASCUCK	\$0.00
INVOICE 81121MA13 TOTALS:				\$25.98	\$0.00	\$25.98				\$0.00
81821MA5	08/18/21	08/18/21	10/17/21							
63266436, Inv186617198001 Supplies		1.11.6190 - Office Supplies		\$39.07	\$0.00	\$39.07	08/18/21	12141	ASCUCK	\$0.00
INVOICE 81821MA5 TOTALS:				\$39.07	\$0.00	\$39.07				\$0.00
OFFICE DEPOT TOTALS:				\$128.88	\$0.00	\$128.88				\$0.00
VENDOR: 168 - CENTURY LINK										\$0.00
82621MA10	08/25/21	08/25/21	09/09/21							
928 634 2245 PD		1.13.6265 - Telephone		\$35.45	\$0.00	\$35.45	08/25/21	12157	ASCUCK	\$0.00
928 634 7943 GG		1.11.6265 - Telephone		\$167.87	\$0.00	\$167.87	08/25/21	12157	ASCUCK	\$0.00
928 634 8992 PD		1.13.6265 - Telephone		\$174.10	\$0.00	\$174.10	08/25/21	12157	ASCUCK	\$0.00
928 639 0574 LB		1.15.6265 - Telephone		\$78.34	\$0.00	\$78.34	08/25/21	12157	ASCUCK	\$0.00
928 649 2776 PD		1.13.6265 - Telephone		\$41.34	\$0.00	\$41.34	08/25/21	12157	ASCUCK	\$0.00
928 649 3034 FD		1.14.6265 - Telephone		\$129.32	\$0.00	\$129.32	08/25/21	12157	ASCUCK	\$0.00
928 649 3250 CT		1.12.6265 - Telephone		\$73.00	\$0.00	\$73.00	08/25/21	12157	ASCUCK	\$0.00
INVOICE 82621MA10 TOTALS:				\$699.42	\$0.00	\$699.42				\$0.00
CENTURY LINK TOTALS:				\$699.42	\$0.00	\$699.42				\$0.00
VENDOR: 184 - CRIMESTAR CORPORATION										\$0.00
8421MA9	08/04/21	08/04/21	08/04/21							
Inv 10580 Annual Support Renewal		1.13.6192 - Software Service & Support		\$1,200.00	\$0.00	\$1,200.00	08/04/21	12099	ASCUCK	\$0.00
INVOICE 8421MA9 TOTALS:				\$1,200.00	\$0.00	\$1,200.00				\$0.00
CRIMESTAR CORPORATION TOTALS:				\$1,200.00	\$0.00	\$1,200.00				\$0.00
VENDOR: 204 - SEDONA RECYCLES, INC										\$0.00
81121MA12	08/11/21	08/11/21	08/11/21							
Recycling Services, Inv JRME 821		2.52.6111 - Recycling Contract Exp		\$120.00	\$0.00	\$120.00	08/11/21	12123	ASCUCK	\$0.00
INVOICE 81121MA12 TOTALS:				\$120.00	\$0.00	\$120.00				\$0.00

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

Ledger as of : 8/1/2021 to 8/31/2021

Invoice Number	Inv.Date	Post.Date	Due.Date							
Description		Account		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
SEDONA RECYCLES, INC TOTALS:				\$120.00	\$0.00	\$120.00				\$0.00
VENDOR: 207 - HOME DEPOT CREDIT SERVICES										\$0.00
83021MA10	08/30/21	08/30/21	09/19/21							
Ref#9513972 Lime/Gypsum		3.30.6260 - Street Supplies		\$35.09	\$0.00	\$35.09	08/30/21	12174	ASCUCK	\$0.00
Ref#WA94483008054045 Tile Return Ya		6.70.6185 - Misc Exp - Cap Grants		(\$328.78)	\$0.00	(\$328.78)	08/30/21	12174	ASCUCK	\$0.00
Ref#3514527 Properties Supplies		1.18.6230 - Rep and Maint - Infrastructure		\$49.16	\$0.00	\$49.16	08/30/21	12174	ASCUCK	\$0.00
Ref#3544901 Drywall Supplies Yav Ap		6.70.6185 - Misc Exp - Cap Grants		\$48.49	\$0.00	\$48.49	08/30/21	12174	ASCUCK	\$0.00
Ref#5521421 Quikrete		2.50.6230 - Rep and Maint - Infrastructure		\$34.43	\$0.00	\$34.43	08/30/21	12174	ASCUCK	\$0.00
Ref#3022908 Brooms and Drills		1.14.6250 - Small Tools and Equipment		\$287.74	\$0.00	\$287.74	08/30/21	12174	ASCUCK	\$0.00
Ref#728213-7974321 Washing Machine		1.18.6215 - R&M Building - Properties		\$1,149.47	\$0.00	\$1,149.47	08/30/21	12174	ASCUCK	\$0.00
Ref#H0423-2334974595 Lights R-111		1.14.6250 - Small Tools and Equipment		\$563.73	\$0.00	\$563.73	08/30/21	12174	ASCUCK	\$0.00
Ref#7040606 Paint Brushes		1.18.6215 - R&M Building - Properties		\$26.40	\$0.00	\$26.40	08/30/21	12174	ASCUCK	\$0.00
Ref#7040607 D Batteries		2.50.6250 - Small Tools and Equipment		\$24.10	\$0.00	\$24.10	08/30/21	12174	ASCUCK	\$0.00
Ref#2513008 Computer Wire		1.18.6225 - Rep and Maint - Equipment		\$186.61	\$0.00	\$186.61	08/30/21	12174	ASCUCK	\$0.00
INVOICE 83021MA10 TOTALS:				\$2,076.44	\$0.00	\$2,076.44				\$0.00
JUN3083021MA1	08/30/21	08/30/21	09/19/21							
Ref #543163 Tile Supplies PD Bath Y		6.70.6185 - Misc Exp - Cap Grants		\$142.21	\$0.00	\$142.21	08/30/21	12173	ASCUCK	\$0.00
Ref #8030504 Tile Supplies PD Bath		6.70.6185 - Misc Exp - Cap Grants		\$71.28	\$0.00	\$71.28	08/30/21	12173	ASCUCK	\$0.00
Ref #8543336 Tile Supplies PD Bath		6.70.6185 - Misc Exp - Cap Grants		\$108.95	\$0.00	\$108.95	08/30/21	12173	ASCUCK	\$0.00
Ref #2543955 PD Bathroom Supplies Y		6.70.6185 - Misc Exp - Cap Grants		\$43.05	\$0.00	\$43.05	08/30/21	12173	ASCUCK	\$0.00
Ref #WA94483002902274 PD Bath Retur		6.70.6185 - Misc Exp - Cap Grants		(\$170.26)	\$0.00	(\$170.26)	08/30/21	12173	ASCUCK	\$0.00
Ref #1513782 PD Bathroom Supplies Y		6.70.6185 - Misc Exp - Cap Grants		\$313.53	\$0.00	\$313.53	08/30/21	12173	ASCUCK	\$0.00
Ref #WA95842661902324 Return Yav Ap		6.70.6185 - Misc Exp - Cap Grants		(\$419.20)	\$0.00	(\$419.20)	08/30/21	12173	ASCUCK	\$0.00
INVOICE JUN3083021MA1 TOTALS:				\$89.56	\$0.00	\$89.56				\$0.00
HOME DEPOT CREDIT SERVICES TOTALS:				\$2,166.00	\$0.00	\$2,166.00				\$0.00
VENDOR: 218 - VERIZON WIRELESS										\$0.00
8421MA2	08/04/21	08/04/21	08/29/21							
928 300 5987 PZ		1.16.6265 - Telephone		\$50.11	\$0.00	\$50.11	08/04/21	12101	ASCUCK	\$0.00
928 300 8701 FD		1.14.6265 - Telephone		\$57.71	\$0.00	\$57.71	08/04/21	12101	ASCUCK	\$0.00
928 821 0133 GG		1.11.6265 - Telephone		\$33.18	\$0.00	\$33.18	08/04/21	12101	ASCUCK	\$0.00
928 963 4958 FD		1.14.6265 - Telephone		\$10.46	\$0.00	\$10.46	08/04/21	12101	ASCUCK	\$0.00
Access Fees GG		1.11.6265 - Telephone		\$16.10	\$0.00	\$16.10	08/04/21	12101	ASCUCK	\$0.00
Access Fees PZ		1.16.6265 - Telephone		\$16.10	\$0.00	\$16.10	08/04/21	12101	ASCUCK	\$0.00
Access Fees FD		1.14.6265 - Telephone		\$32.20	\$0.00	\$32.20	08/04/21	12101	ASCUCK	\$0.00
INVOICE 8421MA2 TOTALS:				\$215.86	\$0.00	\$215.86				\$0.00
8421MA24	08/04/21	08/04/21	08/29/21							
928 301 4380 PD		1.13.6265 - Telephone		\$50.74	\$0.00	\$50.74	08/04/21	12100	ASCUCK	\$0.00
928 301 9672 PD		1.13.6265 - Telephone		\$50.74	\$0.00	\$50.74	08/04/21	12100	ASCUCK	\$0.00
Access Charges PD		1.13.6265 - Telephone		\$161.00	\$0.00	\$161.00	08/04/21	12100	ASCUCK	\$0.00
928 451 2174 Kiosk Phone		3.35.6265 - Telephone		\$30.08	\$0.00	\$30.08	08/04/21	12100	ASCUCK	\$0.00
928 451 2402 Kiosk Phone		3.35.6265 - Telephone		\$30.08	\$0.00	\$30.08	08/04/21	12100	ASCUCK	\$0.00

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

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Invoice Number	Inv.Date	Post.Date	Due.Date							
Description		Account		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
928 451 2436 Kiosk Phone		3.35.6265 - Telephone		\$30.08	\$0.00	\$30.08	08/04/21	12100	ASCUCK	\$0.00
928 821 0736 Kiosk Phone		3.35.6265 - Telephone		\$30.08	\$0.00	\$30.08	08/04/21	12100	ASCUCK	\$0.00
INVOICE 8421MA24 TOTALS:				\$382.80	\$0.00	\$382.80				\$0.00
VERIZON WIRELESS TOTALS:				\$598.66	\$0.00	\$598.66				\$0.00
VENDOR: 224 - LEGEND										\$0.00
8421MA18	08/04/21	08/04/21	09/03/21							
Acct 00-0001475, Inv. 2110867 Sewer		2.51.6240 - Service Tests/System Testing		\$75.00	\$0.00	\$75.00	08/04/21	12102	ASCUCK	\$0.00
Acct 00-0001475, Inv. 2110867 Water		2.50.6240 - Service Tests/System Testing		\$15.00	\$0.00	\$15.00	08/04/21	12102	ASCUCK	\$0.00
Acct 00-0001475, Inv. 2110869 Sewer		2.51.6240 - Service Tests/System Testing		\$1,016.80	\$0.00	\$1,016.80	08/04/21	12102	ASCUCK	\$0.00
INVOICE 8421MA18 TOTALS:				\$1,106.80	\$0.00	\$1,106.80				\$0.00
81121MA8	08/11/21	08/11/21	09/10/21							
Acct 00-0001475, Inv. 2111557		2.51.6240 - Service Tests/System Testing		\$75.00	\$0.00	\$75.00	08/11/21	12124	ASCUCK	\$0.00
Acct 00-0001475, Inv. 2111457		2.51.6240 - Service Tests/System Testing		\$75.00	\$0.00	\$75.00	08/11/21	12124	ASCUCK	\$0.00
INVOICE 81121MA8 TOTALS:				\$150.00	\$0.00	\$150.00				\$0.00
81821MA6	08/18/21	08/18/21	09/17/21							
Acct 00-0001475, Inv. 2111823 Water		2.50.6240 - Service Tests/System Testing		\$15.00	\$0.00	\$15.00	08/18/21	12142	ASCUCK	\$0.00
Acct 00-0001475, Inv. 2111823 Sewer		2.51.6240 - Service Tests/System Testing		\$101.40	\$0.00	\$101.40	08/18/21	12142	ASCUCK	\$0.00
INVOICE 81821MA6 TOTALS:				\$116.40	\$0.00	\$116.40				\$0.00
LEGEND TOTALS:				\$1,373.20	\$0.00	\$1,373.20				\$0.00
VENDOR: 237 - UNISOURCE ENERGY SERVICES										\$0.00
81821MA1	08/18/21	08/18/21	09/07/21							
693726 Police Department		1.18.6285 - Utilities		\$21.76	\$0.00	\$21.76	08/18/21	12143	ASCUCK	\$0.00
750593 Civic Center		1.18.6285 - Utilities		\$27.33	\$0.00	\$27.33	08/18/21	12143	ASCUCK	\$0.00
055982 Fire Department		1.18.6285 - Utilities		\$28.08	\$0.00	\$28.08	08/18/21	12143	ASCUCK	\$0.00
435334 Town Yard		1.18.6285 - Utilities		\$21.34	\$0.00	\$21.34	08/18/21	12143	ASCUCK	\$0.00
255334 Co-Op		1.18.6285 - Utilities		\$21.76	\$0.00	\$21.76	08/18/21	12143	ASCUCK	\$0.00
INVOICE 81821MA1 TOTALS:				\$120.27	\$0.00	\$120.27				\$0.00
UNISOURCE ENERGY SERVICES TOTALS:				\$120.27	\$0.00	\$120.27				\$0.00
VENDOR: 238 - VERDE VALLEY HARDWARE										\$0.00
81121MA18	08/11/21	08/11/21	08/26/21							
2860, Inv 32787 Hand Bilge Pump		2.50.6250 - Small Tools and Equipment		\$65.89	\$0.00	\$65.89	08/11/21	12125	ASCUCK	\$0.00
2860, Inv 32964 Trash Bags		2.52.6195 - Operating Supplies - Trash		\$41.71	\$0.00	\$41.71	08/11/21	12125	ASCUCK	\$0.00
2860, Inv 33014 Blacktop Patch		3.30.6260 - Street Supplies		\$186.64	\$0.00	\$186.64	08/11/21	12125	ASCUCK	\$0.00
2860, Inv 33046 Trash Can Lids		2.52.6185 - Miscellaneous		\$38.43	\$0.00	\$38.43	08/11/21	12125	ASCUCK	\$0.00
2860, Inv 33366 Batteries		2.50.6232 - Springs Security Exp		\$46.10	\$0.00	\$46.10	08/11/21	12125	ASCUCK	\$0.00
2860, Inv 33390 Door and Lock Set,		1.18.6215 - R&M Building - Properties		\$83.01	\$0.00	\$83.01	08/11/21	12125	ASCUCK	\$0.00
2860, Inv 33438 Roof Coat, Roller		1.18.6215 - R&M Building - Properties		\$92.25	\$0.00	\$92.25	08/11/21	12125	ASCUCK	\$0.00
2860, Inv 33455 Vinyl Tubing		1.14.6225 - Rep and Maint - Equipment		\$6.46	\$0.00	\$6.46	08/11/21	12125	ASCUCK	\$0.00

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

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Invoice Number	Inv.Date	Post.Date	Due.Date							
Description		Account		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
2860, Inv 33535 Trash Bags		1.18.6185 - Miscellaneous		\$43.91	\$0.00	\$43.91	08/11/21	12125	ASCUCK	\$0.00
2860, Inv 33722 Rubber Gloves		2.51.6185 - Miscellaneous		\$92.24	\$0.00	\$92.24	08/11/21	12125	ASCUCK	\$0.00
2860, Inv 33800 Trash Bags, Metal B		1.18.6185 - Miscellaneous		\$20.41	\$0.00	\$20.41	08/11/21	12125	ASCUCK	\$0.00
2860, Inv 33807 Gypsum		3.30.6260 - Street Supplies		\$21.51	\$0.00	\$21.51	08/11/21	12125	ASCUCK	\$0.00
INVOICE 81121MA18 TOTALS:				\$738.56	\$0.00	\$738.56				\$0.00
VERDE VALLEY HARDWARE TOTALS:				\$738.56	\$0.00	\$738.56				\$0.00
VENDOR: 249 - POSTMASTER										\$0.00
82621MA15	08/25/21	08/25/21	08/25/21							
Postage Sept/Oct 2021 Newsletter		1.11.6200 - Postage		\$61.94	\$0.00	\$61.94	08/25/21	12158	ASCUCK	\$0.00
INVOICE 82621MA15 TOTALS:				\$61.94	\$0.00	\$61.94				\$0.00
POSTMASTER TOTALS:				\$61.94	\$0.00	\$61.94				\$0.00
VENDOR: 252 - NAPA AUTO PARTS										\$0.00
8421MA8	08/04/21	08/04/21	08/24/21							
31380 Inv 261695 ATF Fluid		2.52.6220 - Rep and Maint - Vehicles		\$65.89	\$0.00	\$65.89	08/04/21	12103	ASCUCK	\$0.00
31380 Inv 262548 Oil Change C-112		7.25.6276 - Wildlands Exp - Contingency		\$75.43	\$0.00	\$75.43	08/04/21	12103	ASCUCK	\$0.00
31380 Inv 262572 Fuel Filter PWALL		1.17.6220 - Rep and Maint - Vehicles		\$5.49	\$0.00	\$5.49	08/04/21	12103	ASCUCK	\$0.00
31380 Inv 262572 Fuel Filter PWALL		1.18.6220 - Rep and Maint - Vehicles		\$5.49	\$0.00	\$5.49	08/04/21	12103	ASCUCK	\$0.00
31380 Inv 262572 Fuel Filter PWALL		2.50.6220 - Rep and Maint - Vehicles		\$5.49	\$0.00	\$5.49	08/04/21	12103	ASCUCK	\$0.00
31380 Inv 262572 Fuel Filter PWALL		2.51.6220 - Rep and Maint - Vehicles		\$5.49	\$0.00	\$5.49	08/04/21	12103	ASCUCK	\$0.00
31380 Inv 262572 Fuel Filter PWALL		2.52.6220 - Rep and Maint - Vehicles		\$5.49	\$0.00	\$5.49	08/04/21	12103	ASCUCK	\$0.00
31380 Inv 262572 Fuel Filter PWALL		3.30.6220 - Rep and Maint - Vehicles		\$5.49	\$0.00	\$5.49	08/04/21	12103	ASCUCK	\$0.00
31380 Inv 262675 B-111 Oil Change S		1.14.6220 - Rep and Maint - Vehicles		\$367.43	\$0.00	\$367.43	08/04/21	12103	ASCUCK	\$0.00
31380 Inv 263352 Antifreeze		1.14.6220 - Rep and Maint - Vehicles		\$25.68	\$0.00	\$25.68	08/04/21	12103	ASCUCK	\$0.00
31380 Inv 263698 Mirror		2.52.6220 - Rep and Maint - Vehicles		\$19.21	\$0.00	\$19.21	08/04/21	12103	ASCUCK	\$0.00
31380 Inv 263817 Shop Supplies		2.52.6220 - Rep and Maint - Vehicles		\$63.66	\$0.00	\$63.66	08/04/21	12103	ASCUCK	\$0.00
INVOICE 8421MA8 TOTALS:				\$650.24	\$0.00	\$650.24				\$0.00
NAPA AUTO PARTS TOTALS:				\$650.24	\$0.00	\$650.24				\$0.00
VENDOR: 254 - VERDE VALLEY NEWSPAPERS										\$0.00
8421MA10	08/04/21	08/04/21	08/14/21							
11366 Order #613950 Legal Notice		2.50.6105 - Advertising, Printing, & Publishir		\$36.02	\$0.00	\$36.02	08/04/21	12104	ASCUCK	\$0.00
INVOICE 8421MA10 TOTALS:				\$36.02	\$0.00	\$36.02				\$0.00
81821MA7	08/18/21	08/18/21	08/28/21							
11366 Order # 615144 Ordinances		1.11.6105 - Advertising, Printing, & Publishin		\$540.31	\$0.00	\$540.31	08/18/21	12144	ASCUCK	\$0.00
INVOICE 81821MA7 TOTALS:				\$540.31	\$0.00	\$540.31				\$0.00
VERDE VALLEY NEWSPAPERS TOTALS:				\$576.33	\$0.00	\$576.33				\$0.00
VENDOR: 255 - CITY OF COTTONWOOD										\$0.00
83021MA1	08/30/21	08/30/21	08/30/21							

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Description		Account		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
Inv 4476 Dispatch Fees FD		1.14.6120 - Dispatch Fees		\$560.33	\$0.00	\$560.33	08/30/21	12175	ASCUCK	\$0.00
INVOICE 83021MA1 TOTALS:				\$560.33	\$0.00	\$560.33				\$0.00
CITY OF COTTONWOOD TOTALS:				\$560.33	\$0.00	\$560.33				\$0.00
VENDOR: 265 - CONTRACT WASTEWATER OPERATIONS										\$0.00
8421MA3	08/04/21	08/04/21	08/29/21							
Inv 1014976 Spring Maint July 2021		2.50.6110 - Contract Services		\$900.00	\$0.00	\$900.00	08/04/21	12105	ASCUCK	\$0.00
Inv 1014976 WWTP Maint July 2021		2.51.6110 - Contract Services		\$3,200.00	\$0.00	\$3,200.00	08/04/21	12105	ASCUCK	\$0.00
Inv 1014976 WWTP Supplies July 2021		2.51.6195 - Operating Supplies - Sewer		\$219.66	\$0.00	\$219.66	08/04/21	12105	ASCUCK	\$0.00
INVOICE 8421MA3 TOTALS:				\$4,319.66	\$0.00	\$4,319.66				\$0.00
CONTRACT WASTEWATER OPERATIONS TOTALS:				\$4,319.66	\$0.00	\$4,319.66				\$0.00
VENDOR: 270 - KATHLEEN JARVIS										\$0.00
82621MA6	08/25/21	08/25/21	09/01/21							
Reimburse For Art Room Supplies		1.15.6195 - Operating Supplies - Library		\$353.74	\$0.00	\$353.74	08/25/21	12159	ASCUCK	\$0.00
INVOICE 82621MA6 TOTALS:				\$353.74	\$0.00	\$353.74				\$0.00
KATHLEEN JARVIS TOTALS:				\$353.74	\$0.00	\$353.74				\$0.00
VENDOR: 284 - HALES ROOFING CO, INC										\$0.00
81921MA1	08/19/21	08/19/21	09/18/21							
50% Payment for Roof Repair 301 Mai		1.18.6215 - R&M Building - Properties		\$993.25	\$0.00	\$993.25	08/19/21	12151	ASCUCK	\$0.00
INVOICE 81921MA1 TOTALS:				\$993.25	\$0.00	\$993.25				\$0.00
HALES ROOFING CO, INC TOTALS:				\$993.25	\$0.00	\$993.25				\$0.00
VENDOR: 300 - REESE'S TIRE & AUTOTIRE PROS										\$0.00
82621MA5	08/25/21	08/25/21	09/24/21							
Inv 71930 Impala Tires, Mount FD La		1.14.6220 - Rep and Maint - Vehicles		\$88.00	\$0.00	\$88.00	08/25/21	12160	ASCUCK	\$0.00
Inv 71930 Impala Tires, Mount FD Pa		1.14.6220 - Rep and Maint - Vehicles		\$580.60	\$0.00	\$580.60	08/25/21	12160	ASCUCK	\$0.00
INVOICE 82621MA5 TOTALS:				\$668.60	\$0.00	\$668.60				\$0.00
REESE'S TIRE & AUTOTIRE PROS TOTALS:				\$668.60	\$0.00	\$668.60				\$0.00
VENDOR: 375 - PERSONNEL SAFETY ENTERPRISES										\$0.00
81121MA4	08/11/21	08/11/21	09/10/21							
80001143, Inv 102367 First Aid LB		1.15.6195 - Operating Supplies - Library		\$80.85	\$0.00	\$80.85	08/11/21	12126	ASCUCK	\$0.00
80001143, Inv 102367 First Aid GG		1.11.6195 - Operating Supplies - Gen Gov		\$86.84	\$0.00	\$86.84	08/11/21	12126	ASCUCK	\$0.00
80001143, Inv 102367 First Aid PD		1.13.6195 - Operating Supplies - Police		\$258.69	\$0.00	\$258.69	08/11/21	12126	ASCUCK	\$0.00
INVOICE 81121MA4 TOTALS:				\$426.38	\$0.00	\$426.38				\$0.00
81821MA9	08/18/21	08/18/21	09/17/21							
80001143, Inv 102376 First Aid, Par		1.17.6195 - Operating Supplies - Parks		\$29.38	\$0.00	\$29.38	08/18/21	12145	ASCUCK	\$0.00
80001143, Inv 102376 First Aid, Pro		1.18.6195 - Operating Supplies - Properties		\$29.38	\$0.00	\$29.38	08/18/21	12145	ASCUCK	\$0.00

\*V - Denotes Voided Check Entries

Town of Jerome

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

Ledger as of : 8/1/2021 to 8/31/2021

Invoice Number	Inv.Date	Post.Date	Due.Date							
Description		Account		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
80001143, Inv 102376 First Aid, Wat		2.50.6195 - Operating Supplies - Water		\$29.38	\$0.00	\$29.38	08/18/21	12145	ASCUCK	\$0.00
80001143, Inv 102376 First Aid, Sew		2.51.6195 - Operating Supplies - Sewer		\$29.38	\$0.00	\$29.38	08/18/21	12145	ASCUCK	\$0.00
80001143, Inv 102376 First Aid, Tra		2.52.6195 - Operating Supplies - Trash		\$29.41	\$0.00	\$29.41	08/18/21	12145	ASCUCK	\$0.00
80001143, Inv 102376 First Aid, HURF		3.30.6195 - Operating Supplies - HURF		\$29.38	\$0.00	\$29.38	08/18/21	12145	ASCUCK	\$0.00
INVOICE 81821MA9 TOTALS:				\$176.31	\$0.00	\$176.31				\$0.00
PERSONNEL SAFETY ENTERPRISES TOTALS:				\$602.69	\$0.00	\$602.69				\$0.00
VENDOR: 450 - #1 FOOD STORE										\$0.00
81121MA1	08/11/21	08/11/21	08/11/21							
Fuel, PD		1.13.6145 - Fuel		\$47.85	\$0.00	\$47.85	08/11/21	12127	ASCUCK	\$0.00
Fuel, FD		1.14.6145 - Fuel		\$332.56	\$0.00	\$332.56	08/11/21	12127	ASCUCK	\$0.00
INVOICE 81121MA1 TOTALS:				\$380.41	\$0.00	\$380.41				\$0.00
#1 FOOD STORE TOTALS:				\$380.41	\$0.00	\$380.41				\$0.00
VENDOR: 502 - DANA KEPNER CO										\$0.00
82621MA11	08/25/21	08/25/21	09/24/21							
5124, Inv 9026843 Ford Wrap Clamp		2.50.6230 - Rep and Maint - Infrastructure		\$283.96	\$0.00	\$283.96	08/25/21	12161	ASCUCK	\$0.00
INVOICE 82621MA11 TOTALS:				\$283.96	\$0.00	\$283.96				\$0.00
DANA KEPNER CO TOTALS:				\$283.96	\$0.00	\$283.96				\$0.00
VENDOR: 513 - HANSON AGGREGATES LLC										\$0.00
81121MA15	08/11/21	08/11/21	09/10/21							
Inv 1139134 MAG ABC		3.30.6260 - Street Supplies		\$312.77	\$0.00	\$312.77	08/11/21	12128	ASCUCK	\$0.00
INVOICE 81121MA15 TOTALS:				\$312.77	\$0.00	\$312.77				\$0.00
HANSON AGGREGATES LLC TOTALS:				\$312.77	\$0.00	\$312.77				\$0.00
VENDOR: 609 - ARCADIA PUBLISHING										\$0.00
82621MA7	08/25/21	08/25/21	09/24/21							
Inv 22251409 Books, LB		1.15.6205 - Print and Non-Print Materials		\$72.63	\$0.00	\$72.63	08/25/21	12162	ASCUCK	\$0.00
INVOICE 82621MA7 TOTALS:				\$72.63	\$0.00	\$72.63				\$0.00
ARCADIA PUBLISHING TOTALS:				\$72.63	\$0.00	\$72.63				\$0.00
VENDOR: 686 - PROFORCE										\$0.00
82621MA16	08/25/21	08/25/21	09/24/21							
Inv 458400 TSR X26 Extended DPM		1.13.6234 - Police Officer Safety Equip Exp		\$362.98	\$0.00	\$362.98	08/25/21	12163	ASCUCK	\$0.00
INVOICE 82621MA16 TOTALS:				\$362.98	\$0.00	\$362.98				\$0.00
PROFORCE TOTALS:				\$362.98	\$0.00	\$362.98				\$0.00
VENDOR: 704 - MINGUS ELECTRIC										\$0.00

Town of Jerome

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

Ledger as of : 8/1/2021 to 8/31/2021

Invoice Number	Inv.Date	Post.Date	Due.Date							
Description		Account		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
<b>81821MA14</b>	<b>08/18/21</b>	<b>08/18/21</b>	<b>09/17/21</b>							
Inv 1363 AC Install Pasion Cellars		1.18.6215 - R&M Building - Properties		\$2,250.00	\$0.00	\$2,250.00	08/18/21	12146	ASCUCK	\$0.00
Inv 1363 AC Install Pasion Cellars		1.18.6215 - R&M Building - Properties		\$4,548.54	\$0.00	\$4,548.54	08/18/21	12146	ASCUCK	\$0.00
Inv 1364 AC Work at Town Hall Labor		1.18.6215 - R&M Building - Properties		\$120.00	\$0.00	\$120.00	08/18/21	12146	ASCUCK	\$0.00
<b>INVOICE 81821MA14 TOTALS:</b>				<b>\$6,918.54</b>	<b>\$0.00</b>	<b>\$6,918.54</b>				<b>\$0.00</b>
<b>MINGUS ELECTRIC TOTALS:</b>				<b>\$6,918.54</b>	<b>\$0.00</b>	<b>\$6,918.54</b>				<b>\$0.00</b>
<b>VENDOR: 716 - AHS RESCUE</b>										<b>\$0.00</b>
<b>8421MA12</b>	<b>08/04/21</b>	<b>08/04/21</b>	<b>09/03/21</b>							
Inv 22213 Swiftwater Rescue Gear		1.14.6250 - Small Tools and Equipment		\$1,609.48	\$0.00	\$1,609.48	08/04/21	12106	ASCUCK	\$0.00
<b>INVOICE 8421MA12 TOTALS:</b>				<b>\$1,609.48</b>	<b>\$0.00</b>	<b>\$1,609.48</b>				<b>\$0.00</b>
<b>AHS RESCUE TOTALS:</b>				<b>\$1,609.48</b>	<b>\$0.00</b>	<b>\$1,609.48</b>				<b>\$0.00</b>
<b>VENDOR: 725 - DIESEL DIRECT WEST</b>										<b>\$0.00</b>
<b>81121MA9</b>	<b>08/11/21</b>	<b>08/11/21</b>	<b>08/26/21</b>							
18583, Inv 84134366 Fuel, Water		2.50.6145 - Fuel		\$24.91	\$0.00	\$24.91	08/11/21	12129	ASCUCK	\$0.00
18583, Inv 84134366 Fuel, Sewer		2.51.6145 - Fuel		\$24.91	\$0.00	\$24.91	08/11/21	12129	ASCUCK	\$0.00
18583, Inv 84134366 Fuel, Trash		2.52.6145 - Fuel		\$199.28	\$0.00	\$199.28	08/11/21	12129	ASCUCK	\$0.00
<b>INVOICE 81121MA9 TOTALS:</b>				<b>\$249.10</b>	<b>\$0.00</b>	<b>\$249.10</b>				<b>\$0.00</b>
<b>82621MA4</b>	<b>08/25/21</b>	<b>08/25/21</b>	<b>09/09/21</b>							
18583, Inv 84158251 Fuel, Water		2.50.6145 - Fuel		\$21.31	\$0.00	\$21.31	08/25/21	12164	ASCUCK	\$0.00
18583, Inv 84158251 Fuel, Sewer		2.51.6145 - Fuel		\$21.31	\$0.00	\$21.31	08/25/21	12164	ASCUCK	\$0.00
18583, Inv 84158251 Fuel, Trash		2.52.6145 - Fuel		\$170.50	\$0.00	\$170.50	08/25/21	12164	ASCUCK	\$0.00
<b>INVOICE 82621MA4 TOTALS:</b>				<b>\$213.12</b>	<b>\$0.00</b>	<b>\$213.12</b>				<b>\$0.00</b>
<b>DIESEL DIRECT WEST TOTALS:</b>				<b>\$462.22</b>	<b>\$0.00</b>	<b>\$462.22</b>				<b>\$0.00</b>
<b>VENDOR: 735 - FOUR-D LLC</b>										<b>\$0.00</b>
<b>8421MA17</b>	<b>08/04/21</b>	<b>08/04/21</b>	<b>09/03/21</b>							
Inv 810 IT Work Completed July 2021		1.11.6193 - Computer Hardware & Service		\$460.00	\$0.00	\$460.00	08/04/21	12107	ASCUCK	\$0.00
<b>INVOICE 8421MA17 TOTALS:</b>				<b>\$460.00</b>	<b>\$0.00</b>	<b>\$460.00</b>				<b>\$0.00</b>
<b>FOUR-D LLC TOTALS:</b>				<b>\$460.00</b>	<b>\$0.00</b>	<b>\$460.00</b>				<b>\$0.00</b>
<b>VENDOR: 747 - TOWN OF JEROME PR</b>										<b>\$0.00</b>
<b>81121MA3</b>	<b>08/11/21</b>	<b>08/11/21</b>	<b>08/11/21</b>							
Monthly Payroll Transfer		1.10.2999 - Suspense Account		\$90,000.00	\$0.00	\$90,000.00	08/11/21	12130	ASCUCK	\$0.00
<b>INVOICE 81121MA3 TOTALS:</b>				<b>\$90,000.00</b>	<b>\$0.00</b>	<b>\$90,000.00</b>				<b>\$0.00</b>
<b>TOWN OF JEROME PR TOTALS:</b>				<b>\$90,000.00</b>	<b>\$0.00</b>	<b>\$90,000.00</b>				<b>\$0.00</b>
<b>VENDOR: 748 - SIMS MACKIN, LTD</b>										<b>\$0.00</b>
<b>81821MA13</b>	<b>08/18/21</b>	<b>08/18/21</b>	<b>09/17/21</b>							

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Town of Jerome

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

Ledger as of : 8/1/2021 to 8/31/2021

Invoice Number	Inv.Date	Post.Date	Due.Date							
Description		Account		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
Inv 31950 Legal, GG		1.11.6170 - Legal Exp - Gen Gov		\$721.50	\$0.00	\$721.50	08/18/21	12147	ASCUCK	\$0.00
Inv 31950 Legal, PZ		1.16.6170 - Legal Exp - P&Z		\$780.00	\$0.00	\$780.00	08/18/21	12147	ASCUCK	\$0.00
Inv 31950 Legal, Water		2.50.6170 - Legal Exp - Water		\$214.50	\$0.00	\$214.50	08/18/21	12147	ASCUCK	\$0.00
INVOICE 81821MA13 TOTALS:				\$1,716.00	\$0.00	\$1,716.00				\$0.00
SIMS MACKIN, LTD TOTALS:				\$1,716.00	\$0.00	\$1,716.00				\$0.00
VENDOR: 754 - ARIZONA BUG COMPANY										\$0.00
8421MA15	08/04/21	08/04/21	09/03/21							
Inv 173343 Pest Control, 10101 prop		1.18.6110 - Contract Services		\$50.00	\$0.00	\$50.00	08/04/21	12108	ASCUCK	\$0.00
INVOICE 8421MA15 TOTALS:				\$50.00	\$0.00	\$50.00				\$0.00
81821MA4	08/18/21	08/18/21	09/17/21							
Inv 174052 Pest Control, 10101 prop		1.18.6110 - Contract Services		\$50.00	\$0.00	\$50.00	08/18/21	12148	ASCUCK	\$0.00
INVOICE 81821MA4 TOTALS:				\$50.00	\$0.00	\$50.00				\$0.00
ARIZONA BUG COMPANY TOTALS:				\$100.00	\$0.00	\$100.00				\$0.00
VENDOR: 793 - TOWN OF JEROME - UTILITIES										\$0.00
8421MA13	08/04/21	08/04/21	09/03/21							
7002-01 Town Hall		1.18.6285 - Utilities		\$216.90	\$0.00	\$216.90	08/04/21	12109	ASCUCK	\$0.00
7015-01 Fire Station		1.18.6285 - Utilities		\$137.56	\$0.00	\$137.56	08/04/21	12109	ASCUCK	\$0.00
7031-01 Library		1.18.6285 - Utilities		\$137.56	\$0.00	\$137.56	08/04/21	12109	ASCUCK	\$0.00
7054-01 Police Station		1.18.6285 - Utilities		\$177.32	\$0.00	\$177.32	08/04/21	12109	ASCUCK	\$0.00
7060-01 Town Yard		1.18.6285 - Utilities		\$137.56	\$0.00	\$137.56	08/04/21	12109	ASCUCK	\$0.00
INVOICE 8421MA13 TOTALS:				\$806.90	\$0.00	\$806.90				\$0.00
TOWN OF JEROME - UTILITIES TOTALS:				\$806.90	\$0.00	\$806.90				\$0.00
VENDOR: 804 - KERRY LEE										\$0.00
83021MA3	08/30/21	08/30/21	09/29/21							
Reimburse for Unit 27 Gas from #1		1.13.6145 - Fuel		\$37.03	\$0.00	\$37.03	08/30/21	12176	ASCUCK	\$0.00
INVOICE 83021MA3 TOTALS:				\$37.03	\$0.00	\$37.03				\$0.00
KERRY LEE TOTALS:				\$37.03	\$0.00	\$37.03				\$0.00
VENDOR: 806 - PRESCOTT LAW GROUP, PLC										\$0.00
81821MA3	08/18/21	08/18/21	09/17/21							
2011-00019 Inv 4409 Legal, PD		1.13.6172 - Prosecutor Exp		\$1,320.00	\$0.00	\$1,320.00	08/18/21	12149	ASCUCK	\$0.00
INVOICE 81821MA3 TOTALS:				\$1,320.00	\$0.00	\$1,320.00				\$0.00
PRESCOTT LAW GROUP, PLC TOTALS:				\$1,320.00	\$0.00	\$1,320.00				\$0.00
VENDOR: 807 - TOWN OF CAMP VERDE										\$0.00
JUN3081121MA1	08/11/21	08/11/21	09/10/21							
FY21 Bi-annual Dispatch Services		1.13.6120 - Dispatch Fees		\$17,500.00	\$0.00	\$17,500.00	08/11/21	12131	ASCUCK	\$0.00

