



TOWN OF JEROME

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

AGENDA

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

TUESDAY, APRIL 09, 2024, AT 7:00 PM

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

Pursuant to A.R.S. 38-431.02 notice is hereby given to the members of the Council and to the General Public that the Jerome Town Council plans to hold the above meeting. Persons with a disability may request an accommodation such as a sign language interpreter by contacting Kristen Muenz, Deputy Clerk, at 928-634-7943. Requests should be made early enough to allow time to arrange the accommodation. For TTY access, call the Arizona Relay Service at 800-367-8939 and ask for the Town of Jerome at 928-634-7943.

Notice is hereby given that pursuant to A.R.S. 1-602.A.9, subject to certain specified statutory exceptions, parents have a right to consent before the State or any of its political subdivisions make a video or audio recording of a minor child. Meetings of the Town Council are audio and/or video recorded, and, as a result, proceedings in which children are present may be subject to such recording. Parents in order to exercise their rights may either file written consent with the Town Clerk to such recording, or take personal action to ensure that their child or children are not present when a recording may be made. If a child is present at the time a recording is made, the Town will assume that the rights afforded parents pursuant to A.R.S. 1-602.A.9 have been waived.

We acknowledge we are on the traditional lands of the Yavapai and Apache People and we, the Town of Jerome, pay respect to the elders both past and present.

1. CALL TO ORDER/ROLL CALL

Mayor/Chairperson to call meeting to order
Town Clerk to call and record the roll.

2. PROCLAMATIONS

A. Proclamation: April as Sexual Assault Awareness Month

Mayor Barber will read or summarize / paraphrase the proclamation.

3. FINANCIAL REPORTS

Discussion/Possible Action

A. Financial Report and Detail Invoice Register Report for March, 2024

Council will consider and may approve the financial reports for month ending March, 2024.

4. STAFF AND COUNCIL REPORTS

Discussion/Possible Action

A. Reports by the Town Manager / Clerk, Deputy Clerk, Utilities Clerk, Accounting Clerk, Public Works Director, Building Inspector, Library Director, Municipal Magistrate, Police Chief, Fire Chief and Council Members, Which in the Case of Council Member's Reports will be Limited to a Summary of Current Events and will Involve no Action

Council will consider and may approve the staff reports.

5. ZONING ADMINISTRATOR'S REPORT/PLANNING & ZONING AND DESIGN REVIEW BOARD MINUTES

Information/Council Review

- A. Report Provided by the Zoning Administrator. Minutes are Provided for Information only and do Not Require any Action**

6. APPROVAL OF MINUTES

Discussion/Possible Action

- A. Consider Approval of the March 12, 2024, Special Council Meeting; March 12, 2024, Regular Council Meeting and March 18, 2024, Special Council Meeting Minutes**

Council will consider and may approve the March 12th Special Council Meeting; March 12, 2024, Regular Council Meeting and March 18th Special Council Meeting minutes.

7. PETITIONS FROM THE PUBLIC

Pursuant to A.R.S. § 38-431.01(H), public comment is permitted on matters not listed on the agenda, but the subject matter must be within the jurisdiction of the Council. All comments are subject to reasonable time, place and manner restrictions. All petitioners must fill out a request form with their name and subject matter. When recognized by the chair, please step to the podium, state your name and please observe the three (3) minute time limit. No petitioners will be recognized without a request. The Council's response to public comments is limited to asking staff to review a matter commented upon, asking that a matter be put on a future agenda, or responding to criticism.

8. UNFINISHED BUSINESS

Discussion/Possible Action

- A. Discussion Regarding the Review Process To-Date on the Proposed Community Garden Shed**

Council will be provided an update regarding the proposed community garden shed following Design Review Board action, and may provide staff direction

- B. Discussion and Update Regarding the Council Vacancy**

Council will be provided an update regarding the solicitation of interest and the next steps, and Council may provide input and staff direction.

9. NEW BUSINESS

Discussion/Possible Action

- A. Consideration of Renewing an Employment Agreement for Town Magistrate with Ms. Angela Napper from July 1, 2024, through June 30, 2027**

Council will consider and may approve the employment agreement for Town Magistrate.

- B. Consideration of an Arizona Liquor License in the Town of Jerome for a Series 010 Beer and Wine Store License Type, for VINO ZONA, Located at 369 Main Street (New Address / Location)**

Council will consider and may approve a new Series 10 Beer and Wine Store License for VINO ZONA.

C. Consideration of an Arizona Liquor License in the Town of Jerome for a Series 12 Restaurant Liquor License Type, for The Miner's Cafe (Under New Ownership), Located at 115 Jerome Avenue

Council will consider and may approve a new Series 12 Restaurant Liquor License for The Miner's Cafe.

D. Consideration of the Datura Yoga and Sk84life's Special Event Permit Application for Roller Disco

Council will consider and may approve the special event permit.

E. Consideration of the The Carpet Bag Brigade's Special Event Permit Application for the Roving Wave Festival

Council will consider and may approve the special event permit.

10. TO AND FROM THE COUNCIL

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

11. ADJOURNMENT

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

CERTIFICATION OF POSTING OF NOTICE

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

Kristen Muenz, Deputy Town Clerk

File Attachments for Item:

A. Proclamation: April as Sexual Assault Awareness Month

Mayor Barber will read or summarize / paraphrase the proclamation.



Founded 1876
Incorporated 1899

TOWN OF JEROME, ARIZONA

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

Item A.

Sexual Assault Awareness Month Proclamation

WHEREAS, Sexual Assault Awareness Month (SAAM) calls attention to the fact that sexual violence is widespread and impacts every person in every community. SAAM aims to raise public awareness about sexual abuse, harassment, and assault and educate communities about how to be involved in prevention; and

WHEREAS, This year's SAAM campaign theme, *Building Connected Communities*, calls on each of us to work together to prevent sexual abuse, harassment, and assault. We must strive to build more connected, respectful, and inclusive communities to promote our collective well-being and protect against the risk of sexual violence; and

WHEREAS, Sexual violence is common. Over half of women and almost 1 in 3 men have experienced sexual violence involving physical contact during their lifetimes. Additionally, 1 in 3 women and about 1 in 9 men experienced sexual harassment in a public place; and

WHEREAS, The root cause of sexual violence is power and oppression. We cannot eradicate sexual violence until we recognize and eliminate oppression in all forms; and

WHEREAS, With leadership, dedication, and encouragement, there is compelling evidence that we can be successful in reducing sexual violence through prevention education, increased awareness, and holding perpetrators who commit acts of violence responsible for their actions; and

WHEREAS, We must work together to educate our community about what can be done to prevent sexual assault and how to support survivors; and

WHEREAS, The Town of Jerome strongly supports the efforts of national, state, and local partners, and of every citizen to actively engage in public and private efforts, including conversations about what sexual violence is, how to prevent it, how to help survivors connect with services, and how every segment of our society can work together to better address sexual violence; and

WHEREAS, Staff and volunteers of anti-violence programs at Verde Valley Sanctuary encourage every person to speak out when witnessing acts of violence however small and support victims of sexual violence; and

WHEREAS, The Verde Valley Sanctuary provides comprehensive services for survivors of sexual violence; provides a Sexual Assault Friends and Family Guide on their website at <https://verdevalleysanctuary.org>; provides Youth Empowerments Services to teach

children/youth healthy relationships from Kindergarten to high school; and provides Educational Support Groups at the Cottonwood, Sedona, and Camp Verde libraries; and

WHEREAS, The Town of Jerome shares a critical concern for the survivors of sexual violence and a desire to support the needs for justice and healing.

NOW, THEREFORE, BE IT RESOLVED, that I, Christina “Alex” Barber, Mayor of the Town of Jerome, Arizona, on behalf of the Town Council, join anti-sexual violence advocates and support service programs in the belief that all community members must be part of the solution to end sexual violence. Along with the United States Government and the State of Arizona, I do hereby proclaim April as “Sexual Assault Awareness Month.”

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the Town of Jerome, Arizona, to be affixed this 9th day of April, 2024.

Christina “Alex” Barber, Mayor Town of Jerome

File Attachments for Item:

A. Financial Report and Detail Invoice Register Report for March, 2024

Council will consider and may approve the financial reports for month ending March, 2024.

TOWN OF JEROME
 COMBINED CASH INVESTMENT
 MARCH 31, 2024

Item A.

COMBINED CASH ACCOUNTS

99-00-1003	LGIP	1,776.46
99-00-1011	NBA CHECKING	56,129.96
99-00-1013	OAZ CTL BUSINESS SAVINGS	5.00
99-00-1019	ONE AZ CREDIT UNION CHECKING	452,528.83
99-00-1020	OAZ GENERAL SAVINGS	1,196,093.43
	TOTAL COMBINED CASH	1,706,533.68
99-00-1800	CASH CLEARING - UTILITY MGMT	(302.43)
99-00-1810	CASH CLEARING - BUSINESS LICEN	(50.00)
99-00-1000	CASH ALLOCATED TO OTHER FUNDS	(1,706,181.25)
	TOTAL UNALLOCATED CASH	.00

CASH ALLOCATION RECONCILIATION

10	ALLOCATION TO GENERAL FUND	326,367.52
20	ALLOCATION TO UTILITY FUND	1,552,279.86
30	ALLOCATION TO HURF FUND	(413,022.16)
35	ALLOCATION TO PARKING FUND	145,383.76
40	ALLOCATION TO FIRE DEPT PENSION & RETIREMENT	15,301.40
50	ALLOCATION TO OPERATING GRANTS REVENUE	72,626.68
60	ALLOCATION TO CAPITAL GRANTS FUND	739,062.00
70	ALLOCATION TO GENERAL FUND CONTINGENCIES FND	(281,362.18)
80	ALLOCATION TO UTILITIES CONTINGENCIES FUND	320,000.00
90	ALLOCATION TO CAPITAL FUND	(770,455.63)
	TOTAL ALLOCATIONS TO OTHER FUNDS	1,706,181.25
	ALLOCATION FROM COMBINED CASH FUND - 99-00-1000	(1,706,181.25)
	ZERO PROOF IF ALLOCATIONS BALANCE	.00

TOWN OF JEROME
 BALANCE SHEET
 MARCH 31, 2024

Item A.

GENERAL FUND

ASSETS

10-00-1000	CASH - COMBINED FUND	326,367.52	
10-00-1005	PETTY CASH - GENERAL GOV	275.00	
10-00-1007	COURT - CHECKING & BOND ACCT	78,239.28	
10-00-1008	COURT - JCEF ACCT	14,785.50	
10-00-1009	COURT - FTG ACCT	9,669.23	
10-00-1014	PETTY CASH - FIRE DEPT	150.00	
10-00-1015	PETTY CASH - LIBRARY	150.00	
10-00-1115	FRANCHISE FEES	4,188.14	
10-00-1120	GF ACCOUNTS RECEIVABLE	25,981.61	
	TOTAL ASSETS		459,806.28

LIABILITIES AND EQUITY

LIABILITIES

10-00-2401	FEDERAL WH & FICA	(.03)	
10-00-2406	HEALTH INSURANCE	3,363.56	
10-00-2409	PSPRS	118.86	
10-00-2410	WAGES PAYABLE	44,689.03	
10-00-2411	GANISHMENTS PAYABLE	1,735.51	
10-00-2600	CUSTOMER DEPOSITS	7,116.50	
10-00-2940	COURT LIABILITIES	4,842.46	
10-00-2950	FD PER CALL PAYABLE	26,995.00	
	TOTAL LIABILITIES		88,860.89

FUND EQUITY

10-00-3002	UNRESTRICTED FUND BALANCE	411,894.38	
	REVENUE OVER EXPENDITURES - YTD	(40,948.99)	
	BALANCE - CURRENT DATE	(40,948.99)	
	TOTAL FUND EQUITY		370,945.39
	TOTAL LIABILITIES AND EQUITY		459,806.28

TOWN OF JEROME
REVENUES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING MARCH 31, 2024

Item A.

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TAX REVENUE</u>						
10-30-4001	PROPERTY TAXES	596.76	33,596.02	47,500.00	13,903.98	70.7
10-30-4005	CITY SALES TAXES	60,801.34	792,452.27	1,400,000.00	607,547.73	56.6
10-30-4010	STATE SALES TAXES	5,859.36	49,872.64	68,000.00	18,127.36	73.3
10-30-4030	VEHICLE LICENSE TAX	3,791.73	27,629.89	41,000.00	13,370.11	67.4
10-30-4055	FRANCHISE FEES	.00	13,021.92	16,250.00	3,228.08	80.1
	TOTAL TAX REVENUE	71,049.19	916,572.74	1,572,750.00	656,177.26	58.3
<u>LICENSES, PERMITS&OTHER FEES</u>						
10-31-4040	BUILDING PERMITS	.00	8,768.00	10,000.00	1,232.00	87.7
10-31-4041	PLANNING & ZONING FEES	150.00	1,700.00	3,000.00	1,300.00	56.7
10-31-4045	BUSINESS LICENSES	510.00	3,240.00	5,500.00	2,260.00	58.9
10-31-4050	COMMERCIAL FILMING FEES	.00	.00	500.00	500.00	.0
10-31-4071	FEES-SHORT TERM RENTAL LICENSE	150.00	150.00	300.00	150.00	50.0
	TOTAL LICENSES, PERMITS&OTHER FEES	810.00	13,858.00	19,300.00	5,442.00	71.8
<u>INTERGOVERNMENTAL REVENUE</u>						
10-32-4015	URBAN REVENUE SHARE	33,123.94	298,115.46	345,208.00	47,092.54	86.4
	TOTAL INTERGOVERNMENTAL REVENUE	33,123.94	298,115.46	345,208.00	47,092.54	86.4
<u>LIBRARY REVENUE</u>						
10-33-4020	YAVAPAI COUNTY FOR LIBRARY	.00	10,842.09	18,101.00	7,258.91	59.9
10-33-4070	RENTS-LIBRARY	835.56	6,728.16	10,000.00	3,271.84	67.3
10-33-4200	LIBRARY CONTRIBUTIONS	22.00	2,172.00	2,000.00	(172.00)	108.6
	TOTAL LIBRARY REVENUE	857.56	19,742.25	30,101.00	10,358.75	65.6
<u>POLICE DEPT REVENUE</u>						
10-34-4061	PD PARKING CITATION REVENUE	3,799.61	23,005.06	37,000.00	13,994.94	62.2
10-34-4062	PD REVENUE FROM PARKING FUND	3,250.00	29,250.00	39,000.00	9,750.00	75.0
10-34-4063	POLICE SMART & SAFE AZ FUND	.00	5,289.09	5,250.00	(39.09)	100.7
10-34-4064	POLICE OFFICER SAFETY EQUIP RE	173.28	1,160.82	2,000.00	839.18	58.0
10-34-4065	POLICE SERVICES	286.51	2,966.51	8,000.00	5,033.49	37.1
	TOTAL POLICE DEPT REVENUE	7,509.40	61,671.48	91,250.00	29,578.52	67.6

TOWN OF JEROME
REVENUES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING MARCH 31, 2024

Item A.

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>COURT REVENUE</u>						
10-35-4035	FINES AND FORFEITURES	5,642.52	37,012.78	62,000.00	24,987.22	59.7
10-35-4037	COURT SECURITY FUND REVENUE	1,050.00	6,183.00	10,000.00	3,817.00	61.8
	TOTAL COURT REVENUE	6,692.52	43,195.78	72,000.00	28,804.22	60.0
<u>RENTAL REVENUE</u>						
10-36-4070	RENTS-TOWN PROPERTIES	7,147.44	63,302.06	82,000.00	18,697.94	77.2
10-36-4080	UTILITY REIMBURSEMENTS	510.44	4,121.88	5,000.00	878.12	82.4
	TOTAL RENTAL REVENUE	7,657.88	67,423.94	87,000.00	19,576.06	77.5
<u>FIRE DEPT REVENUE</u>						
10-37-4053	FIRE DEPT SERVICES REV	353.34	29,066.78	7,500.00	(21,566.78)	387.6
10-37-4090	WILDLAND FIRE FEES	.00	37,281.36	55,000.00	17,718.64	67.8
10-37-4091	WILDLANDS WAGE REIMBURSEMENT	.00	42,133.01	32,000.00	(10,133.01)	131.7
10-37-4092	FIREWISE WAGE REIMBURSEMENT	.00	.00	20,000.00	20,000.00	.0
	TOTAL FIRE DEPT REVENUE	353.34	108,481.15	114,500.00	6,018.85	94.7
<u>GENERAL FUND REVENUE</u>						
10-38-4000	FUND BALANCE RESERVES	35,699.00	321,291.00	428,389.00	107,098.00	75.0
10-38-4300	INTEREST	1,153.62	10,163.52	6,000.00	(4,163.52)	169.4
10-38-4400	SALE OF ASSETS	.00	.00	12,500.00	12,500.00	.0
10-38-4500	MISCELLANEOUS REVENUES	467.29	3,746.24	2,500.00	(1,246.24)	149.9
10-38-4510	INS DIVIDENDS,CLAIMS,REIMBURSM	.00	5,090.71	10,000.00	4,909.29	50.9
	TOTAL GENERAL FUND REVENUE	37,319.91	340,291.47	459,389.00	119,097.53	74.1
<u>ADMINISTRATIVE CHARGES</u>						
10-39-4600	ADMINISTRATIVE CHARGES	15,420.00	138,780.00	185,041.00	46,261.00	75.0
	TOTAL ADMINISTRATIVE CHARGES	15,420.00	138,780.00	185,041.00	46,261.00	75.0
	TOTAL FUND REVENUE	180,793.74	2,008,132.27	2,976,539.00	968,406.73	67.5

TOWN OF JEROME
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING MARCH 31, 2024

Item A.

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GENERAL GOVT EXPENSES</u>					
10-41-5001 SALARIES AND WAGES	19,287.59	188,136.42	275,000.00	86,863.58	68.4
10-41-5006 LONGEVITY BONUS	228.00	839.00	1,057.00	218.00	79.4
10-41-5010 FICA MATCH	1,450.97	13,859.10	21,250.00	7,390.90	65.2
10-41-5011 RETIREMENT MATCH	1,812.06	16,326.33	24,475.00	8,148.67	66.7
10-41-5012 HEALTH/LIFE INSURANCE	4,736.64	41,813.58	63,000.00	21,186.42	66.4
10-41-5013 WORKERS COMPENSATION	66.44	972.89	1,475.00	502.11	66.0
10-41-5014 UNEMPLOYMENT INSURANCE	1.24	27.83	280.00	252.17	9.9
10-41-6101 ACCOUNTING AND AUDITING	.00	.00	18,000.00	18,000.00	.0
10-41-6105 ADVERTISING, PRINTING, & PUBLI	1,313.46	1,966.67	6,000.00	4,033.33	32.8
10-41-6110 CONTRACT SERVICES	500.00	14,878.00	36,000.00	21,122.00	41.3
10-41-6115 CONVENTIONS AND SEMINARS	.00	385.00	3,000.00	2,615.00	12.8
10-41-6116 TRAINING & EDUCATION	.00	597.06	2,500.00	1,902.94	23.9
10-41-6125 DUES, SUBS & MEMBERSHIPS	121.88	6,838.06	7,500.00	661.94	91.2
10-41-6130 ELECTION EXPENSES	.00	.00	2,500.00	2,500.00	.0
10-41-6145 FUEL	.00	448.38	250.00	(198.38)	179.4
10-41-6155 INSURANCE	11,770.20	39,232.60	22,500.00	(16,732.60)	174.4
10-41-6170 LEGAL EXP - GEN GOV	765.00	4,327.50	14,500.00	10,172.50	29.8
10-41-6185 MISCELLANEOUS	196.18	2,255.63	4,000.00	1,744.37	56.4
10-41-6186 BANK FEES - GEN ADMIN	168.85	1,432.18	2,000.00	567.82	71.6
10-41-6188 BANK FEES / MERCH SVCS	203.44	1,283.20	7,500.00	6,216.80	17.1
10-41-6190 OFFICE SUPPLIES	1,053.80	6,368.55	8,500.00	2,131.45	74.9
10-41-6191 COPIER & EQUIP LEASE EXPENSE	1,137.90	3,943.90	7,000.00	3,056.10	56.3
10-41-6192 SOFTWARE SUPPORT EXP - GG	1,193.68	19,318.40	26,000.00	6,681.60	74.3
10-41-6193 COMPUTER HARDWARE & SERVICE	280.00	347.50	1,000.00	652.50	34.8
10-41-6195 OPERATING SUPPLIES - GEN GOV	.00	139.40	1,500.00	1,360.60	9.3
10-41-6200 POSTAGE	204.00	2,430.93	4,000.00	1,569.07	60.8
10-41-6220 REP AND MAINT - VEHICLES	.00	5,493.66	500.00	(4,993.66)	1098.7
10-41-6245 SHUTTLE EXPENSES	166.28	2,808.47	3,000.00	191.53	93.6
10-41-6250 SMALL TOOLS AND EQUIPMENT	.00	.00	10,000.00	10,000.00	.0
10-41-6265 TELEPHONE	223.45	1,969.54	2,750.00	780.46	71.6
10-41-6275 TRAVEL	.00	47.49	1,500.00	1,452.51	3.2
10-41-6285 TOURISM 1% BED TAX	.00	.00	10,000.00	10,000.00	.0
10-41-6286 COMMUNITY HEALTH	.00	.00	500.00	500.00	.0
10-41-9500 TRANSFERS OUT	43,465.33	391,187.97	521,584.00	130,396.03	75.0
TOTAL GENERAL GOVT EXPENSES	90,346.39	769,675.24	1,110,621.00	340,945.76	69.3

TOWN OF JEROME
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING MARCH 31, 2024

Item A.

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MAGISTRATE COURT EXPENSES</u>					
10-42-5001 SALARIES AND WAGES	5,010.39	51,716.42	66,300.00	14,583.58	78.0
10-42-5006 LONGEVITY BONUS	.00	60.00	220.00	160.00	27.3
10-42-5010 FICA AND MEDICARE	366.49	3,792.88	5,250.00	1,457.12	72.3
10-42-5011 RETIREMENT	501.04	3,395.02	3,500.00	104.98	97.0
10-42-5012 HEALTH/LIFE INSURANCE	1,339.94	13,399.40	12,000.00	(1,399.40)	111.7
10-42-5013 WORKER'S COMPENSATION	11.02	150.10	230.00	79.90	65.3
10-42-5014 UNEMPLOYMENT	1.71	9.04	150.00	140.96	6.0
10-42-6037 COURT SECURITY FUND EXPENSES	52.97	768.20	10,000.00	9,231.80	7.7
10-42-6110 CONTRACT SERVICES	.00	1,043.16	6,000.00	4,956.84	17.4
10-42-6115 CONVENTIONS AND SEMINARS	.00	.00	500.00	500.00	.0
10-42-6116 TRAINING & EDUCATION	.00	.00	500.00	500.00	.0
10-42-6125 DUES AND SUBSCRIPTIONS	.00	313.32	500.00	186.68	62.7
10-42-6185 MISCELLANEOUS	.00	.00	250.00	250.00	.0
10-42-6190 OFFICE SUPPLIES	.00	.00	300.00	300.00	.0
10-42-6191 COPIER & EQUIP LEASE EXP	1,793.69	3,587.40	3,000.00	(587.40)	119.6
10-42-6195 OPERATING SUPPLIES - COURT	169.84	169.84	200.00	30.16	84.9
10-42-6265 TELEPHONE	77.72	673.70	900.00	226.30	74.9
10-42-6275 TRAVEL	.00	489.87	750.00	260.13	65.3
TOTAL MAGISTRATE COURT EXPENSES	9,324.81	79,568.35	110,550.00	30,981.65	72.0

TOWN OF JEROME
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING MARCH 31, 2024

Item A.