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Invoice Number	Inv.Date	Post.Date	Due.Date		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
Description			Account								
INVOICE JUN3081121MA1 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
VENDOR: 854 - ROKZOO SCREEN PRINTERS											\$0.00
82621MA14	08/25/21	08/25/21	09/24/21								
Inv 5487 Shirts FD			1.14.6250 - Small Tools and Equipment		\$1,453.96	\$0.00	\$1,453.96	08/25/21	12165	ASCUCK	\$0.00
INVOICE 82621MA14 TOTALS:					\$1,453.96	\$0.00	\$1,453.96				\$0.00
ROKZOO SCREEN PRINTERS TOTALS:					\$1,453.96	\$0.00	\$1,453.96				\$0.00
VENDOR: 866 - DEERE CREDIT, INC.											\$0.00
8421MA22	08/04/21	08/04/21	09/03/21								
510001614248 JD 210L Parks			1.17.8040 - Lease Payments		\$21.68	\$0.00	\$21.68	08/04/21	12110	ASCUCK	\$0.00
510001614248 JD 210L Prop			1.18.8040 - Lease Payments		\$21.68	\$0.00	\$21.68	08/04/21	12110	ASCUCK	\$0.00
510001614248 JD 210L Water			2.50.8040 - Lease Payments		\$75.88	\$0.00	\$75.88	08/04/21	12110	ASCUCK	\$0.00
510001614248 JD 210L Sewer			2.51.8040 - Lease Payments		\$75.88	\$0.00	\$75.88	08/04/21	12110	ASCUCK	\$0.00
510001614248 JD 210L HURF			3.30.8040 - Lease Payments		\$21.69	\$0.00	\$21.69	08/04/21	12110	ASCUCK	\$0.00
INVOICE 8421MA22 TOTALS:					\$216.81	\$0.00	\$216.81				\$0.00
83021MA8	08/30/21	08/30/21	09/29/21								
510001614248 JD 210L, Parks			1.17.8040 - Lease Payments		\$21.68	\$0.00	\$21.68	08/30/21	12177	ASCUCK	\$0.00
510001614248 JD 210L, Prop			1.18.8040 - Lease Payments		\$21.68	\$0.00	\$21.68	08/30/21	12177	ASCUCK	\$0.00
510001614248 JD 210L, Water			2.50.8040 - Lease Payments		\$75.88	\$0.00	\$75.88	08/30/21	12177	ASCUCK	\$0.00
510001614248 JD 210L, Sewer			2.51.8040 - Lease Payments		\$75.88	\$0.00	\$75.88	08/30/21	12177	ASCUCK	\$0.00
510001614248 JD 210L, HURF			3.30.8040 - Lease Payments		\$21.69	\$0.00	\$21.69	08/30/21	12177	ASCUCK	\$0.00
INVOICE 83021MA8 TOTALS:					\$216.81	\$0.00	\$216.81				\$0.00
DEERE CREDIT, INC. TOTALS:					\$433.62	\$0.00	\$433.62				\$0.00
VENDOR: 910 - WOLFE COMMUNICATIONS											\$0.00
8421MA11	08/04/21	08/04/21	08/04/21								
Inv 11094 Batteries			1.14.6250 - Small Tools and Equipment		\$107.30	\$0.00	\$107.30	08/04/21	12111	ASCUCK	\$0.00
INVOICE 8421MA11 TOTALS:					\$107.30	\$0.00	\$107.30				\$0.00
WOLFE COMMUNICATIONS TOTALS:					\$107.30	\$0.00	\$107.30				\$0.00
VENDOR: 952 - KAIROS HEALTH ARIZONA, INC.											\$0.00
81121MA2	08/11/21	08/11/21	09/10/21								
Health Insurance - August 2021			1.10.2406 - Health Insurance		\$20,081.82	\$0.00	\$20,081.82	08/11/21	12132	ASCUCK	\$0.00
INVOICE 81121MA2 TOTALS:					\$20,081.82	\$0.00	\$20,081.82				\$0.00
KAIROS HEALTH ARIZONA, INC. TOTALS:					\$20,081.82	\$0.00	\$20,081.82				\$0.00
VENDOR: 968 - PATRIOT DISPOSAL, INC.											\$0.00
8421MA4	08/04/21	08/04/21	09/03/21								

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Town of Jerome

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Ledger as of : 8/1/2021 to 8/31/2021

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Description		Account		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
0040,Inv 3168 Ticket # 245357		2.52.6165 - Landfill Tipping Fees		\$428.80	\$0.00	\$428.80	08/04/21	12112	ASCUCK	\$0.00
0040,Inv 3168 Ticket # 245761		2.52.6165 - Landfill Tipping Fees		\$392.40	\$0.00	\$392.40	08/04/21	12112	ASCUCK	\$0.00
0040,Inv 3168 Ticket # 246217		2.52.6165 - Landfill Tipping Fees		\$424.40	\$0.00	\$424.40	08/04/21	12112	ASCUCK	\$0.00
0040,Inv 3168 Ticket # 246660		2.52.6165 - Landfill Tipping Fees		\$430.00	\$0.00	\$430.00	08/04/21	12112	ASCUCK	\$0.00
INVOICE 8421MA4 TOTALS:				\$1,675.60	\$0.00	\$1,675.60				\$0.00
PATRIOT DISPOSAL, INC. TOTALS:				\$1,675.60	\$0.00	\$1,675.60				\$0.00
VENDOR: 974 - PURSELL LAW FIRM, PLLC										\$0.00
81121MA6	08/11/21	08/11/21	09/10/21							
TR2021000015, CT		1.12.6110 - Contract Services		\$550.00	\$0.00	\$550.00	08/11/21	12133	ASCUCK	\$0.00
INVOICE 81121MA6 TOTALS:				\$550.00	\$0.00	\$550.00				\$0.00
PURSELL LAW FIRM, PLLC TOTALS:				\$550.00	\$0.00	\$550.00				\$0.00
VENDOR: 986 - PRYOR LEARNING SOLUTIONS										\$0.00
81121MA17	08/11/21	08/11/21	09/10/21							
Inv 5721174 Pryor+ Membership		1.11.6116 - Training & Education		\$199.00	\$0.00	\$199.00	08/11/21	12134	ASCUCK	\$0.00
INVOICE 81121MA17 TOTALS:				\$199.00	\$0.00	\$199.00				\$0.00
PRYOR LEARNING SOLUTIONS TOTALS:				\$199.00	\$0.00	\$199.00				\$0.00
VENDOR: ONETIM - FLAGS GALORE AND MORE										\$0.00
81121MA16	08/11/21	08/11/21	09/10/21							
Inv 8335 American and Arizona Flags		1.11.6185 - Miscellaneous		\$253.61	\$0.00	\$253.61	08/11/21	12135	ASCUCK	\$0.00
INVOICE 81121MA16 TOTALS:				\$253.61	\$0.00	\$253.61				\$0.00
FLAGS GALORE AND MORE TOTALS:				\$253.61	\$0.00	\$253.61				\$0.00
VENDOR: ONETIM - GINGER FLAHERTY										\$0.00
8421MA6	08/04/21	08/04/21	09/03/21							
LMP Refund Acct 1035-07		2.00.2600 - Customer Deposits		\$109.07	\$0.00	\$109.07	08/04/21	12115	ASCUCK	\$0.00
INVOICE 8421MA6 TOTALS:				\$109.07	\$0.00	\$109.07				\$0.00
GINGER FLAHERTY TOTALS:				\$109.07	\$0.00	\$109.07				\$0.00
VENDOR: ONETIM - GIRLVIBE, INC.										\$0.00
8421MA5	08/04/21	08/04/21	09/03/21							
Inv 210704 Shuttle Stop Signs		1.11.6285 - Tourism 1% Bed Tax		\$360.00	\$0.00	\$360.00	08/04/21	12114	ASCUCK	\$0.00
INVOICE 8421MA5 TOTALS:				\$360.00	\$0.00	\$360.00				\$0.00
GIRLVIBE, INC. TOTALS:				\$360.00	\$0.00	\$360.00				\$0.00
VENDOR: ONETIM - HERMANOS GILLENWATER										\$0.00
81821MA11	08/18/21	08/18/21	09/17/21							

Town of Jerome

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

Ledger as of : 8/1/2021 to 8/31/2021

Invoice Number	Inv.Date	Post.Date	Due.Date							
Description		Account		Amount	Discount	Amount Paid	Check Date	Check No.	Bank	Balance
Refund Overpayment on Acct 3000-02		2.00.1015 - Utilities A/R		\$26.18	\$0.00	\$26.18	08/18/21	12150	ASCUCK	\$0.00
INVOICE 81821MA11 TOTALS:				\$26.18	\$0.00	\$26.18				\$0.00
HERMANOS GILLENWATER TOTALS:				\$26.18	\$0.00	\$26.18				\$0.00
VENDOR: ONETIM - NATIONWIDE RETIREMENT SOLUTION										\$0.00
82621MA1	08/25/21	08/25/21	09/24/21							
457G Transfer to Nationwide		1.10.2999 - Suspense Account		\$68,397.00	\$0.00	\$68,397.00	08/25/21	12166	ASCUCK	\$0.00
INVOICE 82621MA1 TOTALS:				\$68,397.00	\$0.00	\$68,397.00				\$0.00
82621MA2	08/25/21	08/25/21	09/24/21							
457G Transfer to Nationwide		1.10.2999 - Suspense Account		\$2,702.21	\$0.00	\$2,702.21	08/25/21	12167	ASCUCK	\$0.00
INVOICE 82621MA2 TOTALS:				\$2,702.21	\$0.00	\$2,702.21				\$0.00
NATIONWIDE RETIREMENT SOLUTION TOTALS:				\$71,099.21	\$0.00	\$71,099.21				\$0.00
VENDOR: ONETIM - PUBLIC SAFETY CANCER INSURANCE										\$0.00
8421MA16	08/04/21	08/04/21	09/03/21							
Inv 226223 FY22 Policy Program		1.11.6155 - Insurance		\$200.00	\$0.00	\$200.00	08/04/21	12113	ASCUCK	\$0.00
INVOICE 8421MA16 TOTALS:				\$200.00	\$0.00	\$200.00				\$0.00
PUBLIC SAFETY CANCER INSURANCE TOTALS:				\$200.00	\$0.00	\$200.00				\$0.00
VENDOR: ONETIM - SCOTT & SHANNON HARRIS										\$0.00
8421MA7	08/04/21	08/04/21	09/03/21							
LMP Refund Acct 6031-01		2.00.2600 - Customer Deposits		\$17.96	\$0.00	\$17.96	08/04/21	12116	ASCUCK	\$0.00
LMP Refund Acct 3005-01		2.00.2600 - Customer Deposits		\$9.16	\$0.00	\$9.16	08/04/21	12116	ASCUCK	\$0.00
INVOICE 8421MA7 TOTALS:				\$27.12	\$0.00	\$27.12				\$0.00
SCOTT & SHANNON HARRIS TOTALS:				\$27.12	\$0.00	\$27.12				\$0.00
LEDGER TOTALS:				\$285,914.30	\$0.00	\$285,914.30				\$460.07

For the meeting of September 14, 2021

## MONTHLY STAFF REPORT TO THE MAYOR AND COUNCIL

*Candace B. Gallagher, Town Manager/Clerk*

My activities over the past month have included:

- With Mayor Dillenberg and John Knight, attended a meeting with Clarkdale officials regarding the Jerome Valley Cemetery in Clarkdale and adjacent property owned by the town.
- Compiled and submitted second payment request regarding our CDBG grant for waterline improvements.
- Compiled and submitted documents for annual renewal of our property and liability insurance with the Risk Pool.
- Scheduled and will have attended two Council workshop meetings regarding water and sewer rates.
- Continued work on draft ordinance regarding special events (for discussion at this meeting).
- Published legal notices regarding adoption of two recent ordinances amending the Town Code (removing fees) and Zoning Ordinance (beekeeping). I will be codifying them following their effective date (September 9).
- Fielded and passed along applications received via Indeed.com and Facebook for part-time Parking Compliance Officer and full-time Public Works crew member. Chief Muma recently hired Kirt DeMichiel (a retired Sheriff's Deputy) to fill the parking position. A crew member has not yet been hired.
- Delegated to Rosa Cays and John Knight the project of establishing a live stream system in Council chambers for future meetings.
- Worked with Barry Wolstencroft to revise and simplify building code fees. The Resolution is on this agenda for approval.
- Began work internally with staff regarding succession planning.
- Continued attendance at various webinars and virtual meetings with local officials and others, including meetings regarding conversion of our accounting software to Caselle.
- Continued maintenance of Town of Jerome website and Facebook page.
- Continued to meet and/or speak individually with residents, businesspeople, contracted professionals, members of the governing body, and staff regarding various issues.
- Continued to field and respond to many day-to-day issues requiring my attention.

### **\*\* CONGRATULATIONS TO \*\***

**Police Officer Jason Lohman**, who completed **one year of full-time service** as of August 14.

**Public Works Crew Member Gary Allen**, who completed **three years of service** as of August 20.

**Finance Manager Melanie Atkin**, who completed **four years of service** as of August 21.

**Police Lieutenant Rusty San Felice**, who completed **nine years of service** as of August 27.

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

*Candace*

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

	<b>FY2022 BUDGET</b>	<b>FY2022 actual</b>	<b>Budget +/-</b>	<b>FY2021 actual</b>	<b>Compared to prior year +/-</b>
July	80,500	117,605	37,105	84,065	33,540
August	78,000			81,343	
September	74,100			77,127	
October	85,600			89,557	
November	101,700			107,091	
December	97,000			102,005	
January	69,600			72,290	
February	71,300			74,062	
March	92,700			97,302	
April	113,900			133,377	
May	114,200			133,613	
June	121,400			141,472	
<b>Total YTD</b>	<b>1,100,000</b>	<b>117,605</b>	<b>37,105</b>	<b>1,193,304</b>	<b>33,540</b>

**TOWN OF JEROME, AZ**

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

	RESTAURANTS/BARS (Bus Class 11)			ACCOMMODATION (Bus Class 44/144)			RETAIL (Bus Class 17)		
	FY2022 actual	FY2021 actual	+/-	FY2022 actual	FY2021 actual	+/-	FY2022 actual	FY2021 actual	+/-
July	38,281	30,997	7,284	18,467	12,545	5,922	47,339	31,882	15,457
August		27,677			12,215			26,169	
September		28,733			12,548			27,630	
October		29,686			14,078			37,015	
November		39,092			17,604			41,909	
December		31,036			17,514			43,545	
January		20,729			12,071			30,776	
February		26,693			12,132			24,068	
March		34,952			13,831			38,250	
April		49,265			21,947			50,849	
May		39,869			21,324			60,061	
June		54,832			20,516			54,061	
<b>Total YTD</b>		<b>413,561</b>	<b>7,284</b>		<b>188,325</b>	<b>5,922</b>		<b>466,215</b>	<b>15,457</b>

**Added 1% Bed Tax**

		<u>TOTAL TO DATE</u>
July	2,841	2,841
August		
September		
October		
November		
December		
January		
February		
March		
April		
May		
June		

## WATER FLOWS REPORT

Reading Date	WALNUT GPM	VERDE GPM
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
2021 04-Jan	82.6	191
11-Jan	No reading	188
19-Jan	No reading	180
2-Feb	No reading	198
8-Feb	77	192
16-Feb	77	194
22-Feb	77	188
1-Mar	77	185
8-Mar	77	188
15-Mar	77	190
22-Mar	77	104
29-Mar	77	104
6-Apr	77	109
12-Apr	82	102
19-Apr	77	180
26-Apr	71	194
7-May	77	196
11-May	77	190
17-May	66	193
24-May	71	189
1-June	66	182
8-June	60	250
15-June	57	248
21-June	57	242
28-June	57	244
6-July	52	248
12-July	57	240
14-July	48	243
19-July	52	180
28-July	83	177
2-Aug	101	108
11-Aug	77	175
16-Aug	172	180
23-Aug	72	175
30-Aug	66	170



# JEROME POLICE DEPARTMENT

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



September 6, 2021

TO: Honorable Mayor and Jerome Town Council

FROM: Allen Muma, Chief of Police

Attached please find the police activity reports for August 2021.

The August "Calls for Service" report contained no significant single incidents to report, with the exception of the suicide / body recovery, which required a significant amount of time for follow ups. Call volume for August continued to be above average.

The parking kiosks brought in \$19,891.80 (this does not count people who pay cash at the PD which was substantial for August due to the problems with the kiosks) for the month of August 2021. There were 182 parking citations that were issued for the month of August. Parking kiosk maintenance was a problem. Just after I programmed the new kiosk rates on June 30<sup>th</sup>, and made sure all were working properly, I left for vacation. Well, literally just after the holiday weekend four of the six units stopped working. Lt. San Felice had his hands full as we worked via telephone attempting to get FlowBird's service department to even respond to my requests. We are currently awaiting parts and contact from them again, after repeated calls from us.

I have hired the second parking compliance officer. He is a retired deputy from California, Kirt DeMichiel. He has been trained and is working.

I continue to work on the radio system. I expect the transition to Cottonwood dispatch to take a couple of months, and I have been actively involved in the planning and execution of the transition during my vacation.

I have completed permit process for approval from ADOT for the speed display feedback signs for Highway 89A in Jerome. The equipment has been ordered, ship date was 8/29 so I'm waiting for a confirmation of shipment currently as well as final approval from ADOT.

The police bathroom remodel was completed just after I left with Lt. San Felice and Janice finishing up trim and some small details. It turned out great and will be a lasting improvement to the department. Thanks go out to all who helped me on this including Janice Pontious, Officer Lee, Lt. San Felice and Jay Kinsella. Stop by and take a look at it.

Allen L. Muma, Chief of Police





# JEROME POLICE DEPARTMENT

**305 MAIN STREET**

JEROME, AZ 86331

(928) 634-8992

Date : **09/08/2021**

Page : **1**

Agency : **JPD**

## Calls For Service Totals By Call Type

08/01/2021 to 08/31/2021

Call Type	Totals
10-34 Motorist Assist	1
247S Civil Standby	2
459A Burglar Alarm	1
476 Animal Control Problem	1
487 Theft	2
666 Suicide	1
666A Suicide Attempt / Report	1
692 DUI	1
903 Follow-Up	15
908F Found Property	9
908L Lost or Stolen Property	2
961 Accident - No injuries	2
AA Agency Assist	1
AAMB Assist Ambulance	1
AC Animal Cruelty	1
ACPD Assist Clarkdale PD	2
ADPS Assist DPS	4
AF Assist Fire Department	2
AYCSO Assist YCSO	6
BI Background Investigation	1
CA Citizen Assist	5
DIS Disorderly Conduct	1
DRAL Dogs Running at Large	1
DSE Dundee Speed Enforcement	1
FPF Fingerprinting	1
HAR Harrassment	1
HR Hit & Run Accident	1
HSE Hampshire Speed Enforcement	8
HUC 911 Hang Up Call	1
INFO Information	1
K9T K9 Training	3
ME Medical Emergency	2
NE Noise Enforcement Activities	2
NR Narcotics Related Incident	1
NV Noise Violation / Town Code	1
OA Officer Assist	2
OT Oversize Truck	4
PE Parking Enforcement	14



# JEROME POLICE DEPARTMENT

**305 MAIN STREET**

JEROME, AZ 86331

(928) 634-8992

Date : **09/08/2021**

Page : **2**

Agency : **JPD**

## Calls For Service Totals By Call Type

08/01/2021 to 08/31/2021

Call Type		Totals
PKM	Parking Kiosk Maintenance	2
REC	Reckless Driver	1
RS	Rattle Snake Removal	1
SC	Security Check	27
SLC	Street Light Check	2
SS	Suspicious Situation	3
T/S	Traffic Stop	2
TCD	Traffic Control Duties	3
TF	Trip & Fall / Slip & Fall	1
TO	Traffic Offense	1
TRN	Training	9
WA	Warrant Arrest	1
Grand Total for all calls		159



Founded 1876  
Incorporated 1899

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

**September 2021 Staff Report (August activity)**

**Respectfully submitted by Rosa Cays, Deputy Town Clerk**

- ⚙ Coordinated with Public Works director Marty Boland and service companies on various property management issues at 301 Main Street (Passion Cellars) and 500 Main Street (Jerome Ghost Pepper).
- ⚙ Posted town notices at the three locations in town (Gulch Road, post office, town hall), and occasionally on the post office community board, throughout the month.
- ⚙ Assisted in preparing agenda packets for Council and P&Z meetings (DRB was canceled); took and transcribed the minutes.
- ⚙ On August 12 attended a webinar on funding for infrastructure entitled *Rally to the Finish Line on Infrastructure*. Irma Esparza Diggs, the director of federal advocacy for the National League of Cities, led the discussion.
- ⚙ Continue to review and edit documents associated with P&Z and DRB, including agendas, staff reports, resolutions, notices of decision, etc. Coordinate with board/commission chairs to get signatures on essential documents.
- ⚙ Made direct contact with Mack Brennan of Crested Construction, who will be submitting an estimate to repair/replace the six windows at the Hotel Jerome. The work needs to be done by a licensed contractor, so local options are limited, and Mr. Brennan is in high demand. The men who had installed the new windows under former Councilmember Hunter Bacharach's supervision are no longer available.
- ⚙ Helped Fire Chief Rusty Blair process the special event liquor license application, which seems to be revised almost each year.
- ⚙ Collected, edited, designed, and published content for the September-October *Point of View* newsletter, with contributions from staff, town council, and members of the community.
- ⚙ Processed the daily bank reconciliation reports for August as well as the end-of-month reconciliations for July.
- ⚙ Continue to assist staff members, department heads, board members, residents, service agents, and contractors with a range of inquiries or tasks and help answer the phone when needed. Have also served as interpreter in assisting Spanish-speaking members of the public with municipal court business.



Founded 1876  
Incorporated 1899

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

**September 2021** staff report for August activity submitted by Kristen Muenz.

**Utilities**

Current debt (45 days past due):

11 accounts were on the shut-off list at the beginning of August. 3 accounts were sent Yellow Tags and no shutoffs were needed. One account had to be sent to collections due to the accountholder moving out of their apartment without paying their remaining balance.

We have only 2 accounts remaining on pandemic payment-plans. One accountholder has asked for an extension due to requesting financial aid from Nacog, which was granted with proof of application. That accountholder made their normal payment before the end of the month.

Balance owed on these accounts from June billing: \$4,410.35

Balance owed at end of July: \$793.94

A copy of the August AR Aging report is attached.

**Business Licenses**

Applications submitted: 16

Issued: 1

In process: 18

Renewal reminders went out to 6 businesses whose licenses expire at the end of August. A list of expired business licenses was submitted to John Knight for follow-up, and we have received 7 renewal applications from that list. We also received 2 applications for new businesses in town.

**Rentals**

All renters have made their payments this month and all rentals are current.

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Charge Item Summary By User Type

-----

ChargeItem	Future	Current	Age2	Age3	Age4	Age5	Balance
UserType: Commercial							
Credit	\$0.00	(\$736.19)	(\$880.00)	(\$410.77)	\$0.00	(\$1,403.95)	(\$3,430.91)
Water	\$0.00	\$4,971.72	\$1,409.99	\$0.00	\$64.35	\$399.09	\$6,845.15
Sewer	\$0.00	\$6,169.01	\$1,779.62	\$67.49	\$82.56	\$687.70	\$8,786.38
Trash	\$0.00	\$7,758.27	\$1,913.06	\$44.72	\$62.06	\$826.30	\$10,604.41
Tax	\$0.00	\$487.31	\$138.87	\$0.00	\$6.33	\$51.90	\$684.41
Misc	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Late Fee	\$0.00	\$30.00	\$0.00	\$0.00	\$0.00	\$2,130.00	\$2,160.00
LMP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
UserType: Commercial (8)-----	-----	-----	-----	-----	-----	-----	-----
Subtotal --->	\$0.00	\$18,680.12	\$4,361.54	(\$298.56)	\$215.30	\$2,691.04	\$25,649.44
UserType: Residential							
Credit	\$0.00	(\$725.62)	(\$1,582.68)	(\$8.44)	(\$200.00)	(\$2,385.15)	(\$4,901.89)
Water	\$0.00	\$7,983.34	\$1,491.97	\$408.59	\$141.83	\$2,943.88	\$12,969.61
Sewer	\$0.00	\$6,673.30	\$1,251.06	\$373.90	\$157.40	\$3,897.65	\$12,353.31
Trash	\$0.00	\$5,321.45	\$1,099.30	\$366.12	\$142.01	\$2,742.91	\$9,671.79
Tax	\$0.00	\$775.68	\$147.06	\$40.22	\$13.97	\$375.89	\$1,352.82
Misc	\$0.00	\$15.00	\$30.00	\$0.00	\$0.00	\$63.55	\$108.55
Late Fee	\$0.00	\$240.00	\$0.00	\$0.00	\$0.00	\$5,769.45	\$6,009.45
LMP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
UserType: Residential (8)-----	-----	-----	-----	-----	-----	-----	-----
Subtotal --->	\$0.00	\$20,283.15	\$2,436.71	\$1,180.39	\$255.21	\$13,408.18	\$37,563.64
UserType: Municipal							
Credit	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Water	\$0.00	\$169.69	\$0.00	\$0.00	\$0.00	\$0.00	\$169.69
Sewer	\$0.00	\$217.70	\$0.00	\$0.00	\$0.00	\$0.00	\$217.70
Trash	\$0.00	\$185.92	\$0.00	\$0.00	\$0.00	\$0.00	\$185.92
Tax	\$0.00	\$16.69	\$0.00	\$0.00	\$0.00	\$0.00	\$16.69
Misc	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Late Fee	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
LMP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
UserType: Municipal (8)-----	-----	-----	-----	-----	-----	-----	-----
Subtotal --->	\$0.00	\$590.00	\$0.00	\$0.00	\$0.00	\$0.00	\$590.00

-----

Charge Item Summary By User Type

-----

ChargeItem	Future	Current	Age2	Age3	Age4	Age5	Balance
=====							
UserType: Commercial							
Credit	\$0.00	(\$60.00)	(\$60.00)	(\$756.00)	(\$117.50)	\$0.00	(\$993.50)
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	\$5,931.60	\$0.00	\$0.00	\$0.00	\$347.36	\$6,278.96
Gas	\$0.00	\$21.76	\$0.00	\$0.00	\$0.00	\$0.00	\$21.76
Electric	\$0.00	\$279.87	\$0.00	\$0.00	\$0.00	\$0.00	\$279.87
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	\$6,173.23	(\$60.00)	(\$756.00)	(\$117.50)	\$347.36	\$5,587.09
UserType: Default							
Credit	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Misc	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
LMP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
UserType: Default (3)-----							
Subtotal --->	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Grand Total (35)=====							
=====>	\$0.00	\$45,726.50	\$6,738.25	\$125.83	\$353.01	\$16,446.58	\$69,390.17

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Charge Item Summary

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ChargeItem	Future	Current	Age2	Age3	Age4	Age5	Balance
Credit	\$0.00	(\$1,521.81)	(\$2,522.68)	(\$1,175.21)	(\$317.50)	(\$3,789.10)	(\$9,326.30)
Water	\$0.00	\$13,124.75	\$2,901.96	\$408.59	\$206.18	\$3,342.97	\$19,984.45
Sewer	\$0.00	\$13,060.01	\$3,030.68	\$441.39	\$239.96	\$4,585.35	\$21,357.39
Trash	\$0.00	\$13,265.64	\$3,012.36	\$410.84	\$204.07	\$3,569.21	\$20,462.12
Tax	\$0.00	\$1,279.68	\$285.93	\$40.22	\$20.30	\$427.79	\$2,053.92
Misc	\$0.00	\$15.00	\$30.00	\$0.00	\$0.00	\$63.55	\$108.55
Late Fee	\$0.00	\$270.00	\$0.00	\$0.00	\$0.00	\$7,899.45	\$8,169.45
Rent	\$0.00	\$5,931.60	\$0.00	\$0.00	\$0.00	\$347.36	\$6,278.96
Gas	\$0.00	\$21.76	\$0.00	\$0.00	\$0.00	\$0.00	\$21.76
Electric	\$0.00	\$279.87	\$0.00	\$0.00	\$0.00	\$0.00	\$279.87
Utilities	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
LMP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Grand Total (12)	=====	=====	=====	=====	=====	=====	=====
=====>	\$0.00	\$45,726.50	\$6,738.25	\$125.83	\$353.01	\$16,446.58	\$69,390.17

Customer Count = 391



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

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

## **AUGUST 2021 STAFF REPORT**

From: Melanie Atkin, Accounting/HR Clerk

To: The Mayor and Council

### **Accounting Duties:**

- ❖ Processed the weekly imports, which accounts for A/R transactions made with checks, credit cards, and cash.
- ❖ Made the weekly bank deposits.
- ❖ Processed two payrolls through ADP, ran payroll reports, completed various ledgers with the report's information, and posted payroll into the general ledger.
- ❖ Made necessary monthly postings for Admin Charges and supplemented Water and Sewer departments with transfers from the Parking Fund.
- ❖ Ran monthly fund, departmental, and vendor reports.
- ❖ Created an August summary budget to actual report for General, Utility, Road and Parking funds.
- ❖ Began initial work on gathering information for the audit. Contacted the CPA and sent documents and reports to them. The auditors are scheduled to come in mid-November.

### **HR Duties:**

- ❖ Began the process of gathering information for our new software project.
- ❖ Continued setting up and depositing 457 funds into our new Nationwide retirement account for employees that wished to change from American Funds.





Founded 1876  
Incorporated 1899

## TOWN OF JEROME, ARIZONA

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

Celebrating Our 122nd Anniversary  
1899 - 2021

### AUGUST 2021 PUBLIC WORKS MONTHLY REPORT

#### NORMAL WEEKLY DUTIES

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

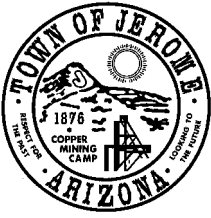
#### OTHER PROJECTS

- Work on car 111 and 112.
- Add kick plates and door seals at Jerome Ghost Pepper.
- Fix vents in the court room.
- Have the A/C unit replaced at Passion Cellars, and help with traffic.
- Grade and paving parking lot.
- Flow hydrants with the fire department.
- Rebuild the regulators on Verde Street.
- Stripe the parking lot.
- Clean the gravel off the roads after the rains.
- Grade Gulch, Beale St. Deception Gulch, North Dr., Dundee.
- Grade Rich St. to keep water flowing towards the drain.
- Clean the drain at the top of the drive for town hall.
- Work on the dump truck. Still having issues and we are waiting for a mobile mechanic.

- Remove the stucco off the wall in the court office. Clean and prep for new stucco. Add new stucco (3 coats).
- Prepare for new chlorine, take new chlorine to Walnut and the sewer plant.
- Rebuild the air-brake relay on the garbage truck.
- Remove the branch debris from the Clarkdale cemetery and bring it up to the burn pile.
- Asphalt patch.
- Take the van down to have the A/C fixed.
- Fixed a water leak on the power line road, the water line that feeds the three houses in Clarkdale.

## Regulators

Verde St. regs needed checking after flowing hydrants. Both were rebuilt. Cleaned with no parts to replace.



## 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](mailto:b.wolstencroft@jerome.az.gov)

Founded 1876

Incorporated 1899

AUGUST 2021

1. Green tagged electrical pedestal for construction at old Cuban Queen site, 324 Queen Street.
2. Business license inspections.
3. Vacation

## Jerome Library Staff Report, August 2021

- All Library Branches in Yavapai County have now returned to full service, and CDC guidelines are being followed including mask wearing and increased sanitizing of public areas. Here in Jerome, I have noticed an uptick in patron use including Out of Town library users and Tourists. Curbside pickup is still available for those who choose not to come into the library.
- The Jerome Library has been given the Build a Home Library Grant, an award of 250 books to be given away to families of young children (0-12). Library staff are preparing baskets with literacy materials for the books. This program is for Jerome kids and children of Town of Jerome employees. Please sign up in the library. This program is supported by the AZ State Library with funds from the Institute of Museum and Library Services.
- The Community Art Workshop continues after a brief lull, with more indigo dyeing using stitched and folded Shibori methods. Vessel felting is still available on a one-to-one teacher to student basis. Schedule with Kathleen at 928-451-1881. Contact Nancy Driver for more art workshop info at [jeromeartworkshop@gmail.com](mailto:jeromeartworkshop@gmail.com).
- The Old Book Room is open for visitors on Wednesdays from 1 – 4 pm or by appointment. Contact person is Michael Gallagher at 609-213-7616.

Respectfully, Librarian, *Kathleen Jarvis*

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

**TOWN REVENUE**

TRAFFIC & CRIMINAL FINES	\$	4,330.59
DEFENS DRIVING DIVERSION FEE	\$	330.00
ATTORNEY FEES REIMBURSEMENT	\$	57.14
DEFAULT FEE	\$	600.87
OFFICER SAFETY EQUIPMENT - PD	\$	178.04
DEFERRED PROSECUTION FEE		
DISHONORED FEE		
WARRANT FEE&OVERPAYMENT FORFEIT	\$	-
COURT SECURITY FEE	\$	824.00
<b>TOTAL TOWN REVENUE</b>	<b>\$</b>	<b>6,320.64</b>

**YTD**

<b>COURT REVENUE</b>	<b>COURT ENHANCEMENT FEE</b>	<b>\$</b>	<b>54.32</b>	<b>\$</b>	<b>45,019.25</b>
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<b>REMITTED DIRECT</b>	CLEAN ELECTION FUND (16-949D;16-954C)	\$	432.64
	CRIMINAL JUSTICE ENHANCE FUND	\$	1,818.89
	DNA STATE 3%	\$	1.64
	FARE DELINQUENCY FEE		
	FARE SPECIAL COLLECTION		
	FARE ENHANCED SPEC COLLECT FEE	\$	119.86
	FARE ENHANCED DELINQUENCY FEE	\$	169.98
	FILL THE GAP 7%	\$	302.76
	DUI ABATEMENT FUND	\$	-
	JUDICIAL COLLECTION ENHANCE FUND	\$	185.90
	DRUG & GANG ENFORCEMENT	\$	-
	PEACE OFFICER TRAINING EQUIP FUND	\$	174.05
	MED SERV ENHANCE 11% (36-2219.01;23-116.0)	\$	562.37
	2011 ADDTNL ASSMT-STATE TRSR	\$	356.12
	PRISON CONSTRUCTION	\$	66.00
	PROBATION SURCHARGE	\$	890.27
	ADPS FORENSIC FUND	\$	257.85
	PUBLIC SAFETY EQUIPMENT FUND	\$	245.00
	VICTIMS RIGHTS PENALTY ZVCAF	\$	147.11
	VICTIMS RIGHTS ENFOR ASSMT FUND	\$	89.02
	VICTIM'S RIGHTS FUND ZVRF	\$	244.49
	<b>TOTAL STATE REVENUE</b>	<b>\$</b>	<b>6,063.95</b>

<b>REMITTED DIRECT</b>	JAIL (INCARCERATION FEES)	\$	122.86
	2011 ADDTNL ASSMT - CNTY TRSR	\$	44.52
	<b>TOTAL COUNTY REVENUE</b>	<b>\$</b>	<b>167.38</b>

**YTD**

<b>LOCAL JCEF/ TIME PAYMENT ALLOCATION RECEIVED</b>		\$	100.10	<b>\$</b>	<b>14,118.00</b>
	TITLE 22 Fees				
	<b>TOTAL JCEF FEES</b>	<b>\$</b>	<b>100.10</b>		

**UNAPPLIED PAYMENTS**

**RESTITUTION**

<b>TOTAL RECEIPTED FOR MONTH</b>	<b>\$</b>	<b>12,706.39</b>
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**BONDS**

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

I, Joan Dwyer, Magistrate for the Town of Jerome, do hereby certify that the foregoing is a true & accurate account of the funds collected by the Court for the month of AUGUST 2021

\_\_\_\_\_  
Joan Dwyer, Magistrate

## 2021-2022 TOWN REVENUE

SECURITY

Gross	PD Equip Fund	FEE	NET to Town
-------	---------------	-----	-------------

June	\$ 10,959.64	\$	281.34	\$ 1,461.01	\$	9,217.29
July	\$ 5,375.21	\$	125.69	\$ 636.00	\$	4,613.52
August	\$ 6,320.64	\$	178.04	\$ 824.00	\$	5,318.60
Sept						
October						
November						
December						
2021						
January						
February						
March						
April						
May						

TOTAL	\$ 22,655.49	\$ 585.07	\$ 2,921.01	\$ 19,149.41
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Month noted in column reflects prior month revenue i.e., June column is money received in May

JCEF	\$	14,118.00
Fill the Gap	\$	8,321.56

## Court Enhancement Funds 1

Fare Money	\$	1,200.69
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TOTAL	\$ 100,052.47
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Civil Traffic   Criminal   Criminal Traffic   DUI

45	1	3	3
52	0	0	0
39	6	1	0

	7	4	3
\$108.32	136		
		7	
			4
			3

\*Court Enhancement Fund



# Jerome Volunteer Fire Department

P.O. Box 1025 Jerome, AZ 86331 Tel. (928) 649-3034 Fax (928) 649-3039

E-mail: [blair@jeromefire.us](mailto:blair@jeromefire.us)

## Fire Chief's Report

Month: August Year: 2021

Calls by Type	Number	Resident	Non-Resident
EMS Calls	13	7	6
Residential Fire	2	0	2
Commercial Fire	1	1	0
Wildland	5	4	1
Still Assignment	0	0	0
Station Staffing	0	0	0
Citizen Assist	7	2	5
Agency Assist	13	5	8
Special Duty	2	1	1
Snake Removal	9	9	0
Tech Rope Rescue	1	0	1
MVA/Rescue	3	0	3
HazMat	3	3	0
Dispatch Error	0	0	0
<b>Totals:</b>	<b>59</b>	<b>32</b>	<b>27</b>
<b>Total Calls Chief on Scene</b>	<b>56</b>		
<b>Total JFD Meetings Chief Attended</b>	<b>7</b>		

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

JVFD Hours Worked (No Salaried Hours Included in these totals)	Total Hours: 278.5
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Fire Chief Meetings	Date
Communications Meeting	8/2/21
Chief's Meeting	8/4/21
Fire Marshals Meeting	8/4/21

### Education, Summer Semester:

- Kerry Lee and Allen Muma will be taking a Swiftwater course in September
- Jason Lohman began an EMT Course on August 18.
- Rick Hernandez will be taking a Fire Inspection Class at the state fire school from the 8<sup>th</sup> to the 12<sup>th</sup> of September.

**Additional Training:**

- On Thursday 5PM August 5 we had a business meeting conducted by Blair.
- On Thursday 5PM August 12 we conducted scene size-up training with Whiting.
- On Thursday 5PM August 19 we trained on vehicle and equipment familiarization with Kinsella.
- On Thursday 5PM August 26 we began our hose testing.
- On Saturday 9AM August 28 we trained on our Steep Angle Rope Rescue, conducted by Lee.

**Department Affairs and Ongoing Projects**

- Our August call volume is up by 24 calls over last August's 35 calls, totaling 59 calls this month. Our year-to-date call volume is 289 compared with 249 calls YTD 2020. Our fire department personnel are performing their tasks in a professional manner with no injuries occurring.
- We are currently applying for a grant with FEMA for 21 new radios.
- We started our first day of hose testing. At-111 and the Attack Lines on E-112 have been completed in 2.5 hours with 11 people, totaling 27.5 man hours.
- One day of hydrant testing has been completed. Using 3 crewmembers and a member of the Town crew, totaling 32 man-hours. At least one more day of testing is required.
- 

**Prevention**

- We have had a total of 33 Firewise activities and visits to the burn pile in August with 44 loads of trimmings, slash and brush for a total of 70 combined Jerome's citizen hours. As well as 130 total hours from our Fuels Crew and Adult Probation. If you need assistance, and have not filled out a Firewise application, they can be obtained at the Town Hall or the Fire Department.
- Assisted Jerome Public Works with cleaning some gutters in town, eliminating ladder fuels and reducing water runoff into the road.

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

**August Fire and EMS Report:**

Incident	Date	Time	Day	Select Type	Additional Info	#
21-137	8/2/21	11:00:00 AM	Mon	Citizen Assist Resident	Disabled Vehicle	2
21-138	8/2/21	1:10:00 PM	Mon	EMS Resident	69 YOF High Blood Pressure	2
21-139	8/3/21	10:30:00 AM	Tue	Agency Assist Non-Resident	Oversized Vehicle	5
21-140	8/5/21	7:00:00 AM	Thurs	Agency Assist Non-Resident	Oversized Vehicle	1
95	8/5/21	7:35:00 AM	Thurs	EMS Resident	Check for possible 666, Canceled Enroute	7
96	8/5/21	9:04:00 AM	Thurs	EMS Resident	47 YOM ETOH	4
21-141	8/5/21	10:00:00 AM	Thurs	EMS Resident	Body Recovery	6
97	8/5/21	4:17:00 PM	Thurs	Wildland	Check Smoke in the area	9
98	8/5/21	9:00:00 PM	Thurs	EMS Non-Resident	68 YOF Fall Injury	5
21-142	8/7/21	6:30:00 AM	Sat	Agency Assist Non-Resident	Oversized Vehicle	1
21-143	8/8/21	7:15:00 PM	Sun	Snake Removal & Relocation	3.5-inch Blacktail Rattlesnake	2
21-144	8/9/21	8:00:00 AM	Mon	Special Duty Resident	Put up safety signs for Flooding	2
21-145	8/9/21	10:00:00 AM	Mon	Agency Assist Resident	Clear storm drains	2
21-146	8/9/21	11:30:00 AM	Mon	Citizen Assist Non-Resident	Disabled Vehicle	1
21-147	8/9/21	1:00:00 PM	Mon	Snake Removal & Relocation	1.5-inch Snake	1
21-148	8/9/21	4:00:00 PM	Mon	EMS Resident	69 YOF Welfare Check BP	1

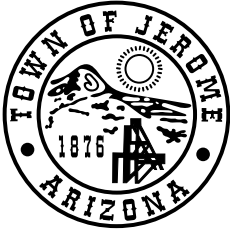


21-149	8/10/21	7:30:00 AM	Tue	Agency Assist Non-Resident	Oversized vehicle escort	1
21-150	8/10/21	12:00:00 PM	Tue	Agency Assist Non-Resident	JPD Citizen assist	2
99	8/10/21	1:25:00 PM	Tue	Tech Rescue Non-Resident	Canceled Enroute	5
21-151	8/10/21	2:00:00 PM	Tue	Agency Assist Non-Resident	Oversized Escort	1
100	8/10/21	4:59:00 PM	Tue	Wildland	Lightning strike nothing found	2
21-152	8/11/21	4:30:00 PM	Wed	Agency Assist Resident	Cleaned Storm Drains/ Gutters	1
21-153	8/13/21	5:30:00 PM	Thurs	Agency Assist Resident	Cleaning Culvert	2
21-154	8/13/21	10:30:00 AM	Fri	Snake Removal & Relocation	3.5-inch Blacktail Rattlesnake	3
21-155	8/13/21	7:00:00 PM	Fri	Snake Removal & Relocation	4-inch Diamondback	2
21-156	8/14/21	11:30:00 AM	Sat	Agency Assist Resident	Disabled Vehicle	2
101	8/15/21	12:41:00 PM	Sun	EMS Non-Resident	10 YOM Unknown Med	7
102	8/16/21	7:00:00 AM	Mon	Snake Removal & Relocation	3, 4-inch Blacktail/Diamondback Rattlesnakes	2
21-157	8/16/21	9:00:00 AM	Mon	Agency Assist Resident	Clear storm drains	2
21-158	8/16/21	12:00:00 PM	Mon	Citizen Assist Non-Resident	Disabled Vehicle	1
21-159	8/16/21	12:30:00 PM	Mon	Snake Removal & Relocation	3-inch Blacktail Rattlesnake	2
103	8/16/21	7:47:00 PM	Mon	MVA/Rescue Non-Resident	Motorcycle Down	7
104	8/17/21	7:32:00 AM	Tue	Residential Fire	Fire Investigation	2
21-160	8/17/21	8:00:00 AM	Tue	Wildland	Burnt Piles in place	4
105	8/19/21	9:02:00 AM	Thurs	Wildland	OSC Staging	3
106	8/19/21	12:58:00 PM	Thurs	MVA/Rescue Non-Resident	Mutual Aid 4 Pts	6
21-161	8/20/21	1:00:00 PM	Fri	Wildland	Put out Hotspots	2
107	8/20/21	3:59:00 PM	Fri	EMS Non-Resident	498 YOF unknown Medical	4
108	8/20/21	5:38:00 PM	Fri	Residential Fire	Fire Investigation	2
21-162	8/22/21	1:00:00 PM	Sun	Citizen Assist Non-Resident	Disabled Vehicle	1
21-163	8/22/21	1:30:00 PM	Sun	Citizen Assist Non-Resident	Disabled Vehicle	1
21-164	8/22/21	2:23:00 PM	Sun	Snake Removal & Relocation	Nothing Found	1
109	8/23/21	2:18:00 PM	Mon	EMS Resident	45 YOF Possible OD	5
21-165	8/24/21	9:00:00 AM	Tue	Special Duty Non-Resident	Removed Road Hazards	1
21-166	8/24/21	2:30:00 PM	Tue	Agency Assist Non-Resident	Oversized Vehicle	4
21-167	8/26/21	6:30:00 AM	Thurs	Snake Removal & Relocation	4-inch Blacktail Rattlesnake	2
21-168	8/26/21	9:52:00 AM	Thurs	Snake Removal & Relocation	4-inch Diamondback	2
21-169	8/26/21	12:14:00 PM	Thurs	Hazmat	Clean up antifreeze spill	2
21-170	8/27/21	6:00:00 PM	Fri	Agency Assist Non-Resident	2 Oversized Vehicles	3
110	8/27/21	7:55:00 PM	Fri	EMS Non-Resident	70 YOM Unknown Medical	4
21-171	8/28/21	8:11:00 AM	Sat	Commercial Fire	Check for Smell of gas	2
21-172	8/28/21	8:30:00 AM	Sat	Hazmat	Clean up Oil Spill	2
21-173	8/28/21	12:43:00 PM	Sat	Citizen Assist Non-Resident	Disabled Vehicle	2
111	8/28/21	1:58:00 PM	Sat	EMS Non-Resident	19 YOM With a Minor Laceration	5
21-174	8/29/21	8:30:00 AM	Sun	Hazmat	Hazardous Condition W/ Gas Valve	1
21-175	8/30/21	2:11:00 PM	Mon	EMS Non-Resident	Basic First Aid	2
21-176	8/30/21	3:00:00 PM	Mon	Citizen Assist Resident	Disabled Vehicle W/ Dead Battery	1
112	8/30/21	10:55:00 PM	Mon	EMS Resident	Fall W/ Injury	3
113	8/31/21	10:58:00 PM	Tue	MVA/Rescue Non-Resident	Single Vehicle W/ Airbag Dep	7
<b>Incident</b>	<b>Date</b>	<b>Time</b>	<b>Day</b>	<b>Select Type</b>	<b>Additional Info</b>	<b>#</b>

## August 2021 Burn File Log

Date	Address	Adult Prob.	# Crew Firewise	FW Hrs.	Firewise Total Hrs.	# Loads	# crew	# Hrs.	JC Total Hrs.
8/4/2021	1000 Perkinsville Burn Permit				0	6	1	6	6
8/7/2021	105 3rd St.				0	2	1	2	2
8/9/2021	Allen Springs Rd.		2	4	8	1			0
8/10/2021	699 Holly				0	2	2	4	8
8/10/2021	725 East				0	2	2	4	8
8/11/2021	Allen Springs Rd.		1	1	1	1			0
8/11/2021	Perkinsville		1	6	6				0
8/12/2021	Perkinsville		2	8	16	2			0
8/12/2021	Beale		2	1	2	1			0
8/13/2021	Beale		2	4	8	4			0
8/14/2021	Dundee		2	3	6				0
8/14/2021	300 Level		1	6	6				0
8/16/2021	Main				0	2	1	2	2
8/16/2021	100 Hill St.				0	2	1	2	2
8/17/2021	Beale Burn Piles		4	8	32				0
8/17/2021	300 Parking lot	1		2	2		1	2	2
8/17/2021	Clarkdale Cemetery				0	4	2	5	10
8/18/2021	Perkinsville Rd.		2	4	8	2			0
8/19/2021	711 Clark		1	3	3	2			0
8/18/2021	Sunshine Hill	1		4	4				0
8/19/2021	300 Level	1		2	2				0
8/21/2021	699 Holly				0	1	2	2	4
8/21/2021	Perkinsville Rd.		1	2	2				0
8/23/2021	Sliding Jail		1	5	5				0
8/27/2021	Bell Rd.				0	2	2	4	8
8/28/2021	89A		1	2	2				0
8/29/2021	Dundee + 89A		1	7	7				0
8/23/2021	150 North				0	2	1	3	3
8/30/2021	201 Main				0	1	2	6	12
8/31/2021	School St.		2	1	2	1			0
8/31/2021	East Ave		2	4	8	2			0
8/31/2021	1000 Perkinsville Burn Permit				0				0
8/31/2021	100 Holly				0	2	1	3	3
	Totals	3	28	77	130	44	19	45	70
	Jerome Citizen Hours-	Adult Prob.	Firewise	FW Hrs.	Firewise Total Hrs.	# Loads	# Crew	# Hrs.	JC Total Hrs.

Thank you for your continuing support  
Rusty Blair Chief JVFD



## Town of Jerome – Zoning Administrator's Report

Council Meeting Date: Tuesday, September 14, 2021

Prepared by: John Knight, Zoning Administrator

- August 18, 2021, P&Z Meeting: Ordinance amendments related to temporary signs in the commercial and industrial zones, 875 Gulch Road garage (Barber), 148 Juarez Street house (Gale), 630 Main Street (deck).
- September 7, 2021, DRB Meeting: Cancelled due to lack of agenda items.
- Code Enforcement:

No.	Date	Complaint	Status
1	8/4	Bushes encroaching into sidewalk by old high school.	Property manager contacted and agreed to have landscape maintenance crew address landscaping encroachment.
2	8/18	Safety issue on Holly Avenue due to table and chairs blocking street.	Property owner and tenant contacted. Owner and tenant agreed to remove table and clean up the street frontage to minimize impacts on neighbors.
3	8/24	Oversize film festival banners placed on bars on front of Bartlett.	Contacted Historic Society Manager and Film Festival director and they agreed to relocate the banners to the inside of the building.

- Design Guidelines: Assisting consultant to gather background information, historic photographs, and current photographs of existing building.
- Miscellaneous: Assisted Utility Billing Clerk with business license renewals that were expired longer than 30 days .



# TOWN OF JEROME

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

## ACTION MINUTES

Regular Meeting of the **Planning and Zoning Commission**

Wednesday, August 18, 2021, 6:00 pm

**CONDUCTED VIA ZOOM**

**Item 1: Call to order 6:01 p.m.** All commissioners were present, including new member Jera Peterson.

**Item 2: Petitions from the public – NONE**

**Item 3: Approval of Minutes – Regular meeting of July 21, 2021**

**APPROVED**

**Old (continued) Business:** none

### Public Hearings:

**Item 4: Ordinance amendments related to temporary signs in the commercial and industrial zones (continued from July 21, 2021)**

Applicant: Town of Jerome

Amendments include but may not be limited to Section 509 of the Jerome Zoning Ordinance.

**Discussion/Possible Action – P&Z Reso. 2021-12**

**APPROVED**

### New Business:

**Item 4: Preliminary Site Plan Review for a garage**

Applicant/Owner: Cynthia Barber and Christina Barber

Zone: AR

Address: 875 Gulch Road

APN: 401-09-013

Applicants are seeking preliminary site plan review to construct an approximately 280-square-foot garage.

**Discussion/Possible Action – P&Z Reso. 2021-13**

**APPROVED**

**Item 5: Preliminary Site Plan Review for a new home**

Applicant/Owner: Mary (Liz) Gale

Zone: AR

Address: 148 Juarez Street

APN: 401-06-140C

Applicant is seeking preliminary site plan review to construct an approximately 2,800-square-foot house and garage.

**Discussion/Possible Action – P&Z Reso. 2021-14**

**APPROVED**

**Item 6: Preliminary Site Review for a deck extension on a single-family residence**

Applicant/Owner: Adam Downey/Thomas Bauers

Zone: R1-5

Address: 630 Main Street

APN: 401-07-151

Applicant is seeking preliminary site plan review to construct an approximately 220-square-foot rear deck.

**Discussion/Possible Action – P&Z Reso. 2021-15**

**APPROVED**

### Informational Items (Current Event Summaries):

**Item 7: Updates of recent and upcoming meetings – John Knight, Zoning Administrator**

a. **August 2, 2021, DRB meeting** – meeting cancelled due to lack of items.

b. **August 10, 2021, Council meeting** – second reading of ordinance regarding beekeeping; discussion of updating fees for planning permits; discussion regarding creating a special events ordinance; discussion of special events ordinance; discussion of workforce housing; appointment of new P&Z commissioner.

**Item 8: Potential items for Wednesday, September 15, 2021 – none currently scheduled.**

**Item 9: Adjourn 6:43 p.m.**



# TOWN OF JEROME

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

## P&Z Resolution No. 2021-12

### Code amendments primarily related to temporary signs

WHEREAS the Town of Jerome would like to amend Section 509 of the Jerome Zoning Ordinance related to signage; and

WHEREAS the proposed amendments include, but are not limited to, regulating temporary signs, changeable copy signs, A-frame signs, and directional signs; and

WHEREAS on April 21, 2021, the Jerome Planning and Zoning Commission held a study session to discuss possible changes to the sign ordinance; and

WHEREAS on May 3, 2021, the Jerome Design Review Board held a study session to discussion possible changes to the sign ordinance; and

WHEREAS on May 19, 2021, the Jerome Planning and Zoning Commission adopted P&Z Resolution 2021-08 to initiate the process to amend the zoning ordinance related to signs; and

WHEREAS a notice for a public hearing was published in the *Verde Valley Independent* newspaper on May 30, 2021; and

WHEREAS on June 16, 2021, the Jerome Planning and Zoning Commission held a public hearing and provided public notice in accordance with Section 301.C. of the Jerome Zoning Ordinance; and

WHEREAS on June 16, 2021, the Jerome Planning and Zoning Commission opened the public hearing and tabled the hearing until July 21, 2021, to gather additional input from the Design Review Board; and

WHEREAS on July 6, 2021, the Jerome Design Review Board discussed the proposed amendments and provided additional input for consideration by the Jerome Planning and Zoning Commission.

WHEREAS on July 21, 2021, the Jerome Planning and Zoning Commission discussed proposed revisions to the sign ordinance, directed staff to revise the ordinance to address A-frame signs, and tabled the hearing until the next regular meeting; and

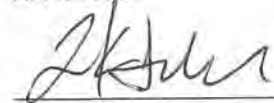
NOW, THEREFORE, BE IT RESOLVED by the Planning and Zoning Commission of the Town of Jerome, Arizona, that the commission hereby recommends that the Town Council of Jerome amend Section 509 of the Jerome Zoning Ordinance related to temporary and off-premise signs.

ADOPTED AND APPROVED by a majority vote of the Jerome Planning and Zoning Commission on August 18, 2021.

ATTEST:

  
\_\_\_\_\_  
Rosa Cays, Deputy Town Clerk

APPROVED:

 8/23/2021  
\_\_\_\_\_  
Lance Schall, Chair

Attachment – redline version of proposed text amendments





# TOWN OF JEROME

Post Office Box 335, JEROME, ARIZONA 86331 (928) 634-7943

## P&Z Resolution No. 2021-13

### Approving preliminary site plan review for a garage

Whereas the Town of Jerome has received an application from Cynthia Barber and Christina Barber for construction of a 280-square-foot garage at 875 Gulch Road (APN 401-09-013); and

Whereas the property is in the AR zoning district; and

Whereas a notice was posted at the site on August 3, 2021, in accordance with Jerome Zoning Ordinance Section 303.1.E.; and

Whereas the Jerome Planning & Zoning Commission reviewed this application at their August 18, 2021 meeting and wishes to approve the application with certain conditions, including review and approval of the variance request by the Board of Adjustment; and

Whereas the Planning and Zoning Commission finds that the site plan does not adversely affect the public health, safety, and general welfare, and so protects the environment and the historical character of the Town of Jerome.

Now, therefore be it resolved by the Planning and Zoning Commission of the Town of Jerome, Arizona, that the Preliminary Site Plan submitted for an approximately 280-square-foot-garage at 875 Gulch Road is hereby approved, subject to the following conditions:

1. **Board of Adjustment Review** – This approval is subject to review and approval of the proposed variance by the Board of Adjustment (BOA). Should the variance be denied by the BOA, the Planning and Zoning Commission approval shall be null and void.
2. **Final Site Plan Review** – Prior to issuance of a building permit, the applicant will need to return to the Planning and Zoning Commission for Final Site Plan Review and approval.
3. **Height** – The building height shall not exceed fourteen (14) feet above the existing average grade.
4. **Setbacks** – Minimum side setbacks of ten (10) feet and a minimum rear setback of twenty (20) feet shall be provided.
5. **Construction Hours and Noise** – Construction and noise shall be limited between 8:00 pm and 7:00 am in accordance with Section 10-1-13.C. of the Jerome Town Code.
6. **Lot Combination** – Although the County has assigned a single parcel number to the property, the survey identifies two legal lots. Prior to issuance of a building permit, the applicant shall provide evidence showing the lots have been combined into a single parcel.
7. **Engineering Reports** – Prior to issuance of a building permit, the applicants shall provide geotechnical and/or soil engineering reports, as required by the Building Inspector, demonstrating the site is suitable for the improvements proposed.

**P&Z Resolution No. 2021-13**

8. **Other Improvements/Changes** – Any subsequent modifications or changes to the Plans, including but not limited to changes in setbacks, square footage, fences, siding, roofing, height, etc., will require additional review by the Planning and Zoning Commission and/or the Design Review Board.
9. **Drainage** – The building permit submittal shall indicate both existing and proposed drainage. This includes, but is not limited to, how drainage will be collected (such as from roof drains) and directed to provide disposal and protection of neighboring properties. This may include splash blocks, swales, detention basins, and gravel catchments to help dissipate hydraulic energy. Roof drains shall not be directed over any public sidewalks.
10. **Grading** – Grading shall comply with the requirements of Section 303.3 of the Zoning Ordinance. Grading plans shall include, but not be limited to, adequate dust control measures, erosion control/drainage, and fencing to protect sensitive features (such as trees to be saved).
11. **Building Permit Submittal and Code Requirements** – The applicants shall consult with the Building Official and submit detailed drawings for building permits that clearly demonstrate compliance with all Code requirements, such as coverage, height, parking, and setbacks (Section 503).
12. **Conditions on Plans** – The building permit plan submittal shall include a sheet with a list of the approved conditions.
13. **Expiration of Approval** – This approval shall become null and void if a building permit is not issued within six (6) months of final Planning and Zoning and Design Review Board Approval of this application. If necessary, the applicants may request an extension by the approval body, if the extension is submitted prior to approval expiration.

ADOPTED AND APPROVED by a majority vote of the Planning and Zoning Commission on the 18th day of August 2021.

ATTEST:

APPROVED:

  
\_\_\_\_\_  
Rosa Cays, Deputy Town Clerk

 8/23/2021  
\_\_\_\_\_  
Lance Schall, Chair





# TOWN OF JEROME

Post Office Box 335, JEROME, ARIZONA 86331 (928) 634-7943

## P&Z Resolution No. 2021-14

### Approving preliminary site plan review for a new home

Whereas the Town of Jerome has received an application from Mary (Liz) Gale for construction of a 2,800-square-foot house with garage at 148 Juarez Street (APN 401-06-140C); and

Whereas the property is in the AR zoning district; and

Whereas a notice was posted at the site on August 3, 2021, in accordance with Jerome Zoning Ordinance Section 303.1.E.; and

Whereas the Jerome Planning & Zoning Commission reviewed this application at their August 18, 2021 meeting and wishes to approve the application with certain conditions, including review and approval of the variance request by the Board of Adjustment; and

Whereas the Planning and Zoning Commission finds that the site plan does not adversely affect the public health, safety, and general welfare, and so protects the environment and the historical character of the Town of Jerome.

Now, therefore be it resolved by the Planning and Zoning Commission of the Town of Jerome, Arizona, that the Preliminary Site Plan submitted for construction of an approximately 2,800-square-foot house with garage at 148 Juarez Street is hereby approved, subject to the following conditions:

1. **Board of Adjustment Review** – This approval is subject to review and approval of the proposed variance by the Board of Adjustment (BOA). Should the variance be denied by the BOA, the Planning and Zoning Commission approval shall be null and void.
2. **Final Site Plan Review** – Prior to issuance of a building permit, the applicant will need to return to the Planning and Zoning Commission for Final Site Plan Review and approval.
3. **Height** – The building height shall not exceed twenty-five (25) feet above the existing average grade. No single wall shall exceed thirty-five (35) feet in height.
4. **Setbacks** – Minimum side setbacks of ten (10) feet and a minimum rear setback of twenty (20) feet shall be provided.
5. **Construction Hours and Noise** – Construction and noise shall be limited between 8:00 pm and 7:00 am in accordance with Section 10-1-13.C. of the Jerome Town Code.
6. **Lot Combination** – Although the County has assigned a single parcel number to the property, the survey identifies multiple legal lots. Prior to issuance of a building permit, the applicant shall provide evidence showing the lots have been combined into a single parcel.
7. **Engineering Reports** – Prior to issuance of a building permit, the applicants shall provide geotechnical and/or soil engineering reports, as required by the Building Inspector, demonstrating the site is suitable for the improvements proposed.

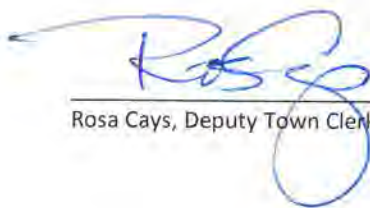


**P&Z Resolution No. 2021-14**

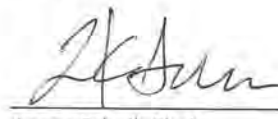
8. **Other Improvements/Changes** – Any subsequent modifications or changes to the Plans, including but not limited to changes in setbacks, square footage, fences, siding, roofing, height, etc., will require additional review by the Planning and Zoning Commission and/or the Design Review Board.
9. **Drainage** – The building permit submittal shall indicate both existing and proposed drainage. This includes, but is not limited to, how drainage will be collected (such as from roof drains) and directed to provide disposal and protection of neighboring properties. This may include splash blocks, swales, detention basins, and gravel catchments to help dissipate hydraulic energy. Roof drains shall not be directed over any public sidewalks.
10. **Parking** – A minimum of two (2) off-street parking spaces shall be provided. These can be provided in a garage or may be uncovered.
11. **Grading** – Grading shall comply with the requirements of Section 303.3 of the Zoning Ordinance. Grading plans shall include, but not be limited to, adequate dust control measures, erosion control/drainage, and fencing to protect sensitive features (such as trees to be saved).
12. **Building Permit Submittal and Code Requirements** – The applicants shall consult with the Building Official and submit detailed drawings for building permits that clearly demonstrate compliance with all Code requirements, such as coverage, height, parking, and setbacks (Section 503).
13. **Conditions on Plans** – The building permit plan submittal shall include a sheet with a list of the approved conditions.
14. **Expiration of Approval** – This approval shall become null and void if a building permit is not issued within six (6) months of final Planning and Zoning and Design Review Board Approval of this application. If necessary, the applicants may request an extension by the approval body, if the extension is submitted prior to approval expiration.

ADOPTED AND APPROVED by a majority vote of the Planning and Zoning Commission on the 18th day of August 2021.

ATTEST:

  
\_\_\_\_\_  
Rosa Cays, Deputy Town Clerk

APPROVED:

 8/23/2021  
\_\_\_\_\_  
Lance Schall, Chair



# TOWN OF JEROME

Post Office Box 335, JEROME, ARIZONA 86331 (928) 634-7943

## P&Z Resolution No. 2021-15

### Approving preliminary site plan review for a deck extension

Whereas the Town of Jerome has received an application from Adam Downey (applicant) and Thomas Bauers (owner) for construction of an approximately 220-square-foot rear deck at 630 Main Street (APN 401-07-151); and

Whereas the property is in the R1-5 zoning district; and

Whereas a notice was posted at the site on August 3, 2021, in accordance with Jerome Zoning Ordinance Section 303.1.E.; and

Whereas the Jerome Planning & Zoning Commission reviewed this application at their August 18, 2021 meeting and wishes to approve the application with certain conditions, including review and approval of the variance request by the Board of Adjustment; and

Whereas the Planning and Zoning Commission finds that the site plan does not adversely affect the public health, safety, and general welfare, and so protects the environment and the historical character of the Town of Jerome.

Now, therefore be it resolved by the Planning and Zoning Commission of the Town of Jerome, Arizona, that the Preliminary Site Plan submitted for construction of an approximately 220-square-foot rear deck at 630 Main Street is hereby approved, subject to the following conditions:

1. **Board of Adjustment Review** – This approval is subject to review and approval of the proposed variance by the Board of Adjustment (BOA). Should the variance be denied by the BOA, the Planning and Zoning Commission approval shall be null and void.
2. **Final Site Plan Review** – Prior to issuance of a building permit, the applicant will need to return to the Planning and Zoning Commission for Final Site Plan Review and approval.
3. **Height** – The deck height shall not exceed twenty-seven (27) feet above the existing grade.
4. **Setbacks** – Minimum side setbacks of five (5) feet shall be provided.
5. **Construction Hours and Noise** – Construction and noise shall be limited between 8:00 pm and 7:00 am in accordance with Section 10-1-13.C. of the Jerome Town Code.
6. **Other Improvements/Changes** – Any subsequent modifications or changes to the Plans, including but not limited to changes in setbacks, square footage, fences, siding, roofing, height, etc., will require additional review by the Planning and Zoning Commission and/or the Design Review Board.
7. **Building Permit Submittal and Code Requirements** – The applicants shall consult with the Building Official and submit detailed drawings for building permits that clearly demonstrate compliance with all Code requirements, such as coverage, height, parking, and setbacks (Section 505).

**P&Z Resolution No. 2021-15**


8. **Conditions on Plans** – The building permit plan submittal shall include a sheet with a list of the approved conditions.
9. **Expiration of Approval** – This approval shall become null and void if a building permit is not issued within six (6) months of final Planning and Zoning and Design Review Board Approval of this application. If necessary, the applicants may request an extension by the approval body, if the extension is submitted prior to approval expiration.

ADOPTED AND APPROVED by a majority vote of the Planning and Zoning Commission on the 18th day of August 2021.

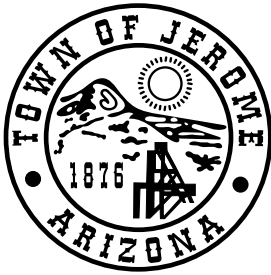
ATTEST:

  
\_\_\_\_\_  
Rosa Cays, Deputy Town Clerk

APPROVED:

 8/23/2021  
\_\_\_\_\_  
Lance Schall, Chair





# TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331  
(928) 634-7943    [www.jerome.az.gov](http://www.jerome.az.gov)

## MINUTES

### **SPECIAL WORKSHOP MEETING OF THE JEROME TOWN COUNCIL COUNCIL CHAMBERS, JEROME TOWN HALL MONDAY, JULY 26, 2021 AT 2:00 PM**

<b>ITEM #1:</b> <b>2:00 (0:05)</b>	<b>CALL TO ORDER/ROLL CALL</b> Mayor/Chairperson to call meeting to order. <i>Mayor Dillenberg called the meeting to order at 2:00 p.m.</i> Town Clerk to call and record the roll. <i>Town Manager/Clerk Candace Gallagher called the roll. Present were Mayor Dillenberg, Vice Mayor Mandy Worth, and Councilmembers Alex Barber, Jane Moore, and Sage Harvey. Also present were Deputy Town Clerk Rosa Cays and Utilities Clerk Kristen Muenz.</i>
<b>ITEM #2:</b> <b>2:01 (0:36)</b>	<b>WATER AND SEWER RATES</b> Council will discuss possible changes to the water and sewer rate structure as presented in a study completed by Willdan Financial Services. No formal action will be taken. <i>Mayor Dillenberg introduced the item, then invited Jerome property and business owner John Bartell to speak.</i> <i>(1:50) Mr. Bartell distributed information to councilmembers. He stated that tourists and businesses pay for 2/3 of the general fund, yet tourists use less than 1/3 of the water. He said that tourists and businesses are also paying 1/3 of the cost of the water service. Mr. Bartell said Willdan's proposals claimed 75 percent of residential users would save money on their suggested rate structure based on volumetric usage. He said switching to a volumetric system would be "the definition of fair."</i> <i>Mayor Dillenberg asked the councilmembers to share their thoughts, then asked Councilmember Moore to lead the discussion, who first asked her colleagues to compile legal questions for Town Attorney Bill Sims.</i> <i>She said that Willdan suggested charging 20 percent more for accounts outside of town limits, but some consumers are just outside the town limits while others are further and require a mile of waterline to reach them. Ms. Gallagher said this was discussed in the past and that it may be possible to assess an added charge based on the distance of the water line.</i> <i>Ms. Moore said it has been suggested that the town start by only charging commercial and out-of-town users by volumetric usage. She said she had averaged out the current rates for each type of account and based on her findings, suggested the base rate for residents start at \$33 and retail businesses at \$45, with the larger, water-dependent businesses like the restaurants and bars paying a \$72 base rate to make sure water and sewer expenses are recouped; she thought the base rate Willdan was suggesting was too low, especially if people start conserving water. Councilmember Barber asked for clarification on the base rates Ms. Moore was suggesting. Ms. Moore also said that it would be good to set the minimum volume base charge at 8,000 to 10,000 gallons of water usage.</i> <i>Ms. Moore asked if apartment complexes (not duplexes or triplexes) were considered commercial since they were in the commercial zone and she believes most of them have just one meter.</i> <i>Utilities Clerk Kristen Muenz explained how the utility accounts software application is set up with types of accounts (residential versus commercial), and how they are classified depending on what zone they're in and what the occupancy is, residential, commercial, or both. Ms. Moore commented that this is "one of the things that is going to make it really difficult."</i> <i>Councilmember Barber questioned the commercial use of a vineyard in a residential area. Ms. Gallagher clarified that the vineyard currently has its own rate. Vice Mayor Worth said she sat on the committee regarding vineyards in Jerome and said that vineyards were not allowed in the commercial district, hence the reason it ended up in a residential zone. She suggested they add agricultural and industrial user account categories. After a brief discussion, Ms. Gallagher recommended talking to Dan Jackson of Willdan about this.</i> <i>Vice Mayor Worth noted that one obstacle to volumetric usage is multi-use buildings with one meter.</i> <i>(19:42) Mr. Bartell shared his opinion [audio is not clear]. He essentially said that if someone is making money off the property, they should pay as a commercial account, and said in the past he had brought up charging vacation rentals as commercial accounts. Ms. Gallagher said that she has discussed this with Bill Sims and that the state has</i>

tied Jerome's hands regarding residential rentals—they must all be treated the same, whether short- or long-term. Discussion turned to SB1350.

Ms. Moore said the sewer rates reflect the water rates and increase accordingly; she asked if they could be set up differently so this doesn't happen. Those who use a greater amount of water for gardens, for example, do not affect the sewer lines. Vice Mayor Worth said this was yet another reason to establish an agricultural rate.

Ms. Barber brought up the challenge of multi-unit residences with one meter.

Ms. Gallagher said she has reached out to other municipalities regarding Jerome's water rate structure and the challenge of keeping it affordable during warmer months, higher usage, and greater fire risk; she is waiting for feedback.

Ms. Muenz pointed out that houses with septic tanks do not get charged for sewer. She suggested that the sewer charge be set at a flat rate based on location.

(28:05) Mr. Bartell said that mixed-use buildings typically counted as commercial and expressed that he would be fine with that.

Ms. Moore said that most places have just residential and commercial account types, not broken down into further categories. She said she would still like to see a rate for retail shops different than the rate for restaurants, bars, and lodging, since they're not using water to generate their income.

Mr. Bartell pointed out that tourists go to restaurants, get hydrated, relieve themselves, then go out shopping, so in that way restaurants are contributing to the retail shops.