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>POLICE DEPT EXPENSES</u>						
10-43-5001	SALARIES AND WAGES	28,880.76	325,083.46	406,000.00	80,916.54	80.1
10-43-5006	LONGEVITY BONUS	.00	1,219.00	1,955.00	736.00	62.4
10-43-5010	FICA AND MEDICARE	2,148.62	24,356.74	31,900.00	7,543.26	76.4
10-43-5011	RETIREMENT	2,877.42	26,666.03	43,050.00	16,383.97	61.9
10-43-5012	HEALTH INSURANCE	5,596.56	54,772.43	70,000.00	15,227.57	78.3
10-43-5013	WORKER'S COMPENSATION	1,244.87	19,914.87	22,400.00	2,485.13	88.9
10-43-5014	UNEMPLOYMENT	1.43	44.65	650.00	605.35	6.9
10-43-6105	ADVERTISING, PRINTING, & PUBLI	.00	185.19	.00	(185.19)	.0
10-43-6110	CONTRACT SERVICES	.00	418.84	1,000.00	581.16	41.9
10-43-6116	TRAINING & EDUCATION	1,375.00	2,197.00	7,500.00	5,303.00	29.3
10-43-6120	DISPATCH FEES	3,652.69	32,874.21	44,000.00	11,125.79	74.7
10-43-6125	DUES AND SUBSCRIPTIONS	548.66	1,369.71	1,250.00	(119.71)	109.6
10-43-6145	FUEL	904.49	7,003.09	13,500.00	6,496.91	51.9
10-43-6172	PROSECUTOR EXP	4,000.00	16,000.00	24,000.00	8,000.00	66.7
10-43-6185	MISCELLANEOUS	200.00	293.70	500.00	206.30	58.7
10-43-6192	SOFTWARE SERVICE & SUPPORT	665.92	4,092.37	10,800.00	6,707.63	37.9
10-43-6193	COMPUTER HARDWARE & SERVICE	.00	.00	5,000.00	5,000.00	.0
10-43-6195	OPERATING SUPPLIES - POLICE	519.34	1,070.00	3,000.00	1,930.00	35.7
10-43-6200	POSTAGE	(10.00)	9.60	200.00	190.40	4.8
10-43-6220	REP AND MAINT - VEHICLES	1,037.88	7,407.06	5,000.00	(2,407.06)	148.1
10-43-6225	REP AND MAINT - EQUIPMENT	.00	.00	5,000.00	5,000.00	.0
10-43-6234	POLICE OFFICER SAFETY EQUIP EX	.00	.00	2,500.00	2,500.00	.0
10-43-6250	SMALL TOOLS AND EQUIPMENT	45.02	1,066.71	7,000.00	5,933.29	15.2
10-43-6265	TELEPHONE	995.90	6,075.96	6,000.00	(75.96)	101.3
10-43-6280	UNIFORMS	.00	2,854.78	2,500.00	(354.78)	114.2
10-43-7025	VEHICLES, CAP OUTLAY, POLICE	.00	.00	19,000.00	19,000.00	.0
	TOTAL POLICE DEPT EXPENSES	54,684.56	534,975.40	733,705.00	198,729.60	72.9

TOWN OF JEROME
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING MARCH 31, 2024

Item A.

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>FIRE DEPT EXPENSES</u>					
10-44-5001 SALARIES AND WAGES	14,054.45	180,021.49	249,500.00	69,478.51	72.2
10-44-5002 WILDLAND PERSONNEL	.00	38,177.50	35,000.00	(3,177.50)	109.1
10-44-5003 VOLUNTEER-EMPLOYEE PER CALL PE	1,635.00	14,820.00	35,000.00	20,180.00	42.3
10-44-5006 LONGEVITY BONUS	.00	924.00	1,360.00	436.00	67.9
10-44-5007 PAYMENT IN LIEU OF BENEFITS	562.76	5,627.60	7,400.00	1,772.40	76.1
10-44-5010 FICA AND MEDICARE	1,659.30	16,975.94	25,350.00	8,374.06	67.0
10-44-5011 RETIREMENT	2,109.34	18,442.26	25,500.00	7,057.74	72.3
10-44-5012 HEALTH INSURANCE	3,713.66	29,010.92	66,500.00	37,489.08	43.6
10-44-5013 WORKER'S COMPENSATION	953.44	13,904.36	24,250.00	10,345.64	57.3
10-44-5014 UNEMPLOYMENT	.83	29.87	800.00	770.13	3.7
10-44-6116 TRAINING & EDUCATION	.00	918.94	7,500.00	6,581.06	12.3
10-44-6120 DISPATCH FEES	.00	7,413.00	7,000.00	(413.00)	105.9
10-44-6125 DUES AND SUBSCRIPTIONS	.00	720.00	750.00	30.00	96.0
10-44-6145 FUEL	543.84	5,610.33	9,000.00	3,389.67	62.3
10-44-6170 LEGAL EXP - FIRE	.00	202.50	500.00	297.50	40.5
10-44-6180 MEDICAL EXPENSES	.00	404.53	500.00	95.47	80.9
10-44-6181 MEDICAL SUPPLIES EXP	102.08	2,110.64	5,000.00	2,889.36	42.2
10-44-6185 MISCELLANEOUS	.00	183.39	1,000.00	816.61	18.3
10-44-6192 SOFTWARE SERVICE & SUPPORT	109.59	1,227.40	1,200.00	(27.40)	102.3
10-44-6193 COMPUTER HARDWARE AND SERVICE	.00	1,826.05	2,500.00	673.95	73.0
10-44-6195 OPERATING SUPPLIES - FIRE DEPT	.00	846.44	1,500.00	653.56	56.4
10-44-6220 REP AND MAINT - VEHICLES	129.55	4,840.42	16,000.00	11,159.58	30.3
10-44-6225 REP AND MAINT - EQUIPMENT	.00	1,399.18	4,000.00	2,600.82	35.0
10-44-6250 SMALL TOOLS AND EQUIPMENT	.00	7,971.66	10,000.00	2,028.34	79.7
10-44-6265 TELEPHONE	313.68	2,605.34	3,500.00	894.66	74.4
10-44-6270 TRAINING CENTER ASSESSMENT	.00	2,692.00	2,750.00	58.00	97.9
TOTAL FIRE DEPT EXPENSES	25,887.52	358,905.76	543,360.00	184,454.24	66.1

TOWN OF JEROME
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING MARCH 31, 2024

Item A.

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>LIBRARY EXPENSES</u>						
10-45-5001	SALARIES AND WAGES	6,069.63	61,656.60	89,000.00	27,343.40	69.3
10-45-5006	LONGEVITY BONUS	.00	538.00	600.00	62.00	89.7
10-45-5007	LIBRARY BENEFIT STIPEND	549.56	5,495.60	7,200.00	1,704.40	76.3
10-45-5010	FICA AND MEDICARE	505.85	5,173.02	7,400.00	2,226.98	69.9
10-45-5011	RETIREMENT	410.88	4,253.32	6,100.00	1,846.68	69.7
10-45-5012	HEALTH INSURANCE	41.88	418.80	710.00	291.20	59.0
10-45-5013	WORKER'S COMPENSATION	14.58	214.95	350.00	135.05	61.4
10-45-5014	UNEMPLOYMENT	.99	12.81	250.00	237.19	5.1
10-45-6110	CONTRACT SERVICES	1,250.00	1,589.12	1,250.00	(339.12)	127.1
10-45-6185	MISCELLANEOUS	.00	.00	250.00	250.00	.0
10-45-6190	OFFICE SUPPLIES	.00	.00	250.00	250.00	.0
10-45-6195	OPERATING SUPPLIES - LIBRARY	669.51	3,874.71	4,500.00	625.29	86.1
10-45-6205	PRINT AND NON-PRINT MATERIALS	.00	771.16	3,000.00	2,228.84	25.7
10-45-6225	REP AND MAINT - EQUIPMENT	.00	.00	100.00	100.00	.0
10-45-6250	SMALL TOOLS AND EQUIPMENT	.00	1,295.90	1,000.00	(295.90)	129.6
10-45-6265	TELEPHONE	90.51	773.19	1,250.00	476.81	61.9
10-45-6266	E-RATE EXP	49.00	326.95	750.00	423.05	43.6
	TOTAL LIBRARY EXPENSES	9,652.39	86,394.13	123,960.00	37,565.87	69.7
<u>PLANNING & ZONING EXP</u>						
10-46-5001	SALARIES AND WAGES	4,661.53	46,145.99	65,800.00	19,654.01	70.1
10-46-5006	LONGEVITY BONUS	.00	228.00	370.00	142.00	61.6
10-46-5010	FICA AND MEDICARE	352.27	3,504.28	5,100.00	1,595.72	68.7
10-46-5011	RETIREMENT	388.78	3,937.60	5,200.00	1,262.40	75.7
10-46-5012	HEALTH INSURANCE	928.78	9,287.80	9,100.00	(187.80)	102.1
10-46-5013	WORKER'S COMPENSATION	22.88	309.62	570.00	260.38	54.3
10-46-5014	UNEMPLOYMENT	.38	9.27	125.00	115.73	7.4
10-46-6105	ADVERTISING, PRINTING, & PUBLI	.00	.00	100.00	100.00	.0
10-46-6115	CONVENTIONS AND SEMINARS	.00	.00	250.00	250.00	.0
10-46-6116	TRAINING AND EDUCATION	.00	.00	1,000.00	1,000.00	.0
10-46-6170	LEGAL EXP - P&Z	517.50	3,015.00	16,000.00	12,985.00	18.8
10-46-6185	MISCELLANEOUS	1,593.01	1,593.01	5,000.00	3,406.99	31.9
10-46-6192	SOFTWARE MAINTENANCE & SUPPORT	74.10	1,638.70	1,600.00	(38.70)	102.4
10-46-6195	OPERATING SUPPLIES	.00	.00	100.00	100.00	.0
10-46-6250	SMALL TOOLS AND EQUIPMENT	.00	.00	100.00	100.00	.0
10-46-6265	TELEPHONE	100.33	385.86	600.00	214.14	64.3
10-46-6275	TRAVEL	.00	.00	250.00	250.00	.0
10-46-6310	HISTORIC PRESERVATION EXP	.00	166.49	3,000.00	2,833.51	5.6
	TOTAL PLANNING & ZONING EXP	8,639.56	70,221.62	114,265.00	44,043.38	61.5

TOWN OF JEROME
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING MARCH 31, 2024

Item A.

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PARKS EXPENSES</u>					
10-47-5001 SALARIES AND WAGES	589.29	5,569.24	7,600.00	2,030.76	73.3
10-47-5006 LONGEVITY BONUS	.00	18.57	25.00	6.43	74.3
10-47-5010 FICA AND MEDICARE	42.82	405.13	585.00	179.87	69.3
10-47-5011 RETIREMENT	58.92	544.77	765.00	220.23	71.2
10-47-5012 HEALTH INSURANCE	196.06	1,876.44	2,400.00	523.56	78.2
10-47-5013 WORKER'S COMPENSATION	18.11	289.54	360.00	70.46	80.4
10-47-5014 UNEMPLOYMENT	.03	.87	10.00	9.13	8.7
10-47-6145 FUEL	31.48	340.84	1,500.00	1,159.16	22.7
10-47-6170 LEGAL	.00	.00	250.00	250.00	.0
10-47-6185 MISCELLANEOUS	26.17	155.75	300.00	144.25	51.9
10-47-6192 SOFTWARE SERVICE & SUPPORT	.00	.00	100.00	100.00	.0
10-47-6195 OPERATING SUPPLIES - PARKS	.00	293.38	300.00	6.62	97.8
10-47-6215 REP AND MAINT - BUILDING	.00	.00	100.00	100.00	.0
10-47-6220 REP AND MAINT - VEHICLES	18.48	1,642.39	1,250.00	(392.39)	131.4
10-47-6225 REP AND MAINT - EQUIPMENT	100.64	523.36	750.00	226.64	69.8
10-47-6230 REP AND MAINT - INFRASTRUCTURE	.00	37.52	2,000.00	1,962.48	1.9
10-47-6250 SMALL TOOLS AND EQUIPMENT	.00	157.06	1,250.00	1,092.94	12.6
10-47-6280 UNIFORM EXP PARKS	.00	259.97	450.00	190.03	57.8
10-47-6285 UTILITIES	228.19	1,952.53	2,750.00	797.47	71.0
10-47-8040 LEASE PAYMENTS	.00	108.18	275.00	166.82	39.3
TOTAL PARKS EXPENSES	1,310.19	14,175.54	23,020.00	8,844.46	61.6
<u>PROPERTIES EXPENSES</u>					
10-48-5001 SALARIES AND WAGES	3,648.60	34,477.12	47,000.00	12,522.88	73.4
10-48-5006 LONGEVITY BONUS	.00	114.96	220.00	105.04	52.3
10-48-5010 FICA AND MEDICARE	264.93	2,507.38	3,650.00	1,142.62	68.7
10-48-5011 RETIREMENT	364.86	3,372.41	4,750.00	1,377.59	71.0
10-48-5012 HEALTH INSURANCE	1,214.28	11,619.24	13,700.00	2,080.76	84.8
10-48-5013 WORKER'S COMPENSATION	112.08	1,752.37	2,150.00	397.63	81.5
10-48-5014 UNEMPLOYMENT	.14	5.44	58.00	52.56	9.4
10-48-6110 CONTRACT SERVICES	280.00	4,588.76	10,000.00	5,411.24	45.9
10-48-6140 ENGINEERING FEES	.00	4,406.50	7,500.00	3,093.50	58.8
10-48-6145 FUEL	69.85	1,037.84	1,500.00	462.16	69.2
10-48-6185 MISCELLANEOUS	26.16	798.44	2,000.00	1,201.56	39.9
10-48-6195 OPERATING SUPPLIES - PROPERTIE	.00	703.37	2,000.00	1,296.63	35.2
10-48-6215 R&M BUILDING - PROPERTIES	1,120.25	31,927.59	40,000.00	8,072.41	79.8
10-48-6220 REP AND MAINT - VEHICLES	18.48	1,653.03	1,200.00	(453.03)	137.8
10-48-6225 REP AND MAINT - EQUIPMENT	428.63	1,061.22	500.00	(561.22)	212.2
10-48-6230 REP AND MAINT - INFRASTRUCTURE	.00	307.30	35,000.00	34,692.70	.9
10-48-6250 SMALL TOOLS AND EQUIPMENT	531.91	1,354.99	1,200.00	(154.99)	112.9
10-48-6280 UNIFORM EXP PROPERTIES	.00	259.95	350.00	90.05	74.3
10-48-6285 UTILITIES	4,289.71	33,109.13	44,000.00	10,890.87	75.3
10-48-8040 LEASE PAYMENTS	.00	108.18	280.00	171.82	38.6
TOTAL PROPERTIES EXPENSES	12,369.88	135,165.22	217,058.00	81,892.78	62.3

TOWN OF JEROME
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 9 MONTHS ENDING MARCH 31, 2024

Item A.

	GENERAL FUND				
	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
TOTAL FUND EXPENDITURES	212,215.30	2,049,081.26	2,976,539.00	927,457.74	68.8
NET REVENUE OVER EXPENDITURES	(31,421.56)	(40,948.99)	.00	40,948.99	.0

TOWN OF JEROME
 BALANCE SHEET
 MARCH 31, 2024

Item A.

UTILITY FUND

ASSETS

20-00-1000	CASH - COMBINED FUND	1,552,279.86	
20-00-1015	UTILITIES A/R	49,117.76	
20-00-1016	BOND ACCOUNT	(900,000.00)	
20-00-1125	MISCELLANEOUS	27.21	
20-00-1190	ALLOWANCE FOR DOUBTFUL ACCTS	(15,000.00)	
20-00-1515	BUILDINGS-PROP, PLANT, EQUIP	2,166,541.66	
20-00-1518	INFRASTRUCTURE	1,811,983.15	
20-00-1520	OPERATING EQUIPMENT-PROP, PLAN	235,211.78	
20-00-1540	CONSTRUCTION WIP	53,193.16	
20-00-1550	BUILDINGS-ACC DEPRECIATION	(1,757,985.78)	
20-00-1555	OPERATING EQUIPMENT-ACC DEPREC	(180,365.18)	
	TOTAL ASSETS		<u>3,015,003.62</u>

LIABILITIES AND EQUITY

LIABILITIES

20-00-2450	ACCRUED PAYROLL	7,406.39	
20-00-2500	SALES TAX PAYABLE	1,326.05	
20-00-2600	CUSTOMER DEPOSITS	30,695.99	
20-00-2700	COMPENSATED ABSENCES	5,751.97	
20-00-2950	OTHER LIABILITIES	745.84	
	TOTAL LIABILITIES		45,926.24

FUND EQUITY

20-00-3002	UNRESTRICTED FUND BALANCE	2,161,265.30	
20-00-3051	UNRESTRICTED FUND BALANCE	735,636.33	
20-00-3052	UNRESTRICTED FUND BALANCE	(177,665.00)	
	REVENUE OVER EXPENDITURES - YTD	<u>249,840.75</u>	
	BALANCE - CURRENT DATE	<u>249,840.75</u>	
	TOTAL FUND EQUITY		<u>2,969,077.38</u>
	TOTAL LIABILITIES AND EQUITY		<u>3,015,003.62</u>

TOWN OF JEROME
REVENUES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING MARCH 31, 2024

Item A.

UTILITY FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>WATER REVENUE</u>						
20-50-4010	FUND BALANCE RESERVES	9,166.66	82,499.96	110,000.00	27,500.04	75.0
20-50-4085	WATER USAGE FEES	14,093.00	125,529.76	175,000.00	49,470.24	71.7
20-50-4100	WATER CONNECTION FEES	.00	.00	5,000.00	5,000.00	.0
20-50-4500	MISCELLANEOUS	50.00	815.00	2,750.00	1,935.00	29.6
20-50-4900	TRANSFERS IN	27,183.83	244,654.47	326,208.00	81,553.53	75.0
	TOTAL WATER REVENUE	50,493.49	453,499.19	618,958.00	165,458.81	73.3
<u>SEWER REVENUE</u>						
20-51-4050	CONNECTION FEES	.00	.00	5,500.00	5,500.00	.0
20-51-4085	SEWER USAGE FEES	14,799.03	121,614.59	161,450.00	39,835.41	75.3
20-51-4900	TRANSFERS IN	9,628.00	86,652.00	115,538.00	28,886.00	75.0
	TOTAL SEWER REVENUE	24,427.03	208,266.59	282,488.00	74,221.41	73.7
<u>SANITATION REVENUE</u>						
20-52-4085	SANITATION USAGE FEES	14,587.44	132,039.23	180,000.00	47,960.77	73.4
20-52-4500	MISCELLANEOUS	.00	.00	750.00	750.00	.0
20-52-4900	TRANSFERS IN	5,307.75	47,769.75	63,693.00	15,923.25	75.0
	TOTAL SANITATION REVENUE	19,895.19	179,808.98	244,443.00	64,634.02	73.6
	TOTAL FUND REVENUE	94,815.71	841,574.76	1,145,889.00	304,314.24	73.4

TOWN OF JEROME
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING MARCH 31, 2024

Item A.

UTILITY FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>WATER EXPENDITURES</u>						
20-50-5001	SALARIES AND WAGES	6,435.84	60,813.44	83,500.00	22,686.56	72.8
20-50-5006	LONGEVITY BONUS	.00	202.77	425.00	222.23	47.7
20-50-5010	FICA AND MEDICARE	467.30	4,422.65	6,400.00	1,977.35	69.1
20-50-5011	RETIREMENT	643.58	5,948.49	8,400.00	2,451.51	70.8
20-50-5012	HEALTH INSURANCE	2,141.83	20,493.82	26,000.00	5,506.18	78.8
20-50-5013	WORKER'S COMPENSATION	221.31	3,354.86	4,675.00	1,320.14	71.8
20-50-5014	UNEMPLOYMENT	.24	9.61	100.00	90.39	9.6
20-50-6110	CONTRACT SERVICES	1,025.00	8,200.00	20,000.00	11,800.00	41.0
20-50-6116	TRAINING AND EDUCATION	.00	.00	500.00	500.00	.0
20-50-6135	PERMIT FEE EXP - WATER	.00	420.59	1,250.00	829.41	33.7
20-50-6140	ENGINEERING FEES	.00	.00	4,000.00	4,000.00	.0
20-50-6145	FUEL	281.36	2,981.13	3,000.00	18.87	99.4
20-50-6155	INSURANCE	3,923.40	12,637.74	7,750.00	(4,887.74)	163.1
20-50-6170	LEGAL EXP - WATER	.00	472.50	35,000.00	34,527.50	1.4
20-50-6185	MISCELLANEOUS	26.17	106.75	800.00	693.25	13.3
20-50-6192	SOFTWARE SUPPORT EXP - WATER	275.25	3,878.86	6,000.00	2,121.14	64.7
20-50-6195	OPERATING SUPPLIES - WATER	.00	2,401.66	5,000.00	2,598.34	48.0
20-50-6215	R&M BUILDING - WATER	.00	.00	250.00	250.00	.0
20-50-6220	REP AND MAINT - VEHICLES	18.47	2,123.81	2,000.00	(123.81)	106.2
20-50-6225	REP AND MAINT - EQUIPMENT	100.64	1,244.91	1,500.00	255.09	83.0
20-50-6230	REP AND MAINT - INFRASTRUCTURE	8,594.05	41,548.99	331,200.00	289,651.01	12.5
20-50-6232	SPRINGS SECURITY EXP	87.88	770.77	8,000.00	7,229.23	9.6
20-50-6240	SERVICE TESTS/SYSTEM TESTING	15.00	120.00	750.00	630.00	16.0
20-50-6250	SMALL TOOLS AND EQUIPMENT	.00	231.62	2,750.00	2,518.38	8.4
20-50-6271	DWR FEE	.00	.00	900.00	900.00	.0
20-50-6280	UNIFORM EXP WATER	.00	259.96	350.00	90.04	74.3
20-50-6285	UTILITIES EXP - WATER	35.95	290.42	500.00	209.58	58.1
20-50-6290	ADMINISTRATIVE CHARGE	4,751.00	43,047.00	57,008.00	13,961.00	75.5
20-50-8040	LEASE PAYMENTS	.00	378.67	950.00	571.33	39.9
	TOTAL WATER EXPENDITURES	29,044.27	216,361.02	618,958.00	402,596.98	35.0

TOWN OF JEROME
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING MARCH 31, 2024

Item A.