Ms. Barber said places with conditional use permits (CUPs), especially a commercial entity and heavy water consumer, should be considered different than residential accounts. She asked if the other councilmembers were considering just the commercial accounts and accountholders outside of town limits or still considering other rate structures for residents. Ms. Barber said she would like to see the bottom line and how a change to the rate structure would affect everyone. She pointed out that Jerome is a Firewise community and that to make it fair and equitable, residents should not be penalized, especially those who live, work, and grow gardens here.

In response to Mr. Bartell's remarks about tourists and businesses paying for most of the general fund, Ms. Moore said it is because the thousands of visitors to Jerome require more fire and police presence, and therefore increase the town's expenses. She said she does not believe that saying the businesses subsidize the residents is a fair comment—"it's a balance"—and that the quality of life for residents has deteriorated. Ms. Moore said the town needs residents who live here and take care of Jerome, and that they need to be compensated for the impact the tourists have on the town.

Mayor Dillenbergh said he would like to set up homeowners' associations (HOAs) to regulate short-term rentals and instill water restrictions in addition to parking restrictions. He said he sees this as a viable option and wondered if separate HOAs would need to be set up or just one HOA for the whole town.

Vice Mayor Worth, in response to previous comments, said it would be good to condense the multitude of categories under the major headings based on the type of property. She said most bigger towns are residential and commercial (and industrial) but that in rural and county areas, agricultural does show up as a separate use. She said the only zone in Jerome where viticulture is allowed as a conditional use is in the AR zone. As for HOAs, Vice Mayor Worth said it would be a difficult process in Jerome because in Arizona, 100 percent of current property owners must agree on an HOA; 85 percent would need to agree to any HOA changes; and current uses would be grandfathered in, including short-term rentals. Ms. Muenz pointed out that vacation rentals exist in almost every neighborhood, so HOAs would not work in Jerome. Vice Mayor Worth added that perhaps with a new governor, our options may change.

Ms. Gallagher mentioned that Flagstaff is being sued by the Goldwater Institute for restricting property rights.

Ms. Moore said during hot, dry summers and periods of water conservation in Jerome, visitors in costly, short-term rentals would not be concerned with conserving water.

Ms. Moore brought up the next steps, which Ms. Gallagher said would be to talk to Mr. Sims as well as Dan Jackson of Willdan. Ms. Moore confirmed this what she was requesting, and Ms. Gallagher informed her that Mr. Jackson has been paid for his services and to ask him to be at the public hearing would incur added charges. Ms. Moore suggested having staff figure out an alternative rate structure to save having to pay Mr. Jackson.

Mr. Bartell suggested that someone from the Arizona Department of Water Resources could possibly help.

Ms. Gallagher confirmed with Ms. Harvey that a water planning grant is being used to pay for the study, and noted that the funds are likely to be fully utilized over time.

Mayor Dillenbergh suggested having Mr. Sims at the next meeting, which Ms. Gallagher said she would coordinate.

Ms. Harvey followed up on Ms. Moore's request for an alternative rate structure and suggested Ms. Muenz as a good person to work on it.

There seemed to be consensus to consider a 10,000-gallon minimum volume base charge and to apply the volumetric rate structure first to commercial and out-of-town accounts.

ITEM #3:	<b>ADJOURNMENT</b>						
	<i><b>Motion to adjourn at 2:46 p.m.</b></i>						
	COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
	BARBER		X	X			
	DILLENBERG			X			
	HARVEY	X		X			
	MOORE			X			
	WORTH			X			

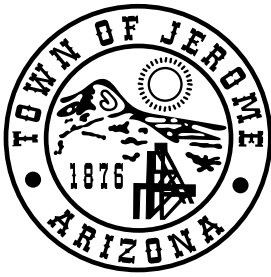
APPROVE:

ATTEST:

\_\_\_\_\_  
Dr. Mayor 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](http://www.jerome.az.gov)

**MINUTES**  
**SPECIAL MEETING OF THE JEROME TOWN COUNCIL**  
**CONDUCTED VIA ZOOM**  
**WEDNESDAY, AUGUST 4, 2021 AT 3:00 PM**

<b>ITEM #1:</b>	<p><b>CALL TO ORDER/ROLL CALL</b></p> <p>Mayor/Chairperson to call meeting to order.</p> <p><i>Mayor Jack Dillenberg called the meeting to order at 3:00 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 Sage Harvey and Jane Moore. Also present were Zoning Administrator John Knight, Finance Manager Melanie Atkin, Utilities Clerk Kristen Muenz, and Deputy Town Clerk Rosa Cays.</i></p>
<b>ITEM #2:</b>	<p><b>COVID-19</b></p> <p>Council will discuss the current uptick in COVID-19 cases, whether to reinstate COVID restrictions at Town Hall, the library and/or the public shuttle, and whether future public meetings will be conducted in-person or via Zoom.</p> <p><i>Mayor Dillenberg shared current statistics on COVID-19. He said masks are effective, especially now that schools are open and students are vulnerable, and that he wants everyone to be protected but not restricted.</i></p> <p>[NOTE: The meeting recording began at this point.]</p> <p><i>Vice Mayor Worth said that county buildings were going to be closed again to the public and would be requiring masks for the vaccinated and unvaccinated unless employees are in their own workspace. She said the county was also going to conduct meetings online, except for public hearings, where screenings, masks, and social distancing would be required.</i></p> <p><i>Councilmember Harvey said most of the councilmembers are not vaccinated—and there are some who cannot be vaccinated. She pointed out that we have staff with children who can't be vaccinated. Ms. Harvey suggested keeping Town Hall open or allow the public by appointment only but require masks.</i></p> <p><i>Councilmember Moore said she was willing to go with what staff and Council would like to do.</i></p> <p><i>Ms. Atkin said someone can come to town hall and we won't know where they've been. She was also worried about her daughter contracting something at school and passing it on to her, and she could then pass it to staff.</i></p> <p><i>Mr. Knight said the boards are okay with continuing to meet in person since they're all vaccinated, and that they would use the dividers on the dais. He said he had mixed feelings but would like to stay open.</i></p> <p><i>Ms. Harvey suggested putting precautions back in place, with masks required, vaccinated or not, and social distancing; the same goes for the library. She said to continue in-person meetings using the dividers and require masks for the public and social distancing as much as possible. Ms. Harvey said Scott Kolu, the shuttle driver, was okay with continuing to drive the shuttle.</i></p> <p><i>Mayor Dillenberg summarized what seemed to be the consensus.</i></p> <p><i>Vice Mayor Worth agreed with Ms. Harvey and said following the county's lead was key, and that to continue meetings in person is important for constituents but also the Council. She said signs should be posted where masks are required: the library, police and fire stations, etc., and that a sign in the shuttle van should state that everyone rides at their own risk. She also mentioned that services could be available remotely, and that anyone who wants to speak at a meeting but not in person can submit something in writing.</i></p> <p><i>Ms. Moore mentioned that windows can be open in the chambers. She also said some constituents have told her they prefer Zoom to in-person meetings, as it is easier to attend.</i></p> <p><i>Ms. Muenz, whose daughter will begin preschool soon, said children under 12 will not likely be allowed to get vaccinated for another year, so she has a similar concern as Ms. Atkin of potentially spreading the virus. She said she was vaccinated and is fine with keeping Town Hall open because she sees the risk is the same at work as it is at home.</i></p> <p><i>Mayor Dillenberg said mask requirements will help and that he hopes the vaccine will be available to younger children by December.</i></p>

	<p>DRB member Mimi Romberger said she and Chuck Romberger were comfortable with what they were hearing and liked the balance of reason and science.</p> <p>Ms. Gallagher said the direction was clear and that protocol would begin immediately.</p> <p>Discussion briefly continued about signage. Mayor Dillenberg clarified that masks should be optional on the shuttle but made available, as would hand sanitizer.</p>																																										
ITEM #3:	<p><b>ADJOURNMENT</b></p> <p><b><i>Motion to adjourn at 3:25 p.m.</i></b></p> <table><tr><th>COUNCILMEMBER</th><th>MOVED</th><th>SECONDED</th><th>AYE</th><th>NAY</th><th>ABSENT</th><th>ABSTAIN</th></tr><tr><td>BARBER</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>DILLENBERG</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>HARVEY</td><td>X</td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>MOORE</td><td></td><td>X</td><td>X</td><td></td><td></td><td></td></tr><tr><td>WORTH</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr></table>	COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN	BARBER			X				DILLENBERG			X				HARVEY	X		X				MOORE		X	X				WORTH			X			
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WORTH			X																																								

APPROVE:

ATTEST:

\_\_\_\_\_  
Dr. Mayor 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

### REGULAR MEETING OF THE JEROME TOWN COUNCIL

CONDUCTED VIA ZOOM

TUESDAY, AUGUST 10, 2021, AT 7:00 P.M.

<b>ITEM #1:</b> 7:01 (0:17)	<b>CALL TO ORDER/ROLL CALL</b> Mayor/Chairperson to call meeting to order.  Mayor Jack Dillenberg called the meeting to order at 7:01 p.m.  Town Clerk to call and record the roll.  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, Finance Manager Melanie Atkin, and Deputy Town Clerk Rosa Cays.																																										
<b>ITEM #2:</b> 7:01 (0:56)	<b>FINANCIAL REPORTS</b> Financial reports for July 2021  <u>Motion to accept the July 2021 Financial Reports</u> <table><tr><th>COUNCILMEMBER</th><th>MOVED</th><th>SECONDED</th><th>AYE</th><th>NAY</th><th>ABSENT</th><th>ABSTAIN</th></tr><tr><td>BARBER</td><td></td><td>X</td><td>X</td><td></td><td></td><td></td></tr><tr><td>DILLENBERG</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>HARVEY</td><td>X</td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>MOORE</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>WORTH</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr></table>	COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN	BARBER		X	X				DILLENBERG			X				HARVEY	X		X				MOORE			X				WORTH			X			
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<b>ITEM #3:</b> 7:02 (1:48)	<b>STAFF AND COUNCIL REPORTS</b> 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 Council members.  Ms. Gallagher read highlights from her staff report: She and Ms. Atkin viewed an online demonstration of the new accounting software, which they're extremely excited about; she, Ms. Muenz, and Ms. Cays met with the representative from ProCopy (they hold a state contract for copying equipment) and have decided to get a Canon copier to replace the Xerox model, which will be an improvement and save the town money. Ms. Gallagher announced a part-time position was eliminated in the front office and that Ms. Atkin and Ms. Muenz will take on those tasks. She has reached out to neighboring towns about vulnerable residents and has received good information on helpful programs, which Police Chief Allen Muma will further research. Ms. Gallagher congratulated Public Works Director Marty Boland on his fifth anniversary and Mr. Knight on his second anniversary. She said the water flows are okay and that sales tax revenue continues to astonish.  Mayor Dillenberg said he liked Chief Muma's report and gave kudos to the town crew for their work on the parking lot across from the Spirit Room.  Councilmember Moore thanked the town crew and fire department volunteers for clearing the Gulch after the recent flooding of the creek bed. She asked if the county and the town share maintenance responsibility for Dundee Road; that perhaps county could help with that.  Vice Mayor Worth pointed out that the sales tax revenue for FY 2021 was \$253,000 more than the prior fiscal year.  <u>Motion to accept the July 2021 Staff Reports</u> <table><tr><th>COUNCILMEMBER</th><th>MOVED</th><th>SECONDED</th><th>AYE</th><th>NAY</th><th>ABSENT</th><th>ABSTAIN</th></tr><tr><td>BARBER</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>DILLENBERG</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>HARVEY</td><td></td><td>X</td><td>X</td><td></td><td></td><td></td></tr><tr><td>MOORE</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>WORTH</td><td>X</td><td></td><td>X</td><td></td><td></td><td></td></tr></table>	COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN	BARBER			X				DILLENBERG			X				HARVEY		X	X				MOORE			X				WORTH	X		X			
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WORTH	X		X																																								
<b>ITEM #4:</b> 7:08 (7:50)	<b>ZONING ADMINISTRATOR'S REPORT AND MINUTES</b> Minutes are provided for the information of Council and do not require action.  Mayor Dillenberg congratulated Mr. Knight on his anniversary and thanked him for his work.  Mr. Knight shared highlights from the July P&Z meeting and said the DRB meeting had been canceled. He shared updated information about the residential parking survey and said the next step would be to set up neighborhood meetings. Mr. Knight said he, Ms. Gallagher, and the mayor would be meeting in Clarkdale at the old cemetery site with Clarkdale's mayor, take a tour, and discuss possible uses of the property. He said the University of Arizona is still interested in meeting to talk about affordable housing in Jerome, and that he would report back to Council in September. Mr. Knight said he has been fielding many calls from people looking at Jerome property and asking about short-term rentals. He said he met with surveyor Stan Dickey and Councilmember Moore on Rich Street, and that it was determined that the parking spaces along Hwy 89 belong to Yavapai County public works. Mr. Knight has been in touch with the owner of the signs, Ginger Mackenzie, who will be moving them.																																										

ITEM #5:  
7:14 (13:24)

APPROVAL OF MINUTES

July 13, 2021

Motion to approve the minutes of the July 13, 2021 meeting as submitted

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

ITEM #6:  
7:14 (13:54)

PETITIONS FROM THE PUBLIC

Jerome resident Greg Driver spoke about the sewer line shared with Haven Church that goes up to town hall and other houses. He said tree roots are starting to get into the old, partly clay line, and when it rains, it backs up into his house. Mr. Driver said the town crew comes and routs it out, which works for a while, but too much stormwater comes into his house. He said it's time to replace the 4-inch clay pipe but also investigate if someone's roof water is now coming through the line.

Mayor Dillenberg thanked Mr. Driver and said this would be made a priority. Mr. Driver clarified that it is a storm water issue first, then the line should be replaced for the long term. Mayor Dillenberg asked Ms. Gallagher to have the town crew give this rapid attention.

Vice Mayor Worth said she has had two other property owners on the same clay line contact her with the same concern and that it is not just a problem for one property.

Ms. Moore said a few sewer and drainage issues have turned up due to the current rains and that they need to talk to the crew about them. Ms. Gallagher said she has talked to Public Works Director Marty Boland who is aware of Mr. Driver's situation and is working toward fixing it.

ITEM #7  
7:20 (19:41)

ORDINANCES AND RESOLUTIONS

ITEM #7A: SECOND READING AND POSSIBLE ADOPTION - ORDINANCE NO. 473, AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AMENDING THE JEROME TOWN CODE AND JEROME SUBDIVISION CODE TO REMOVE REFERENCES TO FEES CHARGED BY THE TOWN, WHICH WILL HENCEFORTH BE SET BY RESOLUTION OF THE TOWN COUNCIL

Council may conduct the second reading of, and may adopt, Ordinance No. 473.

Mayor Dillenberg read Ordinance No. 473 in title only.

Motion to adopt Ordinance No. 473

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

7:21 (20:31)

ITEM #7B: SECOND READING AND POSSIBLE ADOPTION - ORDINANCE NO. 474, AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JEROME, ARIZONA AMENDING SECTIONS 201, 502, 503, 504 AND 505 OF THE JEROME ZONING ORDINANCE TO ESTABLISH BEEKEEPING AS A CONDITIONAL USE IN ALL ZONES, AND TO PROMULGATE REGULATIONS REGARDING SAME

Council may conduct the second reading of, and may adopt, Ordinance No. 474.

Mayor Dillenberg read Ordinance No. 474 in title only.

Motion to adopt Ordinance No. 474

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

7:22 (21:29)

ITEM #7C: RESOLUTION NO. 623, AUTHORIZING WHO CAN APPROVE AND SIGN LEGAL DOCUMENTS

Council may approve Resolution No. 623, designating authorized signatories for legal agreements with Yavapai County and its departments.

Ms. Gallagher explained that this had to do with the E-rate agreement and who would be authorized to sign it and other county documents when the time comes.

Councilmember Harvey amended her earlier motion and moved to add the Town Manager as a signatory.

Motion to adopt Resolution No. 623, designating the Mayor and Town Manager as authorized signatories

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

<p><b>ITEM #8:</b></p> <p><b>7:25 (24:39)</b></p> <p><b>7:41 (40:15)</b></p> <p><b>7:47 (46:17)</b></p>	<p><b>UNFINISHED BUSINESS</b></p> <p><b>ITEM #8A: AFFORDABLE/WORKFORCE HOUSING UPDATE</b></p> <p>Zoning Administrator John Knight will update Council regarding the town's efforts toward affordable/workforce housing.</p> <p>Mr. Knight reported on the Verde Valley case study on affordable housing and shared key points: Jerome is forecast to lose population by 2050; long-term residents are having to move as places are selling and becoming short-term rentals; the population is also aging, with a median age of 54. He said the Verde Valley is losing its younger workforce and that the age group 15–59 is significantly decreasing. As the prices of homes on the market go up, Mr. Knight said more people are part of the housing affordability gap, which means they pay more than 30 percent of their income toward housing. To fight the affordability gap, Mr. Knight said more housing needs to be created. He said the town will also need to address parking and possibly consider annexing land. He said short-term rentals are a serious challenge, and that one way to curb the numbers is for the town to create incentives in exchange for recording deed restrictions prohibiting short-term rentals. If council is interested, Mr. Knight said they should schedule a more detailed workshop to discuss this.</p> <p>Mayor Dillenberg said this is a critical priority, along with infrastructure, and perhaps one idea would be to collaborate with the mining companies to create housing.</p> <p>Vice Mayor Worth said she has some hope that with the next state election, things will be discussed in a more rational format. She clarified that “accessible” is a term she prefers rather than “affordable” housing. The vice mayor said she would like to continue the discussion, perhaps invite someone from the League to address the legalities as well as include neighboring communities.</p> <p>Ms. Moore said she would also like to keep moving forward on the Hotel Jerome and the property in Clarkdale since legalities would be less of a concern with town-owned properties. Ms. Gallagher mentioned that the agreement with ADEQ has been signed and that they would be moving forward with lead abatement at the Hotel Jerome very soon.</p> <p>(7:38) Jerome Resident Ron Mills asked if the town has thought about budgeting for affordable housing to perhaps buy properties as they come up for sale (e.g., the Clubhouse). Mayor Dillenberg said the town is investing in the Hotel Jerome for affordable housing, and that money is available but not earmarked for a specific project. He said the old cemetery in Clarkdale and the former high school are also viable options for housing and are being discussed. He agreed that this does need to be addressed.</p> <p>Mr. Mills asked if funding could be established and increased yearly. The mayor said it could certainly be done and appreciated the suggestion.</p> <p><b>ITEM #8B: TOWN FEES – PLANNING &amp; ZONING</b></p> <p>Council will review staff recommendations for changes to Planning &amp; Zoning fees and may direct staff to prepare a Resolution for adoption at a future meeting.</p> <p>Mr. Knight said Jerome's fees are low for the Verde Valley and need to be raised. He suggested Camp Verde as a model rather than Sedona, whose fees are high.</p> <p>Councilmembers Harvey and Barber felt that Clarkdale's fees would be a good comparison for Jerome.</p> <p>Vice Mayor Worth said Jerome's fee schedule is not appropriate for modern day and that Clarkdale is a good measure. She said that building has gotten more complicated and the processes more involved, so there is a need to cover the cost of more staff time.</p> <p>Ms. Gallagher said she could compile comments from councilmembers and pass them on to Mr. Knight.</p> <p>Mr. Knight said the fee for a variance needs to be clarified, and that a fee for an extension ought to be added; he also suggested a few other penalty fees and that permit and planning fees be raised. Mr. Knight said he would come back with a recommendation for Council.</p> <p><b>ITEM #8C: DRAFT ORDINANCE REGARDING SPECIAL EVENTS</b></p> <p>Council will review an updated draft of an ordinance regarding special events and continue their discussion regarding same.</p> <p>Ms. Gallagher had provided a draft ordinance in the meeting packet based on previous Council discussions and said that further discussion was needed before a first reading. She provided examples of situations that would be allowed or not allowed and that perhaps permit exemptions needed to be established for, say, a small wedding in the park of fewer than a determined number of attendees. Ms. Gallagher also mentioned the local film festival, which is required to get a permit under the draft ordinance because it charges admission and is open to the public. It is held on private property but in more than one location, so it does involve Jerome streets (town property). She posed a few other examples including events at Paul &amp; Jerry's for town residents or kaleidoscope workshops at Nellie Bly.</p> <p>Vice Mayor Worth expressed that she had similar concerns and suggested adding “at a single location” for exempted events on private property, which would allow for events at Paul &amp; Jerry's or Nellie Bly. She suggested benefit or nonprofit events be in a different category but was not sure if they should be required to apply for an exemption so that town staff was at least aware of the event. She suggested private events in the town park involve fewer than 10 people to be exempt, unless substantial equipment was also part of the event (i.e., chairs, tables, etc.).</p> <p>Ms. Gallagher clarified that the list of events included in her staff report were merely examples and not part of the draft ordinance.</p>
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Ms. Barber asked if fees would be implemented for event permits and agreed with the vice mayor's ideas. Ms. Gallagher said "events" at a single location would eliminate the need to specify public or private.

Ms. Moore asked if a multiple-day event of more than 30 or 50 people at a private location (e.g., Spook Hall), which would take up parking for the weekend, could be required to have attendees park at the 300 level and shuttle in. Ms. Gallagher said she would ask Town Attorney Bill Sims. Vice Mayor Worth said her understanding is that if an event is at a private location, the town cannot regulate parking.

Ms. Harvey agreed with Ms. Barber and the vice mayor on their input and suggested that the number of event days be changed from two to three in section 10-3-4 F, which addresses permission needed for longer events. Ms. Gallagher explained that she had set it at two days in case Council wanted to weigh in on events such as the recent race or the film festival. Ms. Harvey agreed.

Vice Mayor Worth said that in Detroit, where she recently attended a record store day event, if a business expects an overflow of people onto city streets and sidewalks at a certain percentage over a regular business day, the city requires they hire a police officer for crowd control. She asked if Jerome should require this.

Ms. Harvey said she was witness to the album release party in Jerome a few years ago, where the sidewalks were overflowing with fans. She believes the town should require a police officer for this type of event.

**ITEM #9:**

8:04 (1:03:40)

**NEW BUSINESS****ITEM #9A: APPOINTMENT TO PLANNING & ZONING COMMISSION**

Council may make an appointment to fill the vacancy on the Planning & Zoning Commission for the remainder of the term ending February 28, 2023. As of agenda preparation date, one application had been received, from Jera Peterson. Any additional applications received prior to or at the meeting will be considered as well.

Mayor Dillenberg thanked Jerome resident Jera Peterson for applying for the position and said he appreciated her past work with nonprofits.

Mr. Knight said the position on the commission has been vacant since Mr. Harvey resigned.

Ms. Harvey asked Ms. Peterson if she has read the zoning ordinance and the comprehensive plan. Ms. Peterson said she was in the process of reading them and already has questions for Mr. Knight—there is a lot there.

Mr. Knight said he would be meeting with Ms. Peterson for a training session.

**Motion to appoint Jera Peterson to the Planning and Zoning Commission, term ending February 28, 2023**

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

8:08 (1:07:16)

**ITEM #9B: INTERGOVERNMENTAL AGREEMENT: POLICE DISPATCHING EQUIPMENT**

Council will review and may approve a renewed IGA with the Town of Clarkdale regarding police dispatching equipment.

Ms. Gallagher clarified that this was the same basic agreement as had been previously approved.

**Motion to approve renewed IGA with the Town of Clarkdale regarding police dispatching equipment**

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

**ITEM #10:**

8:09 (1:08:13)

**TO AND FROM THE COUNCIL**

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

Vice Mayor Worth mentioned succession planning as usual; she said she was curious to know how other municipalities pay for land surveying in case there is a way to save on cost. She said she was planning to attend the League tour in Prescott on Thursday as well as the annual League conference at the end of August. She asked for time to provide feedback about the conference at the September Council meeting (although she may not be present due to family business in Michigan).

Ms. Barber asked about an email regarding the ADOT restroom project and if an old IGA and schematic existed. Ms. Gallagher said she would forward that email and documentation. Ms. Barber said she would like to revisit what it would entail to build the restrooms. She also suggested that the town hall parking lot get paved. Ms. Barber then mentioned that the new gate that was installed where Jerome resident Denise Guth allegedly fell is now locked. She pointed out that if someone falls through the two-pipe fencing, they have no way of getting back up to the sidewalk if the gate is locked. She suggested conferring with ADOT about closing in the fencing for safety. She also requested a commemorative plaque be placed in memory of Ms. Guth.

Ms. Gallagher said that completely paving the town hall parking lot may create drainage issues, per Marty Boland, Public Works Director. Ms. Barber said she had the same concern, but she looked and saw two culverts, so perhaps something could work.

Vice Mayor Worth said it would be helpful and good to let the Council and the public know when a complaint is filed for an ordinance violation.

	<p>Ms. Moore said the parking lot below town hall also needs to be inspected for drainage repair and vegetation overgrowth cleared.</p> <p>Mayor Dillenberg said Jerome residents Mimi and Chuck Romberger have helped move Friends of Jerome forward to set it up as a nonprofit. He said a website, logo by Ms. Romberger, and board of directors are in process. The mayor will talk more about it at the next Council meeting.</p>																																										
ITEM #11:	<p><b>ADJOURNMENT</b></p> <p><u><b><i>Motion to adjourn at 8:18 p.m.</i></b></u></p> <table><tr><th>COUNCILMEMBER</th><th>MOVED</th><th>SECONDED</th><th>AYE</th><th>NAY</th><th>ABSENT</th><th>ABSTAIN</th></tr><tr><td>BARBER</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>DILLENBERG</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>HARVEY</td><td>X</td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>MOORE</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>WORTH</td><td></td><td>X</td><td>X</td><td></td><td></td><td></td></tr></table>	COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN	BARBER			X				DILLENBERG			X				HARVEY	X		X				MOORE			X				WORTH		X	X			
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WORTH		X	X																																								

APPROVE:

ATTEST:

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 Dr. Jack Dillenberg, Mayor

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 Candace B. Gallagher, CMC, Town Manager/Clerk

Date: \_\_\_\_\_



# JEROME POLICE DEPARTMENT

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



September 6, 2021

TO: Honorable Mayor and Jerome Town Council

FROM: Allen Muma, Chief of Police

Attached please find the police activity reports for August 2021.

The August "Calls for Service" report contained no significant single incidents to report, with the exception of the suicide / body recovery, which required a significant amount of time for follow ups. Call volume for August continued to be above average.

The parking kiosks brought in \$19,891.80 (this does not count people who pay cash at the PD which was substantial for August due to the problems with the kiosks) for the month of August 2021. There were 182 parking citations that were issued for the month of August. Parking kiosk maintenance was a problem. Just after I programmed the new kiosk rates on June 30<sup>th</sup>, and made sure all were working properly, I left for vacation. Well, literally just after the holiday weekend four of the six units stopped working. Lt. San Felice had his hands full as we worked via telephone attempting to get FlowBird's service department to even respond to my requests. We are currently awaiting parts and contact from them again, after repeated calls from us.

I have hired the second parking compliance officer. He is a retired deputy from California, Kirt DeMichiel. He has been trained and is working.

I continue to work on the radio system. I expect the transition to Cottonwood dispatch to take a couple of months, and I have been actively involved in the planning and execution of the transition during my vacation.

I have completed permit process for approval from ADOT for the speed display feedback signs for Highway 89A in Jerome. The equipment has been ordered, ship date was 8/29 so I'm waiting for a confirmation of shipment currently as well as final approval from ADOT.

The police bathroom remodel was completed just after I left with Lt. San Felice and Janice finishing up trim and some small details. It turned out great and will be a lasting improvement to the department. Thanks go out to all who helped me on this including Janice Pontious, Officer Lee, Lt. San Felice and Jay Kinsella. Stop by and take a look at it.

Allen L. Muma, Chief of Police



# JEROME POLICE DEPARTMENT

**305 MAIN STREET**

JEROME, AZ 86331

(928) 634-8992

Date : 09/08/2021

Page : 1

Agency : JPD

## Calls For Service Totals By Call Type

08/01/2021 to 08/31/2021

Call Type		Totals
10-34	Motorist Assist	1
247S	Civil Stanby	2
459A	Burglar Alarm	1
476	Animal Control Problem	1
487	Theft	2
666	Suicide	1
666A	Suicide Attempt / Report	1
692	DUI	1
903	Follow-Up	15
908F	Found Property	9
908L	Lost or Stolen Property	2
961	Accident - No injuries	2
AA	Agency Assist	1
AAMB	Assist Ambulance	1
AC	Animal Cruelty	1
ACPD	Assist Clarkdale PD	2
ADPS	Assist DPS	4
AF	Assist Fire Department	2
AYCSO	Assist YCSO	6
BI	Background Investigation	1
CA	Citizen Assist	5
DIS	Disorderly Conduct	1
DRAL	Dogs Running at Large	1
DSE	Dundee Speed Enforcement	1
FPF	Fingerprinting	1
HAR	Harrassment	1
HR	Hit & Run Accident	1
HSE	Hampshire Speed Enforcement	8
HUC	911 Hang Up Call	1
INFO	Information	1
K9T	K9 Training	3
ME	Medical Emergency	2
NE	Noise Enforcement Activities	2
NR	Narcotics Related Incident	1
NV	Noise Violation / Town Code	1
OA	Officer Assist	2
OT	Oversize Truck	4
PE	Parking Enforcement	14



# JEROME POLICE DEPARTMENT

**305 MAIN STREET**

JEROME, AZ 86331

(928) 634-8992

Date : 09/08/2021

Page : 2

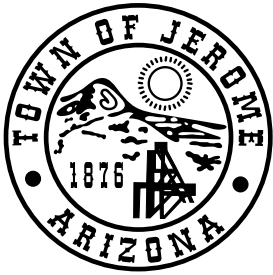
Agency : JPD

## Calls For Service Totals By Call Type

08/01/2021 to 08/31/2021

Call Type		Totals
PKM	Parking Kiosk Maintenance	2
REC	Reckless Driver	1
RS	Rattle Snake Removal	1
SC	Security Check	27
SLC	Street Light Check	2
SS	Suspicious Situation	3
T/S	Traffic Stop	2
TCD	Traffic Control Duties	3
TF	Trip & Fall / Slip & Fall	1
TO	Traffic Offense	1
TRN	Training	9
WA	Warrant Arrest	1
Grand Total for all calls		159





# TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331  
(928) 634-7943      [www.jerome.az.gov](http://www.jerome.az.gov)

## RESOLUTION NO. 624

### A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF JEROME, ARIZONA, AMENDING THE ADOPTED FEE SCHEDULE REGARDING BUILDING PERMIT FEES

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

WHEREAS, the Building Official has recommended changes to the fees set forth on Schedule A-1 of Resolution 621;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Town of Jerome, Arizona, that Schedule A-1 of the town's adopted Fee Schedule is hereby replaced in its entirety by new Schedule A-1, attached hereto and made a part hereof.

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

## SCHEDULE A-1 BUILDING PERMIT FEES

### VALUATION AND FEE SCHEDULE

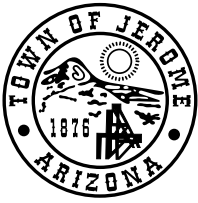
<b><u>TOTAL VALUATION</u></b>	<b><u>FEE</u></b>
\$1.00 TO \$500.00	\$50.00
\$501.00 to \$2,000.00	\$50.00 for the first \$500.00 plus \$2.75 for each additional \$100.00 or fraction thereof, up to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$91.25 for the first \$2,000.00 plus \$12.50 for each additional \$1,000.00 or fraction thereof, up to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$378.75 for the first \$25,000.00 plus \$9.00 for each additional \$1,000.00 or fraction thereof, up to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$603.75 for the first \$50,000.00 plus \$6.25 for each additional \$1,000.00 or fraction thereof, up to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$916.25 for the first \$100,000.00 plus \$5.00 for each additional \$1,000.00 or fraction thereof, up to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$2,916.25 for the first \$500,000.00 plus \$4.25 for each additional \$1,000.00 or fraction thereof, up to and including \$1,000,000.00
\$1,000,001 and up	\$5,041.25 for the first \$1,000,000.00 plus \$2.75 for each additional \$1,000.00 or fraction thereof

### INSPECTIONS AND OTHER FEES

<b><u>DESCRIPTION</u></b>	<b><u>FEE</u></b>
Inspections outside of normal business hours (minimum charge two hours)	\$50.00 per hour*
Reinspection fees assessed under provisions of Section 108.8	\$50.00 per hour*
Inspections for which no fee is specifically indicated (minimum charge one-half hour)	\$50.00 per hour*
Additional plan review required by changes, additions or revisions to plans (minimum charge one-half hour)	\$50.00 per hour*
Use of outside consultants for plan checking and inspection, or both	Actual costs**
<p><i>* Or the total hourly cost to the town, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.</i></p> <p><i>** Actual costs include administrative and overhead costs.</i></p>	

### SPECIFIC FEES

<b><u>DESCRIPTION</u></b>	<b><u>FEE</u></b>
Re-Roof	\$50.00
New electrical service	\$50.00
Combination permits for electrical, plumbing or mechanical- valuations up to \$3,000	\$50.00 for each trade
Combination permits for electrical, plumbing or mechanical- valuations over \$3,000	Use Valuation and Fee Schedule
Retaining walls over 4 feet high	\$10.00 per sq. ft.
Minimum permit fee	\$50.00
All other permit fees to be determined by the Valuation and Fee Schedule	



# TOWN OF JEROME

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

## **Zoning Administrator Analysis Council Staff Report Tuesday, September 14, 2021**

### **Item 9B – Jerome Property in Clarkdale**

**Applicant/Owner:** Town of Jerome

Council will discuss options for use or disposition of the property owned by the Town of Jerome in Clarkdale adjacent to the Jerome Valley Cemetery.

**Prepared by:** John Knight, Zoning Administrator

### **Discussion/Possible Direction**

**Summary and Background:** The Town of Jerome owns approximately 30 acres of property off Minerich Road in Clarkdale. The property includes an older cemetery that is approximately four to five acres. In 2017, the council hired a firm to prepare an appraisal for the property. At that time, the appraisal estimated the property to be worth \$484,000. Note that appraisal only looked at the 19-acre parcel and not the adjacent 10-acre parcel with the cemetery. There were previous efforts to sell the Clarkdale property dating back to 2005 and 2006. Additional information on the previous efforts is included in the attachments.

In November of 2019, staff reviewed some possible options with the council. The council directed staff to gather additional information for the council's consideration. On August 12, 2021, Mayor Dillenberg, Town Manager Gallagher and the Zoning Administrator met with the Clarkdale Mayor and Community Development Director to discuss possible options for using the site for affordable/workforce housing.

**Preliminary Due Diligence:** Some standards and requirements affecting the property are noted below.

- **Size** - The property includes two parcels totaling approximately 30 acres in size. This includes two parcels. One approximately 20 acres and one approximately 10 acres (which includes the cemetery portion).
- **Cemetery** - The cemetery portion should be retained as a separate parcel. A search online found that the cemetery was active from 1909 to 1948. There are 375 memorials posted. There are likely more that are not identified. An entity and funding mechanism should be provided to care for the cemetery in perpetuity.
- **Zoning and Density** – The Zoning and General Plan allow for 1 unit per acre. In preliminary discussions with Clarkdale staff, it may be possible to transfer the density from the cemetery portion of the property to the buildable portion of the property. For the 30 acres, a maximum of 30 homes could potentially be developed.
- **Permitted and Conditionally Permitted Uses** – The property is zoned R1-L. This zone is primarily intended for single-family homes on large lots. Conditional uses include churches, golf courses and country clubs. The current zoning does not allow agricultural uses such as vineyards or raising of animals for commercial purposes.
- **Planned Area Development (PAD)** – The Town of Clarkdale has a Planned Area Development ordinance. Under this ordinance, it may be possible to cluster the proposed homes to stay away from sensitive development areas. As noted above, it may be possible to transfer the density from the cemetery portion as well.

- **Environmental Analysis** – An analysis of key environmental issues, such as sensitive plants and animals, archaeological resources, noise, traffic, air quality and visual impacts may need to be researched. There are a couple of drainages that run through the property that will need to be protected.
- **Fire** – A review of the Fire Department requirements, such as access, fire protection, and fire turn-around requirements will be needed.
- **Utilities** – A 12" Waterline exists on Minerich Road directly in front of the site. Sewer is in the vicinity but not directly adjacent to the Site. The sewer line would need to be extended to serve the property.
- **Streets** – According to Clarkdale staff, the streets in the area are privately owned and maintained. Any proposal to change the zoning or increase traffic on the existing dirt roads would likely be opposed by the existing property owners that share the ownership of the road.
- **Flood Zone** – The Site is identified on FEMA maps as being located in "Zone X". Zone X is defined as an area of minimal flood hazard. However, it's important to note that immediately east of the Site is an area defined as Flood Zone A. Although not indicated on the FEMA maps, there may be limited flooding on the site in the vicinity of the drainage channels. This will need to be researched further with an Engineer.

**Options for consideration:** There are a variety of options the council may wish to consider. These are briefly discussed below (in no particular order).