UTILITY FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SEWER EXPENDITURES</u>						
20-51-5001	SALARIES AND WAGES	3,489.80	32,977.14	45,000.00	12,022.86	73.3
20-51-5006	LONGEVITY BONUS	.00	109.95	225.00	115.05	48.9
20-51-5010	FICA AND MEDICARE	253.41	2,398.21	3,500.00	1,101.79	68.5
20-51-5011	RETIREMENT	348.98	3,225.70	4,550.00	1,324.30	70.9
20-51-5012	HEALTH INSURANCE	1,161.41	11,113.47	14,000.00	2,886.53	79.4
20-51-5013	WORKER'S COMPENSATION	118.96	1,783.95	2,350.00	566.05	75.9
20-51-5014	UNEMPLOYMENT	.13	5.20	55.00	49.80	9.5
20-51-6110	CONTRACT SERVICES	3,325.00	26,600.00	50,000.00	23,400.00	53.2
20-51-6135	PERMIT FEE EXP - SEWER	.00	1,485.94	2,000.00	514.06	74.3
20-51-6140	ENGINEERING FEES	(85,445.82)	.00	15,000.00	15,000.00	.0
20-51-6145	FUEL	128.62	1,224.05	3,000.00	1,775.95	40.8
20-51-6155	INSURANCE	3,923.40	12,637.74	10,000.00	(2,637.74)	126.4
20-51-6170	LEGAL EXP - SEWER	.00	220.50	1,000.00	779.50	22.1
20-51-6185	MISCELLANEOUS	162.29	479.99	500.00	20.01	96.0
20-51-6192	SOFTWARE SUPPORT EXP - SEWER	275.25	3,878.86	5,750.00	1,871.14	67.5
20-51-6195	OPERATING SUPPLIES - SEWER	3,448.96	8,604.80	12,000.00	3,395.20	71.7
20-51-6220	REP AND MAINT - VEHICLES	18.47	2,369.46	1,750.00	(619.46)	135.4
20-51-6225	REP AND MAINT - EQUIPMENT	100.64	492.11	250.00	(242.11)	196.8
20-51-6230	REP AND MAINT - INFRASTRUCTURE	(731.83)	35,330.48	35,000.00	(330.48)	100.9
20-51-6240	SERVICE TESTS/SYSTEM TESTING	642.00	8,381.60	14,000.00	5,618.40	59.9
20-51-6250	SMALL TOOLS & EQUIPMENT (UNDER	.00	43.88	1,500.00	1,456.12	2.9
20-51-6280	UNIFORM EXP SEWER	.00	259.97	400.00	140.03	65.0
20-51-6285	UTILITIES	212.62	1,648.40	2,750.00	1,101.60	59.9
20-51-6290	ADMINISTRATIVE CHARGE	4,751.00	42,759.00	57,008.00	14,249.00	75.0
20-51-8040	LEASE PAYMENTS	.00	378.67	900.00	521.33	42.1
	TOTAL SEWER EXPENDITURES	(63,816.71)	198,409.07	282,488.00	84,078.93	70.2

TOWN OF JEROME
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING MARCH 31, 2024

Item A.

UTILITY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SANITATION EXPENDITURES</u>					
20-52-5001 SALARIES AND WAGES	5,552.09	52,467.67	72,000.00	19,532.33	72.9
20-52-5006 LONGEVITY BONUS	.00	174.93	350.00	175.07	50.0
20-52-5010 FICA AND MEDICARE	403.16	3,815.75	5,500.00	1,684.25	69.4
20-52-5011 RETIREMENT	555.18	5,132.10	7,200.00	2,067.90	71.3
20-52-5012 HEALTH INSURANCE	1,847.81	17,682.17	22,200.00	4,517.83	79.7
20-52-5013 WORKER'S COMPENSATION	343.85	3,575.96	6,700.00	3,124.04	53.4
20-52-5014 UNEMPLOYMENT	.21	8.32	85.00	76.68	9.8
20-52-6111 RECYCLING CONTRACT EXP	360.00	1,080.00	1,750.00	670.00	61.7
20-52-6116 TRAINING & EDUCATION	.00	.00	300.00	300.00	.0
20-52-6142 EQUIPMENT RENTALS	.00	.00	1,000.00	1,000.00	.0
20-52-6145 FUEL	491.67	4,566.87	9,000.00	4,433.13	50.7
20-52-6155 INSURANCE	3,923.40	12,637.74	10,000.00	(2,637.74)	126.4
20-52-6165 LANDFILL TIPPING FEES	1,470.40	12,845.20	21,000.00	8,154.80	61.2
20-52-6185 MISCELLANEOUS	26.17	274.66	300.00	25.34	91.6
20-52-6192 SOFTWARE SUPPORT EXP - TRASH	275.25	3,137.38	5,500.00	2,362.62	57.0
20-52-6195 OPERATING SUPPLIES - TRASH	.00	136.31	500.00	363.69	27.3
20-52-6220 REP AND MAINT - VEHICLES	585.25	5,860.51	10,000.00	4,139.49	58.6
20-52-6225 REP AND MAINT - EQUIPMENT	100.64	511.85	500.00	(11.85)	102.4
20-52-6230 R&M TRASH - INFRASTRUCTURE	.00	37.52	.00	(37.52)	.0
20-52-6250 SMALL TOOLS AND EQUIPMENT	.00	.00	3,200.00	3,200.00	.0
20-52-6280 UNIFORM EXP TRASH	.00	259.98	350.00	90.02	74.3
20-52-6290 ADMINISTRATIVE CHARGE	4,751.00	42,759.00	57,008.00	14,249.00	75.0
20-52-9500 TRANSFERS OUT	.00	10,000.00	10,000.00	.00	100.0
TOTAL SANITATION EXPENDITURES	20,686.08	176,963.92	244,443.00	67,479.08	72.4
TOTAL FUND EXPENDITURES	(14,086.36)	591,734.01	1,145,889.00	554,154.99	51.6
NET REVENUE OVER EXPENDITURES	108,902.07	249,840.75	.00	(249,840.75)	.0

TOWN OF JEROME
 BALANCE SHEET
 MARCH 31, 2024

Item A.

HURF FUND

ASSETS

30-00-1000	CASH - COMBINED FUND	(413,022.16)	
30-00-1015	HURF ACCOUNTS RECEIVABLE		4,787.72	
30-00-1022	OAZ HURF SAVINGS		750,156.38	
	TOTAL ASSETS			<u>341,921.94</u>

LIABILITIES AND EQUITY

LIABILITIES

30-00-2450	ACCRUED PAYROLL		2,066.19	
	TOTAL LIABILITIES			2,066.19

FUND EQUITY

30-00-3002	UNRESTRICTED FUND BALANCE		265,178.23	
	REVENUE OVER EXPENDITURES - YTD		74,677.52	
	BALANCE - CURRENT DATE		74,677.52	
	TOTAL FUND EQUITY			<u>339,855.75</u>
	TOTAL LIABILITIES AND EQUITY			<u>341,921.94</u>

TOWN OF JEROME
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 9 MONTHS ENDING MARCH 31, 2024

Item A.

HURF FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>HURF REVENUE</u>						
30-30-4020	HURF REVENUE	3,714.72	31,276.13	48,500.00	17,223.87	64.5
30-30-4300	INTEREST AND INVESTMENT EARNIN	318.35	2,764.92	1,000.00	(1,764.92)	276.5
30-30-4900	TRANSFERS IN	16,678.75	150,108.75	200,145.00	50,036.25	75.0
	TOTAL HURF REVENUE	20,711.82	184,149.80	249,645.00	65,495.20	73.8
	TOTAL FUND REVENUE	20,711.82	184,149.80	249,645.00	65,495.20	73.8

TOWN OF JEROME
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING MARCH 31, 2024

Item A.

HURF FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>HURF EXPENDITURE</u>					
30-30-5001 SALARIES AND WAGES	4,313.54	41,201.64	39,000.00	(2,201.64)	105.7
30-30-5006 LONGEVITY BONUS	.00	357.82	200.00	(157.82)	178.9
30-30-5010 FICA AND MEDICARE	318.51	3,066.88	3,500.00	433.12	87.6
30-30-5011 RETIREMENT	294.64	2,723.35	3,900.00	1,176.65	69.8
30-30-5012 HEALTH INSURANCE	980.37	9,381.73	12,000.00	2,618.27	78.2
30-30-5013 WORKER'S COMPENSATION	114.42	1,718.92	1,850.00	131.08	92.9
30-30-5014 UNEMPLOYMENT	.79	7.86	100.00	92.14	7.9
30-30-6140 ENGINEERING FEES	.00	2,415.00	2,500.00	85.00	96.6
30-30-6142 EQUIPMENT RENTALS	.00	.00	750.00	750.00	.0
30-30-6145 FUEL	455.25	1,114.96	1,500.00	385.04	74.3
30-30-6155 INSURANCE	2,615.60	8,425.16	5,250.00	(3,175.16)	160.5
30-30-6185 MISCELLANEOUS	26.16	534.25	500.00	(34.25)	106.9
30-30-6192 SOFTWARE SERVICE & SUPPORT	91.75	1,157.06	1,600.00	442.94	72.3
30-30-6195 OPERATING SUPPLIES - HURF	.00	45.70	500.00	454.30	9.1
30-30-6210 PUBLIC RESTROOM SUPPLIES	.00	1,200.46	3,000.00	1,799.54	40.0
30-30-6215 REPAIR & MAINTENANCE - BUILDIN	.00	.00	500.00	500.00	.0
30-30-6220 REP AND MAINT - VEHICLES	18.48	1,689.39	1,500.00	(189.39)	112.6
30-30-6225 REP AND MAINT - EQUIPMENT	100.64	1,071.24	500.00	(571.24)	214.3
30-30-6230 REP AND MAINT - INFRASTRUCTURE	126.63	14,390.31	140,000.00	125,609.69	10.3
30-30-6250 SMALL TOOLS AND EQUIPMENT	.00	.00	650.00	650.00	.0
30-30-6255 STREET LIGHTS	1,171.94	10,300.18	13,750.00	3,449.82	74.9
30-30-6260 STREET SUPPLIES	112.06	1,993.17	7,500.00	5,506.83	26.6
30-30-6280 UNIFORM EXP - HURF	.00	259.97	400.00	140.03	65.0
30-30-6290 ADMINISTRATIVE CHARGE	701.00	6,309.00	8,420.00	2,111.00	74.9
30-30-8040 LEASE PAYMENTS	.00	108.23	275.00	166.77	39.4
TOTAL HURF EXPENDITURE	11,441.78	109,472.28	249,645.00	140,172.72	43.9
TOTAL FUND EXPENDITURES	11,441.78	109,472.28	249,645.00	140,172.72	43.9
NET REVENUE OVER EXPENDITURES	9,270.04	74,677.52	.00	(74,677.52)	.0

TOWN OF JEROME
BALANCE SHEET
MARCH 31, 2024

Item A.

PARKING FUND

<u>ASSETS</u>			
35-00-1000	CASH - COMBINED FUND	145,383.76	
	TOTAL ASSETS		145,383.76
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
35-00-3002	UNRESTRICTED FUND BALANCE	120,680.79	
	REVENUE OVER EXPENDITURES - YTD	24,702.97	
	BALANCE - CURRENT DATE	24,702.97	
	TOTAL FUND EQUITY		145,383.76
	TOTAL LIABILITIES AND EQUITY		145,383.76

TOWN OF JEROME
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 9 MONTHS ENDING MARCH 31, 2024

Item A.

PARKING FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>PARKING FUND REVENUE</u>					
35-35-4042 PARKING KIOSK REVENUE	39,916.20	263,430.50	347,000.00	83,569.50	75.9
TOTAL PARKING FUND REVENUE	39,916.20	263,430.50	347,000.00	83,569.50	75.9
TOTAL FUND REVENUE	39,916.20	263,430.50	347,000.00	83,569.50	75.9

TOWN OF JEROME
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING MARCH 31, 2024

Item A.

PARKING FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PARKING FUND EXPENDITURE</u>					
35-35-5001 SALARIES AND WAGES	1,881.03	19,621.89	40,000.00	20,378.11	49.1
35-35-5006 LONGEVITY BONUS	.00	90.00	150.00	60.00	60.0
35-35-5010 FICA MATCH	143.90	1,507.91	2,980.00	1,472.09	50.6
35-35-5013 WORKER'S COMPENSATION	32.92	623.67	1,025.00	401.33	60.9
35-35-5014 UNEMPLOYMENT	.94	4.93	168.00	163.07	2.9
35-35-6145 FUEL	38.20	333.15	1,000.00	666.85	33.3
35-35-6185 MISCELLANEOUS	.00	.00	1,030.00	1,030.00	.0
35-35-6186 BANK CHARGES	.00	.00	50.00	50.00	.0
35-35-6188 CREDIT CARD PROCESSING FEES	2,626.81	16,916.51	32,000.00	15,083.49	52.9
35-35-6192 SOFTWARE SERVICE AND SUPPORT	184.25	22,072.64	25,000.00	2,927.36	88.3
35-35-6195 OPERATING SUPPLIES	.00	2,258.79	1,500.00	(758.79)	150.6
35-35-6265 TELEPHONE	767.32	3,857.04	3,500.00	(357.04)	110.2
35-35-6290 ADMINISTRATIVE CHARGE	466.00	4,194.00	5,597.00	1,403.00	74.9
35-35-8041 ALLOWANCE FOR ADDITIONAL CAPIT	.00	.00	10,000.00	10,000.00	.0
35-35-9500 TRANSFERS OUT	18,583.00	167,247.00	223,000.00	55,753.00	75.0
TOTAL PARKING FUND EXPENDITURE	24,724.37	238,727.53	347,000.00	108,272.47	68.8
TOTAL FUND EXPENDITURES	24,724.37	238,727.53	347,000.00	108,272.47	68.8
NET REVENUE OVER EXPENDITURES	15,191.83	24,702.97	.00	(24,702.97)	.0

TOWN OF JEROME
 BALANCE SHEET
 MARCH 31, 2024

Item A.

FIRE DEPT PENSION & RETIREMENT

<u>ASSETS</u>			
40-00-1000	CASH - COMBINED FUND	15,301.40	
40-00-1010	INVESTMENTS - PENISON & RELIEF	199,397.14	
40-00-1180	DUE FROM STATE PENSION	3,270.70	
40-00-1900	DUE FROM OTHER FUNDS	(27,802.32)	
	TOTAL ASSETS		<u>190,166.92</u>
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
40-00-2990	DUE TO OTHER FUNDS	(27,802.32)	
	TOTAL LIABILITIES		(27,802.32)
<u>FUND EQUITY</u>			
40-00-3002	UNRESTRICTED FUND BALANCE	214,698.54	
	REVENUE OVER EXPENDITURES - YTD	<u>3,270.70</u>	
	BALANCE - CURRENT DATE	<u>3,270.70</u>	
	TOTAL FUND EQUITY		<u>217,969.24</u>
	TOTAL LIABILITIES AND EQUITY		<u>190,166.92</u>

TOWN OF JEROME
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 9 MONTHS ENDING MARCH 31, 2024

Item A.

FIRE DEPT PENSION & RETIREMENT

		<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEARNED</u>	<u>PCNT</u>
<u>FIRE DEPT P&R REVENUE</u>						
40-60-4250	TOWN CONTRIBUTION	.00	.00	15,000.00	15,000.00	.0
40-60-4255	STATE PENSION CONTRIBUTION	.00	.00	2,750.00	2,750.00	.0
40-60-4256	RETIREMENT REV FD P&R	.00	3,270.70	10,000.00	6,729.30	32.7
	TOTAL FIRE DEPT P&R REVENUE	<u>.00</u>	<u>3,270.70</u>	<u>27,750.00</u>	<u>24,479.30</u>	<u>11.8</u>
	TOTAL FUND REVENUE	<u>.00</u>	<u>3,270.70</u>	<u>27,750.00</u>	<u>24,479.30</u>	<u>11.8</u>

TOWN OF JEROME
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 9 MONTHS ENDING MARCH 31, 2024

Item A.

FIRE DEPT PENSION & RETIREMENT

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>FIRE DEPT P&R EXPENDITURE</u>					
40-60-6235 RETIREMENT EXP FD P&R	.00	.00	27,750.00	27,750.00	.0
TOTAL FIRE DEPT P&R EXPENDITURE	.00	.00	27,750.00	27,750.00	.0
TOTAL FUND EXPENDITURES	.00	.00	27,750.00	27,750.00	.0
NET REVENUE OVER EXPENDITURES	.00	3,270.70	.00	(3,270.70)	.0

TOWN OF JEROME
 BALANCE SHEET
 MARCH 31, 2024

Item A.

OPERATING GRANTS REVENUE

<u>ASSETS</u>			
50-00-1000	CASH - COMBINED FUND	72,626.68	
50-00-1800	INVENTORY	13,193.06	
		<hr/>	
	TOTAL ASSETS		<u>85,819.74</u>
 <u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
50-00-2755	DEFERRED REVENUE - OPR GRANTS	73,672.58	
		<hr/>	
	TOTAL LIABILITIES		73,672.58
 <u>FUND EQUITY</u>			
50-00-3002	UNRESTRICTED FUND BALANCE	31,474.15	
	REVENUE OVER EXPENDITURES - YTD	(19,326.99)	
		<hr/>	
	BALANCE - CURRENT DATE	(19,326.99)	
		<hr/>	
	TOTAL FUND EQUITY		<u>12,147.16</u>
	TOTAL LIABILITIES AND EQUITY		<u>85,819.74</u>

TOWN OF JEROME
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 9 MONTHS ENDING MARCH 31, 2024

Item A.

OPERATING GRANTS REVENUE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>OPERATING GRANTS REVENUE</u>					
50-40-4066 RICO REV - OPR GRANTS	.00	.00	4,500.00	4,500.00	.0
50-40-4067 POLICE DEPT REV - OPR GRANTS	.00	22,452.77	.00 (22,452.77)	.0
50-40-4068 FIRE DEPT REV - OPR GRANTS	.00	8,396.25	100,000.00	91,603.75	8.4
50-40-4101 USDA SEARCH GRANT WWTP	.00	.00	32,000.00	32,000.00	.0
50-40-4105 COMMUNITY & FOUNDATION GRANT R	.00	.00	20,000.00	20,000.00	.0
50-40-4150 POLICE: PROP 207 FUNDING	.00	.00 (5,000.00)	(5,000.00)	.0
50-40-4185 MISCELLANEOUS GRANTS	.00	.00	350,000.00	350,000.00	.0
50-40-4200 MISC. JUDICIAL GRANTS	.00	.00	23,500.00	23,500.00	.0
TOTAL OPERATING GRANTS REVENUE	.00	30,849.02	525,000.00	494,150.98	5.9
TOTAL FUND REVENUE	.00	30,849.02	525,000.00	494,150.98	5.9

Report Criteria:
Detail report type printed

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
1000	#1 FOOD STORE	032024KM10	Fuel for February 2024-Fir	1	03/20/2024	397.11	.00	397.11	101031	03/20/2024
		032024KM10	Fuel for February-PD Rang	2	03/20/2024	38.20	.00	38.20	101031	03/20/2024
Total 1000:						435.31	.00	435.31		
1031	ALL-MED EQUIPMENT &	032024KM9	Inv. 773988 Monthly Tank	1	03/20/2024	102.08	.00	102.08	101032	03/20/2024
Total 1031:						102.08	.00	102.08		
1050	APS	030624KM26	Acct 3601574879 Main Par	1	03/06/2024	49.85	.00	49.85	100995	03/06/2024
		030624KM26	Acct 1976520000 Co-op	2	03/06/2024	212.87	.00	212.87	100995	03/06/2024
		030624KM26	Acct 2839800000 Ghost P	3	03/06/2024	176.25	.00	176.25	100995	03/06/2024
		030624KM26	Acct 5613490000 Upper P	4	03/06/2024	56.18	.00	56.18	100995	03/06/2024
		030624KM26	Acct 4246290000 WWTP	5	03/06/2024	212.62	.00	212.62	100995	03/06/2024
		030624KM26	Acct 8061950000 Sunshin	6	03/06/2024	35.95	.00	35.95	100995	03/06/2024
		030624KM26	Acct 3216010000 Hotel Jer	7	03/06/2024	36.73	.00	36.73	100995	03/06/2024
		030624KM26	Acct 6109570000 Perkinsvi	8	03/06/2024	166.11	.00	166.11	100995	03/06/2024
		030624KM26	Acct 8468241000 Middle P	9	03/06/2024	36.73	.00	36.73	100995	03/06/2024
		030624KM26	Acct 23839010000 Upper	10	03/06/2024	47.09	.00	47.09	100995	03/06/2024
		030624KM26	Acct 2353720000 Gulch Fir	11	03/06/2024	116.44	.00	116.44	100995	03/06/2024
		030624KM26	Acct 0421621000 Fire Dept	12	03/06/2024	524.16	.00	524.16	100995	03/06/2024
		030624KM26	Acct 0024240000 Lower P	13	03/06/2024	38.34	.00	38.34	100995	03/06/2024
		030624KM26	Acct 7575770000 Civic Ce	14	03/06/2024	982.66	.00	982.66	100995	03/06/2024
		030624KM26	Acct 7575770000 Civic Ce	15	03/06/2024	312.50-	.00	312.50-	100995	03/06/2024
		030624KM26	Acct 6506951000 Police D	16	03/06/2024	203.81	.00	203.81	100995	03/06/2024
030624KM27	Acct 9438060000 Hull St R	1	03/06/2024	13.94	.00	13.94	100996	03/06/2024		
032724KM3	Acct 1490440000 Street Li	1	03/27/2024	1,171.94	.00	1,171.94	101046	03/27/2024		
Total 1050:						3,769.17	.00	3,769.17		
1056	ARIZONA BUG COMPANY	030624KM4	Inv. 207438 Pest Control fo	1	03/06/2024	50.00	.00	50.00	100997	03/06/2024
Total 1056:						50.00	.00	50.00		
1074	ARIZONA SUPREME COU	030624KM10	Inv. 2024-00000211 Printer	1	03/06/2024	1,793.69	.00	1,793.69	100998	03/06/2024
Total 1074:						1,793.69	.00	1,793.69		
1088	AT&T	032024KM6	INV. 287307080989X0226	1	03/20/2024	369.33	.00	369.33	101033	03/20/2024
		032024KM6	INV. 287307080989X0226	2	03/20/2024	369.32	.00	369.32	101033	03/20/2024
Total 1088:						738.65	.00	738.65		
1106	AZ MUNICIPAL RISK RET	31324MS4	INV 40001406-03042024 A	1	03/13/2024	11,770.20	.00	11,770.20	101021	03/13/2024
		31324MS4	INV 40001406-03042024 A	2	03/13/2024	3,923.40	.00	3,923.40	101021	03/13/2024
		31324MS4	INV 40001406-03042024 A	3	03/13/2024	3,923.40	.00	3,923.40	101021	03/13/2024
		31324MS4	INV 40001406-03042024 A	4	03/13/2024	3,923.40	.00	3,923.40	101021	03/13/2024
		31324MS4	INV 40001406-03042024 A	5	03/13/2024	2,615.60	.00	2,615.60	101021	03/13/2024
Total 1106:						26,156.00	.00	26,156.00		
1158	CANDACE GALLAGHER	31324MS6	Codification & Web Service	1	03/13/2024	500.00	.00	500.00	101022	03/13/2024

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 1158:						500.00	.00	500.00		
1170	CASELLE	030624KM25	INV. 131651 Support & Mai	1	03/06/2024	825.75	.00	825.75	100999	03/06/2024
		030624KM25	INV. 131651 Support & Mai	2	03/06/2024	275.25	.00	275.25	100999	03/06/2024
		030624KM25	INV. 131651 Support & Mai	3	03/06/2024	275.25	.00	275.25	100999	03/06/2024
		030624KM25	INV. 131651 Support & Mai	4	03/06/2024	275.25	.00	275.25	100999	03/06/2024
		030624KM25	INV. 131651 Support & Mai	5	03/06/2024	91.75	.00	91.75	100999	03/06/2024
		030624KM25	INV. 131651 Support & Mai	6	03/06/2024	91.75	.00	91.75	100999	03/06/2024
Total 1170:						1,835.00	.00	1,835.00		
1178	CENTURY LINK	032024KM15	ACCT 88707005 Gen Gov	1	03/20/2024	5.36	.00	5.36	101034	03/20/2024
		032724KM4	ACCT J-520-111-3806 829	1	03/27/2024	37.71	.00	37.71	101047	03/27/2024
		032724KM4	ACCT J-520-111-3806 829	2	03/27/2024	177.35	.00	177.35	101047	03/27/2024
		032724KM4	ACCT J-520-111-3806 829	3	03/27/2024	182.19	.00	182.19	101047	03/27/2024
		032724KM4	ACCT J-520-111-3806 829	4	03/27/2024	90.51	.00	90.51	101047	03/27/2024
		032724KM4	ACCT J-520-111-3806 829	5	03/27/2024	43.70	.00	43.70	101047	03/27/2024
		032724KM4	ACCT J-520-111-3806 829	6	03/27/2024	136.81	.00	136.81	101047	03/27/2024
		032724KM4	ACCT J-520-111-3806 829	7	03/27/2024	77.72	.00	77.72	101047	03/27/2024
Total 1178:						751.35	.00	751.35		
1195	CITY OF COTTONWOOD	31324MS5	Inv 0007053 - PD Dispatchi	1	03/13/2024	3,652.69	.00	3,652.69	101023	03/13/2024
Total 1195:						3,652.69	.00	3,652.69		
1213	CONTRACT WASTEWATE	030624KM19	Inv. 1015808 Water Syste	1	03/06/2024	1,025.00	.00	1,025.00	101000	03/06/2024
		030624KM19	Inv. 1015808 WW System	2	03/06/2024	3,325.00	.00	3,325.00	101000	03/06/2024
		030624KM19	Inv. 1015808 February Tra	3	03/06/2024	65.00	.00	65.00	101000	03/06/2024
Total 1213:						4,415.00	.00	4,415.00		
1239	DANA KEPNER CO	030624KM16	INV. 9040104 Water Parts f	1	03/06/2024	8,594.05	.00	8,594.05	101001	03/06/2024
Total 1239:						8,594.05	.00	8,594.05		
1264	DIESEL DIRECT WEST	030624KM2	INV. 85698973 Diesel Fuel	1	03/06/2024	148.13	.00	148.13	101002	03/06/2024
		030624KM2	INV. 85698973 Diesel Fuel	2	03/06/2024	18.51	.00	18.51	101002	03/06/2024
		030624KM2	INV. 85698973 Diesel Fuel	3	03/06/2024	18.51	.00	18.51	101002	03/06/2024
		032024KM12	INV. 18583 Fuel for March	1	03/20/2024	152.86	.00	152.86	101035	03/20/2024
		032024KM12	INV. 18583 Fuel for March	2	03/20/2024	19.11	.00	19.11	101035	03/20/2024
		032024KM12	INV. 18583 Fuel for March	3	03/20/2024	19.11	.00	19.11	101035	03/20/2024
Total 1264:						376.23	.00	376.23		
1301	EXPRESS AUTOMOTIVE	032024KM8	Inv. 41730 2020 Ford Axle	1	03/20/2024	312.14	.00	312.14	101036	03/20/2024
		032024KM8	Inv. 41730 Ford 2020 Axle	2	03/20/2024	225.74	.00	225.74	101036	03/20/2024
Total 1301:						537.88	.00	537.88		
1322	FOUR-D LLC	030624KM15	Inv. 00000904 IT Services f	1	03/06/2024	280.00	.00	280.00	101004	03/06/2024
Total 1322:						280.00	.00	280.00		
1419	JC CULLEN INC	030624KM22	Inv. 155011 911 IP Port Ser	1	03/06/2024	35.48	.00	35.48	101005	03/06/2024
		030624KM22	Inv. 155011 911 IP Port Ser	2	03/06/2024	35.49	.00	35.49	101005	03/06/2024

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 1419:						70.97	.00	70.97		
1503	LEGEND	030624KM7	Inv. 2403240 Testing Serv	1	03/06/2024	75.00	.00	75.00	101008	03/06/2024
		032024KM13	Inv. 2404207 Testing Serv	1	03/20/2024	277.00	.00	277.00	101037	03/20/2024
		032024KM13	Inv. 2404207 WWTP Sink	2	03/20/2024	15.00	.00	15.00	101037	03/20/2024
		032724KM7	Inv. 2400975 Testing Serv	1	03/27/2024	75.00	.00	75.00	101050	03/27/2024
		032724KM7	Inv. 2404414 Testing Serv	2	03/27/2024	75.00	.00	75.00	101050	03/27/2024
		31324MS8	Inv 2403747 - Testing Servi	1	03/13/2024	75.00	.00	75.00	101025	03/13/2024
Total 1503:						592.00	.00	592.00		
1507	LIFE & PROPERTY SAFE	032024KM4	Inv. 11342 Fire Extinguish	1	03/20/2024	230.00	.00	230.00	101038	03/20/2024
		032024KM4	Inv. 11342 Fire Extinguishe	2	03/20/2024	328.00	.00	328.00	101038	03/20/2024
		032724KM8	Inv. 11455 Fire Alarm Monit	1	03/27/2024	105.60	.00	105.60	101051	03/27/2024
Total 1507:						663.60	.00	663.60		
1576	NAPA AUTO PARTS	030624KM24	REF 341747, 342040, 342	1	03/06/2024	18.47	.00	18.47	101011	03/06/2024
		030624KM24	REF 341747, 342040, 342	2	03/06/2024	18.47	.00	18.47	101011	03/06/2024
		030624KM24	REF 341747, 342040, 342	3	03/06/2024	18.47	.00	18.47	101011	03/06/2024
		030624KM24	REF 341747, 342040, 342	4	03/06/2024	18.48	.00	18.48	101011	03/06/2024
		030624KM24	REF 341747, 342040, 342	5	03/06/2024	18.48	.00	18.48	101011	03/06/2024
		030624KM24	REF 341747, 342040, 342	6	03/06/2024	18.48	.00	18.48	101011	03/06/2024
		030624KM24	REF 342198 Batteries	7	03/06/2024	566.78	.00	566.78	101011	03/06/2024
		030624KM24	REF 342720 Oil Change S	8	03/06/2024	129.55	.00	129.55	101011	03/06/2024
		030624KM24	REF 343696 Core Deposit	9	03/06/2024	101.30	.00	101.30	101011	03/06/2024
Total 1576:						908.48	.00	908.48		
1603	ODP BUSINESS SOLUTIO	032024KM14	Inv. 35462596001 Certificat	1	03/20/2024	21.80	.00	21.80	101039	03/20/2024
		032024KM14	Inv. 357710467001 Sheet	2	03/20/2024	19.43	.00	19.43	101039	03/20/2024
		032024KM14	Inv. 357710468001 Tabs	3	03/20/2024	13.71	.00	13.71	101039	03/20/2024
		032024KM14	Inv. 354625968001 Hershe	4	03/20/2024	25.99	.00	25.99	101039	03/20/2024
		032024KM14	Inv. 357706237001 Certific	5	03/20/2024	21.80	.00	21.80	101039	03/20/2024
		032024KM14	Inv. 358108131001 Printing	6	03/20/2024	146.58	.00	146.58	101039	03/20/2024
		032024KM14	Inv. 354602606001 Seals,	7	03/20/2024	252.70	.00	252.70	101039	03/20/2024
Total 1603:						502.01	.00	502.01		
1611	PACIFIC ADVANCED CIVI	032024KM5	Inv. 8318 Project B614 Jer	1	03/20/2024	52,321.90	.00	52,321.90	1013	03/20/2024
Total 1611:						52,321.90	.00	52,321.90		
1615	FLOWBIRD AMERICA, IN	030624KM1	INV. IV141661 Parkfolio AI	1	03/06/2024	408.64	.00	408.64	101003	03/06/2024
		032724KM5	INV. IV142049 Flowbird Trx	1	03/27/2024	21.97	.00	21.97	101049	03/27/2024
Total 1615:						430.61	.00	430.61		
1618	PATRIOT DISPOSAL, INC.	030624KM8	INV. 4006 Trash Dumping f	1	03/06/2024	1,470.40	.00	1,470.40	101012	03/06/2024
Total 1618:						1,470.40	.00	1,470.40		
1647	PROCOPY	030624KM14	Inv. INV4536025 Contract	1	03/06/2024	780.39	.00	780.39	101013	03/06/2024
		030624KM14	Inv. INV4536026 Copier Us	2	03/06/2024	357.51	.00	357.51	101013	03/06/2024

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 1647:						1,137.90	.00	1,137.90		
1672	RED ROCK AUTO GLASS	032024KM7	Inv. 886831 Windshield Re	1	03/20/2024	150.00	.00	150.00	101040	03/20/2024
		032024KM7	Inv. 886831 Windshield Re	2	03/20/2024	350.00	.00	350.00	101040	03/20/2024
Total 1672:						500.00	.00	500.00		
1707	RUGGED DEPOT	030624KM13	INV. 78013 Keyboards, Do	1	03/06/2024	4,152.33	.00	4,152.33	101014	03/06/2024
		030624KM13	INV. 77972 Keyboards, Do	2	03/06/2024	9,308.82	.00	9,308.82	101014	03/06/2024
Total 1707:						13,461.15	.00	13,461.15		
1728	SEDONA RECYCLES, INC	032024KM11	INV. JRME 224-Hauling Se	1	03/20/2024	240.00	.00	240.00	101041	03/20/2024
		032024KM11	INV. JRME 124 Hauling Se	2	03/20/2024	120.00	.00	120.00	101041	03/20/2024
Total 1728:						360.00	.00	360.00		
1740	SIMS MACKIN, LTD	032024KM3	INV. 39139 Legal Services	1	03/20/2024	765.00	.00	765.00	101042	03/20/2024
		032024KM3	INV. 39139 P&Z Legal Serv	2	03/20/2024	517.50	.00	517.50	101042	03/20/2024
Total 1740:						1,282.50	.00	1,282.50		
1811	TOWN OF JEROME	030624KM9	Petty Cash Drawer Beginn	1	03/06/2024	200.00	.00	200.00	101016	03/06/2024
Total 1811:						200.00	.00	200.00		
1812	TOWN OF JEROME - UTIL	030624KM23	7002.01 Town Hall Utilities	1	03/06/2024	224.90	.00	224.90	101017	03/06/2024
		030624KM23	7060.01 Public Works Yard	2	03/06/2024	210.83	.00	210.83	101017	03/06/2024
		030624KM23	7054.01 Jerome PD Utilitie	3	03/06/2024	177.32	.00	177.32	101017	03/06/2024
		030624KM23	7015-01 Fire Station	4	03/06/2024	210.83	.00	210.83	101017	03/06/2024
Total 1812:						823.88	.00	823.88		
1813	TOWN OF JEROME PR	032724KM1	Monthly Payroll Transfer fo	1	03/27/2024	90,000.00	.00	90,000.00	101053	03/27/2024
		31324MS3	Payroll Transfer - March 2	1	03/13/2024	90,000.00	.00	90,000.00	101027	03/13/2024
Total 1813:						180,000.00	.00	180,000.00		
1827	UNISOURCE ENERGY SE	032024KM2	Acct 2353340000 Co-op	1	03/20/2024	173.68	.00	173.68	101043	03/20/2024
		032024KM2	Acct 7505930000 Civic Ce	2	03/20/2024	602.48	.00	602.48	101043	03/20/2024
		032024KM2	Acct 0559820000 Town Yar	3	03/20/2024	234.21	.00	234.21	101043	03/20/2024
		032024KM2	Acct 4353340000 Perkinsvi	4	03/20/2024	300.48	.00	300.48	101043	03/20/2024
		032024KM2	Acct6937260000 Police De	5	03/20/2024	34.51	.00	34.51	101043	03/20/2024
Total 1827:						1,345.36	.00	1,345.36		
1835	USA BLUE BOOK	032724KM10	Inv. INV00305216 WWTP	1	03/27/2024	582.04	.00	582.04	101054	03/27/2024
Total 1835:						582.04	.00	582.04		
1854	VERDE VALLEY NEWSPA	030624KM17	ACCT. 400622 1YR Newsp	1	03/06/2024	121.88	.00	121.88	101018	03/06/2024
		032024KM16	Statement 173360 Publicat	1	03/20/2024	251.19	.00	251.19	101044	03/20/2024
		032024KM16	Statement 173520 Publicat	2	03/20/2024	1,062.27	.00	1,062.27	101044	03/20/2024
Total 1854:						1,435.34	.00	1,435.34		

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
1859	VERIZON WIRELESS	030624KM20	INV. 9957631233 Phones f	1	03/06/2024	104.48	.00	104.48	101019	03/06/2024
		030624KM20	INV. 9957631233 Phones f	2	03/06/2024	160.04	.00	160.04	101019	03/06/2024
		032024KM1	Acct 870476021-00003 PD	1	03/20/2024	59.49	.00	59.49	101045	03/20/2024
		032024KM1	Acct 870476021-00003 PD	2	03/20/2024	59.49	.00	59.49	101045	03/20/2024
		032024KM1	Acct 870476021-00003 PD	3	03/20/2024	59.49	.00	59.49	101045	03/20/2024
		032024KM1	Acct 870476021-00003 PZ	4	03/20/2024	59.49	.00	59.49	101045	03/20/2024
		032024KM1	Acct 870476021-00003 Kio	5	03/20/2024	59.49	.00	59.49	101045	03/20/2024
		032024KM1	Acct 870476021-00003 Kio	6	03/20/2024	59.49	.00	59.49	101045	03/20/2024
		032024KM1	Acct 870476021-00003 Kio	7	03/20/2024	59.49	.00	59.49	101045	03/20/2024
		032024KM1	Acct 870476021-00003 Kio	8	03/20/2024	59.49	.00	59.49	101045	03/20/2024
		31324MS10	INV 9957631232 - Phones	1	03/13/2024	40.84	.00	40.84	101028	03/13/2024
		31324MS10	INV 9957631232 - Phones	2	03/13/2024	176.87	.00	176.87	101028	03/13/2024
		31324MS10	INV 9957631232 - Phones	3	03/13/2024	40.74	.00	40.74	101028	03/13/2024
		31324MS10	INV 9957631232 - Phones	4	03/13/2024	80.02	.00	80.02	101028	03/13/2024
Total 1859:						1,078.91	.00	1,078.91		
1872	VVMC OCCUPATIONAL M	31324MS9	Inv 1000002586938 - Hep	1	03/13/2024	26.17	.00	26.17	101029	03/13/2024
		31324MS9	Inv 1000002586938 - Hep	2	03/13/2024	26.17	.00	26.17	101029	03/13/2024
		31324MS9	Inv 1000002586938 - Hep	3	03/13/2024	26.17	.00	26.17	101029	03/13/2024
		31324MS9	Inv 1000002586938 - Hep	4	03/13/2024	26.17	.00	26.17	101029	03/13/2024
		31324MS9	Inv 1000002586938 - Hep	5	03/13/2024	26.16	.00	26.16	101029	03/13/2024
		31324MS9	Inv 1000002586938 - Hep	6	03/13/2024	26.16	.00	26.16	101029	03/13/2024
Total 1872:						157.00	.00	157.00		
1914	YAVAPAI CO. EDUCATION	030624KM5	Inv. 23-2249 Internet Acces	1	03/06/2024	74.10	.00	74.10	101020	03/06/2024
		030624KM5	Inv. 23-2249 Internet Acces	2	03/06/2024	74.10	.00	74.10	101020	03/06/2024
		030624KM5	Inv. 23-2249 Internet Acces	3	03/06/2024	148.20	.00	148.20	101020	03/06/2024
		030624KM5	Inv. 23-2249 Internet Acces	4	03/06/2024	118.56	.00	118.56	101020	03/06/2024
		030624KM5	Inv. 23-2248 Library E-Rate	5	03/06/2024	49.00	.00	49.00	101020	03/06/2024
Total 1914:						463.96	.00	463.96		
1923	YAVAPAI COUNTY LIBRA	032724KM6	Inv. 2096 Technology Supp	1	03/27/2024	1,250.00	.00	1,250.00	101055	03/27/2024
Total 1923:						1,250.00	.00	1,250.00		
1955	KRISTEN MUENZ	31324MS2	Reimbursement - 3 Reams	1	03/13/2024	17.53	.00	17.53	101024	03/13/2024
Total 1955:						17.53	.00	17.53		
1956	MARTIN MARIETTA	030624KM6	Inv. 41717611 Mag Aggreg	1	03/06/2024	112.06	.00	112.06	101010	03/06/2024
Total 1956:						112.06	.00	112.06		
1968	COAST TO COAST	032724KM9	Inv. A2643490 Laserjet Ton	1	03/27/2024	560.25	.00	560.25	101048	03/27/2024
Total 1968:						560.25	.00	560.25		
1977	The Stratton Law Firm, PL	032724KM11	INV. 88 USDA Loan/Grant I	1	03/27/2024	1,912.50	.00	1,912.50	1014	03/27/2024
Total 1977:						1,912.50	.00	1,912.50		
1981	JOHN C. HEATH, ATTORN	030624KM3	INV. 741 Legal Services for	1	03/06/2024	2,000.00	.00	2,000.00	101006	03/06/2024
		030624KM3	INV. 746 Legal Services for	2	03/06/2024	2,000.00	.00	2,000.00	101006	03/06/2024

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 1981:						4,000.00	.00	4,000.00		
2006	Wired Up Systems LLC	31324MS1	Inv 102803 Monthly Securit	1	03/13/2024	52.97	.00	52.97	101030	03/13/2024
Total 2006:						52.97	.00	52.97		
2016	T2 SYSTEMS, INC.	030624KM21	INV. UPS00053023 Autom	1	03/06/2024	92.50	.00	92.50	101015	03/06/2024
		31324MS7	INV MP000002548 - Overa	1	03/13/2024	720.61	.00	720.61	101026	03/13/2024
Total 2016:						813.11	.00	813.11		
2027	3 AM INNOVATIONS INC.	030624KM12	INV. JER001 Integration an	1	03/06/2024	11,402.85	.00	11,402.85	100994	03/06/2024
Total 2027:						11,402.85	.00	11,402.85		
2028	LESLIE'S POOLMART, IN	030624KM11	INV. 03000-03-047061 Jum	1	03/06/2024	2,866.92	.00	2,866.92	101009	03/06/2024
Total 2028:						2,866.92	.00	2,866.92		
2029	KERRY SUE O'HAIR	030624KM18	Acct 7026-03 Utilities LMP	1	03/06/2024	77.74	.00	77.74	101007	03/06/2024
Total 2029:						77.74	.00	77.74		
2030	PROSTAR	032724KM2	INV. PS-0086 Pointman Pr	1	03/27/2024	1,593.01	.00	1,593.01	101052	03/27/2024
Total 2030:						1,593.01	.00	1,593.01		
Grand Totals:						338,434.05	.00	338,434.05		

Report Criteria:
Detail report type printed

File Attachments for Item:

A. Reports by the Town Manager / Clerk, Deputy Clerk, Utilities Clerk, Accounting Clerk, Public Works Director, Building Inspector, Library Director, Municipal Magistrate, Police Chief, Fire Chief and Council Members, Which in the Case of Council Member's Reports will be Limited to a Summary of Current Events and will Involve no Action

Council will consider and may approve the staff reports.

For the meeting of April 9, 2024

MONTHLY STAFF REPORT TO THE MAYOR AND COUNCIL

Brett Klein, Town Manager/Clerk

My activities have included:

- Participated in the 60% design plan review for the new WWTP so work can begin toward the 90% completion.
- Participated in bi-weekly WWTP design status update meetings (Minutes Included)
- Worked on the Home Rule Option for the Alternative Expenditure Limitation (every 4-years), which will be on the ballot in July and submitted analyses to the Auditor General.
- Participated in a meeting with PSPRS personnel to discuss our unfunded liability, and strategies moving forward.
- Worked with various individuals on their special event requests.
- Worked on the revised CDBG funding application.
- Completed the new lighting requirements Code language have a public hearing with P and Z set-up for April, and subsequent action by the Town Council.
- Participated in a Verde Avenue pre-bid design meeting with ADOT representatives.
- Worked on the CDBG Grant with NACOG and submitted remaining grant documentation.
- Facilitated multiple public records requests.
- Met with a grant partner to assist in oversight of the Verde Avenue DOT grant.
- Participated / held an update call for financing of the WWTP with Town's Financial Advisor, Engineer and Bond Counsel.
- Met with engineer for project update and ensure approved projects are progressing.
- Participated in a meeting with Verde Ex representatives for WWTP easement coordination.
- Received candidate packets and provided Yavapai County with Election ballot language.
- Continued work on title research and coordinated the Condition of Title for the Town's "Cemetery Land" in anticipation of an appraisal.

**** CONGRATULATIONS TO ****

Shawn Maples (Public Works) on completing 2 years of service effective April 4, 2024.

Michaela Brewer (Municipal Court) on completing 2 years of service effective April 5, 2024.

Nancy Driver (Library) on completing 9 years of service effective April 15, 2024.

Following is an accounting of sales tax revenues for February, and a recent water flow report.

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

	FY2024 Actual - (based on to-date DOR website)	FY2023 Actual - (based on DOR website)	Actually Received	% of Budget Year / % Actual
July	106,085	104,350	89,433	8.3 / 6.4
August	130,622	74,612	21,622	17 / 7.9
September	79,411	115,431	151,329	25 / 19
October	115,250	114,937	21,722	33 / 22
November	78,059	139,121	90,946	41 / 28 **
December	116,459	96,194	159,734	50 / 40
January	106,378	132,403	78,097	58 / 46
February	89,204	78,212	60,801	66 / 51
March		97,338		
April		132,605		
May		135,359		
June		113,922		
Total YTD	821,469	1,334,484	673,684	0

TOWN OF JEROME, AZ

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

	RESTAURANTS/BARS (Bus Class 11)			ACCOMMODATION (Bus Class 44/144)			RETAIL (Bus Class 17)		
	FY2024 actual	FY2023 actual	+/- Compared to Last Yr	FY2024 actual	FY2023 actual	+/-	FY2024 actual	FY2023 actual	+/-
July	34660	38,001	(3,341)	17969	18,295	(326)	36125	32,588	3,537
August	37999	31,508	6,491	16130	4,896	11,234	65,439	18,230	47,209
September	30,432	32,105	(1,673)	14875	14,925	(50)	27037	33,655	(6,618)
October	43194	39,918	3,276	17207	18,989	(1,782)	39382	36,563	2,819
November	52665	48,302	4,363	24990	3,844	21,146	42307	57,373	(15,066)
December	38505	36,015	2,490	18188	18,502	(314)	43845	37,136	6,709
January	38694	38,684	10	15472	15,966	(494)	43489	53,008	(9,519)
February	29730	28,441	1,289	13973	14,328	(355)	28100	26,837	1,263
March	0	34,550			16,857			35,868	
April	0	46,274			24,338			45,268	
May	0	48,192			21,152			56,620	
June	0	42,861			19,104			45,228	
Total YTD	305,879	464,852	12,904	138,804	191,196	29,059	325,724	478,374	30,334

Added 1% Bed Tax

	<u>Monthly total</u>	<u>TOTAL TO DATE</u>
July	2,764	2,764
August	2,481	5,245
September	3,163	8,408
October	2,647	11,055
November	3,844	14,899
December	2,798	17,697
January	2,380	20,077
February	2,150	22,227
March		
April		
May		
June		

WATER FLOWS REPORT

Item A.