1. **Town develops the property** – The town would serve as the primary developer to process application such as a Rezone, General Plan Amendment, Subdivision, and Final Plat. This would involve significant expense and staff time.
2. **Development partner** – The town could partner with an entity that is experienced in developing affordable/workforce housing – such as Habitat for Humanity. The town would continue to own all, or a portion, of the property and town staff would provide support as needed.
3. **Lease** – The town would lease the property to an agricultural user. Possible uses could include a vineyard, farming, or grazing. Note that these uses are not currently allowed under the zoning so a possible lessee would likely need a development code amendment from the Town of Clarkdale.
4. **Sell** – The town may wish to try again to sell the property. Recent increases in property values may yield a million dollars or more. The resulting funds could then be used to develop affordable housing in Jerome. Note that there are no recent comparable sales so it is difficult to estimate the value without a detailed appraisal. Should the town wish to consider selling, it may be worthwhile to obtain an updated appraisal for the developable portion of the property.
5. **Wait** – The town may wish to postpone a decision on the disposition of the property and leave this up to a future council.

**Other considerations:** A total of 40 acres was originally given to the town by the federal government for the purpose of a cemetery. Approximately 10 acres was previously sold off and now the property is approximately 30 acres (including the cemetery site). Due to the nature of the original grant, the town may be restricted from selling or developing the property. Additional research is needed to confirm that the property can be developed or sold.

One final consideration is that the existing cemetery needs a long-term maintenance program. Any use or sale of the property should include a mechanism to ensure proper maintenance of the cemetery in perpetuity.

**Recommendation:** Discussion/possible direction.

**Attachments:**

- Due Diligence information



# Clarkdale Cemetery Site Aerial Photo

Updated: Aug. 30, 2021



Kiva Trail

Shiloh Trail

406-27-034G - 19.34 ac

406-27-034H - 10.25 ac

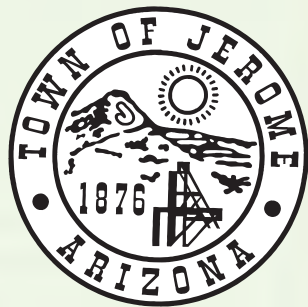
Cemetery - 4.5 +/- acres

Aerial Photo  
Google Earth  
Nov. 4, 2018



# Clarkdale Cemetery Site Zoning

**Updated: Nov. 11, 2019**



# Attachment 2 - Zoning Map

**R1L** TOWN OF CLARKDALE



ZONING DISTRICTS

ZONING CODE

CHAPTER 3

**Section 3-030 Single Family Residential Limited (R1L)**

- A. Principal Use Permitted: (Not requiring a use permit).
  1. Single family dwellings, excluding mobile or manufactured homes.
  2. Publicly owned or operated park, playground or community building.
  3. Installation for sewer, water, gas, electric and telephone main lines and incidental appurtenances, excluding electrical substations and treatment plants.
  4. Family Day Care Homes located on a public street.
  5. Bed and Breakfast establishments in conformance with Section 4-15.
- B. Accessory Uses Permitted: (Not requiring a use permit).
  1. Accessory uses, buildings or structures customarily incident to any use permitted by this section such as servant or guest quarters, private garages, private workshops, and home occupations governed by the provisions of Section 4-11.
- C. Conditional Uses Permitted: (Required a use permit).
  1. Home Occupations which do not adhere to the provisions of Section 4-11.
  2. Group Day Care Homes located on a public street.
  3. Churches, Synagogues, or other places of worship on lots of at least 43,560 sq. ft. (1 acre) and located on a public street.
  4. Golf Courses, Country Clubs including social and dining activities.
  5. Cemeteries.
  6. Medical Marijuana Caregiver Facility. (Created Ordinance #331 - Effective 04/08/11)
    - (a) Applicant is required to obtain a Home Occupation License.
- D. Building Height Limitation: 2 ½ stories, not to exceed 35 feet.
- E. Maximum Lot Coverage Ratio: 0.2
- F. Minimum Lot Size: 43,560 sq. ft. (1 acre) per single family dwelling unit.
- G. Minimum Lot Frontage: 100 feet.
- H. Minimum Average Lot Width: 140 feet.
- I. Minimum Yard Area Standards:

Front - 30 feet  
Side - 10 feet  
Rear - 30 feet

**PUD & PAD STANDARDS**

**ZONING CODE**

**CHAPTER SIX**

**Section 6-020**     Standards for Planned Area Development

- A. A Planned Area Development (PAD) is intended to:
  1. Provide for various types and combinations of land uses (such as commercial centers, single and multi-family housing, industrial complexes, and public spaces) through the adoption of preliminary and final development plans;
  2. To establish planning and development control parameters while allowing sufficient flexibility to permit final detailed planning at the time of actual development, and to permit flexibility in land use, site design, placement of buildings, use of open spaces, and other development features;
  3. To encourage and permit unified planning to achieve a compatible mixture and variety of land uses within the PAD and with the existing and anticipated development in the surrounding area;
  4. To accomplish the purpose of zoning and other regulations to an equivalent or higher degree than where such regulations are designed to control development on individual lots; and
  5. To promote economical and efficient land use, & improved level of amenities, appropriate and harmonious variety, creative design, and a better environment.
- B. A PAD may be established where tracts suitable in location, area, and character for the uses and structures proposed will be planned and developed on a unified basis. Suitability of tracts for the development proposed shall be determined with reference to the General Plan, and to the existing and prospective character of surrounding development.
  1. Scope
    - a. The development of a PAD may proceed by increments to be called “development units.”
    - b. The PAD is intended to replace traditional rigid zoning regulations with development standards suited to the individual development. The permitted uses allowed, the yard, height, area requirements, and other requirements within the district shall be those approved in the preliminary and final development plans. In cases where requirements are not specified in the development plans, the requirements of the equivalent zoning district shall apply. PAD regulations shall apply generally to the initiation and regulations of all PAD Districts. Where there are conflicts between special PAD regulations, these PAD regulations shall apply in the PAD unless the Commission or Town Council shall find in the particular case, at the time of re-zoning applications, that the provisions herein do not serve the public to a degree at least equivalent to such general zoning, or other regulations.



- c. Where actions, designs or solutions are not literally in accord with applicable PAD or general regulations, but the Commission makes a finding in the particular case that the public is served to an equivalent or greater degree, the Commission may recommend specific modifications of the regulations.
2. Planned Area Development Defined

For the purpose of this Ordinance, a Planned Area Development shall:

- a. Be a single development operation or a definitely programmed series of development operations.
  - b. Be for principal and accessory structures and uses substantially related to the character and purposes of the district.
  - c. Be developed according to a preliminary development plan that includes the locations of land uses, streets, utilities, and final development plans for all buildings, and other uses and improvements on the land as related to the buildings.
  - d. Include a program for provision, operation, and maintenance of any areas, facilities, and improvements designated for common use.
3. Uses Permitted

The Planned Area Development shall be used only for the following:

- a. Single family, two-family, multi-family, detached, semi-detached and attached dwellings.
- b. Mobil home parks and subdivisions in accordance with the provisions of this Ordinance and any additional requirements of the Commission or Town Council may deem necessary to fulfill the intent of the requirements herein.
- c. Home occupations when indicated as part of the development plan or with approval of a use permit.
- d. Community facilities and public areas such as schools, parks and playgrounds.

- e. Neighborhood retail uses and other non-residential uses limited to those enumerated in the C and CB Districts may be specifically and selectively authorized as to type and size only when integrated by design as an essential element of the development, and only in areas proposed for said uses as approved in the preliminary development plan.
  - f. Industrial uses in accordance with the provisions of the Industrial District.
  - g. Accessory uses and structures; such uses and structures may be located in the front one-half (1/2) of a lot, provided they are not nearer the front lot line than the main building or buildings.
  - h. Public Utility Installations.
  - i. Signs when submitted as part of the development plan or within the following general sign provisions.
4. Lot and Yard Requirements
- a. The yard requirements for a PAD shall be those approved in the preliminary development plan. In cases where yard requirements are not specified in the development plan, the yard requirements of the equivalent zoning district shall apply.
  - b. The average overall density of residential areas in the PAD shall not exceed that indicated by the Density Chart for PADS. Open spaces and recreational areas within the PAD may be included in land totals to calculate the average overall density.

The Density for PADS shall be set forth below:

TABLE 3 - DENSITY CHART

<u>District</u>	<u>Units per Acre</u>
PAD - 1	0.75
PAD - 2	1.00
PAD - 3	1.35
PAD - 4	1.75
PAD - 5	2.20
PAD - 6	2.75
PAD - 7	3.50
PAD - 8	4.75
PAD - 9	6.00
PAD-10	8.00
PAD-11	10.00
PAD-12	12.00

- c. Buildings located on sloping lots are permitted an extra story on the downhill side, provided the height does not exceed the maximum height in feet allowed.
- d. Non-residential buildings and structures exceeding fifteen (15) feet in height shall be set back from the side and rear boundaries, if adjoining residentially zoned property, a distance equal to the required yard setback plus one (1) additional foot for each foot of height above (15) feet, except where specific setbacks are approved in the preliminary development plan.
- e. Zero lot line setbacks may be allowed under the following circumstances;
  - 1. The lot adjacent to the zero (0) setback side yard must be under the same ownership at the time of initial construction (ensuring that a developer does not infringe on the property rights of owners of adjacent tracts).
  - 2. The setback on the adjacent lot must be either zero (0) feet or greater than ten (10) feet.
  - 3. The opposite side yard of no less than ten (10) feet must be kept perpetually free of permanent obstructions (such as a storage shed or fence without a gate).
  - 4. Similar zero (0) lot line exceptions can be made for the rear yard, but not for both the side and rear yards of the same lot.
  - 5. In considering a proposed PAD, the Commission and/or Town Council may approve modifications of these requirements.  
Justification for such modification shall be supplied by the applicant in written form as part of the hearing application procedure.

#### 5. Other Requirements

The Commission and/or Town Council shall insure that the public welfare and safety is preserved, and that provision is made for harmonious and appropriate development of the land by requiring as needed:

- a. Declaration of public use space for parks, schools, recreation areas, etc.
- b. Coordination of street layout with existing or planned streets.

- c. Preservation of natural features, such as trees, hilltops, water courses, and archaeological sites.
- d. Architectural plans of building design in addition to a final development plan for the PAD.
- e. Proof of adequate sanitary sewage and water system.
- f. Adequate fire protection.
- g. Schedule of plan implementation.
- h. Additional issues of public interest.

6. Amendments

The following procedure shall be followed for any amendment to a PAD including amendments to the development phasing schedule.

a. Major Amendments

- 1. A PAD applicant or his successors in interest may file a request for a major amendment with the Community Development Department.
- 2. The change will be deemed major if it involves any one of the following:
  - I. An increase in the approved totals of dwelling units or gross leaseable area for the PAD.
  - II. A significant change in land use boundaries from those approved for the PAD as determined by the Community Development Director.
  - III. Any change which could have significant impact on areas adjoining the PAD as determined by the Community Development Director.
  - IV. Any change which could have a significant traffic impact on roadways adjacent or external to the PAD as determined by the Community Development Director.
- 3. The Community Development Department will bring the major amendment before the Planning Commission and Town Council and will submit background material and recommendations.

b. Minor Amendments

1. A PAD applicant or his successors in interest may file a request for a minor amendment with the Community Development Department.
2. The request will be routed for comment to any affected Town departments or other agencies for comment.
3. Upon receipt of comments, the Community Development Director will determine whether the requested change is minor or major.
4. If the requested change is determined to be minor, an amended plan shall be submitted for public record.

c. Interpretations

In the event that it becomes necessary to interpret stipulations within the PAD, the Board of Adjustment shall hold a hearing and make such interpretations.

7. Application & Development Plan

a. Application

An application to establish a PAD shall be submitted and processed in the same manner as that for re-zoning amendments. Every application shall be accompanied by a fee as required, except when filed by the Commission.

An application to establish a PAD shall be filed by either:

1. The owner or owners having title to all of the property in the area proposed for the PAD.
2. The Clarkdale Planning Commission

b. Development Plans Required

1. Preliminary Development Plan

An application for a PAD shall be accompanied by a preliminary development plan including the following information:

- I. A legal description of the parcel;
- II. An area map showing existing zoning & land uses surrounding the site;

- III. The location and type of land uses, and their area in acres; The proposed residential density of each residential area, and a calculation of the average overall density;
- IV. The proposed intensity (in floor area ratio or square footage) for non-residential uses;
- V. The proposed site development standards for each area of use;
- VI. The proposed circulation system;
- VII. The proposed methods for water, sewer and drainage; and
- VIII. The proposed phasing plan, indicating development units if appropriate.

## 2. Final Development Plan

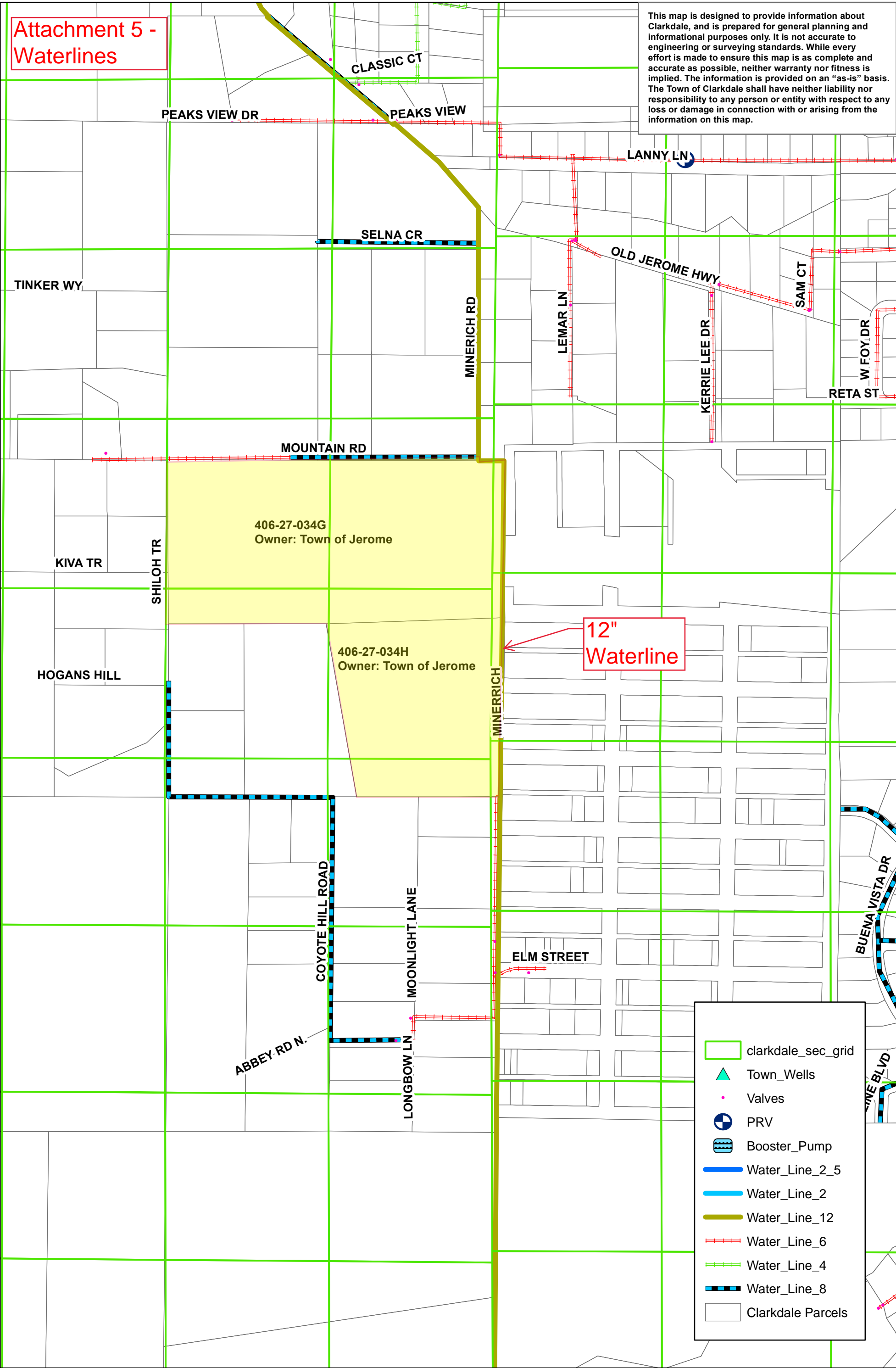
Prior to development, a final development plan must be approved by the Town Council. The final development plan (s) shall adhere to the development standards approved under the preliminary development plan, and shall conform to the requirements and format of a preliminary subdivision plat, as delineated in the Subdivision Regulations for the Town of Clarkdale.

If a PAD is to be developed in phases or “development units,” a final development plan shall be required for each unit, and separate hearings shall be held to review each final development plan. An approved final development plan shall be binding upon applicants and their successors or assignees. No building permit shall be issued for any building, structures, or use not in accord with the final development plan, except that temporary construction facilities shall be permitted.

## 8. Enforceability

- a. The PAD Program shall continue to be implemented and maintained for the total acreage of the PAD, even though ownership may subsequently be transferred in whole or in part:
  - 1. It is the responsibility of the owner to notify all prospective purchasers of all or part of the property within the district of the existence of the PAD and the PAD Program contained therein.

2. Conformance with the PAD shall be enforced by recordations of the appropriate deed restrictions for each parcel of property within the district, prior to the issuance of building permits, for each development unit.
  3. Notification and recordation as provided above shall be required in order to retain the unitary aspect of the district
- b. Following approval of a final development plan, development shall commence, within two (2) years of the date upon which the final development was approved. Applications for approval of final plans shall be made in accordance with the development phasing schedule contained in the PAD Program.
  - c. Failure to commence development within the two (2) year time period shall cause the final development plan to become null and void, without further action by the Town Council.
  - d. As such time that the Planning Commission shall determine that the applicant is not proceeding to develop in accordance with the PAD Program, it shall notify the applicant in writing of such deficiency and shall, simultaneously, notice a hearing to determine the cause of the delay.
    - I. The hearing shall be held within thirty (30) days of the date of the written notice and shall follow Commission procedure for hearings.
    - II. The Commission may determine good cause for such deficiencies and may, in conjunction therewith, entertain an application to amend the development phasing schedule.
    - III. The Commission may determine that there is not good cause for such deficiency, and in such event may impose additional restrictions on the applicant to ensure future compliance with the PAD Program including, but not limited to, the filing of such periodic reports as the Commission shall require to enforce this provision.
  - e. At such time that the Commission shall determine that the current owner of any portion of the Planned Area Development District is not in compliance with a provision of the PAD Program or the public dedication or improvement schedules, no further approval of final development plans or subdivision plats shall occur for that portion. Such determination of noncompliance shall be at a public hearing. The applicant and current owner(s) shall receive written notice of hearing.





This map is designed to provide information about Clarkdale, and is prepared for general planning and informational purposes only. It is not accurate to engineering or surveying standards. While every effort is made to ensure this map is as complete and accurate as possible, neither warranty nor fitness is implied. The information is provided on an "as-is" basis. The Town of Clarkdale shall have neither liability nor responsibility to any person or entity with respect to any loss or damage in connection with or arising from the information on this map.

Attachment 6 -  
Sewer Lines

clarkdale\_sec\_grid

Manholes

Sewer\_Line\_15

Sewer\_Line\_12

Sewer\_Line\_10

Sewer\_Line\_8

Sewer\_Line\_6

Clarkdale\_10\_23\_2019

406-27-034G  
Owner: Town of  
Jerome

406-27-034H  
Owner: Town of  
Jerome



The Town of Clarkdale  
Utilities Department  
P.O. Box 308/15 N. 9th Street,  
Clarkdale, AZ 86324  
(928) 639-2520

Color Coded Sewer Lines



00.02055 0.11 0.165 0.22 Miles

Update on  
July 16, 2019

G.E.

# National Flood Hazard Layer FIRMette



## Legend

SEE FIS REPORT FOR DETAILED LEGEND AND INDEX MAP FOR FIRM PANEL LAYOUT

SPECIAL FLOOD HAZARD AREAS		Without Base Flood Elevation (BFE) Zone A, V, A99
		With BFE or Depth Zone AE, AO, AH, VE, AR
		Regulatory Floodway
OTHER AREAS OF FLOOD HAZARD		0.2% Annual Chance Flood Hazard, Areas of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile Zone X
		Future Conditions 1% Annual Chance Flood Hazard Zone X
		Area with Reduced Flood Risk due to Levee. See Notes. Zone X
		Area with Flood Risk due to Levee Zone D
OTHER AREAS		NO SCREEN Area of Minimal Flood Hazard Zone X
		Effective LOMRs
GENERAL STRUCTURES		Area of Undetermined Flood Hazard Zone D
		Channel, Culvert, or Storm Sewer
		Levee, Dike, or Floodwall
		Cross Sections with 1% Annual Chance Water Surface Elevation
		Coastal Transect
		Base Flood Elevation Line (BFE)
		Limit of Study
		Jurisdiction Boundary
OTHER FEATURES		Coastal Transect Baseline
		Profile Baseline
		Hydrographic Feature
MAP PANELS		Digital Data Available
		No Digital Data Available
		Unmapped

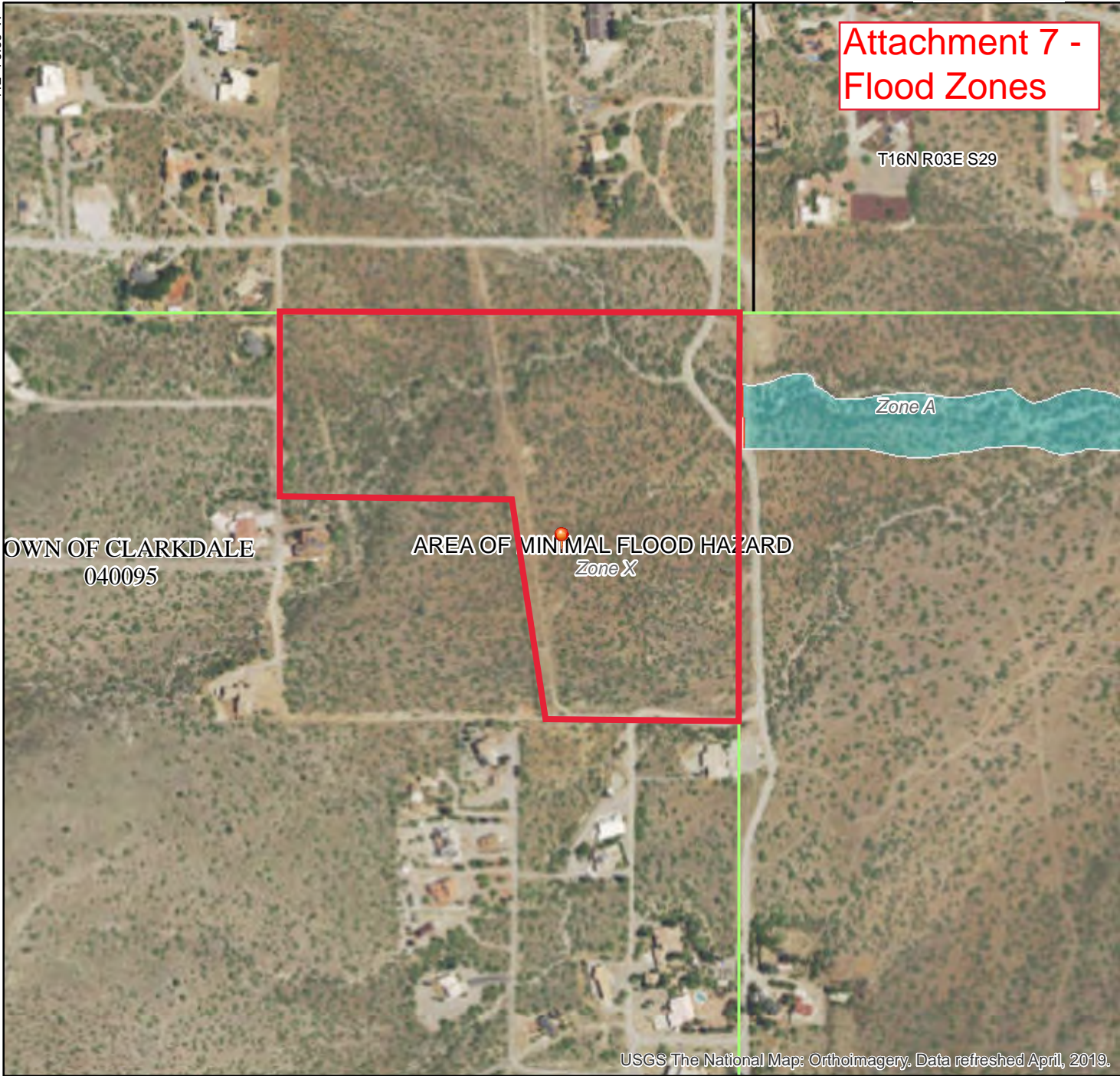


The pin displayed on the map is an approximate point selected by the user and does not represent an authoritative property location.

This map complies with FEMA's standards for the use of digital flood maps if it is not void as described below. The basemap shown complies with FEMA's basemap accuracy standards

The flood hazard information is derived directly from the authoritative NFHL web services provided by FEMA. This map was exported on **11/4/2019 at 8:01:28 PM** and does not reflect changes or amendments subsequent to this date and time. The NFHL and effective information may change or become superseded by new data over time.

This map image is void if the one or more of the following map elements do not appear: basemap imagery, flood zone labels, legend, scale bar, map creation date, community identifiers, FIRM panel number, and FIRM effective date. Map images for unmapped and unmodernized areas cannot be used for regulatory purposes.



34°45'8.54"N

112°49.69"W

Attachment 7 -  
Flood Zones

T16N R03E S29

TOWN OF CLARKDALE  
040095

AREA OF MINIMAL FLOOD HAZARD  
Zone X

Zone A

USGS The National Map: Orthoimagery. Data refreshed April, 2019.

0 250 500 1,000 1,500 2,000 Feet 1:6,000

34°44'38.98"N

112°33'23.23"W



## JEROME VALLEY CEMETERY

*Also Known As Lower Jerome Cemetery*

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"NOTICE is hereby given that David Connor, Mayor of the Town of Jerome, Arizona, who, on April 13, 1911, made Cemetery application under Sec. 2394, R. S. U. S. No. 014169 for" land in "Section 30, Township 16 N, Range 3 E, ... has filed notice of intention to make Final Proof, to establish claim to the land above described, before Charles R. Rutherford, U. S. Commissioner, at Jerome, Arizona." The Notice for Publication was submitted by the "Department of the Interior, U. S. Land Office at Phoenix, Arizona, June 10, 1912." First Publication was June 15, and last was July 13, 1912. (*Jerome Mining News*;" July 6, 1912.)

A 40-acre Land Patent was granted to the Town of Jerome on November 8, 1915. (Government Land Office document #014169.)

1917: "That the United Verde Extension is to build a railroad across Jerome's new graveyard, developed at a ... meeting of the city council. The Extension submitted a deed to the desired right-of-way which Mayor J. J. Cain and City Clerk Fred Whitaker were instructed to sign. ... In return for the right-of-way the company is asked to fence the town's 40-acre cemetery tract, which is located just across the road from the old Karl Radley homestead, now subdivided as East Jerome." (*The Jerome News*;" April 13, 1917.) The United Verde Extension Mining Company closed in 1937/8, and the train between Josephine Tunnel and the Clemenceau Smelter was no longer in use.

In 1996, the 40-acre property was divided into 3 parcels (19,339 acres, 10,676 acres, and 10,254 acres including the cemetery) The auction on April 20, 1996, was to raise money to finance the building of a new fire station. (*Verde Independent*; April 3, 1996, p. 3A.) "The town sold 10 acres of the parcel in 1997, which was subsequently subdivided into 3 parcels by the purchaser." (*Verde Independent*; September 17, 2012.)

Clarkdale annexed the cemetery property, and in 2001 passed a "lot-splitting ordinance used in 1986 as the reference for deciding the mother parcels, any splits prior to 2001 are valid, but any splits after 2001 must be judged on the basis of how the original parcel existed in 1986. By September of 2003, the Jerome Town Council made a decision to go through the Clarkdale subdivision process rather than do battle in court. The subdivision process eventually fell through." (*Verde Independent*; September 17, 2012.)

"Then, in October 2005, after more than two and a half years of trying to sell the land, the Jerome Council decided it would put the land up for auction as a single parcel on November 15, 2005. That auction did not work out. In May of 2006 the town decided to put the land up for auction a third time on May 3. The Jerome Valley Cemetery land auction died once again. Then in September 2006, the council accepted an offer to buy the property from Pine Mountain Investments of Payson. The sale was to bring in \$870,000 that the town could use on its other properties. But by mid-November of 2006 it became apparent that the sale was a dud. ... No further action was taken to sell the land until it showed up on the agenda" for the Jerome Council meeting on September 11, 2012. "'There will be no movement toward selling that property at this time,' Town Manager Candace Gallagher told the" newspaper. (*Verde Independent*; September 17, 2012.)

In 2017, Jerome received an appraisal of \$484,000 for 19.34 acres. Mayor Frank Vander Horst and the City Council considered selling the property. (*Verde Independent*; November 18, 2017.)

The State of Arizona regulated cemeteries in Title 9 of the Arizona Revised Statutes. Under "9-451. Procedure for Vacating Cemeteries – F. When a cemetery which is the property of a municipal corporation is vacated or partially vacated, the cemetery shall be used as a public park." In addition, "32-2162. Sale of Cemetery Property for Speculation Unlawful. It is unlawful for any person to sell or offer for sale cemetery property under any promise that the cemetery property sold or offered for sale may be resold at a profit. The conveyance of cemetery property pursuant to a sale is in violation of this section and void."

This cemetery is located on the Old Jerome Highway.

According to "*Find a Grave*," this cemetery was used from 1909 to 1948. There are 384 burials (about 35% have markers that have been photographed). There are also many unmarked graves.

Of the 384 burials, 58 are classes as "unknown" and are mostly infants and children.

People came from almost every country in the world to work at Jerome and people came from almost every state in the United States. As a result, when they died at Jerome, their remains were often shipped to their place of origin or to a place where other family members had been buried. Some people with local family or friends were buried in other Verde Valley cemeteries.

Jerome Valley Cemetery contains the graves of people from other countries: Spain (3), Italy (1), Croatia (1), England (1), and Cuba (1).

There are at least 139 graves containing the remains of people born in Mexico. Their birth places are Jalisco (12), Zacatecas (11), Sonora (9), Chihuahua (2), Guanajuato (2), Durango (2), Ocampo (1), and Mexico City (1). James Douglas was involved with a smelter at Cananea, Sonora, and 3 people list that town as their birthplace, and they may have been brought to Jerome to work for the United Verde Extension Mining Company.

Most of the graves contain the remains of people born in the United States. There are people who were born in New Mexico, with the oldest dates listed as 1850, 1866, and 1867. There are 4 people born in California, with the earliest birthdates of 1866 and 1876. There are graves of people born in other states such as Texas (4), Iowa (1), Ohio (1), Indiana (1), Illinois (1), Pennsylvania (1), and Vermont (1).

Most of the infants and children and some of the younger people were born at Jerome. Before Senator Clark leased the United Verde Copper Company in 1888, babies were born at Jerome. On August 8, 1881, Ygnacio Martinez Lopez was born at the old "Copper Camp" and grew up to work for the copper company. He died at the age of 55 on November 14, 1936.

Most of the graves contain the remains of people who died at Jerome, however, a few died at Clarkdale, Clemenceau, Cottonwood, and other places in Arizona. Marcaria/Macania Valdezz died in 1981 in California at the age of 91 and was buried in Jerome Valley Cemetery.

Only a few graves date from the 1918 influenza pandemic.

August 15, 1918	Marguerita Daniel, born July 21, 1918
September 4, 1918	Daisy Dingman, born in 1888
October 24, 1918	Maria Banuels, born ?
November 17, 1918	John W. Llewellyn, born Oct. 9, 1879
1918	Laura (Valencia) Ayers, born 1883

## VIEW DOCUMENT



### 9-451. Procedure for vacating cemetaries

A. When a cemetery or ground used as a cemetery within the corporate limits of a city or town has been abandoned and ceases to be used for such purposes, or when in the judgment of the governing body of the city or town, the cemetery or ground so used is unfit or unsuited for cemetery purposes, or becomes obnoxious, or can be used for other public purposes to better advantage, the governing body may by resolution direct that the cemetery or ground used as a cemetery be vacated.

B. Upon the passage of an ordinance or resolution vacating a cemetery, public notice thereof shall be published in the official newspaper of the city or town for at least four consecutive weeks.

C. If, within six months from the date of the first publication of notice, the remains of any person buried within the cemetery are claimed by a relative of the person for reburial, the remains shall be delivered to the relative.

D. At the expiration of the six months period, the remains of persons buried in the cemetery which can be identified or which have monuments or gravestones at the respective graves and which have not been claimed by relatives shall be removed to some other cemetery or suitable place, and all monuments and gravestones shall also be removed, replaced and reset at the respective graves as before removal. In addition, each grave shall be numbered in numerical order, the numbers to be carved on a suitable slab of stone or hardwood and placed at the foot of the grave, and a list of the names of those buried and the number of the grave in which the remains rest shall be recorded in the office of the city or town clerk, the expense thereof to be paid by the city or town.

E. At the expiration of six months after notice, the governing body may order that the remains of persons which have not been claimed and cannot be identified and have no monuments or gravestones at the graves, be removed and buried as set forth in this section, or be removed and cremated, or left in the vacated cemetery and the surface of the ground leveled.



F. When a cemetery which is the property of a municipal corporation is vacated or partially vacated, the cemetery shall be used as a public park.

G. A map or plat shall be recorded in the office of the city or town clerk showing the exact location in the cemetery of the remains of persons remaining in the cemetery. A monument shall be erected in some suitable location bearing the names, if possible, of the persons whose remains are allowed to remain in the cemetery.

## **ARTICLE 10-3                      SPECIAL EVENTS**

- 10-3-1    Purpose and Intent
- 10-3-2    Permit Required
- 10-3-3    Special Event Permit Application
- 10-3-4    Restrictions and Limitations
- 10-3-5    Signage
- 10-3-6    Fee and Insurance Requirements
- 10-3-7    Exceptions
- 10-3-8    Appeals
- 10-3-9    Violations and Penalty

### **Section 10-3-1              Purpose and Intent.**

The purpose of this Article is to provide specific requirements, provisions, limitations, restrictions, and conditions for approval for special events occurring in the Town of Jerome to ensure the general health, safety, and welfare of the community and compatibility of the event with the location and facility.

### **Section 10-3-2              Permit Required.**

- A. Unless otherwise exempted by Section 10-3-4, a Special Event permit is required for an event with any of the following components:
  - 1. Occurs on a Town right-of-way or on property owned or leased by the Town;
  - 2. Uses outdoor, amplified sound;
  - 3. Uses tents or canopies;
  - 4. Is advertised for attendance by the general public;
  - 5. Has an admission or registration fee;
  - 6. Offers food, drink, goods or merchandise for sale or by donation.

### **Section 10-3-3              Special Event Permit Application.**

- A. Special Event Permit applications shall be submitted to the Town, on forms provided by the Town, for review and approval. Special event permit applications must be submitted at least thirty (30) days prior to the event.
  - 1. All special event applications must be reviewed and approved by the Town Manager, in consultation as needed with the Fire Inspector, Police Chief, Zoning Administrator, Building Inspector and/or Public Works Director.

## ORDINANCE NO. xxx – APPENDIX “A”

2. Separate permits or approvals may be required by County or State agencies, such as the Yavapai County Health Services Department, Arizona Department of Transportation, and Arizona Department of Liquor Licenses and Control. Documentation of such approval, if applicable, must be provided to the Town Clerk prior to the beginning of the event.
- B. The Special Event Permit application must include:
1. Primary access routes to the property and available parking for the crowds anticipated. Special traffic control personnel may be required for larger events.
  2. Provisions that will be made for trash removal, outdoor lighting or other electrical needs, and signage.
- C. Special events which occur on a Town right-of-way or on property owned or leased by the Town require an “Application for Facility Use.” This application must be submitted along with the Special Event Permit application.

### **Section 10-3-4          Restrictions and Limitations.**

- A. Special events conducted within the Town shall be in compliance with applicable Town ordinances and State and County regulations.
- B. The Town reserves the right to limit the hours of the special event to avoid unreasonable interference with adjacent properties.
- C. No special event shall be detrimental to the public health, safety, peace, convenience, comfort and general welfare of persons residing or working in the neighborhood of such event, or be detrimental or injurious to property and improvements in the neighborhood or to the general welfare of the Town.
- D. The special event must not disrupt parking access, traffic flow, pedestrian access or landscaped areas.
- E. Cleanup of the site, including removal of all waste and temporary structures, must be completed by 10:00 a.m. of the morning following the end of the special event or as otherwise provided for in the Special Event Permit.
- F. No special event shall continue for longer than two days without explicit permission from the Jerome Town Council.
- G. Any event where attendance is anticipated by more people than the building’s current occupancy limit will allow, and where attendees will spill out on the Town’s sidewalks or streets, must arrange for a law enforcement officer to provide crowd control. This applies to exempt events described in Section 10.3.7 as well as non-exempt events.