Reading Date	WALNUT GPM	VERDE GPM
2023 03-Jan	57	318
09-Jan	57	87
19-Jan	66	99
24-Jan	66	95
30-Jan	57	98
06-Feb	83	101
14-Feb	71	101
21-Feb	83	100
27-Feb	83	139
06-Mar	95	244
13-Mar	233	326
20-Mar	115	270
27-Mar	71	356
03-Apr	154	253
17-Apr	146	311
24-Apr	115	157
01-May	231	112
08-May	200	92
15-May	172	75
22-May	190	72
29-May	162	64
5-June	154	130
12-June	154	126
19-June	130	114
26-June	137	338
03-July	115	326
10-July	123	331
17-July	115	320
24-July	108	300
31-July	108	300
7-Aug	123	292
14-Aug	110	284
21-Aug	101	174
28-Aug	88	280
5-Sept	88	267
11-Sept	89	267
18-Sept	89	260
25-Sept	89	252
2-Oct	89	266
9-Oct	89	257
17-Oct	95	241
23-Oct	95	242
30-Oct	95	230
6-Nov	101	214
13-Nov	101	206
20-Nov	101	225
27-Nov	89	215
4-Dec	95	214
11-Dec	108	220
18-Dec	101	222
26-Dec	101	223
2024 02-Jan	101	226
08-Jan	101	223
16-Jan	101	248
22-Jan	95	140
29-Jan	95	140
05-Feb	95	140
12-Feb	75	136
20-Feb	75	139
26-Feb	75	140
4-Mar	88	140
11-Mar	88	231
18-Mar	88	233
25-Mar	171	244
1-April	83	250



8723 E Via de Commercio #A-204
 Scottsdale, AZ 85258
 P: (480) 991-3595 F: (480) 751-1810

MEETING MINUTES

Date: March 18, 2024 **PACE Job No. B614**

Meeting Date: March 18, 2024 at 10:00AM

Location: Microsoft Teams

Meeting called by / Organizer: Taylor Pierce (PACE)

Subject: Jerome WWTP Improvements Design Meeting #13 Minutes

Attendance:

Name	Company	Present
Brett Klein	Town of Jerome	X
Marty Boland	Town of Jerome	X
Henry MacVittie	Town of Jerome	X
Tyler Christensen	Town of Jerome	
Jane Moore	Town of Jerome	
Krishan Ginige	SEC	X
Neil Wilson	SEC	X
Duong Do	PACE	X
Mike Krebs	PACE	
Nancy Nakaji	PACE	
Taylor Pierce	PACE	X
Andrea Jaycox	PACE	X
Daniel Sanchez	PACE	
Nathan Tesch	PACE	X
Nick Eddington	PACE	X

Discussion Topics:

1. Introductions
2. Review of Previous Meeting Minutes
 - a. 60% Design Review conducted on 3/11/2024. If there are any outstanding comments or suggestions, provide ASAP so they can be incorporated into the 90% design.
3. Next Deliverable and Upcoming Dates
 - a. 90% Design Submittal (Internal Submission Date: 3/29/2024)

- b. 100% Design Submittal (ADEQ Submission Date: 6/25/2024)

4. Current Scope of Work:

TASK	DISCUSSION	RESPONSIBLE PARTY
Final Design (90%)	<ul style="list-style-type: none"> a. 60% Design Comments and Corrections b. Technical Specifications 	PACE, SEC, Wright, PKA
Permitting	<ul style="list-style-type: none"> a. 4.01 NOI b. APP c. AZPDES d. PACE will submit permit applications to ADEQ along with 90% design submittal 	PACE

5. 90% Design Progress

- a. Mechanical Plan Review
- b. Structural Plan Review
- c. Electrical Plan Review
 - i. Site Lighting:
 - 1. **Reduce some of the site lighting per discussion between PACE and Jerome**
 - 2. **Need emergency lighting around basins and shop and generator – no lighting at outfall or drying beds, or bagger unit**
 - 3. **Dark sky compliant community so all site lighting on switches, no timers**
- d. Civil Plan Review
 - i. HDPE Sewer Line:
 - 1. Min. 200ft radius of curvature
 - 2. Manhole count: 11
 - ii. Access Driveway
 - 1. **Turn in on North Dr. to be concrete apron with ribbed concrete or other modifications to prevent slipping in winter**
 - 2. **Potential to widen southern entrance on North Dr. – reduce turn angle. To be finalized before issuing exhibit for easement. Marty to verify clearance to existing water lines.**

6. On-going discussion items and potential construction issues:

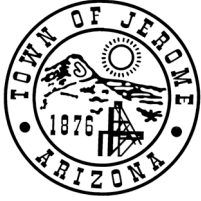
- a. Bypass piping around new WWTP structure

- b. Temporary routing of existing sewer laterals
 - c. Construction vehicle turn-around/access
 - d. Concrete Truck simulation
 - e. Access Gate Location
 - i. **Tabled discussion**
 - f. Waste Location for Excess material
 - i. Verde Ex Discussions
 - 1. **Need permission from Verde Ex to waste excess fill material on any of the Verde Ex property.**
 - ii. Neighboring property
 - iii. Cemetery parking area
 - 1. **Excess fill material can potentially be stored/wasted here.**
7. Easements
- a. 30' permanent access road easement with additional slope easement
 - b. Width of new sewer easements w/ additional construction easement TBD
 - c. Site driveway easement – Verde Ex
 - d. North Drive/Cemetery Rd easement - Leachman and Crosby
 - i. Property Owner Discussions
 - 1. **(Leachman) 18.5 ft available from existing pole to limit of possible encroachment. Owner was receptive to easement acceptance**
 - 2. **Road design reduced to same size as existing road as it passes through properties with a 13.5' road width. Alignment eliminates the need to relocate existing OHE and reduces encroachment on adjacent properties. Easements are still required from the property owners.**
 - 3. **13.5' width will still accommodate garbage trucks and probably cement trucks (Marty).**
 - 4. **Reducing road to 13.5' creates a one-way road. No blind curves exist, however, signage (e.g. 'Caution,' 'One-Way Road,' can still be added for safety reasons (Taylor).**
 - ii. Site Walk Updates

1. **Tabled discussion.**
 - e. Sewer line easement – Verde Ex
 - i. Sewer Easement and Roadway Easement exhibits provided on 2/28
 - ii. Sewer easement request provided to Verde Rep on 2/1 with standard language document. Preliminary Discussion Update
 1. Verde Ex has offered to provide easements in exchange for sewer connections and a new sewer collection system. The new system would require approx. 1600 LF of new piping and a lift station to deliver wastewater to the nearest existing manhole.
 2. Krishan presented two sewer alternatives: 1600 LF of forcemain following the roadway and a pump station, or 900 LF of forcemain that cuts across the canyon and a pump station.
 3. Brett has requested a cost estimate from SEC for the additional sewer lines and lift station. Krishan, Duong, and Taylor estimated from very preliminary information that the cost of lift station and forcemain to be \$200k to \$300k but with the addition of collection lines the project could cost around \$500k.
 4. Because this additional work is outside the original project scope, PACE predicts USDA will recommend a separate study and PER be performed before funds are allocated for the Verde Ex connections and sewer lines.
 5. Because of the complexity and potential additional costs, a separate discussion will be scheduled.
8. Outstanding Items
 - a. Taylor will meet with the bar screen manufacturer to discuss raising the rock trap. A drop manhole is also an option for the sewer line-headworks tie-in, however, a new manhole will not fix all of the slope issues of connecting the sewer to headworks (Krishan).
9. Coordination Items
 - a. AZPDES Meeting Summary – Submit application at 90% progress

- i. Confirmed that permit will remain with major modification for new process and discharge.
 - b. APP application – Submit at 90% progress
 - c. 4.01 Notice of Intent to Discharge – Submit at 90% progress
 - i. Include: Town of Jerome, PACE, SEC, Wright, PKA
- 10. Feedback from the Town
- 11. Reporting
 - a. Next Consent Order Status Report on or before May 4th, 2024
- 12. Action items:

ITEM	RESPONSIBLE PARTY	DUE
Sewer Easements		
Roadway Easements		
Contact Felix Co for cement truck simulation	Taylor	3/8/2024
cemetery road and sewer line easements	Town of Jerome	4/29/2024



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Incorporated 1899

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

April 2024 Staff Report for March Activity submitted by Kristen Muenz, Finance Director & Deputy Clerk

- ⚙ Assisted Zoning Administrator Will Blodgett with BOA, P&Z and DRB-related business.
- ⚙ Posted town notices and meeting agendas throughout the month at the three locations in town (Gulch Road, Post Office, Town Hall).
- ⚙ Assembled packets for and attended Town Council meetings & DRB meetings.
- ⚙ Assisted staff members, department heads, board members, residents, service agents, and contractors with a range of inquiries or tasks and helped answer the phone when needed.
- ⚙ Maintained record retention duties for Ordinances, Resolutions and Minutes.
- ⚙ Processed Payables, Payroll, New Employee Set-Up & Employee Modifications, Check & Cash Deposits, Journal Entries and Bank Reconciliation.
- ⚙ Submitted annual ACA reports to the IRS.
- ⚙ Attended a Worker's Compensation updates webinar.
- ⚙ Permits and Licensing activities for March:
 - Business Licenses**
 - 9 Businesses were sent renewal notices.
 - 14 Businesses sent in their renewal application, including 3 that were overdue.
 - 1 Businesses applied for a NEW Business License.
 - 6 Business License renewals were issued.
 - 16 Business Licenses are pending approval.
 - STR Licenses**
 - 1 new STR/Vacation Rental License was issued, for a property that was previously a STR under a different owner.
 - 1 STR License is pending approval.
 - 19 Total STR Licenses issued to date.
 - 1 unlicensed STR was discovered online, and the information was given to Mr. Blodgett for follow-up.
 - Two STR locations added a new, separate unit increasing the total number to 29.
 - Special Event Permits**
 - 1 new Special Event Permit was issued for Cocodona.



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TOWN OF JEROME, ARIZONA

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

Item A.

April 2024 staff report for March activity submitted by Terri Card.

- Current debt (45 days past due):

14 accounts were on the shut-off list at the beginning of March. 5 accounts were sent Yellow Tags, and 0 accounts were shut off because all made payments or paid in full.

Balance owed on shut-off accounts from March billing: \$3724.18

Balance owed at end of February: \$5829.13

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

Rentals

All renters made their rental payments and are on track.

Report Criteria:

- Include inactive customers
- Include active customers
- Include customers with a credit balance
- Aged using billing periods

Customer Number	Balance	03/31/2024	02/29/2024	01/31/2024	12/31/2023	Last Pmt Date	Last Pmt Amount	Msg	Final Bill Date
1000.01	5.00-	5.00-	.00	.00	.00	03/27/24	84.53		
1001.03	169.06	169.06	.00	.00	.00	03/12/24	124.34-		
1003.02	114.00	114.00	.00	.00	.00	03/18/24	114.00-		
1006.02	350.07-	350.07-	.00	.00	.00	02/05/24	700.00-		
1007.02	143.48	143.48	.00	.00	.00	03/13/24	143.48-		
1008.02	84.53	84.53	.00	.00	.00	03/19/24	84.53-		
1009.05	92.82	46.41	46.41	.00	.00	02/12/24	46.41-		
1010.01	84.53	84.53	.00	.00	.00	03/18/24	84.53-		
1011.01	93.03	20.38	27.39	25.36	19.90	09/18/23	600.00-		
1013.01	246.80	84.53	84.53	77.74	.00	01/16/24	77.74-		
1014.03	228.00	114.00	114.00	.00	.00	02/05/24	105.11-		
1015.01	84.53	84.53	.00	.00	.00	03/27/24	84.53-		
1016.01	46.41	46.41	.00	.00	.00	03/26/24	46.41-		
1018.03	143.48	143.48	.00	.00	.00	03/12/24	143.48-		
1021.01	44.77-	44.77-	.00	.00	.00		.00		
1022.01	437.20	84.53	84.53	77.74	190.40	02/15/24	77.74-		
1024.01	87.33-	87.33-	.00	.00	.00	03/06/24	105.11-		
1025.01	84.53	84.53	.00	.00	.00	03/19/24	84.53-		
1026.01	84.53	84.53	.00	.00	.00	03/12/24	84.53-		
1027.01	84.53	84.53	.00	.00	.00	03/14/24	162.27-		
1028.04	84.53	84.53	.00	.00	.00	03/11/24	84.53-		
1029.01	419.48	143.48	143.48	132.52	.00	01/22/24	265.04-		
1030.02	15.66	15.66	.00	.00	.00	03/25/24	182.85-		
1031.03	.02	.00	.00	.00	.02		.00	Final	06/01/12
1032.01	84.53	84.53	.00	.00	.00	03/11/24	84.53-		
1036.09	333.11	114.00	114.00	105.11	.00	01/09/24	105.11-		
1038.02	73.72	73.72	.00	.00	.00	03/11/24	80.00-		
1040.01	17.34	17.34	.00	.00	.00	03/18/24	17.34-		
1042.01	221.49	221.49	.00	.00	.00	03/12/24	47.70-		
1044.01	84.53	84.53	.00	.00	.00	03/18/24	84.53-		
1051.02	284.46-	284.46-	.00	.00	.00	07/17/23	1,866.48-		
1055.05	252.87	.00	.00	.00	252.87		.00	Final	12/12/19
1055.06	91.32	84.53	6.79	.00	.00	03/25/24	77.74-		
1056.02	84.53	84.53	.00	.00	.00	03/11/24	84.53-		
1057.01	84.53	84.53	.00	.00	.00	03/18/24	84.53-		
1058.05	84.53	84.53	.00	.00	.00	03/19/24	84.53-		
1059.02	122.89	114.00	8.89	.00	.00	03/04/24	105.11-		
1060.02	84.53	84.53	.00	.00	.00	03/19/24	84.56-		
1061.01	114.00	114.00	.00	.00	.00	03/18/24	114.00-		
1063.02	169.06	84.53	84.53	.00	.00	02/12/24	173.00-		
1064.04	434.24	.00	.00	.00	434.24		.00	Final	11/25/13
1064.08	60.18-	60.18-	.00	.00	.00		.00	Final	01/08/18
1064.12	393.22	.00	.00	.00	393.22		.00	Final	04/30/20
1064.15	304.34	152.17	152.17	.00	.00	02/07/24	282.42-		
1065.01	78.78-	78.78-	.00	.00	.00		.00		
1066.01	3.02	3.02	.00	.00	.00	03/21/24	77.74-		
1069.02	114.00	114.00	.00	.00	.00	03/19/24	114.00-		
1071.03	122.89	114.00	8.89	.00	.00	03/12/24	105.11-		
1073.01	114.00	114.00	.00	.00	.00	03/13/24	114.00-		
1075.01	47.82	46.41	1.41	.00	.00	03/13/24	45.00-		
1076.01	73.47	.00	.00	.00	73.47		.00	Final	04/26/22
1076.02	92.82-	92.82-	.00	.00	.00		.00	Final	10/31/22

Customer Number	Balance	03/31/2024	02/29/2024	01/31/2024	12/31/2023	Last Pmt Date	Last Pmt Amount	Msg	Final Bill Date
1076.04	149.23	.00	.00	.00	149.23	09/28/23	149.23-	Final	12/01/23
1076.05	158.85	158.85	.00	.00	.00	03/18/24	158.85-		
1077.01	66.60	64.05	2.55	.00	.00	03/11/24	61.50-		
1078.02	64.05	64.05	.00	.00	.00	03/05/24	64.05-		
1079.02	306.66	305.22	1.44	.00	.00	03/12/24	150.16-		
1080.01	64.05	64.05	.00	.00	.00	03/04/24	125.55-		
1081.01	65.44	65.44	.00	.00	.00	03/21/24	65.44-		
1082.01	48.10	48.10	.00	.00	.00	02/12/24	100.00-		
1083.05	112.06	47.43	47.43	17.20	.00	01/16/24	100.00-		
1084.01	24.94	24.94	.00	.00	.00	02/13/24	201.00-		
1085.02	42.56-	42.56-	.00	.00	.00		.00	Final	10/02/13
1085.04	140.06	47.43	47.43	45.20	.00	01/25/24	145.60-		
1086.02	130.89	65.44	65.42	.03	.00	03/11/24	62.50-		
1087.01	47.43	47.43	.00	.00	.00	03/18/24	47.43-		
1088.05	47.43	47.43	.00	.00	.00	03/18/24	92.63-		
1090.04	133.11	103.35	29.76	.00	.00	01/08/24	200.00-		
1091.02	90.87	90.87	.00	.00	.00	03/11/24	90.87-		
1093.02	65.44	65.44	.00	.00	.00	03/25/24	65.44-		
1094.01	47.43	47.43	.00	.00	.00	03/11/24	47.43-		
1096.02	65.44	64.65	.79	.00	.00	03/12/24	2.93-		
1097.03	65.44	65.44	.00	.00	.00	03/18/24	65.44-		
1098.01	42.56	.00	.00	.00	42.56		.00	Final	06/24/13
1098.02	1.84-	1.84-	.00	.00	.00		.00	Final	12/23/21
1098.03	197.60	.00	83.44	88.54	25.62	02/26/24	100.00-	Final	03/31/24
1099.02	84.53	84.53	.00	.00	.00	03/12/24	84.55-		
1100.02	65.44	65.44	.00	.00	.00	03/12/24	127.95-		
1104.08	19.45	.00	.00	.00	19.45		.00	Final	07/01/22
1109.01	35.50	13.79-	27.39	21.90	.00	12/11/23	300.00-		
1125.03	29.24-	29.24-	.00	.00	.00	12/18/23	100.00-		
1131.01	10.84-	10.84-	.00	.00	.00	03/12/24	138.94-		
1132.01	91.32	84.53	6.79	.00	.00	03/19/24	77.74-		
1133.01	84.53	84.53	.00	.00	.00	03/25/24	84.53-		
1135.02	417.41	.00	.00	.00	417.41		.00	Final	01/01/14
1135.03	222.04	65.44	65.44	62.51	28.65	03/28/24	100.00-		
1139.01	246.80	84.53	84.53	77.74	.00	01/29/24	155.48-		
1150.04	320.12	.00	.00	.00	320.12		.00	Final	08/31/20
1150.06	47.43	47.43	.00	.00	.00	03/11/24	47.43-		
1151.02	47.43	47.43	.00	.00	.00	03/14/24	92.63-		
1160.02	253.59-	253.59-	.00	.00	.00	03/12/24	338.12-		
1162.03	122.89	114.00	8.89	.00	.00	03/13/24	105.11-		
1163.01	163.76	.00	.00	.00	163.76		.00	Final	07/01/15
1165.04	84.53	84.53	.00	.00	.00	03/05/24	84.53-		
1166.02	94.46	90.87	3.59	.00	.00	03/19/24	87.28-		
1167.01	37.17-	37.17-	.00	.00	.00	03/19/24	72.00-		
1168.01	91.32	84.53	6.79	.00	.00	03/12/24	77.74-		
1169.02	114.00	114.00	.00	.00	.00	03/21/24	114.00-		
1170.01	128.10-	128.10-	.00	.00	.00	03/11/24	256.20-		
1171.05	84.53	84.53	.00	.00	.00	03/05/24	84.53-		
1173.06	141.90-	141.90-	.00	.00	.00	03/11/24	77.74-		
1174.02	169.06	84.53	84.53	.00	.00	02/14/24	77.74-		
1176.01	17.78	17.78	.00	.00	.00	02/12/24	315.33-		
1177.01	536.65	.00	.00	.00	536.65		.00	Final	10/31/16
1178.01	84.53	84.53	.00	.00	.00	03/11/24	84.53-		
1312.04	522.70	.00	.00	.00	522.70		.00	Final	08/21/12
1312.10	228.00	114.00	114.00	.00	.00	02/15/24	105.11-		
1313.04	557.60	.00	.00	.00	557.60		.00	Final	03/01/12
1313.09	83.18	83.18	.00	.00	.00	03/27/24	150.00-		
1314.05	65.44	65.44	.00	.00	.00	03/18/24	65.44-		

Customer Number	Balance	03/31/2024	02/29/2024	01/31/2024	12/31/2023	Last Pmt Date	Last Pmt Amount	Msg	Final Bill Date
1332.01	81.32	81.32	.00	.00	.00	03/14/24	10.00-		
1334.01	762.67	.00	.00	.00	762.67		.00	Final	01/01/22
1341.01	261.26-	261.26-	.00	.00	.00		.00	Final	01/01/22
1342.05	48.52	48.52	.00	.00	.00	03/13/24	48.52-		
1343.03	.02-	.02-	.00	.00	.00	01/25/24	445.57-		
2000.01	150.69	150.69	.00	.00	.00	03/18/24	150.69-		
2001.01	467.24	.00	.00	.00	467.24		.00	Final	10/01/18
2001.02	357.36	143.48	143.48	70.40	.00	01/09/24	600.00-		
2002.03	46.41	46.41	.00	.00	.00	03/11/24	46.41-		
2003.02	84.53	84.53	.00	.00	.00	03/12/24	84.53-		
2004.01	228.00	114.00	114.00	.00	.00	02/07/24	210.22-		
2005.01	84.53	84.53	.00	.00	.00	03/05/24	84.53-		
2006.03	114.00	114.00	.00	.00	.00	03/11/24	114.00-		
2007.02	169.06	169.06	.00	.00	.00	03/18/24	169.06-		
2008.01	114.00	114.00	.00	.00	.00	03/12/24	114.00-		
2009.01	114.00	95.58	18.42	.00	.00	03/04/24	114.00-		
2010.03	114.01	114.00	.01	.00	.00	03/04/24	113.99-		
2011.05	84.53	84.53	.00	.00	.00	03/18/24	84.53-		
2012.01	36.05	36.05	.00	.00	.00	03/19/24	77.74-		
2013.01	114.00	114.00	.00	.00	.00	03/11/24	114.00-		
2014.01	114.00	114.00	.00	.00	.00	03/11/24	114.00-		
2015.02	1,296.25-	1,296.25-	.00	.00	.00	03/21/24	1,400.00-		
2016.05	206.10	.00	.00	.00	206.10		.00	Final	02/02/20
2016.06	228.00	114.00	114.00	.00	.00	02/15/24	210.22-		
2017.01	84.53	84.53	.00	.00	.00	03/25/24	114.00-		
2018.01	84.53	84.53	.00	.00	.00	03/18/24	84.53-		
2019.01	228.00	114.00	114.00	.00	.00	02/12/24	105.11-		
2020.01	143.48	143.48	.00	.00	.00	03/14/24	143.46-		
2021.06	471.26	.00	.00	.00	471.26		.00	Final	08/30/20
2021.07	122.89	114.00	8.89	.00	.00	03/12/24	105.11-		
2022.01	143.48	143.48	.00	.00	.00	03/06/24	143.48-		
2023.03	114.00	114.00	.00	.00	.00	03/05/24	114.00-		
2024.01	114.00	114.00	.00	.00	.00	03/05/24	114.00-		
2025.02	48.94	48.94	.00	.00	.00	03/12/24	245.39-		
2026.02	333.11	114.00	114.00	105.11	.00	01/31/24	325.33-		
2028.01	114.01	114.00	.01	.00	.00	03/12/24	113.99-		
2029.01	114.00	114.00	.00	.00	.00	03/21/24	114.00-		
2030.01	169.06	84.53	84.53	.00	.00	02/14/24	155.48-		
2031.01	150.69	150.69	.00	.00	.00	03/14/24	150.69-		
2032.03	84.53	84.53	.00	.00	.00	03/27/24	162.27-		
2034.01	114.00	114.00	.00	.00	.00	03/18/24	114.00-		
2037.03	114.00	114.00	.00	.00	.00	03/12/24	114.00-		
2038.01	84.53	84.53	.00	.00	.00	03/25/24	84.53-		
2042.01	55.29-	55.29-	.00	.00	.00		.00	Final	04/22/21
2042.02	104.00	104.00	.00	.00	.00	03/28/24	229.11-		
2043.03	46.41	46.41	.00	.00	.00	03/11/24	46.41-		
2044.01	77.74	77.74	.00	.00	.00	03/13/24	84.53-		
2046.02	58.60-	58.60-	.00	.00	.00		.00	Final	11/10/12
2046.05	1,457.87	.00	.00	.00	1,457.87		.00	Final	05/27/21
2046.07	134.38	67.19	67.19	.00	.00	02/22/24	46.41-		
2047.02	143.48	143.48	.00	.00	.00	03/18/24	143.48-		
2054.01	152.17	152.17	.00	.00	.00	03/13/24	275.80-		
2055.01	91.32	84.53	6.79	.00	.00	03/13/24	77.74-		
2058.01	84.53	84.53	.00	.00	.00	03/27/24	84.53-		
2059.01	238.00	114.00	114.00	10.00	.00	02/14/24	210.22-		
2061.02	150.69	150.69	.00	.00	.00	03/13/24	150.69-		
2062.01	65.44	65.44	.00	.00	.00	03/11/24	65.44-		
2063.01	65.44	65.44	.00	.00	.00	03/25/24	65.44-		

Customer Number	Balance	03/31/2024	02/29/2024	01/31/2024	12/31/2023	Last Pmt Date	Last Pmt Amount	Msg	Final Bill Date
2065.04	47.43	47.43	.00	.00	.00	03/21/24	92.63-		
2067.02	272.81-	272.81-	.00	.00	.00		.00		
2068.01	65.44	65.44	.00	.00	.00	03/21/24	65.44-		
2070.01	116.37-	116.37-	.00	.00	.00	03/25/24	65.43-		
2071.01	4.46	4.46	.00	.00	.00	02/07/24	135.60-		
2073.02	217.46	108.73	108.73	.00	.00	02/15/24	179.41-		
2077.01	47.43	47.43	.00	.00	.00	03/18/24	47.43-		
2078.01	90.87	90.87	.00	.00	.00	03/18/24	90.87-		
2079.03	47.43	47.43	.00	.00	.00	03/14/24	47.43-		
2080.01	94.86	47.43	47.43	.00	.00	02/27/24	79.85-		
2081.01	181.52-	181.52-	.00	.00	.00	03/19/24	300.00-		
2083.01	208.73-	208.73-	.00	.00	.00	09/11/23	500.00-		
2084.01	114.00	114.00	.00	.00	.00	03/18/24	114.00-		
2085.02	372.34	372.34	.00	.00	.00	03/13/24	372.34-		
2086.01	84.53	84.53	.00	.00	.00	03/18/24	84.53-		
2089.02	169.06	84.53	84.53	.00	.00	02/20/24	77.74-		
2093.02	579.87	198.51	198.51	182.85	.00	01/29/24	558.55-		
2100.01	73.98	67.19	6.79	.00	.00	03/06/24	60.40-		
2102.09	311.78	.00	.00	.00	311.78		.00	Final	07/29/15
2102.12	114.00	114.00	.00	.00	.00	03/11/24	114.00-		
2103.01	114.00	114.00	.00	.00	.00	03/19/24	114.00-		
2104.08	169.06	84.53	84.53	.00	.00	03/04/24	77.74-		
2105.03	.38-	.38-	.00	.00	.00		.00	Final	02/05/21
2105.04	152.17	152.17	.00	.00	.00	03/25/24	151.97-		
2106.01	17.52	17.52	.00	.00	.00	03/12/24	105.11-		
2107.01	61.17	61.17	.00	.00	.00	03/14/24	61.17-		
2109.03	91.32	84.53	6.79	.00	.00	03/18/24	77.74-		
2110.01	2,209.02-	2,209.02-	.00	.00	.00	08/07/23	3,000.00-		
2113.01	114.00	114.00	.00	.00	.00	03/18/24	114.00-		
2115.01	113.00	113.00	.00	.00	.00	03/27/24	9.89-		
2119.05	114.00	114.00	.00	.00	.00	03/25/24	114.00-		
2120.01	228.00	114.00	114.00	.00	.00	02/22/24	315.33-		
2121.01	65.29	65.29	.00	.00	.00	03/14/24	64.05-		
2122.05	198.51	198.51	.00	.00	.00	03/06/24	198.51-		
2123.01	78.72	78.72	.00	.00	.00	03/13/24	105.11-		
2124.01	228.00	114.00	114.00	.00	.00	02/12/24	105.11-		
2125.02	65.44	65.44	.00	.00	.00	03/11/24	65.44-		
2126.06	84.53	84.53	.00	.00	.00	03/25/24	162.27-		
2127.06	169.06	70.85	84.53	13.68	.00	12/21/23	325.96-		
2128.02	288.22	114.00	114.00	60.22	.00	03/28/24	150.00-		
2130.06	198.51	198.51	.00	.00	.00	03/04/24	198.51-		
2131.02	583.02	.00	.00	.00	583.02		.00	Final	11/01/11
2131.04	42.56-	42.56-	.00	.00	.00		.00	Final	11/01/12
2131.09	89.87	.00	79.85	10.02	.00	01/02/24	283.93-	Final	03/31/24
2132.02	114.00	114.00	.00	.00	.00	03/21/24	114.00-		
3000.03	332.54	166.27	166.27	.00	.00	02/27/24	166.27-		
3001.02	437.87	.00	.00	.00	437.87		.00	Final	05/31/21
3001.04	405.55	.00	.00	.00	405.55		.00	Final	10/31/22
3003.01	84.53	84.53	.00	.00	.00	03/27/24	84.53-		
3004.01	290.68	.00	.00	.00	290.68		.00	Final	11/05/13
3004.07	48.52	48.52	.00	.00	.00	03/13/24	48.52-		
3005.02	114.00	114.00	.00	.00	.00	03/28/24	114.00-		
3007.01	66.60	64.05	2.55	.00	.00	03/27/24	61.50-		
3009.01	143.48	143.48	.00	.00	.00	03/25/24	143.48-		
3010.01	114.00	114.00	.00	.00	.00	03/05/24	219.11-		
3011.01	84.53	84.53	.00	.00	.00	03/21/24	84.53-		
3012.03	48.22	48.22	.00	.00	.00	03/05/24	390.00-		
3013.01	114.00	114.00	.00	.00	.00	03/06/24	105.11-		

Customer Number	Balance	03/31/2024	02/29/2024	01/31/2024	12/31/2023	Last Pmt Date	Last Pmt Amount	Msg	Final Bill Date
3014.01	84.53	84.53	.00	.00	.00	03/13/24	84.53-		
3015.01	167.54	153.53	14.01	.00	.00	03/06/24	12.06-		
3016.01	113.84	113.84	.00	.00	.00	03/05/24	114.00-		
3017.01	460.82	.00	.00	.00	460.82		.00	Final	03/20/13
3017.03	169.06	84.53	84.53	.00	.00	02/26/24	77.74-		
3018.01	114.00	114.00	.00	.00	.00	03/18/24	114.00-		
3019.01	92.13	92.13	.00	.00	.00	03/19/24	92.13-		
3021.01	47.43	47.43	.00	.00	.00	03/12/24	47.43-		
3022.03	130.90	65.44	65.43	.03	.00	03/04/24	62.51-		
3023.01	294.89	.00	.00	.00	294.89		.00	Final	05/01/11
3023.05	61.17	61.17	.00	.00	.00	03/11/24	61.17-		
3024.02	46.41	46.41	.00	.00	.00	03/19/24	46.41-		
3025.02	114.00	114.00	.00	.00	.00	03/12/24	114.00-		
3026.01	114.00	114.00	.00	.00	.00	03/18/24	114.00-		
3029.01	48.22	646.34-	78.14	71.91	544.51	03/05/24	390.00-		
3030.08	84.53	84.53	.00	.00	.00	03/14/24	84.53-		
3032.11	46.41	46.41	.00	.00	.00	03/18/24	46.41-		
3034.01	84.54	84.53	.01	.00	.00	03/19/24	80.00-		
3035.01	118.00	114.00	4.00	.00	.00	03/12/24	184.29-		
3038.01	114.00	114.00	.00	.00	.00	03/19/24	8.89-		
3039.02	266.20-	266.20-	.00	.00	.00		.00	Final	04/01/17
3039.04	200.86	200.86	.00	.00	.00	03/12/24	200.86-		
3040.01	111.78	111.78	.00	.00	.00	03/26/24	111.78-		
4000.01	152.17	152.17	.00	.00	.00	03/18/24	152.17-		
4001.01	528.96	.00	.00	.00	528.96		.00	Final	02/22/18
5000.04	228.00	114.00	114.00	.00	.00	02/12/24	105.11-		
5001.01	59.66	59.66	.00	.00	.00	03/05/24	615.76-		
5005.01	44.72	44.72	.00	.00	.00	03/11/24	44.72-		
5006.01	210.83	210.83	.00	.00	.00	03/14/24	210.83-		
5007.01	274.35	274.35	.00	.00	.00	03/19/24	244.97-		
5008.03	46.41	46.41	.00	.00	.00	03/13/24	46.41-		
5009.02	238.83	238.83	.00	.00	.00	03/12/24	238.83-		
5010.01	235.53	235.53	.00	.00	.00	03/11/24	235.53-		
5011.02	210.83	210.83	.00	.00	.00	03/26/24	210.83-		
5012.01	210.83	210.83	.00	.00	.00	03/13/24	210.83-		
5013.01	464.77	464.77	.00	.00	.00	03/13/24	464.77-		
5014.01	210.83	210.83	.00	.00	.00	03/13/24	210.83-		
5016.01	477.42	477.42	.00	.00	.00	03/13/24	318.75-		
5016.02	95.46	95.46	.00	.00	.00	03/05/24	102.78-		
5017.04	230.63	230.63	.00	.00	.00	03/14/24	240.53-		
5018.03	736.25	736.25	.00	.00	.00	03/25/24	548.21-		
5019.03	218.19	218.19	.00	.00	.00	03/18/24	218.19-		
5020.01	44.72	44.72	.00	.00	.00	03/21/24	44.72-		
5021.01	228.00	114.00	114.00	.00	.00	03/06/24	105.11-		
5022.01	44.72	44.72	.00	.00	.00	03/11/24	44.72-		
5023.02	210.83	210.83	.00	.00	.00	03/18/24	210.83-		
5025.01	114.00	114.00	.00	.00	.00	03/18/24	114.00-		
5027.01	44.50	44.50	.00	.00	.00	03/27/24	44.50-		
5029.01	321.99	321.99	.00	.00	.00	03/14/24	312.09-		
5031.06	97.35	18.56	50.94	27.85	.00	12/21/23	597.24-		
5039.01	210.83	210.83	.00	.00	.00	03/21/24	210.83-		
5041.03	255.55	255.55	.00	.00	.00	03/06/24	238.80-		
5043.01	1,262.25	1,262.25	.00	.00	.00	03/11/24	1,282.05-		
5046.03	166.11	166.11	.00	.00	.00	03/18/24	166.11-		
5046.04	28.42	28.42	.00	.00	.00		.00		
5047.01	1,173.14	1,173.14	.00	.00	.00	03/14/24	1,173.14-		
5049.04	210.83	210.83	.00	.00	.00	03/13/24	210.83-		
5052.06	44.72	44.72	.00	.00	.00	01/30/24	144.16-		

Customer Number	Balance	03/31/2024	02/29/2024	01/31/2024	12/31/2023	Last Pmt Date	Last Pmt Amount	Msg	Final Bill Date
5055.01	1,223.88	986.75	237.13	.00	.00	02/20/24	1,100.00-		
5057.01	538.79	538.79	.00	.00	.00	03/11/24	538.79-		
5058.02	230.45	230.45	.00	.00	.00	03/18/24	230.45-		
5059.04	210.83	210.83	.00	.00	.00	03/19/24	210.83-		
5061.01	166.11	166.11	.00	.00	.00	03/12/24	166.11-		
5062.01	172.14	172.14	.00	.00	.00	03/11/24	197.32-		
5064.02	228.17	228.17	.00	.00	.00	03/12/24	228.17-		
5066.03	44.72	44.72	.00	.00	.00	03/11/24	89.44-		
5067.03	210.83	210.83	.00	.00	.00	03/11/24	404.91-		
5074.06	4,345.73-	4,345.73-	.00	.00	.00	03/06/24	450.00-		
5076.01	712.63	712.63	.00	.00	.00	03/14/24	712.63-		
5077.03	210.83	210.83	.00	.00	.00	03/11/24	210.83-		
5078.02	234.23	.00	.00	.00	234.23		.00	Final	07/01/15
5080.01	210.83	210.83	.00	.00	.00	03/27/24	598.99-		
5083.08	92.82	46.41	46.41	.00	.00	02/28/24	139.23-		
5089.01	1,660.70-	1,660.70-	.00	.00	.00	02/07/24	2,551.00-		
5092.01	210.83	210.83	.00	.00	.00	03/14/24	206.83-		
5093.01	1,466.35	.00	.00	.00	1,466.35		.00	Final	09/15/12
5093.04	1,644.08	389.21	354.21	337.46	563.20	03/27/24	550.00-		
5094.02	222.55	222.55	.00	.00	.00	03/11/24	222.55-		
5095.02	405.97	405.97	.00	.00	.00	03/11/24	405.97-		
5096.03	421.66	296.80-	166.11	149.36	402.99	03/06/24	194.08-		
5097.01	421.66	210.83	210.83	.00	.00	02/05/24	388.16-		
5098.05	421.66	210.83	210.83	.00	.00	02/20/24	194.08-		
5100.04	75.10-	75.10-	.00	.00	.00		.00	Final	07/01/12
5100.06	228.00	114.00	114.00	.00	.00	02/21/24	105.11-		
6000.02	341.53	341.53	.00	.00	.00	03/06/24	341.53-		
6001.01	223.50	223.50	.00	.00	.00	03/13/24	253.59-		
6003.01	304.34	152.17	152.17	.00	.00	02/28/24	282.42-		
6004.02	84.53	84.53	.00	.00	.00	03/12/24	84.53-		
6005.03	8.89	8.89	.00	.00	.00	03/19/24	105.11-		
6006.01	253.59	253.59	.00	.00	.00	03/14/24	253.59-		
6007.02	255.55	255.55	.00	.00	.00	03/04/24	255.55-		
6008.01	553.66	553.66	.00	.00	.00	03/18/24	553.66-		
6009.03	236.87	236.87	.00	.00	.00	03/18/24	236.87-		
6010.03	46.41	46.41	.00	.00	.00	03/11/24	46.41-		
6011.02	114.00	114.00	.00	.00	.00	03/14/24	114.00-		
6012.01	84.53	84.53	.00	.00	.00	03/12/24	84.53-		
6013.02	114.00	114.00	.00	.00	.00	03/11/24	114.00-		
6014.01	288.00	143.48	143.48	1.04	.00	03/25/24	264.00-		
6015.01	166.88	83.44	83.44	.00	.00	03/04/24	79.85-		
6016.08	84.53	84.53	.00	.00	.00	03/18/24	84.53-		
6017.02	169.06	169.06	.00	.00	.00	03/18/24	169.06-		
6018.01	408.77	408.77	.00	.00	.00	03/18/24	339.50-		
6019.02	269.19	269.19	.00	.00	.00	03/12/24	85.40-		
6020.05	17.78	17.78	.00	.00	.00	03/19/24	105.11-		
6021.03	46.41	46.41	.00	.00	.00	03/06/24	46.41-		
6022.02	114.00	114.00	.00	.00	.00	03/14/24	114.00-		
6023.01	63.03	63.03	.00	.00	.00	02/22/24	45.25-		
6025.03	87.51	.00	.00	.00	87.51	01/09/24	125.02-	Final	01/01/24
6025.04	47.43	47.43	.00	.00	.00	03/18/24	62.43-		
6026.02	3,793.99	.00	.00	.00	3,793.99		.00	Final	12/02/10
6026.04	1,814.90	1,814.90	.00	.00	.00	03/04/24	2,903.46-		
6027.02	144.89	.00	.00	.00	144.89		.00	Final	12/01/17
6027.04	130.88	65.44	65.44	.00	.00	02/22/24	187.53-		
6028.08	169.06	84.53	84.53	.00	.00	02/27/24	155.48-		
6029.01	195.24-	195.24-	.00	.00	.00	03/19/24	80.00-		
6031.02	84.53	84.53	.00	.00	.00	03/28/24	84.53-		

Customer Number	Balance	03/31/2024	02/29/2024	01/31/2024	12/31/2023	Last Pmt Date	Last Pmt Amount	Msg	Final Bill Date
6032.01	236.87	236.87	.00	.00	.00	03/13/24	236.87-		
6033.03	456.34	228.17	228.17	.00	.00	02/26/24	422.84-		
6040.03	697.60	.00	.00	.00	697.60		.00	Final	10/01/11
6040.04	84.53	84.53	.00	.00	.00	03/26/24	240.01-		
6041.02	114.00	114.00	.00	.00	.00	03/19/24	114.00-		
7001.06	154.44	143.48	10.96	.00	.00	03/05/24	132.52-		
7002.01	224.90	224.90	.00	.00	.00	03/11/24	224.90-		
7004.01	84.53	84.53	.00	.00	.00	03/19/24	40.00-		
7005.04	670.09	.00	.00	.00	670.09		.00	Final	05/03/12
7005.05	37.27-	37.27-	.00	.00	.00		.00	Final	11/01/13
7005.09	44.72	44.72	.00	.00	.00	03/28/24	89.44-		
7006.01	62.51-	62.51-	.00	.00	.00	04/17/23	62.51-	Final	09/08/11
7006.11	116.68-	119.34-	2.66	.00	.00	12/11/23	500.00-		
7009.01	47.43	47.43	.00	.00	.00	03/26/24	137.83-		
7010.01	523.87	523.87	.00	.00	.00	03/13/24	523.87-		
7015.01	210.83	210.83	.00	.00	.00	03/11/24	210.83-		
7017.02	52.27	45.72-	.00	.00	97.99	08/07/23	71.08-		
7022.01	44.72	44.72	.00	.00	.00	03/06/24	44.72-		
7024.02	198.83	.00	.00	.00	198.83		.00	Final	12/31/22
7025.01	84.53	84.53	.00	.00	.00	03/12/24	84.53-		
7026.04	114.00	114.00	.00	.00	.00	03/06/24	106.20-		
7029.01	26.30	.00	.00	.00	26.30	02/02/23	92.82-	Final	02/17/23
7029.02	228.00	114.00	114.00	.00	.00	02/22/24	105.11-		
7040.03	440.77	.00	.00	.00	440.77		.00	Final	02/02/17
7040.05	44.72	44.72	.00	.00	.00	03/21/24	134.16-		
7041.01	44.72	44.72	.00	.00	.00	12/18/23	133.38-		
7044.02	44.72	44.72	.00	.00	.00	03/21/24	44.72-		
7046.02	152.17	152.17	.00	.00	.00	03/11/24	293.38-		
7047.01	44.72	44.72	.00	.00	.00	03/18/24	44.72-		
7052.02	84.53	75.86	8.67	.00	.00	03/18/24	84.53-		
7053.02	320.01	.00	.00	.00	320.01		.00	Final	12/01/18
7054.01	177.32	177.32	.00	.00	.00	03/11/24	177.32-		
7057.02	26.04	26.04	.00	.00	.00	03/11/24	26.04-		
7058.01	296.17	.00	.00	.00	296.17		.00	Final	12/01/13
7059.01	46.86-	46.86-	.00	.00	.00		.00	Final	11/01/13
7059.02	463.21	.00	.00	.00	463.21		.00	Final	03/12/20
7059.03	1.41	1.41	.00	.00	.00	03/13/24	47.41-		
7060.01	210.83	210.83	.00	.00	.00	03/11/24	210.83-		
8001.01	2,197.01	2,197.01	.00	.00	.00	03/11/24	2,379.18-		
8004.03	1,446.17	1,446.17	.00	.00	.00	03/11/24	1,476.25-		
8008.01	56.95	56.95	.00	.00	.00	01/10/24	170.85-		
8010.01	60.78	60.78	.00	.00	.00	02/05/24	6.66-		
8012.03	52.97	30.56	22.41	.00	.00	03/06/24	46.67-		
8014.03	581.68	290.84	290.84	.00	.00	02/26/24	581.68-		
8015.03	277.20	277.20	.00	.00	.00	01/29/24	554.40-		
8022.03	2,844.00	2,844.00	.00	.00	.00	03/06/24	2,844.00-		
8028.01	347.36	.00	.00	.00	347.36		.00	Final	03/31/12
9999.01	8,784.02-	8,784.02-	.00	.00	.00		.00	Final	01/01/22
Grand Totals:									
	55,684.08	25,549.57	6,740.41	1,771.52	21,622.58				



Founded 1876
Incorporated 1899

TOWN OF JEROME, ARIZONA

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

Item A.

April 2024 Staff Report for March Activity Submitted by Michele Sharif, Accounting Clerk/Administrative Specialist

- ❖ Transcribed minutes from Regular and Special Council meetings for March.
- ❖ Took and transcribed minutes from the Planning and Zoning meeting for March.
- ❖ Transcribed minutes from the Design Review Board meeting for March.
- ❖ Assisted Utilities clerk with receiving and posting payments.
- ❖ Processed payables and bank reconciliations.
- ❖ Assisted Town Manager, Brett Klein with various projects and forms as needed and requested.
- ❖ Reviewed special event application for The Carpetbag Brigade and Sk8 4 Life events, informing Brett of any information that may be missing or needed.
- ❖ Answered phones and assisted at office window as needed.
- ❖ Continued organization of bookshelves in office of adopted codes for public review
- ❖ Assisted with Budget worksheets.
- ❖ Updated AELR Home Rule timeline with completed tasks.



JEROME MUNICIPAL COURT

Hon. Angela M. Bradshaw Napper, Magistrate

P O Box 335
Jerome, AZ 86331

600 Clark Street
Phone (928) 649-3250

Item A.

TO: Jerome Town Council

FROM: Angela M. Bradshaw Napper, Magistrate

SUBJECT: Monthly Staff Report

DATE: March 21, 2024

Thus far, the Court has received far fewer civil traffic citations compared to February; however, criminal misdemeanor filings are up for March compared to February. So, we remain busy one way or another.

Our Administrative Office of Courts (AOC) 2024 Court Security Improvements grant application is complete. We are awaiting approval by the Superior Court but remain on track to submit the application prior to the April 5 deadline.

Looking ahead, we are on pace to complete updating and adopting standardized policies and procedures for the Court by the end of the fiscal year.

We will have our quarterly Security and Emergency Preparedness Committee meeting in early April reviewing implementation of recent improvements, evacuation planning, and possible future projects.

I am grateful for my position with the Town of Jerome, the professionalism of the other departments, and am happy to be of service.

MONTHLY REVENUE REMITTANCE

Feb 2024

TOTAL DISBURSEMENT

Item A.