**Section 10-3-5 Signage.**

- A. All signage must comply with Section 509 of the Jerome Zoning Ordinance.
- B. A separate sign permit is not required for special event signs.

**Section 10-3-6 Fee and Insurance Requirements.**

- A. The application for a Special Event Permit shall be accompanied by a filing fee in an amount established by a schedule adopted by resolution of the Council. No part of the application fee shall be returnable. Payment of the application fee shall be waived when the petitioner is the County, State or Federal Government.
- B. The applicant shall execute a hold harmless agreement indemnifying the Town from any liability related to personal injury, death or property damage as a result of the special event.
- C. The applicant shall provide a certificate of insurance in the amount of no less than one million dollars (\$1,000,000) of general liability coverage that names the Town of Jerome as an additional insured and references the specific activity and date(s).

**Section 10-3-7 Exceptions.**

- A. The following activities shall be considered exempt from the requirements for a Special Event Permit where such activities are conducted entirely on private property or permitted public facilities. Activities listed as exempt are required to be in compliance with all applicable Town codes, ordinances and regulations at all times, including those pertaining to noise, signs and off-premise activities.
  - 1. Weddings and funeral ceremonies. Weddings, funerals and similar religious ceremonies conducted at churches, cemeteries, private facilities or residences.
  - 2. Yard and garage sales. Sales events conducted at residential properties by and for the residents to allow disposal of miscellaneous used personal property, where such events are otherwise in compliance with all applicable Town codes, ordinances and regulations.
  - 3. Election activities and political rallies. Activities, meetings, and gatherings of a political nature.
  - 4. Events conducted entirely on private property at a single location.
  - 5. Private events held in a Town park, attended by no more than 10 people, and where no alcohol is served or consumed.
  - 6. Town-sponsored or Town co-sponsored activities and events.



## ORDINANCE NO. xxx – APPENDIX “A”

- B. Regardless of exemption status, any event where attendance is anticipated by more people than the building’s current occupancy limit will allow, and where attendees are expected to spill out on the Town’s sidewalks or streets, must arrange for a law enforcement officer to provide crowd control.
- C. Regardless of exemption status, any event anticipating more than \_\_\_\_\_ attendees must arrange for attendees to park at the 300 level parking area or be shuttled in.
- D. Events which would otherwise require a permit, but which are conducted for the exclusive benefit of a non-profit organization, charitable cause or as a fundraiser for a resident in need, may apply to the Town Council for a special exemption.

### **Section 10-3-8 Appeals.**

- A. Any person may file an appeal with the Town Council over any decision of the Town Manager and/or Staff regarding the granting or denying of a Special Event Permit. If no appeal is filed within fifteen (15) days after the Town’s action, the action shall be considered final.
- B. A written appeal shall be filed with the Town Clerk who shall then schedule the item for consideration by the Town Council. The Council shall consider the appeal at a public meeting and shall either uphold the action of the Town Manager, reverse that action, or make a decision of its own findings. The Council’s decision shall be final.

### **Section 10-3-9 Violations and Penalty.**

- A. Special events requiring a permit as set forth in this Article and occurring without a valid permit shall be subject to immediate cessation pursuant to notice from the Town Manager or designee. It shall be unlawful to continue event activities after notice of a violation has been issued.
- B. Failure to comply with the requirements of this section or with any stipulations of the Special Event Permit is a Class 2 misdemeanor offense and may be punishable by a fine in an amount up to seven hundred fifty dollars (\$750.00) plus applicable surcharges, imprisonment for a period up to four (4) months, and probation for a period up to two (2) years.



# TOWN OF JEROME

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

## **Zoning Administrator Analysis Council Staff Report September 14, 2021**

### **Item 9E: Planning and Zoning Fees**

**Applicant/Owner:** Town of Jerome

Council will review staff recommendations for changes to Planning and Zoning fees.

**Prepared by:** John Knight, Zoning Administrator

#### **Discussion/Possible Direction**

**Background and summary:** At the July 13, 2021, meeting, the council approved a resolution to consolidate all town fees into a single resolution. At the August 10, 2021, meeting, council directed staff to return with updated fees related to planning and zoning applications. At the meeting, several council members suggested using the Clarkdale fees as a model.

In general, Jerome's fees are the lowest in the Verde Valley. Copies of fee schedules from Camp Verde, Cottonwood, Clarkdale, and Sedona are attached for reference. A table is attached with a recommendation for updated planning related fees.

**Other considerations:** There are several categories of fees that are not currently included in our fee schedule. New fees have been included for the following.

- Administrative approval of temporary banners
- Extensions of previous planning approvals
- Appeals of DRB and P&Z decisions to council
- Lot line adjustments
- Road abandonment
- Annexation

Note that the fees related to subdivisions were adopted in 1988 (33 years ago) and have not been adjusted since. These fees have increased significantly to be closer in line with other Verde Valley jurisdictions.

**Recommendation:** Discussion/Possible direction

Attachments –

- Table with existing and proposed fees for Jerome
- Fees from other Verde Valley Cities/Towns

**Planning and Zoning Fees**  
**Proposed fee increases/changes**  
Updated: September 7, 2021

<b>Fee Type</b>	<b>Current Fee</b>	<b>Proposed Fee</b>	<b>Notes</b>
Zoning Boundary Change	\$300	\$1,000	Consistent with Clarkdale.
Development Code Amendment	\$300	\$1,000	Camp Verde and Cottonwood charge \$1,700.
General Plan Amendment	No fee currently	\$1,000	Camp Verde and Cottonwood charge \$1,700.
Conditional Use Permit	\$100	\$500	Consistent with Clarkdale. Cottonwood charges \$350 for a residential CUP and \$800 for a commercial CUP. Jerome may want to charge more for a CUP in the commercial zone.
Site Plan Review	\$100	\$50/\$100/\$200/\$300 (based on type of project)	A small residential project should have a lower fee than a large commercial building. The fee could vary depending on valuation (which is often difficult to determine at the initial permitting stage) or size type of project.
Newspaper ads, mailing, and noticing	Actual cost	\$100 plus actual cost for postage and/or placing ads. Fee should be charged each time and be billed to applicant prior to the hearing.	Some projects (such as variances, zoning boundary changes, and appeals) require placing newspaper ads and/or direct mailing to property owners within 300'.
Neighborhood Meeting	\$50 plus cost of mailings.	\$100 plus actual cost for postage and. Fee should be charged for each meeting and be billed to applicant prior to the meeting.	Neighborhood meetings are required for zoning boundary changes and can be required by the boards for certain types of projects (such as conditional use permits).
Design Review for paint colors and roofing material changes	\$0	\$100 (or \$0 if approved administratively)	Changes in roofing material are now able to be approved administratively by the Zoning Administrator. Color changes still require DRB approval.
Design Review for accessory features	\$50	No change	Includes items such as fences, decks, wall, and cornices.
Design Review for new residential construction	\$200	\$250	The council may wish to consider a sliding scale based on the type and size of project.

Fee Type	Current Fee	Proposed Fee	Notes
Design Review for new commercial (and non-residential) construction	\$200	\$300	The council may wish to consider a sliding scale based on the type and size of project.
Demolition of accessory features	\$50	No change	Fee should be waived if this is concurrent with Design Review for new construction.
Demolition of residential or commercial structures	\$200	\$250	Fee should be waived if this is concurrent with Design Review for new construction.
Design Review for "Large Alterations"	\$25/\$100/\$200 Depending on the valuation of the project.	Remove fee	This fee could be eliminated and replaced with fee based on the type of project. The fee is currently based on the value of construction (which is difficult to estimate at the early phase of a project).
Ads for new construction	Actual cost not to exceed \$350	Remove fee	This should be replaced by the fee noted above for newspaper ads, mailing, and noticing.
Design review for signs and awnings	\$25	\$75	
Temporary banners	No fee currently	\$25	This would be a new fee that would be applied if the recent amendments to the sign ordinance are approved.
Board of Adjustment Administrative appeals	\$200	No change	Fee is refundable if the appeal is upheld.
Board of Adjustment Variances	\$200	\$250 for residential \$500 for commercial (and industrial)	Clarkdale charges \$200 for residential and \$500 for commercial.
Ads for appeals	\$0	Remove fee	This should be replaced by the fee noted above for newspaper ads, mailing, and noticing.
Extensions of previous approvals	No fee currently	50% of the original fee	The fee should be significant enough to discourage extensions and encourage applicants to move forward with building permits.
Work without permits	No fee currently	Double the existing fee	
Appeals to council (for DRB and P&Z decisions)	No fee currently	\$250 for residential \$500 for commercial/industrial	

<b>Fee Type</b>	<b>Current Fee</b>	<b>Proposed Fee</b>	<b>Notes</b>
Preliminary Plat (in town)	\$45 plus \$2/lot or acre whichever is greater	\$500 plus \$25/lot	Cottonwood charges \$1,500 plus \$25/lot. Camp Verde charges \$2,000. Need to remove the reference to "in town".
Preliminary Plat (outside town)	\$25 plus \$1/lot	Remove fee	The town does not have jurisdiction for plats outside town limits.
Final Plat	\$1/lot	\$500 plus \$25/lot	
Lot Line Adjustment	No fee currently	\$250	Assumes only 2 lots are being adjusted.
Plat Abandonments (reversion to acreage)	\$50	\$150	
Amended plat	\$50	\$500	
Public right-of-way abandonment	No fee currently	\$500	
Annexation	No fee currently	\$2,500	Clarkdale charges \$5,000 for an annexation.

# Camp Verde

2020-21

Council Approved 5/20/20

## Parks & Recreation (Cont'd)

<b>Kitchen Fee</b>	
Class A	No Charge
Class B - 4 Hour	\$25.00
Class B (per day)	\$75.00
Class C - 4 Hour	\$50.00
Class C (per day)	\$100.00
Kitchen cleaning fee (if dirty after use)	\$50.00

## Community Development

<b>Technology Fee</b>	
A 3% Technology fee will be added to ALL permits in addition to all fees listed below.	
<b>Board of Adjustment &amp; Appeals</b>	
Appeal	\$500.00
Variance (Commercial)	\$800.00
Variance (Residential)	\$500.00
Additional Variance/Same Application	\$55.00
<b>Copies of Maps (plotted or color)</b>	
Large	\$30.00
11 X 17	\$5.00
8 X 11	\$5.00
<b>General Plan Amendment</b>	
Minor	\$1,700.00
Major	\$1,700.00
<b>Map Change for Zoning (ZMC)</b>	
To Agriculture zone	\$1,700.00
Residential to Residential (50 acres)	\$1,700.00
plus \$55 for each additional acre	\$55.00
Residential to Commercial (5 acres)	\$1,700.00
plus \$85 for each additional acre	\$85.00
Commercial to Commercial (5 acres)	\$1,700.00
plus \$85 for each additional acre	\$85.00
Commercial to Industrial (5 acres)	\$1,700.00
plus \$85 for each additional acre	\$85.00
PAD and PUD (for one (1) acre)	\$1,700.00
plus \$55 per acre up to 10 acres	\$55.00
plus \$2.00 per acre over 10 acres	\$2.00
Major Amendment (one (1) acre)	\$1,700.00
plus \$55 per acre up to 10 acres	\$55.00
plus \$2.00 per acre over 10 acres	\$2.00

2020-21

Council Approved 5/20/20

**Community Development (Cont'd)****Land Use Applications**

Minor Land Division	\$200.00
Lot Line Adjustment	\$200.00
Accessory Dwelling Unit Rental Permit	\$145.00
Temporary Use Permit or Dwelling Permit	Change to below
Residential Temporary Use or Dwelling Permit	\$145.00 / \$50.00 Renewal
Commercial Temporary Use or Dwelling Permit	\$200.00 / \$50.00 Renewal
Development Standards Review	
Development Standards Review w/Final Site Plan	\$250.00 Plus \$100.00 Fire Marshall Review Fee
Zoning Verification (previously Verification Letter)	\$200.00
Text Amendment to Planning & Zoning Ordinance (Citizen Initiated)	\$1,700.00

**Subdivision Plats**

Administrative Conceptual Plan Review (Subdivisions)	No Fee - \$0
Preliminary Plat (for 10 lots)	\$2,000.00 Plus \$60 Fire Marshal Review Fee
Preliminary Plat (for 10 lots) if with a ZMC Plus Fire Fee	\$1,000.00 Plus \$60.00 Fire Marshal Review Fee
plus \$10 lot over 10 lots, \$4,300 max fee	\$10.00
Final Plat (for 10 lots)	\$1,400.00
plus \$10 lot over 10 lots, \$4,300 max fee	\$10.00
Amended Plat (for 10 lots)	\$835.00
plus \$10 lot over 10 lots, \$4,300 max fee	\$10.00
Time Extensions	\$300.00

**Community Facilities District**

As determined by the Town Manager

**Development Agreement**

Final Site Plan PAD Review	\$500 + \$100 Fire Marshal Review Fee
Major Amendment	\$500.00 + \$100 Fire Fee
Minor Amendment	\$200.00

**Use Permits**

Open Space Uses	\$1,700.00 Plus \$100 Fire Marshal Fee for all Use Permits
Residential Uses	\$1,700.00 Plus \$100 Fire Marshal Fee for all Use Permits
Commercial ( RCD, RS, C1 & C2)	\$1,700.00 Plus \$100 Fire Marshal Fee for all Use Permits
Heavy Commercial/Industrial Uses (C3, PM, M1, M2)	\$1,700.00 Plus \$100 Fire Marshal Fee for all Use Permits
Mobile/Manufactured Home Parks (for 10 spaces)	\$1,700.00 Plus \$100 Fire Marshal Fee for all Use Permits
plus \$15 per space up to 100 spaces	\$15.00
plus \$10 for each additional space	\$10.00

2020-21

Council Approved 5/20/20

**Community Development (Cont'd)**

RV Parks	\$1,700.00 Plus \$100 Fire Marshal Fee for all Use Permits
plus \$15 per space up to 100 spaces	\$15.00
plus \$5 for each additional space	\$10.00
Mining (5 acres)	\$1,000.00
plus \$55 per acre up to 50 acres	\$55.00
plus \$10 for each additional acre	\$10.00
<b>Continuance of Hearing</b>	
Before Advertising	\$150.00
After Advertising	\$300.00
<b>Signs</b>	
Signs	Zoning Clearance: \$100.00 Building Review: \$60.00 Illuminated: Plus \$75.00 Includes up to (2) signs, Plus \$25.00 for each additional sign. Includes up to (2) inspections.
Flags / Banners	No Fee
A Frame Sign	No Fee
Mural	\$50.00
<b>Miscellaneous</b>	
Abandonments and/or Reversion to Acreage	\$1,700.00 Plus \$100 Fire Marshal Fee
Street Name Change	\$500.00
Underground Utilities Exemption	\$200.00
<b>Wireless Communication</b>	
Administrative Review	\$500.00
Applications requiring Special UP towers less than 99'	\$1,800.00
Towers 100 to 199'	\$2,100.00
Towers 200' and above	\$2,700.00
<b>Zoning Clearance for Building Permits</b>	
Residential single family dwelling	\$175.00
Residential remodel \ Accessory structure	\$85.00 Up to (2) Accessory Structures, plus \$25.00 each structure thereafter.
Commercial Remodel \ Accessory structure	\$100.00 Up to (2) Accessory Structures, plus \$25.00 each structure thereafter.
New Commercial	\$300.00
Fence	Delete row as fences are accessory structure, see above



Dog Tags - <del>Male Neutered</del>	
Female Spayed	\$5.00
Male/Female Unaltered	<del>\$10.00</del>

**COMMUNITY DEVELOPMENT FEES:**

Sidewalk Café Permits (Resolution # 1428 7/9/13)	\$10.00 Base Fee
Banner Sign Permit (Resolution # 1428 7/9/13)	\$10.00 Per Banner \$50.00 flat fee for a maximum of 10 banner per year
Special Event Permit (Resolution # 1428 7/9/13)	\$50.00
Inspection Fee for Projects Without an Active Building Permit (Resolution 1505; effective 9/22/15)	\$78.00 per hour 2 hour minimum
Minor Land Division	\$50.00
Lot Line Adjustment	\$50.00
Abandonment Request	\$150.00
Subdivision Abandonment or Amend Recorded Plat	\$150.00
Public Right-of-Way Abandonment (Resolution #1485 9/23/14)	\$100.00
Design Review Board Application	\$ 90.00
Variance Request – Residential	\$200.00
Variance Request – Commercial	\$500.00
Conditional Use Permit Request	\$500.00
Zoning Change	\$1,000.00
Appeal of Design Review Decision	\$50.00
Request By Applicant to Table Hearing After Advertisement	\$100.00
Zoning Code	\$30.00
General Plan Amendments	\$1,000.00
Annexation Application Initial Deposit	\$5,000.00
Mapping: Plot of County Parcel map for individual property and approximately 300 foot area around parcel, black and white with no aerial information with or without zoning boundaries and annotation.	
8 ½" x 11"	\$0
11"x17"	\$0
18"x24"	\$40.00 per hour Minimum 1 hour
24"x36"	\$40.00 per hour Minimum 1 hour
Mapping: Plot of County Parcel map for individual property and approximately 300 foot area around the parcel, color with satellite aerial information and optional zoning district boundaries and annotation.	
8 ½" x 11"	\$0
11"x17"	\$0
18"x24"	\$40.00 per hour Minimum 1 hour
24"x36"	\$40.00 per hour Minimum 1 hour

# Cottonwood

## CITY OF COTTONWOOD

### SCHEDULE OF FEES FOR PLANNING SERVICES

APPLICATION TYPE	FEES
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#### PRELIMINARY APPLICATION

Code Review	\$100
Code Review Re-submittal at Applicant's Request	\$25

#### ZONING

Rezoning - Commercial, Industrial, Residential, etc. - PAD (Planned Area Development) less than 5 acres in area.	\$1700.00 (50 acres) + \$55.00 (\$85.00 for Commercial, and Industrial) for each additional acre
Rezoning - PAD (Planned Area Development) 5 acres or greater in area.	\$1,700.00 (50 acres) + \$55.00 per acre up to 10 acres + \$2.00 per each acre over 10 acres

#### USE PERMIT/VARIANCE

Use Permit	\$350.00 –Residential Use (Single-Family Dwelling Unit) \$800.00 – All Other (i.e. Multi-Unit Residential, Commercial, Industrial, Mixed Use, etc.)
Variance	\$350.00 –Residential Use (Single-Family Dwelling Unit) \$800.00 – All Other (i.e. Multi-Unit Residential, Commercial, Industrial, Mixed Use, etc.)

#### SUBDIVISION FEES

Subdivision Sketch Plan Review	\$0
Preliminary Plat	\$1500 + \$25 Per Lot
Final Plat	\$1000 + \$20 Per Lot
Subdivision Major Amendment (Applicant initiated after Final Plat approval)	\$500 + \$20 Per Lot
Subdivision Minor Amendment (Administrative Approval after Final Plat approval)	\$350
Planned Area Development (PAD) Amendment Minor	\$500

<b>Planned Area Development (PAD) Amendment Major</b>	<b>\$750</b>
<b>Land Split (Minor Land Division)</b>	<b>\$100</b>
<b>Lot Line Adjustment</b>	<b>\$100</b>

#### **DESIGN REVIEW**

<b>Development (Design) Review – Planning &amp; Zoning Commission</b>	<b>\$350</b>
<b>Historic Preservation Development (Design) Review- Historic Preservation Commission</b>	<b>\$350</b>

#### **GENERAL PLAN**

<b>General Plan Amendment - Minor</b>	<b>\$2,000</b>
<b>General Plan Amendment - Major</b>	<b>\$2,500</b>

#### **MODIFICATIONS/RENEWALS**

<b>Design Review, Conditional Use Permit, Signs</b>	<b>\$175</b>
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#### **CONTINUE, TABLE AND APPEAL**

<b>Applicant Request To Continue or Table</b>	<b>\$0 – If before advertisement and notification. \$250 – If after advertisement and new legal notice is required.</b>
<b>Appeal of Planning and Zoning Commission (to City Council)</b>	<b>\$150 –Residential (Single-Family Dwelling Unit) \$500 – All Other (i.e. Multi-Unit Residential, Commercial, Industrial, Mixed Use, etc.)</b>
<b>Appeal of Administrative Decision</b>	<b>\$200–Residential (Single-Family Dwelling Unit) \$350 – All Other (i.e. Multi-Unit Residential, Commercial, Industrial, Mixed Use, etc.)</b>

#### **OTHER**

<b>Zoning Verification Letter</b>	<b>\$170</b>
<b>Annexations</b>	<b>\$0</b>

Temporary Use Permit/Special Event Permit	<b>Category A TUP - Commercial : \$50</b> <b>Category B SEP Commercial: \$100</b> <b>Category C TUP-City Sponsered: \$25</b> <b>Category D SEP-City Sponsered: \$50</b> <b>Category E-TUP- Tax Exempt 501(c)(3): \$0</b> <b>Category F-SEP- Tax Exempt 501(c)(3): \$0</b>
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## **SIGNS**

<b>0-20 Square Feet</b>	<b>\$75</b>
<b>21-40 Square Feet</b>	<b>\$100</b>
<b>40+ Square Feet</b>	<b>\$125</b>
<b>Comprehensive Sign Plan</b>	<b>\$200</b>
<b>A-frame and Portable Signs</b>	<b>\$50 Annual fee (January)</b>

## **SALES OF PLANS, MAPS, ORDINANCES, ETC.**

<b>Zoning Map (Large Color, 34" x 44")</b>	<b>\$60</b>
<b>Zoning Map (Small Color, 24" x 36")</b>	<b>\$30</b>
<b>Zoning Ordinance (Binder Version)</b>	<b>\$30</b>
<b>Ordinance Updates</b>	<b>0.25 per single-sided page</b>
<b>CD (Compact Disk) with Zoning Ordinance, Zoning Map and General Plan</b>	<b>\$10</b>
<b>General Plan</b>	<b>Available on City Website</b>

**CITY OF SEDONA  
CONSOLIDATED FEE SCHEDULE**

<b>COMMUNITY DEVELOPMENT</b>		
<b>Fee Description</b>	<b>Current Base Fee</b>	<b>Additions, Limits, &amp; Notes</b>
<b>Subdivision</b>		Includes two public hearings with the Planning and Zoning Commission (conceptual and preliminary plat), one public hearing with the City Council (preliminary plat), and an administrative approval by the City Council (final plat).
<ul style="list-style-type: none"> <li>• New Subdivision/Major Amendment to Existing Subdivision Base Fee \$4,000.00</li> <li>• Additional Charges <ul style="list-style-type: none"> <li>• Subdivisions Over Ten (10) Lots \$250.00</li> </ul> </li> <li>• Minor Plat Amendments <ul style="list-style-type: none"> <li>• Three (3) or Fewer Lots \$500.00</li> <li>• Four (4) or More Lots \$1,500.00</li> </ul> </li> <li>• Land Division/Lot Line Adjustment \$300.00</li> <li>• Land Combination \$200.00</li> </ul>		Per additional lot

**CITY OF SEDONA  
CONSOLIDATED FEE SCHEDULE**

<b>COMMUNITY DEVELOPMENT</b>		
<b>Fee Description</b>	<b>Current Base Fee</b>	<b>Additions, Limits, &amp; Notes</b>
<b>Development Review</b>		Includes one work session and one public hearing with the Planning and Zoning Commission. If a project has elements that are captured by multiple categories below, the additional charges from each category are added to the base fee. For example, a mixed-use project with 15,000 square feet of commercial, 20,000 square feet of lodging and 20 multi-family units would pay a fee of \$18,300 (\$2,500 base fee + \$15,000 for square footage exceeding base + \$800 for the 8 units above the base).
<ul style="list-style-type: none"> <li>• Base Fee</li> <li>• Additional Charges <ul style="list-style-type: none"> <li>• Commercial/Lodging Projects Over 5,000 Square Feet</li> <li>• Group Dwellings and/or multi-family projects over 12 units</li> </ul> </li> </ul>	<div>\$2,500.00</div> <div>\$500.00</div> <div>\$100.00</div>	<div>Per additional 1,000 square feet or portion thereof</div> <div>Per additional unit</div>
<b>Conditional Use Permit</b>		Includes one public hearing with the Planning and Zoning Commission.
<ul style="list-style-type: none"> <li>• Base Fee</li> </ul>	\$2,000.00	
<b>Minor Conditional Use Permit (Time Extension or Renewal)</b>		
<ul style="list-style-type: none"> <li>• Base Fee</li> </ul>	\$1,000.00	

**CITY OF SEDONA  
CONSOLIDATED FEE SCHEDULE**

<b>COMMUNITY DEVELOPMENT</b>		
<b>Fee Description</b>	<b>Current Base Fee</b>	<b>Additions, Limits, &amp; Notes</b>
<b>Development Agreement</b>		Includes one public hearing with the Planning and Zoning Commission and one public hearing with the City Council.
<ul style="list-style-type: none"> <li>New Development Agreement</li> <li>Amendment to Existing Development Agreement</li> </ul>	<p style="text-align: right;">\$3,000.00</p> <p style="text-align: right;">\$1,500.00</p>	
<b>Conceptual Review</b>		Includes one public hearing with the Planning and Zoning Commission.
<ul style="list-style-type: none"> <li>Base Fee</li> </ul>	\$1,500.00	\$500.00 of fee will be applied to fee total of application(s) submitted for formal review should an application(s) be submitted within six (6) months of the completion of the Conceptual Review public hearing.
<b>Time Extension or Amendment of Previous Approval</b>		Includes one public hearing with the Planning and Zoning Commission, and, if previous application required City Council approval, one public hearing with the City Council.
<ul style="list-style-type: none"> <li>Base Fee</li> </ul>	50% of current base fee for application type	

**CITY OF SEDONA  
CONSOLIDATED FEE SCHEDULE**

<b>COMMUNITY DEVELOPMENT</b>		
<b>Fee Description</b>	<b>Current Base Fee</b>	<b>Additions, Limits, &amp; Notes</b>
<b>Additional Public Hearings</b>		Fee may be waived by Community Development Director if the hearing is continued at the request of the Commission, due to a lack of quorum, or for new information requested beyond that which is typically required with each application.
<ul style="list-style-type: none"> <li>If a new legal notice is required</li> <li>If a new legal notice is not required</li> </ul>	<p style="text-align: right;">\$500.00</p> <p style="text-align: right;">\$400.00</p>	
<b>Variance</b>		Includes one public hearing with the Board of Adjustment.
<ul style="list-style-type: none"> <li>Commercial/Mixed-use/Multi-family/Community Facility</li> <li>Single Family Residential</li> </ul>	<p style="text-align: right;">\$2,500.00</p> <p style="text-align: right;">\$850.00</p>	
<b>Minor Modification</b>		
<ul style="list-style-type: none"> <li>Base Fee</li> </ul>	\$400.00	
<b>Temporary Use Permit</b>		Fee doubled if permit submitted less than 30 calendar days in advance of event.
<ul style="list-style-type: none"> <li>General</li> <li>Organized Outdoor Community Event</li> </ul>	<p style="text-align: right;">\$100.00</p> <p style="text-align: right;">\$400.00</p>	



**CITY OF SEDONA  
CONSOLIDATED FEE SCHEDULE**

<b>COMMUNITY DEVELOPMENT</b>		
<b>Fee Description</b>	<b>Current Base Fee</b>	<b>Additions, Limits, &amp; Notes</b>
<b>Sign Permit</b>		
<ul style="list-style-type: none"> <li>• Temporary Sign Permit</li> <li>• Permanent Sign</li> <li>• Directory Sign Panel Replacement</li> <li>• Master Sign Plan               <ul style="list-style-type: none"> <li>• Administrative Review</li> <li>• Planning &amp; Zoning Commission Review (1 meeting)</li> <li>• Sign permit for property with a Master Sign Plan adopted after October 2017</li> </ul> </li> </ul>	\$30.00 \$150.00 \$50.00  \$100.00 \$450.00  \$75.00	Per sign     Per sign
<b>Appeal</b>		
<ul style="list-style-type: none"> <li>• Appeal of Director's determination to BOA</li> <li>• Appeal of Planning and Zoning Commission's action to City Council</li> </ul>	\$150.00 \$750.00	
<b>Historic Preservation</b>		
<ul style="list-style-type: none"> <li>• Historic District Designation</li> <li>• Landmark Designation</li> <li>• Certificate of Appropriateness/No Effect</li> </ul>	No Fee No Fee No Fee	
<b>Art in Private Development</b>		This fee is adjusted annually on July 1 based on the Western Region CPI
<ul style="list-style-type: none"> <li>• Base Fee</li> </ul>	\$0.5377	Per gross square foot of development

**CITY OF SEDONA  
CONSOLIDATED FEE SCHEDULE**

<b>COMMUNITY DEVELOPMENT</b>		
<b>Fee Description</b>	<b>Current Base Fee</b>	<b>Additions, Limits, &amp; Notes</b>
<b>Road Abandonment</b>		
<ul style="list-style-type: none"> <li>Base Fee</li> <li>Additional Charges</li> </ul>	<p style="text-align: right;">\$1,000.00</p> <p style="text-align: right;">\$25.00</p>	For each abutting property
<b>City Consultant Fees</b>		
<ul style="list-style-type: none"> <li>Base Fee</li> <li>Expert Review Fees for Wireless Communications Facilities <ul style="list-style-type: none"> <li>Stealth Wireless Communications Facility</li> <li>Attached Wireless Communications Facility</li> <li>Collocation on Existing Antenna Support Structure</li> <li>Replacement of Existing Antenna Supporting Structure</li> <li>New Antenna Support Structure</li> <li>AM/FM/TV/DTV Antenna Support Structure</li> </ul> </li> </ul>	<p>100% of the City's cost associated with outside consultant review</p> <p style="text-align: right;">Not to exceed \$3,000.00</p> <p style="text-align: right;">Not to exceed \$3,500.00</p> <p style="text-align: right;">Not to exceed \$4,000.00</p> <p style="text-align: right;">Not to exceed \$4,500.00</p> <p style="text-align: right;">Not to exceed \$7,500.00</p> <p style="text-align: right;">Not to exceed \$10,000.00</p>	Staff will provide applicants with an estimate of any fees to be charged by an outside consultant prior to engaging their services.
<b>Non-commercial Amateur Wireless Facility</b>		
<ul style="list-style-type: none"> <li>Base Fee</li> </ul>	\$100.00	

**CITY OF SEDONA  
CONSOLIDATED FEE SCHEDULE**

<b>COMMUNITY DEVELOPMENT</b>		
<b>Fee Description</b>	<b>Current Base Fee</b>	<b>Additions, Limits, &amp; Notes</b>
<b>Written Interpretation of the Land Development Code</b>		
<ul style="list-style-type: none"> <li>Base Fee</li> </ul>	\$350.00	
<b>Pre-Application Meeting</b>	\$200.00/hr.	Applicants may request a meeting with staff to discuss applications involving a public review process (e.g. zone change, conditional use permit, subdivisions, development review, commercial/mixed-use variances, community plan amendments) prior to submittal of an official application to discuss process and application requirements. Staff will not make a final determination on whether a request is supportable until a formal application is evaluated.
<b>Zoning Verification Letter</b>		
<ul style="list-style-type: none"> <li>Base Fee</li> </ul>	\$250.00	Per parcel
<b>Urban Agriculture (Bee/Chicken) Permits</b>		
<ul style="list-style-type: none"> <li>Base Fee</li> </ul>	\$50.00	If both bees and chickens are proposed, the \$50.00 fee shall apply to each (total of \$100).



# TOWN OF JEROME

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

## **Zoning Administrator Analysis Council Staff Report Tuesday, September 14, 2021**

### **Item 9F: Affordable/workforce housing**

**Applicant/Owner:** Town of Jerome

Staff will discuss opportunities and tools to implement affordable housing in Jerome.

**Prepared by:** John Knight, Zoning Administrator

### **Discussion/Possible Direction**

**Background and Summary:** At the August 10, 2021, council meeting, staff presented a summary of the recent efforts by the cities of Cottonwood and Sedona to improve the supply of affordable housing in the Verde Valley. Sedona and Cottonwood hired Elliott D. Pollack and Company and Sheila D. Harris Consulting Services to prepare a Needs Assessment and recommendations to address housing needs.

The studies have shown that there is a significant shortage of housing of all types in both Jerome and the Verde Valley. This problem is exacerbated by recent trends of increased housing prices, conversion of long-term housing units into short-term vacation rentals, and purchases of 2<sup>nd</sup> homes by out of area residents. It appears that these trends will continue, and Jerome will continue to lose housing of all types. To keep up with this loss, Jerome will need to implement new tools to expand the housing supply.

The consultants included a list of “Tools” for improving the supply of affordable housing. These are discussed below.

### **Tools to create affordable housing:**

1. **Town-owned land/properties** – The town owns 29 parcels within town limits and an additional two parcels in Clarkdale off Minerich Road. Some of these parcels are small and some have buildings on them that are already in use for other purposes. Some of the vacant parcels could be sold and the funds used for affordable housing. Other parcels may make sense to be developed with a partner (such as Habitat for Humanity) to construct affordable housing. Properties with existing buildings, such as Hotel Jerome could be repurposed to add affordable housing apartments. There may also be opportunities to develop apartment units at Town Hall.
2. **Density bonuses and incentives** – Some communities offer density bonuses and other incentives for developers willing to construct affordable housing. Incentives could include reductions in parking or setbacks or allowances for additional height and increased coverage.

3. **Accessory dwelling units (ADUs)** – One common method for adding affordable housing is to allow existing single-family residences to construct ADUs (also commonly called guest units or mother-in-law units), provided they are willing to file a deed restriction to ensure the ADU is not used as a short-term rental. Flagstaff has recently adopted an ordinance that implements this as an incentive to construct affordable housing. Filing a deed restriction ensures that the housing will not later be turned into a short-term (vacation) rental.
4. **Mixed-use commercial** – Some of the commercial buildings in town could be expanded or converted to a mix of commercial and residential uses. The challenge under the current ordinance is that this would require parking for both the commercial and the residential units. However, parking studies for mixed-use projects have demonstrated that the two uses have different peak demand periods and can often use the same parking spaces without the need to have separate parking for both uses.
5. **Other tools:** A few other tools include permit fee waivers, expedited permit processing for affordable housing, and public/private partnerships with affordable housing developers.

**Recommendation:** Discussion/Possible direction



## **TOWN OF JEROME STAFF SUMMARY REPORT**

**To:** The Honorable Mayor and Council

**From:** Jerome Fire Department

**Date:** 9-1-2021

**Meeting Date:** 9-14-2021

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**TITLE:** Auxiliary Halloween dance location

**RECOMMENDED ACTION:** Allow the Jerome Fire Department Auxiliary to hold its annual fund raiser dance in the sliding jail area.

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### **ACTION SUMMARY:**

### **DISCUSSION:**

**Background/History:** The Jerome Volunteer Fire Department Auxiliary has held their annual Halloween fundraiser for 45 years, traditionally at Spook Hall. However due to the pandemic, the auxiliary was unable to facilitate the event last year. This year with the Delta variant of the virus it would be hard to predict whether we'd be able to hold this event indoors at Spook Hall. So, we are asking the town to give us permission to hold our event outdoors at the basketball court. We would also be asking for a temporary variance for the noise ordinance, as the dance music plays to 1AM.

**Key Considerations:** The basketball court area would be approximately 15,000 square feet for the event, opposed to 3,000 square feet at Spook Hall, which has limited ventilation. The basketball court area would provide for adequate ventilation and for appropriate social distancing for the event. The fire department auxiliary would be providing fencing along with natural barriers to contain the event to the location, in addition to security personnel. We will also be providing tents and porta potties for the event. We will be obtaining liability insurance listing the town of Jerome as additionally insured.

**Community Benefits and Considerations:** This event provides entertainment for the entire community as it has done for the last 45 years. It also brings in visitors from all over the world, that book rooms years in advance.

**Community Involvement:** We have a lot of locals that volunteer their time to help out with this event.

**Financial Implications:** This event also brings in additional sales tax for the community from people renting rooms and eating at the local restaurants.

**Options and Alternatives:** Postponing the event for another year.

**Attachments/Exhibits:**

# **TOWN OF JEROME**

## **STAFF SUMMARY REPORT**

**To:** The Honorable Mayor and Council

**From:** Jerome Fire Department

**Date:** 9-1-2021

**Meeting Date:** 9-14-21

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**TITLE:** Liquor license town fee waiver

**RECOMMENDED ACTION:** Waive the \$75 fee.

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### **ACTION SUMMARY:**

### **DISCUSSION:**

**Background/History:** the Jerome Volunteer Fire Department Auxiliary has applied for liquor license through the town for their annual Halloween fundraiser event, paying \$75 for processing. The event has been held for 45 years.

**Key Considerations:** This event provides for a significant amount of sales tax for the community. From people renting rooms and eating at local restaurants.

### **Community Benefits and Considerations:**

### **Community Involvement:**

**Financial Implications:** This year's event being held at the sliding jail area will add an additional \$3,000 to the cost of putting on the event, from renting tents, porta potties and security fencing.