SUBTOTALS: 77.00 6,118.17 6,865.80 43.31
 JCEF 77.00 6,692.52 Gen Fund
 FTG 0.00 173.28 Splits

13,104.28

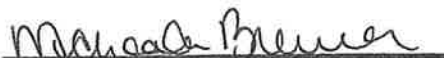
FUND	CODE	GL ACCT	OTH AGY	STATE	TOWN	COUNTY	
Jud Collect Enhan Fnd (Local TPF 12-116 - \$7 Court)	ZJCL	4-13-03	77.00				
Jud Collect Enhan Fnd (LOCAL T22) (Other Fees)	ZJCLF	4-13-02					
Jud Collect Enhan Fnd (LOCAL T22) (Filing and Answer Fees)	ZJCLF	4-13-01					
Fill the Gap Revenue (MFTG)	FTGREV	4-98-03					(S2 WRITE-IN)
ADPS Forensic Fund	ZADPS	2-14-08		256.59			256.59 ZADPS & ZDNAS
Arson Detection Reward Fund - Title 22 Fees	ZADRF	2-13-05					0.00 ZADRF
Arson Detection Reward Fund	ZADRF	2-11-05					
Address Confidentiality Program Assmt 12-116.05	ZCAA1	2-15-33					0.00 ZCAA1, ZDVSF & ZTECH
Citz Clean Elect Fund (10% Base) - 16-949D, 954C (NOT Photo)	ZCEF	2-14-03		427.89			
Crim Jstc Enhnc Fnd Penalty (47% Base) - 12-116.01A, 41-2401	ZCJEF	2-14-01		1,797.32			
Child Passenger Restraint Fund 28-907C	ZCPRF	2-11-11					
Drug & Gang Enforcement Acct - 13-34xx, 13-811C	ZDECJ	2-11-25					
DNA 3% of Base Fine - 12-116.01C	ZDNAS	2-14-05					
DUI Abatement Fnd - 28-1304A, 1382,3 (Extrm DUI, S250)	ZDUIA	2-15-11					
DV Shelter Services Fund (DV Assmt) 12-116.06, 12-284.03A2	ZDVSF	2-15-34					(S2 WRITE-IN)
FARE Fee Special Collections (19%) AO 2003-126	ZFAR1	2-13-23					255.59 ZFAR 1 & 3
FARE Delinquency Fee (\$35.00 Fee) AO 2003-126	ZFAR2	2-13-22					242.80 ZFAR 2 & 4
FARE Enhanced Spec Collection Fee	ZFAR3	2-13-25		255.59			
FARE Enhanced Delinquency Fee	ZFAR4	2-13-24		242.80			
FTG Penalty Assmt (7% of Base) - 12-116.01B, 41-2421J	ZFTGS	2-14-04		299.53			
Highway Users Rev Fnd (HURF) (REG 80% Out/ST Plates) 28-2533C	ZHRF3	2-11-36					
Jud Collect Enhan Fnd (ST TP - \$11) 12-113, 12-116	ZJCS	2-13-52		121.00			143.00 ZJCS 52 & ZJCS 53
Jud Collect Enhan Fnd (ST TP - \$2 PubDef Trng) 12-116	ZJCS	2-13-53		22.00			
Jud Collect Enhan Fnd (CVLTP) Title 22-281C1 (18.39% of Fee)	ZJCSF	2-13-51					
Medical Svcs Enhan Fnd (13% Base) 12-116.02F, 36-2219.01	ZMSEF	2-14-02		556.23			
2011 Additional Assmt (\$8) 12-116.04C	ZOS1	2-15-31		346.59			563.18 ZOS 1-99
Prison Construction & Operations Fnd 5-395.01A4, 41-1651	ZPCOF	2-15-13		239.00			
Peace Officer Training Equip Fnd (2019-\$4) 12-116.10, 41-1731	ZPOTE	2-15-42		173.16			
Probation Surcharge (\$5) 12-114.01	ZPRSU/6/9	2-14-06		866.45			
Public Safety Equipment Fnd 5-395-397, 28-1381-88, 41-1723	ZPSEF	2-15-14					0.00 ZGFUDU & ZPSEF
Drug Tech Registration Fnd (Drug lab) 13-3423, 28-737.....	ZTECH	2-15-35					
Victim Rights Penalty (2019 - \$9) 12-116.08 (37.6%)	ZVCAF	2-15-43		146.43			389.89 ZVCAF & ZVRF
Victims Rights Enforcement Fund (\$2) 12-116.09, 41-1722	ZVREA	2-15-37		86.67			
Victim Rights Penalty (2019 - \$9) 12-116.08 (62.4%)	ZVRF	2-15-44		243.46			
Forfeited Overpayments		4-91-04					
Installment Payment Fee		4-39-08					
Attorney Reimbursement Fees (Indigent Defense)	ZATT	2-31-01					0.00 ZATT & ZPUBZ
Confidential Address Assmt - LOCAL DV/Sx (5%) 12-116.05	ZCAA2	4-29-22					
Court Enhancement Fee	ZCE	4-30-04					4,304.63 ZCAA2 & ZFINES
Defensive Driving School Fee 28-3396	ZDDS	4-31-01			660.00		
Default Fees - LOCAL	ZDEFF	4-32-01			395.27		607.89 ZDEFF & ZWARF
Deferred Prosecution Fees	ZDFEE	4-31-02			70.00		
Fines - CT Penalties - 13-811A & 28-1554B	ZFINE	4-21-10			1,632.64		
Fines - CR (NT) Penalties - 13-811A & 28-1554B	ZFINE	4-22-30			4.77		4,304.63 ALL ZFINES
Fines - CR T (DUI) Penalties - 13-811A & 28-1554B	ZFINE	4-22-10			211.77		
Fines - CR T (NDUI) Penalties - 13-811A & 28-1554B	ZFINE	4-22-20			487.43		
Fines - CR T (GBSE) Penalties - 13-811A & 28-1554B	ZFINE	4-21-95					
Fines - CR Penalties - 13-811A & 28-1554B	ZFINE	4-59-04					
Fines - LOCAL CIVIL TRAFFIC	ZFINE	4-49-07			1,968.02		
TITLE 22 OTHER FEES (LOCAL JCEF)	ZJCLF	4-13-02					
COURT SECURITY FEE	ZMCSF	4-30-25			1,050.00		
Miscellaneous (T22) Filing/Answer Fees 22-281C3	ZMISC	4-11-01					1,050.00 ZJCL & ZMISC
Miscellaneous (T22) Other Fees 22-281C3	ZMISC	4-11-02					
2011 Additional Assmt - Citing Agcy Share	ZOS	2-51-03					
Officer Safety Equip - LOCAL PD 12-116.04D	ZOS3	4-23-03			173.28		
2011 Additional Assmt - State Citing Agencies	ZOS5	2-15-32					
Non-Refundable Overpayments	ZOVF	4-91-02					
Public Defender Fees	ZPUBZ	4-39-71					(S3 WRITE-IN)
License Plate Violation (Susp/Dispaly) 28-4139	ZSLPX/ZHRFC	4-23-02					
Warrant Fee	ZWARF	4-32-03			212.62		
Jail (incarceration) Fees	ZJF	4-33-21					
2011 Additional Assmt - Justice Courts Share	ZOS2	2-21-53				43.31	
CITIZENS CLEAN ELCTIONS FUND 1%	ZCEF2	2-14-09		37.46			465.35 ZCEF & ZCEF2

PASS-THROUGH MONIES:		Received
OVERPAYMENT REPORT		
Carried Forward from Previous Month		\$0.00
RECEIVED in current month	ZOVR 2-72-01	\$0.00 (SS WRITE-IN)
DISBURSED (Hold Rcpt Refund) in current month		\$0.00
Allocation Adjustments		\$0.00
Balance at End of Current Month		\$0.00
UNAPPLIED PAYMENTS REPORT		
Carried Forward from Previous Month		\$0.00
Received, not applied this month	UAP 2-79-11	\$0.00 (SS WRITE-IN)
Allocated During Current month		\$0.00
Balance at End of Current Month		\$0.00
DEFERRED AGENCY ALLOCATIONS REPORT		
Carried Forward from Previous Month		\$0.00
Agency Not Assigned in Current Month	DAA 2-99-02	\$0.00
Allocated During Current month		\$0.00
Balance at End of Current Month		\$0.00
BOND REPORT		
Carried Forward from previous month		\$4,000.00
RECEIVED in current month	ZBND 2-71-01	
CONVERTED (Exonerated) to Fines/Fees		\$1,000.00
DISBURSED in current month		\$3,000.00
FORFEITED in current month		\$0.00
Balance at End of Current Month:		\$0.00
RESTITUTION REPORT		
Carried Forward from previous month		\$0.00
RECEIVED in current month	ZREST 2-41-01	\$45.00
DISBURSED in current month		\$0.00
Balance at End of Current Month		\$45.00

TOTAL REVENUE FOR DISBURSEMENT	\$12,989.82
JCEF account	\$77.00
FTG account	\$0.00
State Revenue	\$6,118.17
City/Town	\$6,865.80
Yavapai County	\$43.31
Other Agencies	
TOTAL DISBURSEMENTS	\$13,104.28
PASS-THROUGH MONIES:	\$45.00
Overpayment Refunds	\$0.00
Unapplied Payments	\$0.00
Bonds (ZBND)	\$0.00
Restitution (ZREST)	\$45.00
Agency Not Assigned - not yet allocated	\$0.00
SABA TOTAL (Total Revenue)	\$13,149.28

I, Micheala Brewer, Court Clerk, of Jerome Municipal Court, Yavapai County, State of Arizona, do hereby certify that the foregoing is a true and correct account of the funds collected by the Court for the month of: **February-24**

Signature



Verified by:



JEROME MUNICIPAL COURT

CITY/TOWN DISBURSEMENT

45323

TOWN OF JEROME	CODE	GL	AMOUNT	
Forfeited Overpayments		4-91-04	0.00	
Confidential Address Assmt - LOCAL DV/Sx (5%) 12-116.05	ZCAA2	4-29-22	0.00	
Defensive Driving School Fee 28-3396	ZDDS	4-31-01	660.00	
Default Fees - LOCAL	ZDEFF	4-32-01	395.27	
Deferred Prosecution Fees	ZDFEE	4-31-02	70.00	
Fines - CT Penalties - 13-811A & 28-1554B	ZFINE	4-21-10	1,632.64	
Fines - CR (NT) Penalties - 13-811A & 28-1554B	ZFINE	4-22-30	4.77	
Fines - CR T (DUI) Penalties - 13-811A & 28-1554B	ZFINE	4-22-10	211.77	
Fines - CR T (NDUI) Penalties - 13-811A & 28-1554B	ZFINE	4-22-20	487.43	
Fines - CR T (GBSE) Penalties - 13-811A & 28-1554B	ZFINE	4-21-95	0.00	
Fines - CR Penalties - 13-811A & 28-1554B	ZFINE	4-59-04	0.00	
Fines - LOCAL CIVIL TRAFFIC	ZFINE	4-49-07	1,968.02	
TITLE 22 OTHER FEES (LOCAL JCEF)	ZJCLF	4-13-02	0.00	
Jud Collect Enhan Fnd (LOCAL T22) (Other Fees)	ZJCLF	4-13-02	0.00	
COURT SECURITY FEE	ZMCSF	4-30-25	1,050.00	
Miscellaneous (T22) Filing/Answer Fees 22-281C3	ZMISC	4-11-01	0.00	
Miscellaneous (T22) Other Fees 22-281C3	ZMISC	4-11-02		
Non-Refundable Overpayments	ZOVF	4-91-02	0.00	
License Plate Violation (Susp/Dispaly) 28-4139	ZSLPX/ZHRFC	4-23-02	0.00	
Warrant Fee	ZWARF	4-32-03	212.62	
OTHER CLERK FEES	ZLCL	4-39-09	0.00	
SUBTOTAL - City/Town, General Fund			\$6,692.52	
Attorney Reimbursement Fees (Indigent Defense)	ZATT	2-31-01	0.00	0.00
Public Defender Fees	ZPUBZ	4-39-71	0.00	
Court Enhancement Fee	ZCE	4-30-04		0.00
Officer Safety Equip - LCOAL PD 12-116.04D	ZOS3	4-23-03		173.28
2011 Additional Assmt - Citing Agcy Share	ZOS	2-51-03		
SUBTOTAL - City/Town, Split Accounts			\$173.28	
City/Town TOTAL:			\$6,865.80	

February 2024 \$\$\$ RECONCILIATION

FOOTHILLS Bank - Jerome Municipal Court acct XXX-3419

1/31/2024 \$ 79,533.97

Deposits to account, per bank stmt: \$ 9,996.56 (SABA deposits in AJACS) (money in transit) \$3,152.72
\$ 13,149.28

Checks cleared & charge-back debits: date cleared:

#2312	2/2/2024	\$	35.00	Jerome JCEF disbursement
#2311	2/13/2024	\$	4,858.42	Town of Jerome disbursement
#2309	2/15/2024	\$	3,894.50	State of Arizona disbursement
#2310	2/14/2024	\$	25.53	Yavapai County disbursement
TOTAL:		\$	8,813.45	

Ending Balance from 2/29/24 stmt: \$ 80,717.08

OFFICER SAFETY EQUIPMENT FUND - PD - Town Revenue (code# 4-23-03)

2020		2021	
		JAN	\$ 92.28
JULY	\$ 176.32	FEB	\$ 85.11
AUG	\$ 129.02	MAR	\$ 199.48
SEPT	\$ 135.16	APR	\$ 242.51
OCT	\$ 109.19	MAY	\$ 249.00
NOV	\$ 81.00	JUNE	\$ 281.34
DEC	\$ 72.88	YTD	\$ 1,853.29

OFFICER SAFETY EQUIPMENT FUND - PD - Town Revenue (code# 4-23-03)

2021		2022	
		JAN	\$ 125.12
JULY	\$ 125.69	FEB	\$ 132.06
AUG	\$ 178.04	MAR	\$ 185.90
SEPT	\$ 181.85	APR	\$ 113.52
OCT	\$ 216.53	MAY	\$ 124.66
NOV	\$ 152.42	JUNE	\$ 132.60
DEC	\$ 106.42	YTD (fiscal)	\$ 1,774.81

OFFICER SAFETY EQUIPMENT FUND - PD - Town Revenue (code# 4-23-03)

2022		2023	
		JAN	\$ 99.35
JULY	\$ 62.98	FEB	\$ 108.97
AUG	\$ 132.10	MAR	\$ 132.86
SEPT	\$ 107.55	APR	\$ 156.99
OCT	\$ 133.29	MAY	\$ 123.14
NOV	\$ 105.80	JUNE	\$ 110.00
DEC	\$ 88.90	YTD (fiscal)	\$ 1,361.93

OFFICER SAFETY EQUIPMENT FUND - PD - Town Revenue (code# 4-23-03)

2023		2024	
		JAN	\$ 102.17
JULY	\$ 105.19	FEB	\$ 173.28
AUG	\$ 112.05	MAR	
SEPT	\$ 106.00	APR	
OCT	\$ 79.56	MAY	
NOV	\$ 129.73	JUNE	
DEC	\$ 110.83	YTD (fiscal)	\$ 918.81

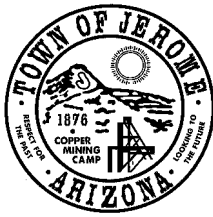
2023-2024

June - May

	<u>Gross</u>	<u>off. safety equip.</u>	<u>ct. security fee</u>	<u>NET to Town</u>
July	\$ 4,374.15	\$ 105.19	\$ 606.00	\$ 3,662.96
August	\$ 5,096.00	\$ 112.05	\$ 663.68	\$ 4,320.27
Sept	\$ 5,467.64	\$ 106.00	\$ 645.32	\$ 4,716.32
October	\$ 3,883.25	\$ 79.56	\$ 550.00	\$ 3,253.69
November	\$ 5,177.20	\$ 129.73	\$ 704.68	\$ 4,342.79
December	\$ 4,115.67	\$ 110.83	\$ 600.32	\$ 3,404.52
2024				
January	\$ 4,858.42	\$ 102.17	\$ 695.00	\$ 4,061.25
February	\$ 6,865.80	\$ 173.28	\$ 1,050.00	\$ 5,642.52
March				
April				
May				
June				
TOTAL	\$ 39,838.13	\$ 918.81	\$ 5,515.00	\$ 33,404.32

Other Court Accounts: (closing balances as of current month's end)

JCEF	\$ 14,810.50
Fill the Gap	\$ 10,047.10



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 124th Anniversary
1899 - 2024

March 2024 PUBLIC WORKS MONTHLY REPORT

NORMAL WEEKLY DUTIES

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

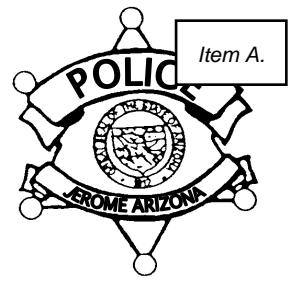
OTHER PROJECTS

- The main sewer trunk line backed up and had to be snaked multiple times at the beginning of the month, and in a new different spot at the end of the month.
- Form, pour, strip and face curb at Town Hall, and par of the sidewalk in front of the bathrooms.
- Digging/Grading and forming for sidewalk down First Ave. for parking at the bathrooms. From main St. to the lower park steps.
- Grade subgrade and lay down ABC for paving at Town Hall.
- Cut and install window fill on all windows for the Courts.
- Fix the light outside of Town Hall.
- Remove rocks throughout town during the rains.
- Install battery shut off switch I the sewer truck, do fuel filter and air filter changes on the Gannon and Backhoe,
- Pot hole for the water meter box at the Cuban Queen.



JEROME POLICE DEPARTMENT

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



March 2, 2024

TO: Honorable Mayor and Jerome Town Council

FROM: Allen Muma, Chief of Police

Attached please find the police activity reports for March 2023.

The March "Calls for Service" report contained nothing out of the ordinary. Call volume for March was above average.

The paid parking brought in \$43,302.55, (\$16,136.00 in text to park, \$27,021.55 in kiosks, \$145.00 in cash) for the month of March 2023. In comparison to last year's revenue of \$35,982.65, for the same time period. Fiscal year to date (7/01/23 through 3/31/2024) total parking revenue is \$267,268.10.

There were 415 parking citations, and 91 civil and criminal traffic citations that were issued for the month of March. There were 46 speed citations, 14 criminal traffic citations, and 3 criminal misdemeanor citations (1 disorderly, 1 harassment, 1 interfere with judicial proceedings, 1 noise violation, 3 aggressive driving, 3 reckless, 7 criminal speed) and 5 oversize trucks.

Respectfully,

Allen L. Muma, Chief of Police

JEROME POLICE DEPARTMENT

305 MAIN STREET

JEROME, AZ 86331
(928) 634-8992

Date : 04/03/2024
Page :
Agency : JPD

1
Item A.

Calls For Service Totals By Call Type

03/01/2024 to 03/31/2024

Call Type	Totals
10-34 Motorist Assist	5
205 Trespass	6
459A Burglar Alarm	2
487 Theft	1
585 Traffic Hazard	1
647A Suspicious Person	2
667 Missing Person Adult	1
901H Death Investigation	1
903 Follow-Up	34
908F Found Property	9
908L Lost or Stolen Property	6
961 Accident - No injuries	1
AA Agency Assist	4
ACPD Assist Clarkdale PD	1
ADPS Assist DPS	6
AF Assist Fire Department	2
AYCSO Assist YCSO	4
BI Background Investigation	1
CAMP Illegal Camping Complaint	1
CO Call Out	2
DIS Disorderly Conduct	6
FPF Fingerprinting	1
HR Hit & Run Accident	1
HSE Hampshire Speed Enforcement	1
IDC Illegal Dumping	1
INFO Information	4
ME Medical Emergency	1
NOISE Noise Complaint	4
NV Noise Violation / Town Code	1
OA Officer Assist	3
OT Oversize Truck	2
PARKV Parking Violation	1
PE Parking Enforcement	20
PKM Parking Kiosk Maintenance	1
REC Reckless Driver	4
SC Security Check	15
SLC Street Light Check	3
SPE Special Event	1
SS Suspicious Situation	2

Calls For Service Totals By Call Type

03/01/2024 to 03/31/2024

Call Type	Totals
T/S Traffic Stop	2
TO Traffic Offense	9
TRN Training	2
VCO Violate Court Order	1
VM Vehicle Maintenance	1
WA Warrant Arrest	1
XX8 General Complaints	2
Grand Total for all calls	180



Jerome Volunteer Fire Department

P.O. Box 1025 Jerome, AZ 86331 Tel. (928) 649-3034 Fax (928) 649-3039
 E-mail: admin@jeromefd.org

Fire Chief's Report

Month: March Year: 2024

Calls by Type	Number	Resident	Non-Resident
EMS Calls	11	5	6
Residential Fire			
Commercial Fire			
Wildland	1		1
Still Assignment	3		3
Station Staffing	8	8	
Citizen Assist	11	7	4
Agency Assist	3	1	2
Special Duty	5	4	1
Snake Removal			
Tech Rope Rescue			
MVA/Rescue	2		2
HazMat			
Dispatch Error			
Totals:	44	25	19
Total Calls Chief on Scene	30		

Department Meetings and Drills	Number
Officer's Meeting	1
Work Session	1
Rope Drill	1
Drills	4
Total JFD Meetings Chief Attended	5

JVFD Hours Worked (No Salaried Hours Included in these totals)

Chief Meetings	Date
Verde Valley Chief's Meeting	3/6/24
Fire Marshal's Meeting	3/28/24

Education, Summer Semester:

- Carl Whiting and Rick Hernandez are attending Leadership courses in Prescott.
- Carl Whiting attended a Fire Billing System training held by the Arizona Department of Forestry and Fire Management.
- John Krmopotich and Eric Jackson are midway through Their EMT Basic Course ending in May.

Departmental Training:

- March 7th, business meeting with a Trauma assessment overview, conducted by Ondovchak.
- March 14th, Truck pumping with E-112 and E-111 with Giles
- March 21st Wildland overview with Kinsella and Whiting.
- March 23rd, rope training on steep angle operations with Muma.
- March 28th JFD Hosted a Snake expert to Teach JFD techniques personnel on the proper care and capture of snakes.
- This month we also hosted a rope OPS and Tech class for Verde Valley agencies, instructors were Allen Muma and Kerry Lee

Department Affairs and On-going Projects

- Our March call volume was the same as last March's 44 calls, totaling 44 calls this month. Our Fire Department personnel are performing their tasks in a professional manner with no injuries occurring. Call volume is up by 13 at 117 over last year's 104
- The Annual NAEMS Grant is coming up shortly and we are finishing up the application process. This grant used this to assist in restocking needed medical supplies as well as supplementing the cost of EMT refresher training.
- We have received a grant for \$120,000, This grant is for Incident Management software as well as laptops. We are currently working with 3AM Innovations and are awaiting finalizations. The software is about \$30,000 and we have purchased hardware such as Laptops, Phones and Vehicle Integration. Everything has been approved and we have received the majority of the items.
- Jerome Fire's New Drone has arrived, training with the new ariel platform is currently in progress.
- JFD Auxiliary has also purchased a smaller drone for beginner training for our new pilots. JFD is working on a licensing program that will allow us to train our pilots in-house.
- We have completed the setup for out of district emergency response subscriptions, they are made available to out-of-town limits residences and businesses, The subscription makes it more financially equitable for residences and businesses that are outside of town limits. We have already received several paid subscriptions.
- Carl Whiting accepted a Wildland fire assignment to Texas as a Single resource. This assignment is needed to maintain his qualifications above his engine boss qualification.

Prevention

- 21 Firewise activities and visits to the burn pile in March with 31 loads of trimmings, slash, and brush for a total of 68 combined Jerome's citizen hours. As well as 53 total hours from our Fuels Crew.
- If you need assistance, please fill out a Firewise application, applications can be obtained at the Town Hall or the Fire Department.
- 14 Business license inspections performed.

Thank you to all Jerome residents and property owners that have helped create defensible space around their properties by removing dead and overgrown trees, brush, and grasses.