**Options and Alternatives:** Make the auxiliary pay the processing fee.

### **Attachments/Exhibits:**



## **EXCERPTS FROM SECTION 509, “SIGNS” OF THE ZONING ORDINANCE**

E. 5. Organizations as defined herein are allowed temporary signs without a permit or review for temporary special event banners or signs. Banners for special events must be removed within three (3) days of the close of any event and may not be hung on Town property without permission of the Town of Jerome. The Town Manager may approve special event banners to be hung on Town property for recurring events. Banners to be hung on Town property for first time events shall be approved by the Town Council.

G. 7. Temporary signs, such as “sale” signs are allowed in addition to other signs. Temporary signs must meet all restrictions for signs in this section in addition to the following:

- a. The sum area of all temporary signs shall not exceed eight (8) square feet.
- b. No business may display a temporary sign more than ninety (90) days per calendar year, or forty-five (45) consecutive days.
- c. Signs shall not be illuminated.
- d. No permit is required for temporary signs.

*Examples of temporary signs:*

- *Chalkboards or signs that change daily for menu specials*
- *Signs for special events that have limited use, such as Art Walk announcements*
- *Sandwich boards / A-Frame signs (allowed in vestibules and on private property, but not on public sidewalks)*
- *Banners*
- *“Sale” and other exterior product advertising*

# **TOWN OF JEROME**

## **STAFF SUMMARY REPORT**

**To:** The Honorable Mayor and Council

**From:** Jerome Fire Department

**Date:** 9-1-21

**Meeting Date:** 9-14-2021

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**TITLE:** Special event banners location and size

**RECOMMENDED ACTION:** Change town code allowing for special event banners and /or temporary variance for current banners. To allow up to 24 square feet, banners that benefit the town be allowed to be hung on town property. Also to include the Volkswagen bus club, an out of town event.

---

### **ACTION SUMMARY:**

### **DISCUSSION:**

**Background/History:** Traditionally the town has allowed for certain special event banners to be hung on town property. Ghost Walk, Jerome Fire Department picnic, Art Walk, the Jerome Volunteer Fire Department Auxiliary dance, Firewise community day, the Volkswagen Bus Club event, and Light up the Mountain.

**Key Considerations:** Most of these events have already had banners made that exceed the current 8 square feet requirement (up to 24 square feet).

**Community Benefits and Considerations:** All of these events provide for community camaraderie and an influx of money to the businesses and sales tax for the town.

### **Community Involvement:**

**Financial Implications:** To have all of these banners reprinted at the 8 foot requirement would add a huge financial impact for the organizers of these events.

### **Options and Alternatives:**

### **Attachments/Exhibits:**

**State of Arizona**  
**Department of Liquor Licenses and Control**

Created 07/29/2021 @ 09:43:17 AM

Local Governing Body Report

**LICENSE**

Number:		Type:	012 RESTAURANT
Name:	THE MINE CAFE		
State:	Pending		
Issue Date:		Expiration Date:	
Original Issue Date:			
Location:	115 JEROME AVENUE JEROME, AZ 86331 USA		
Mailing Address:	PO BOX 434 JEROME, AZ 86331 USA		
Phone:	(928)639-0123		
Alt. Phone:	(928)202-7707		
Email:	4JENEPP@GMAIL.COM		

**AGENT**

Name:	JENNIFER CHRISTINE EPPERSON
Gender:	Female
Correspondence Address:	PO BOX 434 JEROME, AZ 86331 USA
Phone:	(928)202-7707
Alt. Phone:	
Email:	4JENEPP@GMAIL.COM

**OWNER**

Name:	EPPIC LLC		
Contact Name:	JENNIFER CHRISTINE EPPERSON		
Type:	LIMITED LIABILITY COMPANY		
AZ CC File Number:	23131318	State of Incorporation:	AZ
Incorporation Date:	09/17/2020		
Correspondence Address:	PO BOX 434 JEROME, AZ 86331 USA		
Phone:	(928)202-7707		
Alt. Phone:			
Email:	4JENEPP@GMAIL.COM		

**Officers / Stockholders**

Name:	Title:	% Interest:
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JENNIFER CHRISTINE EPPERSON  
SAMANTHA LEE CUSHWAY

Member  
Job #

21 7 23 11:49 AM

100.00

**EPPIC LLC - Member**

Name: JENNIFER CHRISTINE EPPERSON  
Gender: Female  
Correspondence Address: PO BOX 434  
JEROME , AZ 86331  
USA  
Phone: (928)202-7707  
Alt. Phone:  
Email: 4JENEPP@GMAIL.COM

**EPPIC LLC - Job #**

Name: SAMANTHA LEE CUSHWAY  
Gender: Female  
Correspondence Address: PO BOX 434  
JEROME , AZ 86331  
USA  
Phone: (928)592-2509  
Alt. Phone:  
Email: SCUSHWAY@GMAIL.COM

## APPLICATION INFORMATION

Application Number: 156062  
 Application Type: New Application  
 Created Date: 07/29/2021

*Cynthia Olvera*

## QUESTIONS & ANSWERS

### 012 Restaurant

- 1) Are you applying for an Interim Permit (INP)?  
 Yes  
 A Document of type INTERIM PERMIT (INP) NOTARY PAGE is required.
- 2) Are you one of the following? Please indicate below.  
 Property Tenant  
 Subtenant  
 Property Owner  
 Property Purchaser  
 Property Management Company  
 Property Tenant
- 3) Is there a penalty if lease is not fulfilled?  
 Yes  
 What is the penalty?  
 STILL OWE TERM
- 4) Is the Business located within the incorporated limits of the city or town of which it is located?  
 Yes
- 5) What is the total money borrowed for the business not including the lease?  
 Please list each amount owed to lenders/individuals.  
 0
- 6) Is there a drive through window on the premises?  
 No
- 7) If there is a patio please indicate contiguous or non-contiguous within 30 feet.  
 CONTIGUOUS PATIO
- 8) Is your licensed premises now closed due to construction, renovation or redesign or rebuild?  
 No

**State of Arizona  
Department of Liquor Licenses and Control**

Created 07/29/2021 @ 09:47:11 AM

**Local Governing Body Report**

**LICENSE**

Number:	INP130014532	Type:	INP INTERIM PERMIT
Name:	THE MINE CAFE		
State:	Active		
Issue Date:	07/29/2021	Expiration Date:	11/11/2021
Original Issue Date:	07/29/2021		
Location:	115 JEROME AVENUE JEROME, AZ 86331 USA		
Mailing Address:	PO BOX 434 JEROME, AZ 86331 USA		
Phone:	(928)639-0123		
Alt. Phone:	(928)202-7707		
Email:	4JENEPP@GMAIL.COM		

**AGENT**

Name:	JENNIFER CHRISTINE EPPERSON
Gender:	Female
Correspondence Address:	PO BOX 434 JEROME, AZ 86331 USA
Phone:	(928)202-7707
Alt. Phone:	
Email:	4JENEPP@GMAIL.COM

**OWNER**

Name:	EPPIC LLC	
Contact Name:	JENNIFER CHRISTINE EPPERSON	
Type:	LIMITED LIABILITY COMPANY	
AZ CC File Number:	23131318	State of Incorporation: AZ
Incorporation Date:	09/17/2020	
Correspondence Address:	PO BOX 434 JEROME, AZ 86331 USA	
Phone:	(928)202-7707	
Alt. Phone:		
Email:	4JENEPP@GMAIL.COM	

**Officers / Stockholders**

Name:	Title:	% Interest:
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JENNIFER CHRISTINE EPPERSON  
SAMANTHA LEE CUSHWAY

Member  
Job #

'21 7 29 LgrAdmin AM 9 52  
100.00

### EPPIC LLC - Member

Name: JENNIFER CHRISTINE EPPERSON  
Gender: Female  
Correspondence Address: PO BOX 434  
JEROME, AZ 86331  
USA  
Phone: (928)202-7707  
Alt. Phone:  
Email: 4JENEPP@GMAIL.COM

### EPPIC LLC - Job #

Name: SAMANTHA LEE CUSHWAY  
Gender: Female  
Correspondence Address: PO BOX 434  
JEROME, AZ 86331  
USA  
Phone: (928)592-2509  
Alt. Phone:  
Email: SCUSHWAY@GMAIL.COM

## APPLICATION INFORMATION

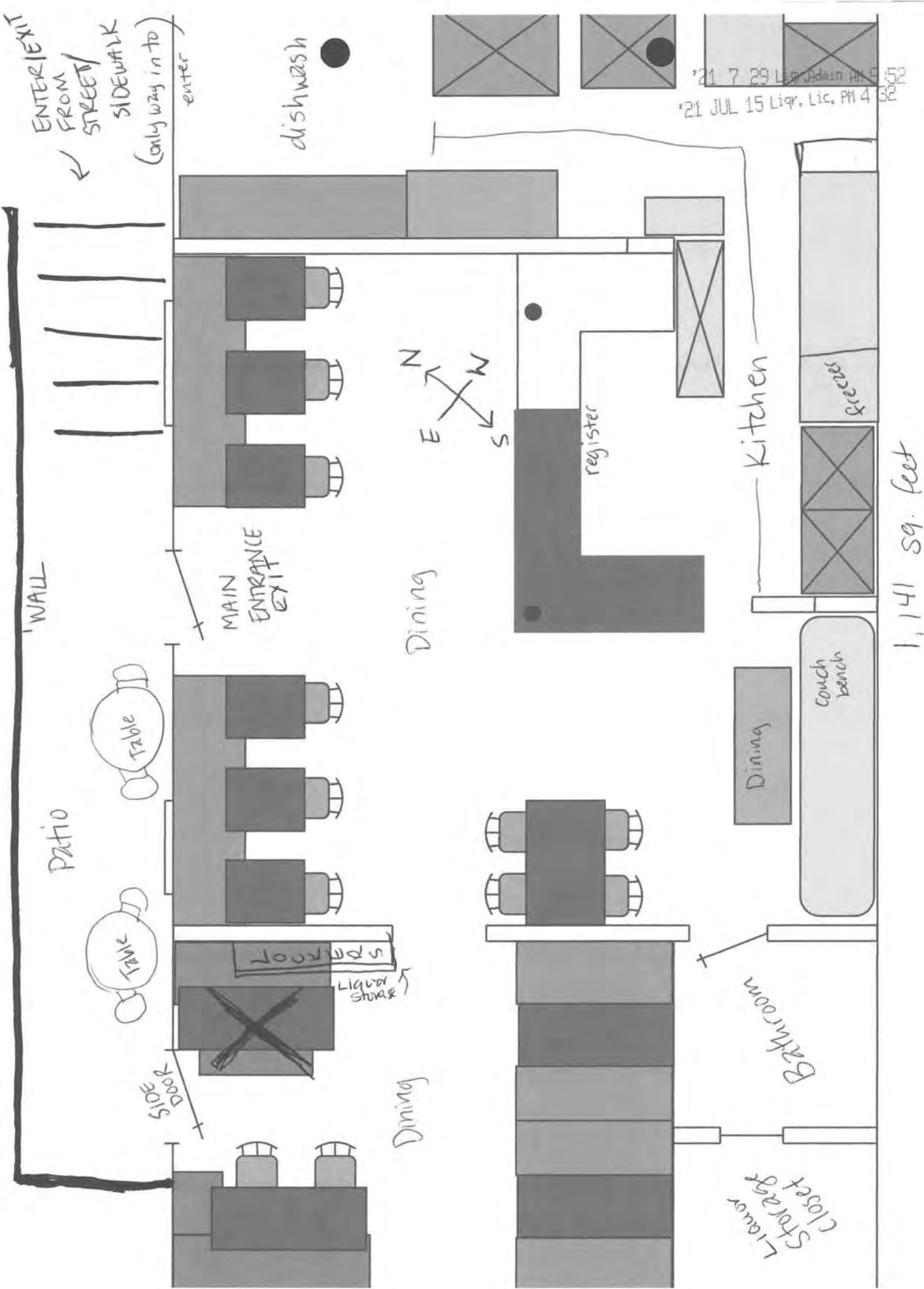
Application Number: 156063  
Application Type: New Application  
Created Date: 07/29/2021

*Cynthia Albizu*

## QUESTIONS & ANSWERS

### INP Interim Permit

- 1) Enter License Number currently at location  
12133629
- 2) Is the license currently in use?  
No  
How long has it been out of use?  
11 MONTHS
- 3) Will you please submit section 5, page 6, of the license application when you reach the upload page?  
No







Arizona Department of Liquor Licenses and Control  
800 W Washington 5<sup>th</sup> Floor  
Phoenix, AZ 85007-2934  
www.azliquor.gov  
(602) 542-5141

**QUESTIONNAIRE**  
A.R.S. § 4-202, 4-210  
Type or Print with Black Ink

The fees allowed by R19-1-102 will be charged for all dishonored checks.

805.043

**ATTENTION APPLICANT:** This is a legally binding document. Please type or print in black ink. An investigation of your background will be conducted. Incomplete applications will not be accepted. False or misleading answers may result in the denial or revocation of a license or permit and could result in criminal prosecution.

**Attention local governments:** Social security and birth date information is confidential. This information may be given to law enforcement agencies for background checks only.

QUESTIONNAIRE IS TO BE COMPLETED BY EACH CONTROLLING PERSON, AGENT AND MANAGER BEING DISCLOSED TO THE DEPARTMENT. EACH PERSON COMPLETING THIS FORM MUST SUBMIT A BLUE OR BLACK LINED FINGERPRINT CARD ALONG WITH A \$22 FEE. FINGERPRINTS MUST BE DONE BY A LAW ENFORCEMENT AGENCY OR BONA FIDE FINGERPRINT SERVICE. FOR AN ADDITIONAL \$13 FEE, FINGERPRINTS MAY BE DONE AT THE DEPARTMENT OF LIQUOR WHEN ACCOMPANIED BY A COMPLETED APPLICATION.

Liquor License#: 156062

1. Check the Appropriate Box →

☒ Controlling Person

☒ Agent

☐ Premises Manager

(complete all questions except #12)

2. Name: Epperson Jennifer Christine Birth Date: [REDACTED]  
Last First Middle (NOT a public record)

3. Social Security # [REDACTED] Driver License # [REDACTED] State: Arizona

4. Place of birth: Phoenix AZ US Height: 5'9" Weight: 140 Eyes: Green Hair: Blonde  
City State COUNTRY (not county)

5. Name of current/most recent spouse: Epperson Josh Elton Birth Date: [REDACTED]  
Last First Middle (NOT a public record)

6. Are you a bona fide resident of Arizona? ☒ Yes ☐ No If yes, what is your date of residency: 2001

7. Daytime telephone number: 928-202-7707 E-mail address: 4jenepp@gmail.com

8. Business Name: The Mine Cafe Business Phone: 928, 639, 0139

9. Business Location Address: 115 Jerome Avenue Jerome AZ Yavapai 86331  
Street (do not use PO Box) City State County Zip

10. List your employment or type of business during the past five (5) years. If unemployed, retired, or student, list residence address.

FROM Month/Year	TO Month/Year	DESCRIBE POSITION OR BUSINESS	EMPLOYERS NAME OR NAME OF BUSINESS (Street Address, City, State & Zip)
09/20	CURRENT	Cafe owner	The Mine Cafe 115 Jerome Avenue Jerome, AZ 86331
10/12	09/20	Housewife	209 4th St. Jerome, AZ 86331
04/10	10/12	Bartender	Spirit Room 166 Main St. Jerome, AZ 86331

(ATTACH ADDITIONAL SHEET IF NECESSARY)

11. Provide your residence address information for the last five (5) years: A.R.S. §4-202(D)

FROM Month/Year	TO Month/Year	RESIDENTIAL Street Address
4/2019	CURRENT	209 4th St. Jerome, AZ 86331
5/2012	4/2019	2381 N Belgian Way, Camp Verde AZ 86322

(ATTACH ADDITIONAL SHEET IF NECESSARY)

12. As a Controlling Person or Agent, will you be physically present and operating the licensed premises?  
If you answered YES, then answer #13 below. If NO, skip to #14. ☒ Yes ☐ No
13. Have you attended a DLLC approved Basic & Management Liquor Law Training Course within the past 3 years? ☐ Yes ☒ No
14. Have you been cited, arrested, indicted, convicted, or summoned into court for violation of ANY criminal law or ordinance, regardless of the disposition, even if dismissed or expunged, within the past five (5) years? ☐ Yes ☒ No
15. Are there ANY administrative law citations, compliance actions or consents, criminal arrests, indictments or summonses pending against you? (Do not include civil traffic tickets.) A.R.S. §4-202, 4-210 ☐ Yes ☒ No
16. Has anyone EVER obtained a judgement against you the subject of which involved fraud or misrepresentation? ☐ Yes ☒ No
17. Have you had a liquor application or license rejected, denied, revoked or suspended in or outside of Arizona within the last five years? A.R.S. §4-202(D) ☐ Yes ☒ No
18. Has an entity in which you are or have been a controlling person had an application or license rejected, denied, revoked or suspended in or outside of Arizona within the last five years? A.R.S. §4-202(D) ☐ Yes ☒ No

If you answered "YES" to any Question 14 through 18 **YOU MUST** attach a signed statement.  
Give complete details including dates, agencies involved and dispositions.

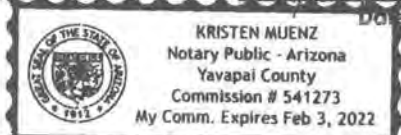
CHANGES TO QUESTIONS 14-18 MAY NOT BE ACCEPTED

#### NOTARY

I (Print Full Name) Jennifer Epperson hereby declare that I am the Agent/ Controlling Person / Premises Manager filing this application. I have read this document and verify the contents and all statements are true, correct and complete, to the best of my knowledge.

Signature: [Signature] State of AZ County of Yavapai  
The foregoing instrument was acknowledged before me this

My Commission Expires on: 02/03/2022 1st Day of July, 2021  
Day Month Year



[Signature]  
Signature of Notary

The Licensee has authorized the person named on this questionnaire to act as manager for the above License.

PRINT NAME: Jennifer Epperson SIGNATURE: [Signature]



State of Arizona  
Department of Liquor Licenses and Control  
800 W. Washington 5<sup>th</sup> Floor  
Phoenix, AZ 85007  
(602) 542-5141

\*21 7 25 Licr.Admin AM 9:53  
\*21 8 15 Licr. Lic. PM 4:33

**ARIZONA STATEMENT OF CITIZENSHIP  
OR ALIEN STATUS FOR STATE PUBLIC BENEFITS**

Title IV of the federal Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (the "Act"), 8 U.S.C. § 1621, provides that, with certain exceptions, only United States citizens, United States non-citizen nationals, non-exempt "qualified aliens" (and sometimes only particular categories of qualified aliens), nonimmigrant, and certain aliens paroled into the United States are eligible to receive state, or local public benefits. With certain exceptions, a professional license and commercial license issued by a State agency is a State public benefit.

Arizona Revised Statutes § 41-1080 requires, in general, that a person applying for a license must submit documentation to the license agency that satisfactorily demonstrates the applicant's presence in the United States is authorized under federal law.

**Directions: All applicants must complete Sections I, II, and IV. Applicants who are not U.S. citizens or nationals must also complete Section III.**

Submit this completed form and a copy of one or more document(s) from the attached "Evidence of U.S. Citizenship, U.S. National Status, or Alien Status" with your application for license or renewal. If the document you submit does not contain a photograph, you must also provide a government issued document that contains your photograph. You must submit supporting legal documentation (i.e. marriage certificate) if the name on your evidence is not the same as your current legal name.

**SECTION I – APPLICANT INFORMATION**

INDIVIDUAL OWNER/AGENT NAME (Print or type) Jennifer Christine Epperson

**SECTION II – CITIZENSHIP OR NATIONAL STATUS DECLARATION**

Are you a citizen or national of the United States? ☐ Yes ☐ No

If **Yes**, indicate place of birth:

City Phoenix State (or equivalent) AZ Country or Territory US

If you answered **Yes**, 1) Attach a legible copy of a document from the attached list.

2) Name of document: Drivers License  
Go to Section IV.

If you answered **No**, you must complete Section III and IV.

21 7 29 11:49 AM 9:53  
21 JUL 15 11:49 AM 4:33

**SECTION III – ALIEN STATUS DECLARATION**

To be completed by applicants who are not citizens or nationals of the United States. Please indicate alien status by checking the appropriate box. Attach a legible copy of a document from the attached list or other document as evidence of your status.

\_\_\_\_\_  
Name of document provided

**Qualified Alien Status** (8 U.S.C. §§ 1621(a)(1), -1641(b) and (c))

- ☐ 1. An alien lawfully admitted for permanent residence under the Immigration and Nationality Act (INA)
- ☐ 2. An alien who is granted asylum under Section 208 of the INA.
- ☐ 3. A refugee admitted to the United States under Section 207 of the INA.
- ☐ 4. An alien paroled into the United States for at least one year under Section 212(d)(5) of the INA.
- ☐ 5. An alien whose deportation is being withheld under Section 243(h) of the INA.
- ☐ 6. An alien granted conditional entry under Section 203(a)(7) of the INA as in effect prior to April 1, 1980.
- ☐ 7. An alien who is a Cuban/Haitian entrant.
- ☐ 8. An alien who has, or whose child or child's parent is a "battered alien" or an alien subject to extreme cruelty in the United States.

**Nonimmigrant Status** (8 U.S.C. § 1621(a)(2))

- ☐ 9. A nonimmigrant under the Immigration and Nationality Act [8 U.S.C § 1101 et seq.] Non immigrants are persons who have temporary status for a specific purpose. See 8 U.S.C § 1101(a)(15).

**Alien Paroled into the United States for Less Than One Year** (8 U.S.C. § 1621(a)(3))

- ☐ 10. An alien paroled into the United States for less than one year under Section 212(d)(5) of the INA

**Other Persons** (8 U.S.C § 1621(c)(2)(A) and (C))

- ☐ 11. A nonimmigrant whose visa for entry is related to employment in the United States, or
- ☐ 12. A citizen of a freely associated state, if section 141 of the applicable compact of free association approved in Public Law 99-239 or 99-658 (or a successor provision) is in effect [Freely Associated States include the Republic of the Marshall Islands, Republic of Palau and the Federate States of Micronesia, 48 U.S.C. § 1901 et seq.];
- ☐ 13. A foreign national not physically present in the United States.

**Otherwise Lawfully Present**

- ☐ 14. A person not described in categories 1-13 who is otherwise lawfully present in the United States.

**PLEASE NOTE: The federal Personal Responsibility and Work Opportunity Reconciliation Act may make persons who fall into this category ineligible for licensure. See 8 U.S.C. § 1621(a).**



21 7 29 Lic. Admin. AM 9 53  
21 JUL 15 Lic. Lic. PM 4 33

**SECTION IV - DECLARATION**

**All applicants must complete this section.**

I declare under penalty of perjury under the laws of the state of Arizona that the answers and evidence I have given are true and correct to the best of my knowledge.

*Christine*  
**Jennifer Epperson**

Individual Owner/Agent Printed Name

*Jennifer Epperson*  
Individual Owner/Agent Signature

*6/29/21*  
Today's Date

**EVIDENCE OF U.S. CITIZENSHIP, U.S. NATIONAL STATUS, OR ALIEN STATUS**

**You must submit supporting legal documentation (i.e. marriage certificate) if the name on your evidence is not the same as your current legal name.**

**Evidence showing authorized presence in the United State includes the following:**

1. An Arizona driver license issued after 1996 or an Arizona non-operating identification card.
2. A driver license issued by a state that verifies lawful presence in the United States.
3. A birth certificate or delayed birth certificate showing birth in one of the 50 states, the District of Columbia, Puerto Rico (on or after January 13, 1941), Guam, the U.S. Virgin Islands (on or after January 17, 1917), American Samoa, or the Northern Mariana Islands (on or after November 4, 1986, Northern Mariana Islands local time)
4. A United States certificate of birth abroad.
5. A United States passport. \*\*\*Passport must be signed\*\*\*
6. A foreign passport with a United States visa.
7. An I-94 form with a photograph.
8. A United States citizenship and immigration services employment authorization document or refugee travel document.
9. A United States certificate of naturalization.
10. A United States certificate of citizenship.
11. A tribal certificate of Indian blood.
12. A tribal or bureau of Indian affairs affidavit of birth.
13. Any other license that is issued by the federal government, any other state government, an agency of this state or a political subdivision of this state that requires proof of citizenship or lawful alien status before issuing the license.



Arizona Department of Liquor Licenses and Control  
800 W Washington 5th Floor  
Phoenix, AZ 85007-2934  
www.azliquor.gov  
(602) 542-5141

\*21 7 29 Liq Admin AM 9 54  
\*21 JUL 15 Liq Lic PM 4 03

**QUESTIONNAIRE**  
A.R.S. §4-202, 4-210  
Type or Print with Black Ink

The fees allowed by R19-1-102 will be charged for all dishonored checks.

805.043

**ATTENTION APPLICANT:** This is a legally binding document. Please type or print in **black ink**. An investigation of your background will be conducted. Incomplete applications will not be accepted. False or misleading answers may result in the denial or revocation of a license or permit and could result in criminal prosecution.

**Attention local governments:** Social security and birth date information is confidential. This information may be given to law enforcement agencies for background checks only.

QUESTIONNAIRE IS TO BE COMPLETED BY EACH CONTROLLING PERSON, AGENT AND MANAGER BEING DISCLOSED TO THE DEPARTMENT. EACH PERSON COMPLETING THIS FORM MUST SUBMIT A **BLUE OR BLACK LINED FINGERPRINT CARD** ALONG WITH A \$22 FEE. FINGERPRINTS MUST BE DONE BY A LAW ENFORCEMENT AGENCY OR BONA FIDE FINGERPRINT SERVICE. FOR AN ADDITIONAL \$13 FEE, FINGERPRINTS MAY BE DONE AT THE DEPARTMENT OF LIQUOR WHEN ACCOMPANIED BY A COMPLETED APPLICATION.

Liquor License#: 156062

1. Check the  
Appropriate  
Box →

☐ Controlling Person

☐ Agent

☒ Premises Manager  
(complete all questions except #12)

2. Name: Cushway Samantha Lee Birth Date: [REDACTED]  
Last First Middle (NOT a public record)

3. Social Security #: [REDACTED] Driver License #: [REDACTED] State: Arizona

4. Place of birth: Santa Maria CA US Height: 5'7" Weight: 130 Eyes: Blue Hair: Brown  
City State COUNTRY (not county)

5. Name of current/most recent spouse: \_\_\_\_\_ Birth Date: \_\_\_\_/\_\_\_\_/\_\_\_\_  
Last First Middle (NOT a public record)

6. Are you a bona fide resident of Arizona? ☒ Yes ☐ No If yes, what is your date of residency: 12/2013

7. Daytime telephone number: 928-592-2509 E-mail address: scushaway@gmail.com

8. Business Name: The Mine Cafe Business Phone: 928, 639, 0159

9. Business Location Address: 115 Jerome Avenue Jerome AZ Yavapai 86331  
Street (do not use PO Box) City State County Zip

10. List your employment or type of business during the past five (5) years. If unemployed, retired, or student, list residence address.

FROM Month/Year	TO Month/Year	DESCRIBE POSITION OR BUSINESS	EMPLOYER NAME OR NAME OF BUSINESS (Street Address, City, State & Zip)
10/20	CURRENT	The Mine Cafe	115 Jerome Avenue Jerome, AZ 86331
02/14	09/20	Spirit Room	166 Main St. Jerome, AZ 86331

(ATTACH ADDITIONAL SHEET IF NECESSARY)

11. Provide your residence address information for the last five (5) years: A.R.S. §4-202(D)

FROM Month/Year	TO Month/Year	RESIDENTIAL Street Address
12/20	CURRENT	209 4th St. Jerome AZ 86331
12/24/19	12/15/20	1013 1st South Clarkdale, AZ 86326
12/20/18	12/21/19	403 Clark St. Jerome, AZ 86331
9/17	12/20/18	643 Verde St. Jerome, AZ 86331
01/15	04/17	403 Clark St. Jerome, AZ 86331

(ATTACH ADDITIONAL SHEET IF NECESSARY)

12. As a Controlling Person or Agent, will you be physically present and operating the licensed premises?  
If you answered YES, then answer #13 below. If NO, skip to #14. ☒ Yes ☐ No
13. Have you attended a DLLC approved Basic & Management Liquor Law Training Course within the past 3 years? ☐ Yes ☒ No
14. Have you been cited, arrested, indicted, convicted, or summoned into court for violation of ANY criminal law or ordinance, regardless of the disposition, even if dismissed or expunged, within the past five (5) years? ☐ Yes ☒ No
15. Are there ANY administrative law citations, compliance actions or consents, criminal arrests, indictments or summonses pending against you? (Do not include civil traffic tickets.) A.R.S. §4-202, 4-210 ☐ Yes ☒ No
16. Has anyone EVER obtained a judgement against you the subject of which involved fraud or misrepresentation? ☐ Yes ☒ No
17. Have you had a liquor application or license rejected, denied, revoked or suspended in or outside of Arizona within the last five years? A.R.S. §4-202(D) ☐ Yes ☒ No
18. Has an entity in which you are or have been a controlling person had an application or license rejected, denied, revoked or suspended in or outside of Arizona within the last five years? A.R.S. §4-202(D) ☐ Yes ☒ No

If you answered "YES" to any Question 14 through 18 YOU MUST attach a signed statement.  
Give complete details including dates, agencies involved and dispositions.

CHANGES TO QUESTIONS 14-18 MAY NOT BE ACCEPTED

#### NOTARY

I (Print Full Name) Samantha Lee Cushman hereby declare that I am the Agent/ Controlling Person / Premises Manager filing this application. I have read this document and verify the contents and all statements are true, correct and complete, to the best of my knowledge.

Signature: [Signature]

State of AZ County of Yavapai

The foregoing instrument was acknowledged before me this

My Commission Expires on: 02/03/2022

1st Day of July 2021

Day Month Year



Kristin Muenz  
Signature of Notary

The Licensee has authorized the person named on this questionnaire to act as manager for the above license.

PRINT NAME: Jennifer Epperson

SIGNATURE: [Signature]



Arizona Department of Liquor Licenses and Control  
800 W Washington 5th Floor  
Phoenix, AZ 85007-2934  
[www.azliquor.gov](http://www.azliquor.gov)  
(602) 542-5141

**AFFIDAVIT OF POSTING**

Date of Posting: \_\_\_\_\_ Date of Posting Removal: \_\_\_\_\_

Applicant's Name: \_\_\_\_\_  
Last First Middle

Business Address: \_\_\_\_\_  
Street City Zip

License #: \_\_\_\_\_

I hereby certify that pursuant to A.R.S. 4-201, I posted notice in a conspicuous place on the premises proposed to be licensed by the above applicant and said notice was posted for at least twenty (20) days.

\_\_\_\_\_  
Print Name of City/County Official Title Phone Number

\_\_\_\_\_  
Signature Date Signed

Return this affidavit with your recommendations (i.e., Minutes of Meeting, Verbatim, etc.) or any other related documents. If you have any questions please call (602) 542-5141 and ask for the Licensing Division.



## EMERGENCY DISPATCH SERVICES AGREEMENT

This Emergency Dispatch Services Agreement (this "Agreement") is made and entered into as of August 1st, 2021, by and between the City of Cottonwood, an Arizona municipal corporation ("Cottonwood"), and Jerome Police Department ("Subscriber").

### RECITALS

WHEREAS, Cottonwood operates, manages, and maintains a public safety/emergency service dispatching facility, emergency communications systems, dispatching console, telephone and recording equipment, and qualified dispatching personnel necessary for the operation of an emergency dispatch center; and

WHEREAS, Subscriber has elected to have the City provide emergency dispatching services for all calls for service occurring within Subscriber's jurisdiction/service area during the term of this Agreement; and

WHEREAS, The City agrees to provide emergency dispatch services to Subscriber in accordance with the terms of this Agreement; and

WHEREAS, both parties are authorized to enter into intergovernmental agreements for joint or cooperative action pursuant to A.R.S. 11 -951 through § 11-954; and

WHEREAS, this Agreement is entered into for the benefit of the parties, and shall not be construed to be for the benefit of any third party, or to create a third-party beneficiary status as to any other person, interest, or entity.

### AGREEMENT

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, the parties hereby agree as follows:

- I. Cottonwood shall use its best professional efforts to process and dispatch all calls received at Cottonwood's dispatch center for emergency services in Subscriber's jurisdiction/service area as set forth below:
  - A. Cottonwood shall use its best professional efforts to dispatch manpower and/or apparatus within one (1) minute of receiving any call for emergency medical, fire, and/or priority-one police service within Subscriber's service area/jurisdiction, in compliance with any applicable dispatch standards and protocols then in effect.
  - B. Cottonwood shall perform a daily test of its radio systems in a manner agreed upon between Cottonwood and Subscriber.
  - C. Cottonwood shall be responsible for the installation and maintenance of the systems and equipment located at its dispatch center and other properties owned/controlled by Cottonwood, provided, however, that Subscriber may (and/or may be required to), with the agreement of Cottonwood, provide for the installation on Cottonwood property, of any additional equipment that may be necessary to carry out the purposes of this Agreement specifically for that Subscriber, which equipment shall remain the property of Subscriber, and Subscriber shall be responsible for maintaining, repairing and/or replacing, as necessary. Cottonwood may, with the agreement of Subscriber, install necessary communications equipment on Subscriber property and Cottonwood shall be responsible for maintaining, repairing and/or replacing such equipment as necessary.

D. Cottonwood will provide a line level interface located at Cottonwood Dispatch Center for interconnection to Subscriber's equipment. This interface will provide the following industry standard formats, 4-Wire E&M, 4-Wire tone control, and 2-Wire tone control. Cottonwood will provide two radio console interfaces (one "working" channel, one "tactical" channel) per Subscriber. Cottonwood may approve and provide additional interfaces to a Subscriber for an additional negotiated charge. Each interface will be recorded by Cottonwood Dispatch Center. Any subscriber requested items that require additional capacity upgrades to existing Cottonwood equipment shall be charged to Subscriber but said upgrades shall become property of Cottonwood.

E. Cottonwood shall use its best professional efforts to maintain radio contact with, and monitor the operational status or, responding personnel and units (including those of Subscriber as well as any automatic or mutual aid responding units) through the duration of all responses.

F. Cottonwood will monitor and document all Subscriber units and related units on an incident for the creation of an Incident Report. This report will include information on the call, unit status and times, and any pertinent emergency medical dispatching information.

G. Cottonwood shall monitor and record all Subscriber radio transmissions generated on Subscriber's main dispatch channel and all telephonic transmissions on emergency lines represented in the dispatch center. All recordings shall be maintained for the minimum timeframe established by law, or for such longer period as may be agreed to by the parties.

H. Cottonwood shall provide copies of Subscriber's incident reports generated through Cottonwood's system.

I. Cottonwood shall provide basic GIS services limited to updating CAD with Subscriber provided GIS information necessary to facilitate dispatching Subscriber's units. Additional GIS services may be provided at additional charge as agreed upon by the parties.

J. Cottonwood shall provide copies or any and all available recordings of radio channels and phone lines as may be requested by Subscriber.

K. Cottonwood shall provide or assist Subscriber in creating custom reports within Cottonwood's capabilities and as agreed upon by the parties.

II. Subscriber shall establish a phone number separate from that of the Dispatch Center for administrative and non-emergency calls, to be answered at the Participating Agency's facility, and to publish and advertise the same.

III. Indemnification. Cottonwood and Subscriber shall each defend, indemnify and hold the other harmless from any and all actions, judgments, claims, demands, injuries, damages, costs, expenses and fees (including reasonable attorney's fees) of any nature or kind which arise out of the negligent act or omission of the indemnifying party, its elected officials, directors, officers, employees, or agents in performing services under this Agreement. This duty shall be limited to the amounts set forth in Section IV below, or the indemnifying party's actual insurance coverage, whichever is greater.

IV. Insurance. Cottonwood and Subscriber shall each provide and maintain liability insurance coverage of at least \$3,000,000 per occurrence and \$5,000,000 in the aggregate. Said insurance policy shall name the other party as an additional insured. Such policies shall provide for thirty (30) days prior written notice prior to cancellation.

V. Fees. In exchange for the services provided for herein, Subscriber shall pay Cottonwood a fee as calculated by Cottonwood and outlined in Exhibit A hereto, commencing on, August 1<sup>st</sup>, 2021. Fees shall be calculated on an annual basis, with one- twelfth of the annual fee being due and payable monthly, on or before the 5th of each month. This fee shall increase annually, by an amount not to exceed five percent (5%) above the originally established fee, starting on year three (3) of the agreement, unless otherwise agreed to by the parties.

VI. Term. This Agreement shall become effective on August 1st, 2021 (the commencement date") and shall continue in effect until June 30, 2022 (the "initial termination date"), with the option to renew for two (2) additional one (1) year terms subject to annual rate negotiations in year three (3). No later than 90 days before the initial termination date, or any subsequent termination date, the parties shall meet to discuss the terms of any future extension of this Agreement.

VII. Either party may cancel this Agreement pursuant to the provisions of A.R.S. §38-511, which are hereby incorporated into this Agreement as if fully set forth herein. In addition, Subscriber may cancel its participation in this Agreement at any time by providing Cottonwood with at least 180 days prior written notice.

VIII. Subscriber is responsible for maintenance and system improvements to its own equipment. If Cottonwood utilizes improved technology, Subscriber will upgrade its equipment to the same level of technology as soon as reasonably practicable under the circumstances.

IX. The parties acknowledge that this Agreement is not intended for the benefit of any third party, and shall not be construed as a third-party beneficiary contract.

X. Should any provision of this Agreement be found unlawful or unenforceable, it shall be stricken, and the balance of the Agreement shall remain in full force and effect; provided, however, that in the event the stricken portion makes it impractical or impossible for either party to perform their responsibilities under this Agreement, then it shall terminate, and the parties shall be responsible for payment of their share of operating costs through the date of termination.

XI. The Parties warrant that they comply with all state and federal laws, rules and regulations which mandate that all persons, regardless of race, color, creed, religion, sex, genetic information, age, national origin, disability, familial status or political affiliation shall be afforded equal access to employment opportunities, including but not limited to the Americans with Disabilities Act. The parties shall take affirmative action to ensure that it will not participate either directly or indirectly in any form of discrimination prohibited by or pursuant to Title VI of the Civil Rights Act of 1964; Section 504 of the Rehabilitation Act of 1973; Section 109 of the Housing and Community Development Act of 1974; the Age Discrimination Act of 1975; or the Genetic Information Nondiscrimination Act of 2008.

XII. Legal Arizona Workers Act Compliance: Both parties are required to comply with A.R.S. §41-4401, and hereby warrant that they will, at all times during the term of this Agreement, comply with all federal immigration laws applicable to the employment of their respective employees, the requirements of A.R.S. §41-4401, and with the verification requirements of A.R.S. §23-214(A) (together the "state and federal immigration laws"). The parties further agree to ensure that each subcontractor that performs any work under this Agreement likewise complies with the state and federal immigration laws.

A breach of a warranty regarding compliance with the state and federal immigration laws shall be deemed a material breach of the Agreement and the party who breaches may be subject to penalties up to and including termination of the Agreement. Each party retains the legal right to inspect the papers of any contractor or subcontract employee of the other working under the terms of the Agreement to ensure that the other party is complying with the warranties regarding compliance with the state and federal immigration laws.

XIII. This Agreement in no way restricts either party from participating in similar activities with other public or private agencies, organizations, and individuals.

XIV. This Agreement shall be interpreted in accordance with the plain meaning of its terms and not strictly for or against any of the parties hereto. This Agreement is the result of negotiations between, and has been reviewed by, each of the parties hereto and their respective counsel. Accordingly, this Agreement shall be deemed to be the product of all of the parties hereto, and no ambiguity shall be construed in favor of, or against any one of, the parties hereto.

XV. This Agreement shall be construed and interpreted under the laws of Arizona, and any litigation under this Agreement shall be commenced in Yavapai County.

XVI. The parties agree to make use of mediation and/or another form of alternative dispute resolution prior to commencing litigation, except in cases where a party reasonably determines that it would be futile to do so.

XVII. The parties agree to not participate in, during the term of the agreement, a boycott of Israel in accordance with A.R.S. §35-393.01. Each party understands any related contract documents will become public record in accordance with A.A.C. R2-7-C317.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date first set forth above.

CITY OF COTTONWOOD:

JEROME POLICE DEPARTMENT:

By: \_\_\_\_\_  
Tim Elinski, Mayor

By: \_\_\_\_\_  
Jack Dillenberg, Mayor

ATTEST:

ATTEST:

\_\_\_\_\_  
Marianne Jiménez, City Clerk

\_\_\_\_\_  
Candace B. Gallagher, Town Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Steven B. Horton, City Attorney

\_\_\_\_\_  
William J. Sims, Town Attorney

**EXHIBIT “A”**  
**Service Payment and Fees Schedule**

FY 2022 USER FEES FOR COTTONWOOD PUBLIC SAFETY COMMUNICATION CENTER (CPSCC)

AGENCY	Total fees- FY 2022 (July 1, 2021 -June 30, 2022)	Monthly fees-FY 2022 (Total fees /12)
Copper Canyon Fire & Medical District	\$268,796.00	\$22,399.66
Jerome Fire Department	\$6,724.00	\$560.33
Jerome Police Department	\$41,745.00	\$3,478.75
Verde Valley Ambulance Company	\$156,792.00	\$13,066.00
Verde Valley Fire District	\$199,834.00	\$16,652.83
Sedona Fire District	\$333,121.00	\$27,760.08

**AGREEMENT FOR E-RATE SERVICES  
BETWEEN THE TOWN OF JEROME THROUGH THE TOWN OF JEROME LIBRARY  
AND YAVAPAI COUNTY  
THROUGH THE YAVAPAI COUNTY SCHOOL SUPERINTENDENT**

This Agreement for E-Rate Services (hereinafter referred to as this “Agreement”) is made and entered into by and between the Town of Jerome through the Town of Jerome Library (hereinafter referred to as “Library”) and Yavapai County through the Yavapai County School Superintendent (hereinafter referred to as “YCSS”). Library and YCSS may each be referred individually as a “Party” and collectively as the “Parties.”

**RECITALS**

**WHEREAS**, Universal Service Administrative Company (USAC) Schools and Library Division (SLD) Program, commonly known as “E-Rate Services,” provides discounts of up to 90% to assist most schools and libraries in the United States to obtain affordable telecommunications and internet access; and,

**WHEREAS**, Library has authority to enter into this Agreement with YCSS for consulting about and assistance with E-Rate Services pursuant to A.R.S. §§ 15-365 and/or 18-402(E); and,

**WHEREAS**, Library wishes to retain YCSS to provide consulting about and assistance with E-Rate Services; and,

**WHEREAS**, YCSS is designated as a local education agency for the purpose of serving as an education service agency that is eligible to receive and spend local, state and federal monies to provide programs and services to school districts, charter schools, county free library districts, municipal libraries, nonprofit and public libraries, tribal libraries, private schools and tribal schools within that county pursuant to A.R.S. § 15-301; and,

**WHEREAS**, YCSS may provide discretionary programs to Library pursuant to A.R.S. § 15-302(B); and,

**WHEREAS**, YCSS may establish service programs and Library may participate in service programs established pursuant to A.R.S. § 15-365; and,

**WHEREAS**, YCSS wishes to assist school districts, charter schools, county free library districts, municipal libraries, nonprofit and public libraries, tribal libraries, private schools and tribal schools with the paperwork necessary to comply with applicable regulations to obtain available E-Rate Services; and,

**WHEREAS**, The E-Rate Services provided by YCSS are intended to support and enhance student achievement by assisting and guiding Library to plan, procure, and implement essential technology needs and assets.

**AGREEMENT**

**NOW, THEREFORE**, in consideration of the foregoing recitals and the mutual promises and

conditions set forth below and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Library and YCSS, intending to become legally bound, agree as follows:

**1. Duration/Term.** This Agreement's term is for 3 years and shall be effective from July 1, 2021 through June 30, 2024 ("FY 2022-24").

**2. Termination.**

**2.1 Termination by Mutual Agreement.** This Agreement may be terminated at any time by mutual agreement of the Parties.

**2.2 Termination for Convenience/Termination Without Cause.** Either Party may terminate this Agreement with thirty (30) days written notice specifying the termination date.

**2.3 Termination for Breach.** In the event of a material breach, default, or violation of any term or condition of this Agreement by any Party, the Party claiming breach shall provide written notice to the breaching Party and said notice shall set forth the factual basis for the determination that a breach has occurred. If the breach is not remedied within fifteen (15) days of the breaching Party's receipt of notice, this Agreement shall terminate, at the option of the Party alleging such breach.

**2.4 Immediate Termination by YCSS.** This Agreement may be terminated prior to its expiration, at the election of YCSS, without penalty or prejudice to YCSS, immediately upon written notice by YCSS to Library upon the occurrence of the following events:

**2.4.1** Governmental emergency action that lasts for more than fourteen (14) days that makes it impracticable for YCSS to perform its obligations under this Agreement;

**2.4.2** Changes to applicable laws and regulations that make it impracticable for YCSS to perform its obligations under this Agreement; or

**2.4.3** Any event or action that makes it impracticable for YCSS to perform its obligations under this Agreement.

**2.5 Cancellation for Conflict of Interest.** This Agreement is subject to cancellation for conflict of interest pursuant to ARS § 38-511, the pertinent provisions of which are incorporated into this Agreement by reference.

**2.6** Any termination or cancellation of this Agreement shall not relieve the Parties of their responsibility for costs incurred prior to the effective date of the termination.

**3. Scope of Work and Duties and Services Provided by YCSS.** Under this Agreement, YCSS shall provide the following services to Library:

**3.1** YCSS shall consult with and guide Library on Library's E-Rate application for FY 2021-22, 2022-23, and 2023-24.



- 3.2** YCSS shall provide Library with information on and assistance with the E-Rate process and share technical advice on related services and equipment.
- 3.3** With respect to E-Rate Services procurement, YCSS shall:
  - 3.3.1** Prepare bid documents and contract documents necessary to procure and contract for E-Rate Services;
  - 3.3.2** Assist Library in publishing the call for bids;
  - 3.3.3** Assist Library with compliance with federal and state procurement regulations; and
  - 3.3.4** Assist Library in scoring and evaluating all bids received.
- 3.4** YCSS shall assist Library in filing, which may include the YCSS filing the forms on behalf of Library, the following E-Rate forms: Form 470, 471, 472 (BEAR), 486, and any necessary extension letters, appeals, and/or other related forms.
- 3.5** YCSS shall assist Library with Program Integrity Assurance (PIA) review of Federal Communications Commission (FCC) forms filed by Library.
- 3.6** YCSS shall assist Library with its determination on reasonable means and methods to obtain the maximum E-Rate discount allowed in accordance with governing rules and regulations.
- 3.7** YCSS shall assist Library with its determination on reasonable means and methods to reduce and minimize costs for both E-Rate eligible and ineligible services.
- 3.8** YCSS shall perform all other reasonable, customary, and lawful E-Rate tasks to assist Library during this Agreement's term, including submission of forms online or signing forms as needed.
- 3.9** YCSS makes no promises or guarantees to Library with respect to available E-Rate Services and any discounts and/or reimbursements payable to Library. If the FCC and/or SLD requests any adjustments from Library and/or requests any adjustments to any discounts and/or reimbursements made to Library, such adjustments are the sole responsibility of Library.

#### **4. Services Not Provided By YCSS.**

- 4.1** YCSS shall not be responsible for any information provided to SLD whether provided directly by Library or whether provided by YCSS on behalf of Library.
- 4.2** YCSS shall not select the final E-Rate vendor or advise Library which vendor to select.
- 4.3** YCSS shall not accept any gratuity, gift, favor, service, or opportunity from any service provider.

**5. Scope of Work and Duties and Warranties Provided by Library.** Under this Agreement, Library shall provide the following duties and warranties to YCSS:

- 5.1** Library shall provide all information reasonably requested by YCSS in a timely manner.
- 5.2** Library shall designate a responsible, authorized person to:
  - 5.2.1** Serve as a point of contact for SLD under the direction of the FCC;
  - 5.2.2** Review all E-Rate Forms; and
  - 5.2.3** Coordinate and cooperate with YCSS on all matters relating to E-Rate Services under this Agreement.
- 5.3** Library shall fully comply with all E-Rate rules and regulations and all other applicable federal and state laws, including the obligation to certify the representations in and execute the Letter of Agency form attached as Exhibit 1 and incorporated by reference herein. Library certifies and warrants all information provided to YCSS and certifies and warrants all information provided to the FCC and/or SLD whether provided directly by Library or whether provided by YCSS on behalf of Library.
- 5.4** Library acknowledges and agrees that if the FCC and/or SLD requests any adjustments from Library and/or requests any adjustments to any discounts and/or reimbursements made to Library, such adjustments are the sole responsibility of Library.
- 5.5** Library shall not accept any gratuity, gift, favor, service, or opportunity from any service provider.

**6. Payment and Consideration.** Within thirty (30) days after YCSS invoices Library, Library shall pay YCSS the invoiced amount for all services provided under this Agreement not to exceed the following:

\$200.00 for FY 2021-22.

\$200.00 for FY 2022-23.

\$200.00 for FY 2023-24.

**7. Non-appropriation of Funds.** The Parties recognize and acknowledge that YCSS is a governmental entity and this Agreement's validity is based upon the availability of public funding. In the event public funds are not appropriated for the performance of YCSS' obligations under this Agreement, then YCSS shall notify Library in writing of any such non-allocation of funds at the earliest possible date, and this Agreement shall automatically expire without penalty to YCSS, except that the Parties are still responsible for their obligations and costs of goods or services actually provided prior to the effective date of the expiration or cancellation of this Agreement. If YCSS' allocation of funds is reduced, then the scope of this Agreement may be reduced, if

appropriate, or this Agreement may be cancelled without further duty or obligation, except that the Parties are still responsible for their obligations and costs of goods or services actually provided prior to the effective date of the expiration or cancellation of this Agreement.

- 8. Force Majeure.** Except for the duty to pay contracted prices for goods or services actually provided, neither Party shall be liable in any manner for any delay or failure that last longer than thirty (30) days to perform its obligations under this Agreement arising out of or caused, directly or indirectly, by circumstances beyond such Party's reasonable control, including, without limitation, acts of God; earthquakes; fires; floods; wars; civil or military disturbances; acts of terrorism; sabotage; strikes; pandemics; epidemics; viral or communicable disease outbreaks; quarantines; riots; power failures; computer failure and any such circumstances beyond a Party's reasonable control as may cause interruption, loss or malfunction of utility, transportation, computer (hardware or software), or telephone communication service; accidents; labor disputes; acts of civil or military authority; governmental emergency action; changes to applicable laws and regulations; or inability to obtain labor, material, equipment or transportation. A Party claiming the benefit of this provision shall, as soon as reasonably practicable after the occurrence of any such event, (a) provide written notice to the other Party of the nature and extent of any such Force Majeure condition; and, if practicable, (b) use commercially reasonable efforts to remove any such causes and resume performance under this Agreement.
- 9. Insurance.** The Parties shall maintain appropriate insurance. Certificates of Insurance shall be provided to a Party upon request.
- 10. Indemnification.** To the fullest extent permitted by law, Library (as "Indemnitor") hereby agrees to defend, indemnify, and hold harmless YCSS, its departments, officers, officials, agents, employees, volunteers, and E-Rate Manager (hereinafter collectively referred to as "Indemnatee") without limitation from and against any and all claims, actions, damages, losses, liabilities, fees, fines, or expenses (including, but not limited to, attorney fees, court costs, and costs of claim processing, investigation, litigation, and appellate proceedings) (hereinafter referred to as "CLAIMS") for bodily injury or personal injury (including death), or loss or damage to tangible or intangible property caused as a direct or indirect result of any acts or omissions of Library or any of its officers, directors, agents, employees, or subcontractors, regardless of whether or not such Claims are caused in part by a Party indemnified hereunder. This indemnity includes, but is not limited to, any claim or amount arising out of, or recovered under, the Workers' Compensation Law or arising out of the failure of Library to conform to any federal, state, or local law, statute, ordinance, rule, regulation, or court decree. It is agreed that Library will be responsible for primary loss investigation, defense, and judgment costs where this indemnification is applicable. Library shall not be obligated to defend Indemnatee against any Claims or indemnify Indemnatee resulting solely from the negligence or willful misconduct of Indemnatee and not in any way resulting from any act or omission of Library or anyone directly or indirectly employed by Library or anyone for whose acts Library may be liable. Library agrees to waive all rights of subrogation against the YCSS, its departments, officers, officials, agents, employees, volunteers, and E-Rate Manager. This indemnification shall survive the termination of this Agreement.

Any insurance, its limits, amount, and type required herein to be maintained by Library shall in no way be construed as limiting the scope of this Indemnity.

**11. Limitation of Liability.** To the fullest extent permitted by law, Library agrees that the liability of YCSS, its departments, officers, officials, agents, employees, volunteers, and E-Rate Manager in connection with services hereunder to Library and to all persons having contractual relationships with them, for all causes of action, including, but not limited to, breach of contract and tort, including any negligent act, errors and/or omissions of YCSS, its departments, officers, officials, agents, and/or employees is limited to the total fees actually paid by Library to YCSS for services rendered by YCSS under this Agreement.

**12. Retention and Inspection of Records.** Each Party shall make, and shall contractually require each subcontractor to make, all books, accounts, reports, files, and other records relating to the performance of this Agreement open to inspection and audit at reasonable times during regular business hours. Each Party shall retain, and shall contractually require each subcontractor to retain, all books, accounts, reports, files, and other records relating to the performance of this Agreement for a period of ten (10) years after termination of this Agreement, pursuant to 47 C.F.R. § 54.516.

**13. Notices.** All notices required or permitted to be given under the terms of this Agreement shall be in writing, and shall be effective upon hand delivery, deposit with a reputable overnight courier such as FedEx for overnight delivery or three (3) business days after deposit with the U.S. Mail via certified or registered mail, postage prepaid, return receipt requested as follows:

**If to Library to:**

The Town of Jerome Library  
Attn: Kathleen Jarvis  
P.O. Box 335  
Jerome, AZ 86331

**If to YCSS to:**

Tim Carter, Yavapai County School Superintendent  
2970 Centerpointe East Drive  
Prescott, AZ 86301

The Parties shall have the right from time to time to change the place notice is to be given in accordance with this paragraph by written notice thereof to the other Party.

**14. Relationship of the Parties.** Nothing contained in this Agreement shall be deemed or construed as creating a joint venture, partnership, agency, employment or fiduciary relationship between the Parties. The Parties' employees shall not be considered employees of the other Party, and neither Party's personnel will, by virtue of this Agreement, be entitled or eligible, by reason of this Agreement, to participate in any benefits or privileges given or extended by the other Party to its employees.

**15. Third Parties.** Nothing in this Agreement shall be deemed to create any right in any person not a Party hereto. Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against Library or YCSS. This Agreement is not intended to benefit any third party.

- 16. Assignment.** No Party to this Agreement may assign any of its rights or responsibilities under this Agreement, either voluntarily or involuntarily, whether by merger, consolidation, dissolution, operation of law, or any other manner, except with the prior written consent of the other Party. No Party may delegate any performance under this Agreement, except with the prior written consent of the other Party. Any purported assignment of rights or delegation of performance in violation of this section is void.
- 17. Compliance with Law.** The Parties shall comply with all applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities in performing this Agreement, including environmental laws.
- 18. Fingerprint and E-verify.** If required, and only to the extent required, the Parties shall comply with the fingerprinting provisions in A.R.S. § 15-512(H) and the e-verify provisions in A.R.S. § 41-4401.
- 19. Non-discrimination.** The Parties shall comply with State Executive Order 2009-09, the pertinent provisions of which are incorporated into this Agreement by reference, and which mandate, in part, that all persons, regardless of race, color, religion, sex, age, national origin or political affiliation, shall have equal access to employment opportunities, and all other applicable State and Federal employment laws, rules and regulations, including the Americans with Disabilities Act. The Parties shall take affirmative action to ensure that applicants for employment and employees are not discriminated against due to race, creed, color, religion, sex, national origin or disability.
- 20. Legal Arizona Workers Act Compliance.** The Parties hereby warrant that they will at all times during the term of this Agreement comply with all federal immigration laws applicable to their employment of their employees and with the requirements of A.R.S. §§ 23-214 and 41-4401 (together the “State and Federal Immigration Laws”). A breach of the foregoing warranty shall be deemed a material breach, and the Parties shall have the right to terminate this Agreement for such a breach, in addition to any other applicable remedies. The Parties retain the legal right to inspect the papers of each contractor or subcontractor employee who performs work pursuant to this Agreement to verify performance of the foregoing warranty of compliance with the State and Federal Immigration Laws.
- 21. Workers’ Compensation.** For purposes of workers’ compensation, an employee of a Party to this Agreement, who works under the jurisdiction or control of, or who works within the jurisdictional boundaries of another Party pursuant to this Agreement, is deemed to be an employee of both the Party who is his primary employer and the Party under whose jurisdiction or control or within whose jurisdiction he is then working, as provided by A.R.S. § 23-1022(D). The primary employer Party of such employee shall be solely liable for payment of workers’ compensation benefits for the purposes of this section. The Parties herein shall comply with the provisions of A.R.S. § 23-1022(E) by posting the public notice required.
- 22. Alternative Dispute Resolution.** Pursuant to A.R.S. § 12-1518, disputes under this Agreement shall be resolved through the use of arbitration when the case or lawsuit is subject to mandatory arbitration pursuant to rules adopted under A.R.S. § 12-133.

- 23. Waiver of Jury Trial.** The Parties hereby waive their respective rights to trial by jury in any action or proceeding arising out of this Agreement.
- 24. Governing Law and Venue.** This Agreement shall be governed by, and construed and enforced, in accordance with the laws of the State of Arizona. Any action or claim arising from, under, or pursuant to this Agreement shall be brought in the courts, state or federal, within the State of Arizona, and the Parties expressly waive the right to bring any legal action or claim in any other court. The Parties hereby consent to venue in Yavapai County for all purposes in connection with any action or proceeding commenced between the Parties hereto in connection with or arising from this Agreement. Any changes in the governing laws, rules, and regulations that do not materially affect Contractor's obligations under this Agreement during the Term of this Agreement will apply but will not require an Amendment.
- 25. Material Change in Law or Regulation.** In the event of adoption of legislation, regulations, or instructions or the initiation of an enforcement action by a governmental agency, any of which materially affects the legality of this Agreement or the relationship among the Parties hereto, either Party may propose amendments to this Agreement to bring this Agreement into conformity with such laws. If Library and YCSS are unable to reach agreement on the renegotiation of this Agreement within thirty (30) days of the initiation of negotiations, then either Party may terminate this Agreement upon written notice to the other Party.
- 26. Implied Contract Terms.** Each provision of law and any terms required by law to be in this Agreement are a part of this Agreement as if fully stated herein.
- 27. Severability/Unenforceable Provisions.** In the event that any of the provisions of this Agreement are held to be unenforceable or invalid, the validity and enforceability of the remaining provisions shall not be affected and effect shall be given to the intent manifested by the provisions held enforceable and valid. If any of the provisions of this Agreement are inapplicable to a person or circumstance, the same provisions shall remain applicable to all other persons and circumstances.
- 28. Waiver.** A Party's failure or neglect to enforce any term, covenant, condition, right, or duty in this Agreement does not constitute a waiver of any term, covenant condition, right, or duty, nor is it deemed to be a waiver of that Party's rights or remedies under this Agreement. A waiver or extension is only effective if it is in writing and signed by the Party granting it. No single or partial exercise of any right or remedy will preclude any other or further exercise of any right or remedy. One or more waivers by a Party of any term, covenant, condition, right, or duty in this Agreement shall not be construed as a waiver of a subsequent default or breach of the same covenant, term, condition, right, or duty.
- 29. Parol Evidence.** This Agreement is intended by the Parties as a final and complete expression of their agreement. No course of prior dealings between the Parties and no usage of the trade shall supplement or explain any terms used in this Agreement.
- 30. Headings and Construction of Agreement.** In construing this Agreement, all headings and titles are for the convenience of the Parties and for organizational purposes only and shall not be considered in interpreting the meaning of any provision in this Agreement or considered a part of this Agreement. Whenever required by the context, each number shall include the plural, each

gender shall include all genders, and unless the context otherwise requires, the word “person” shall include corporation, firm or association.

- 31. Fair Meaning.** This Agreement is intended to express the mutual intent of the Parties and shall not be construed as if prepared by one of the Parties, but rather according to its fair meaning as a whole, as if both Parties had prepared it.
- 32. Entire Agreement.** This Agreement contains the entire, integrated agreement of the Parties and there are no oral agreements, understandings, or representations relied upon by the Parties. This Agreement supersedes all prior negotiations, representations, or agreements, whether written or oral. Any modifications or amendments to this Agreement must be in writing and signed by all Parties.
- 33. Counterparts and Electronic Signatures.** This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, but all of which when taken together shall constitute one and the same instrument. The signature page of any counterpart may be detached therefrom without impairing the legal effect of the signature(s) thereon, provided such signature page is attached to any other counterpart identical thereto. The Parties understand and agree that they have the right to execute this Agreement through paper or through electronic signature technology, and to the extent they sign electronically, their electronic signature is the legally binding equivalent to their handwritten signature. Signatures sent by electronic means (facsimile, scanned and sent via e-mail, or signed by electronic signature service where legally permitted) shall be deemed original signatures. The Parties expressly waive any objection to the admissibility of this Agreement on the grounds that it is an electronic record, or a paper copy of an electronic document, or a paper copy of a document bearing an electronic signature. Each Party may sign any number of copies of this Agreement, and each signed copy shall be deemed to be an original, but all of them together shall represent one and the same agreement.
- 34. Legal Agreement.** This Agreement is an important, binding legal document, and each Party warrants it has had an opportunity to consult with an attorney about the terms set forth herein. By signing this Agreement, each person signing this Agreement represents and warrants that he or she is duly authorized and has the legal capacity to execute this Agreement and understands the meaning of all terms contained herein and agrees to their application and enforceability.

## APPROVALS

**IN WITNESS WHEREOF,** the Parties have caused this Agreement to be executed by their duly authorized officials and have affixed their signatures to this Agreement on the date written below.

**Library:** The Town of Jerome

\_\_\_\_\_  
Signature of Authorized Agent

Date: \_\_\_\_\_

\_\_\_\_\_  
Printed Name and Title

DETERMINATION OF COUNSEL: This Agreement has been reviewed by the undersigned who has determined that it is in the appropriate form and is within the power and authority granted under the laws of the State of Arizona to Library.

\_\_\_\_\_  
Signature

Date: \_\_\_\_\_

\_\_\_\_\_  
Printed Name and Title/Law Firm Name

**YCSS:** Yavapai County through the Yavapai County School Superintendent

\_\_\_\_\_  
Tim Carter  
Yavapai County School Superintendent

Date: \_\_\_\_\_

**APPROVED BY:**

\_\_\_\_\_  
Craig L. Brown, Chairman  
Yavapai County Board of Supervisors

Date: \_\_\_\_\_

**ATTEST:**

\_\_\_\_\_  
Kim Kapin, Clerk of the Board  
Yavapai County Board of Supervisors

DETERMINATION OF COUNSEL: This Agreement has been reviewed by the undersigned who has determined that it is in the appropriate form and is within the power and authority granted under the laws of the State of Arizona to YCSS.

\_\_\_\_\_  
Joy L. Biedermann  
Deputy Yavapai County Attorney

Date: \_\_\_\_\_



**EXHIBIT 1**  
**Letter of Agency**

This confirms the Town of Jerome through the Town of Jerome Library(hereinafter referred to as “Library”) participation with and representation by Yavapai County through the Yavapai County School Superintendent (hereinafter referred to as “YCSS”) for procurement of affordable telecommunications and/or Internet access, and related equipment. I hereby authorize YCSS to submit FCC Form 470, FCC Form 471, and other E-rate forms to the Schools and Libraries Division of the Universal Service Administrative Company on Library’s behalf.

I understand that, in submitting these forms on Library’s behalf, YCSS is making the certifications for Library. By signing this Letter of Agency, I make the following certifications:

- (a) I certify that Library is a library under the statutory definitions of libraries found in the No Child Left Behind Act of 2001, 20 U.S.C. §§ 7801(18) and (38), that do not operate as for-profit businesses and do not have endowments exceeding \$50 million.
- (b) I certify that Library has secured access, separately or through this program, to all of the resources, including computers, training, software, internal connections, maintenance, and electrical capacity, necessary to use the services purchased effectively. I recognize that some of the aforementioned resources are not eligible for support. I certify that to the extent that the Billed Entity is passing through the non-discounted charges for the services requested under this Letter of Agency, that the entities I represent have secured access to all of the resources to pay the non-discounted charges for eligible services from funds to which access has been secured in the current funding year.
- (c) I certify that the services the Library purchases at discounts provided by 47 U.S.C. § 254 will be used solely for educational purposes and will not be sold, resold, or transferred in consideration for money or any other thing of value, except as permitted by the rules of the Federal Communications Commission (Commission or FCC) at 47 C.F.R. § 54.500 *et seq.*
- (d) I certify that Library has complied with all program rules, and I acknowledge that failure to do so may result in denial of discount funding and/or cancellation of funding commitments. I acknowledge that failure to comply with program rules could result in civil or criminal prosecution by the appropriate law enforcement authorities.
- (e) I acknowledge that the discount level used for shared services is conditional, for future years, upon ensuring that the most disadvantaged schools and libraries that are treated as sharing in the service, receive an appropriate share of benefits from those services.
- (f) I certify that I will retain required documents for a period of at least TEN (10) years after the last day of service delivered. I certify that I will retain all documents necessary to demonstrate compliance with the statutes and Commission rules regarding the application for, receipt of, and delivery of services receiving schools and libraries discounts, and that if audited, I will make such records available to the Administrator. I acknowledge that I may be audited pursuant to participation in the schools and libraries program.

- (g) I certify that I am authorized to order telecommunications and other supported services for the eligible entity(ies) covered by this Letter of Agency. I certify that I am authorized to make this request on behalf of the eligible entity(ies) covered by this Letter of Agency, that I have examined this Letter, that all of the information on this Letter is true and correct to the best of my knowledge, that the entities that will be receiving discounted services under this Letter pursuant to this application have complied with the terms, conditions and purposes of the program, that no kickbacks were paid to anyone, and that false statements on this form can be punished by fine or forfeiture under the Communications Act, 47 U.S.C. §§ 502, 503(b), or fine or imprisonment under Title 18 of the United States Code, 18 U.S.C. § 1001 and civil violations of the False Claims Act.
- (h) I acknowledge that FCC rules provide that persons who have been convicted of criminal violations or held civilly liable for certain acts arising from their participation in the schools and libraries support mechanism are subject to suspension and debarment from the program. I will institute reasonable measures to be informed and will notify USAC should I be informed or become aware that I or any of the entities, or any person associated in any way with my entity and/or the entities, is convicted of a criminal violation or held civilly liable for acts arising from their participation in the schools and libraries support mechanism.
- (i) I certify that, to the best of my knowledge, the non-discount portion of the costs for eligible services will not be paid by the service provider. I acknowledge that the provision, by the provider of a supported service, of free services or products unrelated to the supported service or product constitutes a rebate of some or all of the cost of the supported services.
- (j) I certify that I am authorized to sign this Letter of Agency and, to the best of my knowledge, information, and belief, all information provided to YCSS for E-rate submission is true.

The duration term applicable to this Letter of Agency, as agreed upon in the Agreement, is for 3 years and shall be effective from July 1, 2021 through June 30, 2024 ("FY 2022-24").

The Town of Jerome

\_\_\_\_\_  
Signature of Authorized Agent

Date: \_\_\_\_\_

\_\_\_\_\_  
Printed Name and Title

## **ADDENDUM TO 9/14/21 COUNCIL MEETING PACKET, ITEM #9B**

LETTER FROM DAVE GARNER

To whom it may concern,

My name is Dave Garner, I am a semi-retired rancher now selling Real Estate in the Verde Valley and Arizona for going on twenty years.

I have been lopping Mesquite at the Jerome Old Pioneers cemetery for several months. The last time this was done was in 1996, 25 years ago by some Eagle scouts that lived nearby. Going forward the continued maintenance of the Mesquite is best accomplished by goats~!~ They will trim the lower growth so that you will wind up with trees instead of the low growth shrubby mess that is there now~!~ The 100+ years old fencing is repairable. I have cleared the entire perimeter and it is now ready for repair. Some sections are missing, and some posts are rotted off. I measured the areas that need replaced and counted the number of steel T posts needed. 300 feet of field fencing and 25 T posts, clips to attach the fence to the T posts and 2-3 rolls of tie wire to attach the fencing to the existing wooden posts.

The Tractor Supply Store has the fencing and posts. The fence comes in a 330-foot roll @ \$300.00 and posts 5 1/2 feet long @ \$4.79 each (\$120.00). I would be happy to approach them, on your behalf, about donating the posts if you buy the wire. Tie wire is about \$10.00 a roll and clips are about \$9.00 per 100, about 300-400 needed. Baring a donation from Tractor Supply the cost to fix the fence is right at \$500.00. Free labor.

When one is in the animal husbandry business you always buy your feed/graze. Whether it be one rabbit in the back yard or a 1,000 head of cows on the mountain you buy feed year-round through leases for summer graze and hay for winter.

I believe I can find one or more people that raise goats and would love to have a place to put them for a few weeks. They would have to provide a water trough and gravity fed water storage for supply. The fee for the graze would not be much or they won't be able to justify the cost. Payment in Kind (PIK) would be one way to make it a good deal for the goat owner(s).

Maintaining the fence and lopping the Mesquite that is outside the fence so the goats won't "push" it trying to eat through the fence, would be their fee at least the first year or two. A win win deal.

Concerning the sale of some of the approximately 30 acres adjoining the cemetery.

Raising funds to provide affordable housing in Jerome through the sale of some of that 30 acres.

Being next to a cemetery is not for everyone so consider keeping a 100 foot "buffer" between cemetery and homes as those lots may not bring the same \$ as the more desirable lots farther away. With water and gas in the street (Minerich) the land along that street will sell for more than interior lots. Sewer would be nice but septic systems will work there.

An appraisal to set the price is not a good idea at this time. There are no recent comps. And with the spike in real estate, an appraisal would be a waste of money for Jerome. Finding a developer to buy the entire acreage is a long shot. The best method I believe is for Jerome to sell individual lots, with marketing to include approaching developers as well as the general public. To attempt to develop it yourself is costly to say the least and not an easy thing to do. If something goes wrong like happened to Mountain Gate, Jerome could be sued.

My broker, Linda Bulka and I would like to have the listings. We would be willing to negotiate the commission. We are at your disposal for consulting in this matter.

Regards,  
Dave Garner

928-300-7188

Dear Jerome Town Council,

I saw Jane Moore's well written column in Jerome's Newsletter and thought I could add some insight into Jerome's water history.

From 1987 to 1989 I was on the Jerome Town Council and was the Commissioner of the Water, Sewer and Sanitation Depts. Being Commissioner in that period meant you were the department head and expected to be on scene daily to guide the town crew.

Jerome's water reality is quite unique. Our water is safely locked up inside Mingus Mountain. According to a recent hydrology report, the water we get today from our taps fell as rain and snow on Mingus Mountain from 125-175 years ago. Water flows from our 7 springs on Allen Springs Road and Walnut springs abundantly year round. Often in winter, we dump excess water into Mescal Canyon before chlorination to save costs. When the tanks above town are full, water is discarded and flows down an overflow ditch that crosses under the Mine Museum Road. That stream, when running, signals that our tanks are overflowing. This overflow water runs down to Bitter Creek, past the sewer plant toward the east and is lost.

Jerome was barren of vegetation through much of the 20th century due to copper smelter pollution. Trees and plants have come back and flourished due to irrigation by the citizens of Jerome. Since 1986, my now tree canopied parcel has always been irrigated when the tanks are overflowing in the middle of the night, using water that would have been otherwise discarded. Electric timers are simple to set to take water overnight when the tanks are overflowing. Paying for water by the month encourages irrigation and needs to be continued for the well being of our Town and our environment.

Many citizens of Jerome, myself included, are always ready to curtail water use immediately for any need. Irrigation is easily turned off if conserving is needed. We only need to be informed of such situations when they happen and use will be cut.

If billing is changed to being driven by volume, I fear much irrigation will be curtailed or stopped for no good reason since we have plenty of water. Volume based billing will affect our Town negatively. Much of Jerome's vegetation will die without irrigation. Who wants that?

Being good citizens, we want to reduce our carbon footprint. Growing green vegetation is an excellent thing we can do to help to cool our homes, lock up carbon and slow climate change. Our summer rains are not enough to sustain our Town's trees and plants.

Eventually there may be smart water meters developed that can separate out overnight irrigation use of water from daytime use when the tanks may not be full, but we are not there yet.

In the meantime, please do not change what has worked so well for Jerome. Jerome's birds, bees, plants and trees want to keep it as it is now.

Do not discourage irrigation. Jerome has plenty of water secured in Mingus Mt. for many years to come. My message here is,,,

" All irrigation benefits us all.  
Keep the billing that encourages irrigation"

Sincerely,

David Soule on Dundee Ave

P.S.

I read the minutes of the prior discussion by Council. Nowhere did I see concern about the amount of water available from our sources, the springs.

This discussion is about money, not water.

Jerome is a unique town with all sorts of archaic ways and traditions. I like that very much. I like how the water rates work.

Lately our roads in Jerome are jammed with tourist traffic. Any business should do well with such heavy traffic. Presently in Jerome, it takes a real effort to get to the Post Office most days.

I think businesses in Jerome should not try to rewrite the system of water billing to suit themselves. They should appreciate how unique Jerome is and get their one upmanship out by some other means.

I believe it is the residents that hold sway here. I see our Jerome being overcome by vested interests that do not care about Jerome as our residents that live here do.

Listen to people that have invested their lives here, not just their money.

Sincerely,  
David Soule