March Fire and EMS Report:

Incident	Date	Time	Day	Select Type	Additional Info	#
24-24	3/2/24	0:12	Sat	EMS Resident	70 YOF - Heart Problems	5
J-52	3/3/24	19:00	Sun	Agency Assist Non-Resident	Assist W/ Stuck RV.	4
24-25	3/5/24	11:00	Tue	Still Assignment Resident	Smoke Detector - False Alarm	1
J-53	3/5/24	11:00	Tue	Citizen Assist Resident	Disabled Vehicle	1
J-54	3/6/24	10:00	Wed	EMS Resident	Vitals Check	2
J-55	3/6/24	13:40	Wed	EMS Resident	Lift Assist	2
J-56	3/4/24	17:00	Mon	Citizen Assist Resident	Stuck Vehicle	1
J-57	3/7/24	17:00	Thu	Citizen Assist Resident	Jump Vehicle	1
24-26	3/8/24	14:39	Fri	EMS Non Resident	92 YOM - Fall, Elbow Injury	9
J-58	3/9/24	10:00	Sat	Special Duty Resident	125th Parade	10
J-59	3/10/24	15:00	Sun	Citizen Assist Non-Resident	Disabled Vehicle	1
J-60	3/10/24	16:45	Sun	Citizen Assist Resident	Vehicle Lockout	1
J-61	3/12/24	10:00	Tue	Citizen Assist Resident	Jump Start Vehicle	2
24-27	3/13/24	9:58	Wed	EMS Resident	Confirmed 901H	9
J-62	3/13/24	14:00	Wed	Special Duty Resident	Road hazard, Trash cleanup	2
J-63	3/14/24	17:15	Thu	Citizen Assist Resident	Disabled Vehicle	1
J-64	3/16/24	15:00	Sat	Citizen Assist Non-Resident	Jumpstart Vehicle	4
J-65	3/16/24	11:00	Sun	Still Assignment Resident	Check Downed Line	1
J-66	3/16/24	8:00	Sat	Station Staffing	Station Staffing	5
J-67	3/17/24	8:00	Sun	Station Staffing	Rope Class	5
J-68	3/17/24	15:30	Sun	Citizen Assist Resident	Lockout	1
J-69	3/18/24	8:00	Mon	Station Staffing	Rope Class	4
J-70	3/18/24	12:00	Mon	Citizen Assist Non-Resident	Stuck Vehicle	3
J-71	3/19/24	8:00	Tue	Station Staffing	Rope Class	3
J-71	3/20/24	8:00	Wed	Station Staffing	Rope Class	8
24-28	3/20/24	12:39	Wed	MVA/Rescue Non-Resident	Single Vehicle Accident W/ Injury	8
24-29	3/20/24	15:08	Wed	MVA/Rescue Non-Resident	Vehicle Vs Motorcycle - 901H	11
J-73	3/20/24	16:03	Wed	Agency Assist Non-Resident	Assist PD W/ Road Closure	8
24-30	3/21/24	14:47	Thu	EMS Non Resident	68 YOF - Fall	6
J-74	3/22/24	21:00	Fri	Agency Assist Resident	Assist PD W/ Stuck Vehicle	1
J-75	3/23/24	9:15	Sat	Special Duty Resident	Remove Road Hazard	4
J-76	3/24/24	15:15	Sun	EMS Non Resident	24 YOF - Sprained Ankle - Basic First Aid	2
J-77	3/27/24	12:30	Wed	EMS Resident	Fall - Canceled Enroute	5
J-78	3/27/24	16:00	Wed	Citizen Assist Non-Resident	Vehicle Lockout	3
J-79	3/28/24	8:00	Thu	Station Staffing	Rope Class	6
24-31	3/29/24	0:34	Fri	EMS Non Resident	67 YOM - Altered level of consciousness	6
J-80	3/29/24	8:00	Fri	Still Assignment Resident	Rope Class / Pack Test	10
24-32	3/29/24	19:07	Fri	EMS Non Resident	21 YOM - Chest Pain	7
J-81	3/30/24	8:00	Sat	Station Staffing	Ropes Class	7

J-82	3/30/24	11:30	Sat	Special Duty Non-Resident	Graffiti Removal	4
J-83	3/30/24	18:30	Sat	Special Duty Resident	Remove Road Hazard	3
J-84	3/30/24	22:00	Sat	Station Staffing	Overnight Staffing	1
24-33	3/31/24	16:04	Sun	EMS Non Resident	Canceled - Nonmedical	5

March 2024 Burn Pile Log

JC stands for Jerome citizens.

Date	Address	Adult Prob.	# Fuels Crew	FC Hrs.	Fuels Crew Total Hrs.	# Loads	# crew	# Hrs.	Town Firewise Total Hrs.
3/5/2024	School St.		2		6	3	2	3	6
3/6/2024	727 East Ave.				0	2	1	2	2
3/6/2024	110 Dundee				0	1	1	2	2
3/6/24	Douglas Rd		2		10				
3/6/2024	105 3rd St.				0	1	1	2	2
3/7/2024	105 Douglas Rd.				0	1	1	1	1
3/8/24	Douglas Rd.		1		3				
3/12/2024	111 3rd				0	2	2	4	8
3/13/24	School St		2		4	2			
3/14/2024	233 Allen Springs Rd.				0	2	2	4	8
3/8/2024	100 Dundee				0	5	2	5	10
3/14/2024	446 Clark St.				0	2	2	2	4
3/14/2024	228 Diaz				0	2	2	2	4
3/17/2024	301 Hull				0	1	2	2	4
3/20/24	Douglas Rd		2		10				
3/22/2024	887 Hampshire				0	4	2	2	4
3/21/2024	880 Hampshire				0	2	2	2	4
3/22/24	Douglas Rd		2		10				
3/23/2024	29 Magnolia				0	1	1	1	1
3/24/2024	150 North				0	2	2	4	8
3/28/24	Douglas Rd		2		10				
					53	31			68
	Jerome Citizen Hours-	Adult Prob.	Firewise	FW Hrs.	Firewise Total Hrs.	# Loads	JC# Crew	JC# Hrs.	JC Total Hrs.

**Thank you for your continuing support.
Rusty Blair Chief JFD**

File Attachments for Item:

A. Report Provided by the Zoning Administrator. Minutes are Provided for Information only and do Not Require any Action



Founded 1876
Incorporated 1899

Town of Jerome, Zoning Administrators Report

Town Council: Tuesday, April 09, 2024

Prepared by: William Blodgett, Zoning Administrator

Planning & Zoning Commission- Regular Meeting of March 19, 2024 conducted a Site Plan review and approved the site plans for a remodel and expansion of the Haunted Hamburger. The April Planning & Zoning Meeting will have a public hearing to discuss the exterior lighting ordinance .

Design Review Board- Regular Meeting of March 26, 2024 conducted and approved the Design Review for the Haunted Hamburger remodel, as well as three small projects for the Jerome Historical Society which include new awnings for the Mine Museum and Spook Hall, and a new door for the shop entrance at the mid-level of the New State Motor Building.

Code Enforcement-

One new Short-Term Rental was identified operating without a license and enforcement procedures have been started. Other minor code enforcement issues were addressed without issue.

Administrative Approvals-

Nothing to report at this time.

Other Business-

I have begun to familiarize myself with the GIS hardware components and am training with the software recently purchased from Prostar called "Pointman". Once this is completed the first new project I intend to use this equipment for is a total parking inventory with accurate mapping. Gradual incorporation and digitization of old and current maps is the next step in my long term GIS goals.

Comments are coming back regarding the Design Guidelines and work continues still to obtain a final draft that is ready to be recommended to the Council.

File Attachments for Item:

A. Consider Approval of the March 12, 2024, Special Council Meeting; March 12, 2024, Regular Council Meeting and March 18, 2024, Special Council Meeting Minutes

Council will consider and may approve the March 12th Special Council Meeting; March 12, 2024, Regular Council Meeting and March 18th Special Council Meeting minutes.



TOWN OF JEROME

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

MINUTES

SPECIAL COUNCIL MEETING - PUBLIC HEARING #1 ALTERNATIVE EXPENDITURE LIMITATION (HOME RULE) OF THE TOWN OF JEROME COUNCIL CHAMBERS, JEROME TOWN HALL 600 CLARK STREET, JEROME, ARIZONA

TUESDAY, MARCH 12, 2024, AT 6:30 PM

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

6:30PM (0:22) 1. CALL TO ORDER/ROLL CALL 6:30 P.M.

Mayor/Chairperson to call meeting to order
Town Clerk to call and record the roll.

Present were Vice Mayor Jane Moore, and council members Dr. Jack Dillenberg and Sonia Sheffield. Mayor Alex Barber joined the meeting via telephone.

Staff present were Town Manager Brett Klein, Zoning Administrator Will Blodgett and Finance Director Kristen Muenz.

6:30PM (0:35) 2. NEW BUSINESS

Discussion/Possible Action

A. Public Hearing: Alternative Expenditure Limitation (Home Rule)

Council will conduct the first of two public hearings in accordance with A.R.S. 41-563.01, regarding an Alternative Expenditure Limitation (Home Rule Option) for the Town of Jerome.

Vice Mayor Moore introduces the item and asks Mr. Klein to explain further before opening the public hearing.

Mr. Klein starts by sharing that back in 1979-80 Arizona Legislatures set a base amount, or expenditure limitation, for cities and towns not to exceed. He says there are many factors that go into an annual budget, and they were not able to account for all of those factors. So cities and towns, every four years, can bring forth an initiative, which is called a Home Rule, and Arizona is a Home Rule state. He shares that this is a requirement every four years, to establish the Town Council budget as that expenditure limitation. This means we will not exceed the budget that there are public hearings upon and that the public have had the opportunity to provide input on. He says it's passed unanimously in prior years, listing all the years it has passed, including the one-time override. He says that the Town and about 43 or so other communities will all have this on their ballot this year. He shares that it gives the local control to the Town resident voters, and Council, provided it's passed, and doesn't bind the Town to the State imposed limitation from 1979-80. He says this is the first public hearing and there is a requirement for two public hearings regarding the expenditure limitation.

Ms. Moore asks if she needs to open the public hearing.

Mr. Klein confirms yes, she does.

Ms. Moore opens the public hearing at 6:33 pm, asking if anyone has anything to say about it.

Dr. Dillenberg shares that he is in favor of it, and then asks if there needs to be a motion.

Resident Mark Krmpotich shares he is trying to get up to speed and asks if we are limited to \$550,000 and are asking for an extension above that.

Mr. Klein answers essentially yes. He says that is what we would be bound by, if the alternative limitation is not passed, but it hasn't even been close to being turned down by the voters in years past.

Mr. Krmpotich asks what the Town is asking for above that amount.

Mr. Klein shares that the budget process is currently moving forward but likely would be significantly more. He adds that at the limitation cost most of the Town staff would be terminated.

Mr. Krmpotich asks how that amount is raised.

Mr. Klein answers that this is the only way to raise that amount.

Ms. Moore shares she believes we would not be able to spend any grant money we receive either because we would be restricted to that limitation amount.

Mr. Klein shares that state code does allow for some revenue sources.

Ms. Muenz interjects, sharing they are called allowable limitations; some state and federal grants are allowable in addition to that state imposed limitation.

Mr. Klein shares that you'd have nobody to oversee the grant, fund the grant, or hire contractors.

Mr. Krmpotich asks, just to get a baseline, what was the 2023-24 budget.

Ms. Moore says wasn't it a couple million dollars.

Mr. Klein shares it varies significantly based on contingencies and grants, but if we look at the just the general fund it is about a \$2.9 million budget.

Mr. Krmpotich asks how the amount of \$550,000 was reached.

Mr. Klein shares there was a formula used back in 1979-80. He shares it probably started at about \$420,000.

Mr. Muenz shares that it's based on historic population records as well as current population records, adding that historically we haven't had a large population.

Mr. Klein shares there will be a pamphlet released to the public that explains all of this a little better.

Ms. Moore asks if there are any additional comments.

Dr. Dillenberg asks if there is any action needed.

Mr. Klein says no, none is necessary.

Ms. Moore closes the public hearing at 6:37pm.

6:37PM (7:03) 3. ADJOURNMENT

Ms. Moore introduces the late item on the agenda.

Dr. Dillenberg moves to adjourn the meeting.

Ms. Moore seconds the motion. She calls the question, and the meeting is adjourned at 6:37p.m.

Motion to adjourn at 6:37PM

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

APPROVE:

ATTEST:

Alex Barber, Mayor

Brett Klein, Town Manager

Date



TOWN OF JEROME

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

Item A.

MINUTES

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

TUESDAY, MARCH 12, 2024, AT 7:00 PM

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

7:00PM (0:22) 1. CALL TO ORDER/ROLL CALL

Mayor/Chairperson to call meeting to order
Town Clerk to call and record the roll.

Present were Vice Mayor Jane Moore, and Council members Dr. Jack Dillenberg and Sonia Sheffield. Mayor Alex Barber joined the meeting via telephone.

Staff present were Town Manager Brett Klein, Zoning Administrator Will Blodgett and Finance Director/Deputy Clerk Kristen Muenz.

7:00PM (0:39) 2. FINANCIAL REPORTS

Discussion/Possible Action

A. Financial Report and Detail Invoice Register Report for February, 2024

Council will consider and may approve the financial reports for month ending February 2024.

Vice Mayor Moore introduces the financial reports, she then asks if anyone has any questions or comments. There were none.

Ms. Sheffield moves to approve the financial reports.

Dr. Dillenberg seconds the motion.

Ms. Moore calls the question, and the financial reports are approved unanimously.

Motion to approve Financial Reports for February 2024

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

After the vote Ms. Moore moves New Business Item(s) 9-A and 9-B up in the agenda for people present in the audience.

7:04PM (4:11) 3. STAFF AND COUNCIL REPORTS

Discussion/Possible Action

A. Reports by the Town Manager / Clerk, Deputy Clerk, Utilities Clerk, Accounting Clerk, Public Works Director, Building Inspector, Library Director, Municipal Magistrate, Police Chief, Fire Chief and Council Members, Which in the Case of Council Member's Reports will be Limited to a Summary of Current Events and will Involve no Action

Council will consider and may approve the staff reports.

Ms. Moore introduces the staff reports.

Mr. Klein shares that the only thing to add this week was the 60% progress meeting, that Ms. Moore also attended on the wastewater treatment plant design. He shared that he has the report, it is very large with a lot of graphics and charts, however if they would like to read it, they can, adding that he would also send it to them. He shares the purpose of the meeting was to make sure the committee is giving a quasi OK until the ultimate final review with the Town Council as a whole.

Dr. Dillenberg shares he thought everything looked ok.

Ms. Moore says that she thought she saw something in the minutes for that meeting, but she was unable to locate it.

Ms. Barber moves to approve the staff and Council reports.

Ms. Sheffield seconds the motion.

Ms. Moore asks if there is still another meeting about it.

Mr. Klein answered yes there is another meeting next month.

Ms. Moore continues, there was something she wanted to bring up and share with the group. She calls the question, and the staff and council reports are approved unanimously.

Motion to approve Staff and Council Reports

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

7:06PM (6:28) 4. ZONING ADMINISTRATOR’S REPORT/PLANNING & ZONING AND DESIGN REVIEW BOARD MINUTES

Information/Council Review

A. Report Provided by the Zoning Administrator. Minutes are Provided for Information only and do Not Require any Action

Ms. Moore introduces the agenda item.

Mr. Blodgett says that Council has his written report and adds that he has the hardware for GIS, the software is coming, as well as some additional training. He says he has a lot more work ahead of him.

Ms. Moore asks what the first thing is he’s going to do.

Mr. Blodgett says the first thing is to digitize all of the maps both current and historic, including county maps, and sewer to get all of the data in one place. Then he will review everything for accuracy and start working on corrections.

Ms. Moore says that sounds exciting.

Dr. Dillenberg says it’s very cool.

Ms. Moore asks if there are any other comments. There were none.

7:07PM (7:38) 5. APPROVAL OF MINUTES

Discussion/Possible Action

A. Consider Approval of the February 13th Regular Council Meeting and February 13th, 2024, Special Budget Workshop Meeting Minutes

Council will consider and may approve the February 13th Regular Council Meeting and February 13th Special Budget Workshop Meeting minutes.

Ms. Moore introduces the agenda item and asks if there are any comments about the minutes.

Dr. Dillenberg says he has nothing and asks Ms. Sheffield and Ms. Barber if they have any comments.

Ms. Barber says she has no comments and moves to approve them.

Dr. Dillenberg seconds the motion.

Ms. Moore calls the question and the minutes from both the Regular Council Meeting and the Special Budget Meeting Workshop are approved unanimously.

Motion to approve minutes of the Regular and Special Budget Workshop meetings of February 13, 2024

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

7:08PM (8:24) 6. PETITIONS FROM THE PUBLIC

Ms. Moore introduces the petition from Mr. Gary Felix, asking if everyone has had a chance to read it. Council members confirm they have.

Ms. Moore invites Mr. Felix to the microphone for additional statement regarding his petition.

Mr. Felix introduces himself sharing that he is a resident that lives just outside of Jerome and has been here 55 years. He says that he wants the public to know that Dundee, the road he lives on, is 101 years old today. He says it hasn’t been regulated by the city, but all of the other streets in town are paved and everybody pays attention to them, but on Dundee

they get no attention, the drainage goes down the middle of the road and costs a lot of money to regrade it after every storm. He says, in the town newsletter, Rusty said there weren't any grass fires around here, but that couldn't be more wrong. He shares there are 3 metal telephone poles in his neighborhood that have all been struck by lightning. Every time they are struck, they light on fire and stay on fire. He shares that one time they caused a grass fire below his house, and he believes it took almost 8 hours to put that fire out, then they replaced the pole. He shares the hog pens also burnt during another fire, adding that Mr. Lee Christensen used to store furniture in those pens. He shares that he's had 3 heart incidents and had a stint put in last week. He says he doesn't like waiting to get out of Dundee when he's sick and that he's talked to other residents out there and they all feel the same. He says they are all getting old and sooner or later will need a fire truck or other emergency vehicle and his petition is to ask to please survey. He asks if that is something that Mr. Blodgett can do.

Mr. Blodgett answers he is not a licensed surveyor.

Mr. Felix continues, we need a survey of Dundee, and the obstructions need to be removed. Our town code calls for 25' fire lanes but the rest of the country is a 20' fire lane, and that's all he had to say.

Ms. Moore thanks Mr. Felix, she adds that Council can't respond to petitions from the public but will take it into consideration.

Dr. Dillenberg adds good luck with Mr. Felix's heart.

7:12PM 7. ORDINANCES AND RESOLUTIONS

Discussion/Possible Action

7:12PM (12:06) A. Consider Resolution No. 665 Approving and Adopting the Yavapai County Multi-Jurisdictional Hazard Mitigation Plan Updated December 6, 2023

Council will consider and may approve Resolution No. 665.

Ms. Moore introduces the Resolution and asks if there are comments or questions.

Ms. Sheffield says there was lot of interesting information and found it entertaining to read. She says she doesn't see any reason that we would not want to pass this.

Ms. Moore shares that she did see a few discrepancies when it came to Jerome. She shares that she didn't have a chance to talk to Chief Muma but did have a chance to talk to Chief Blair and they are addressing those. She says the sooner we adopt this then the more likely we are to receive financial help with some of the hazard mitigation.

Dr. Dillenberg makes the motion to approve.

Ms. Sheffield seconds the motion.

Ms. Moore asked if Mr. Klein had anything additional to say.

Mr. Klein says Ms. Moore covered it. He shares that Chief Muma not only participated but also reviewed it with both he and Chief Blair. He says there are some discrepancies, they know about it and will be correcting it, but it shouldn't hold up the process. He adds that passing or approving this makes us eligible for additional funding when necessary.

Ms. Moore calls the question and Resolution 665 is approved unanimously.

Motion to approve Resolution No. 665 Adopting the Yavapai County Multi-Jurisdictional Hazard Mitigation Plan

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

7:14PM (14:25) B. Consider Resolution No. 666: A Resolution of Intent to Extend the Maturity Date of a Bridge Loan Made to the Town of Jerome by the Arizona Community Foundation

The Council will consider and may approve Resolution No. 666.

Ms. Moore introduces the resolution and asks Mr. Klein to explain further.

Mr. Klein says this is a bridge loan that provides the Town with funding to pay for the design phase, which is the phase we are in, before getting the interim loan. The bridge loan has exceptional terms and we have not utilized all of the funding yet as there were some delays. He says we are now underway and will probably have a few more months of design work. He says that it was designed to take on the initial construction including bidding and getting that paperwork together, and that this is a common situation that occurs when dealing with federal loans. He says the Arizona Community Foundation rarely has any issues with this, we just need to have Council, should they so choose, pass a resolution extending the maturity date, adding we can't even come close the terms that are contained within that now as times have changed since a few years ago when we were able to get the exceptional rates.

Dr. Dillenberg asks if approving this now will give us a little extra time.

Mr. Klein confirms yes.

Dr. Dillenberg moves to approve the resolution.

Ms. Moore seconds the motion and asks if there is any discussion or questions from the public. There were none.

Ms. Moore calls the question and Resolution 666 is approved unanimously.

Motion to approve Resolution No. 666 Intent to Extend the Maturity Date of a Bridge Loan

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

7:16PM (16:35) C. Consider Resolution No. 667; A Resolution Committing Local Funds as Leverage for a FY24 Community Development Block Grant Application

The Council will consider and may approve Resolution No. 667.

Ms. Moore introduces Resolution 667 and asks for further elaboration.

Mr. Klein says the amount of funds we receive every 4 years for CDBG isn't enough to complete a whole project, we saw that the last time we got partially through a project. He says whenever a local community needs to designate funds for a project, they have to say so in a resolution, if there is a difference between what CDBG provides and the costs the engineers say it might be. He shares the engineers think this will be anywhere from the \$550,000-600,000 range, and most of that is coming from CDBG funds, but the Town would have to commit to \$150,000 and is approximately equivalent to what we designate annually for repair and maintenance. He says we haven't even come close to utilizing it yet this year, but we will and are identifying some projects, adding that it won't stretch the Towns resources thin, and is a good project. He continued, saying on a side note, we did have to pivot from Dundee to Deception because Dundee is covered by multiple jurisdictions and NACOG said it would get too cumbersome, might get lost in the shuffle and might not even get funding awarded ultimately. He says he will apply for HURF exchange funds which is an exceptional funding opportunity to get Dundee done, and now we're doing Deception which was also identified by Council in the Resolution as the other priority project.

Ms. Moore clarifies for hydrants, water lines and road improvements down there.

Ms. Muenz adds that area was Chief Blair's other main concern, because the only hydrant he has down there is on the corner of Lower Gulch, and to get the lines towards any of the houses on the other side of 89A the hose has to cross the highway.

Ms. Moore agrees that is a long stretch and adds that we have a hydrant at the corner of North and Dundee. She then makes a motion to approve resolution 667.

Ms. Sheffield seconds the motion.

Ms. Moore calls the question and resolution number 667 is approved unanimously.

Motion to approve Resolution No. 667 Committing Local funds as Leverage for a Fiscal Year 2024 CDBG Application

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

7:20PM (20:01) 8. UNFINISHED BUSINESS

Discussion/Possible Action

A. Discussion and Possible Staff Direction Regarding Town-Owned "Cemetery" Land in Clarkdale

Council will discuss Town property located within the Town of Clarkdale and may provide staff direction including getting the property ready for sale.

Ms. Moore introduces unfinished business and defers to Mr. Klein for introduction.

Mr. Klein shares that he'd like to keep this on the agenda until it's concluded. He says we are working with attorneys now on getting an appraisal but first making absolutely sure we can sell the land. He says there is a little question right now so this will probably be on the agendas for several more months until we get the appraisal or a final answer for Council.

Ms. Moore asks if there is a guestimate on how much an appraisal will cost the town.

Mr. Klein shares that we've received a title opinion that was a little more costly due to complexity. He believes it will be a chunk of change and more importantly will take time to even get an appraiser to come over to the property and complete that, maybe 20-50 which is a huge range.

Ms. Moore says we will keep this on the agenda. She then moves to 9C.

9. NEW BUSINESS

Discussion/Possible Action

7:01PM (1:27) A. Consideration of a Special Event Permit Application for the 2024 Cocodona

Council will consider and may approve the permit for the 2024 Cocodona Special Event.

Ms. Moore introduces the item; she asks who the representative present is.

Mr. Steve Aderholt, audience member, introduces himself.

Ms. Moore asks if anyone has any questions.

Ms. Barber asks if it is the same as last year.

Mr. Aderholt answers yes.

Dr. Dillenberg motions to approve the special event permit.

Ms. Sheffield seconds the motions.

Ms. Moore comments that it is going really well and has no problems with it. She calls the question, and the special event permit for Cocodona 24 is approved unanimously.

Motion to approve Special Event Permit for 2024 Cocodona

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

7:03PM (3:00) B. Consideration of a Request from the Jerome Humane Society for a Council Approved Exception to the Special Event Permit Application in Accordance with Section 10-3-7(D) of the Jerome Town Code to Hold a Fundraiser (St. PETrick's Day) with Proceeds Going to the Jerome Humane Society

Council will consider the request from the Jerome Humane Society and may approve an exception for a special event permit.

Ms. Moore introduces the item for consideration. She acknowledges 2 members of the audience present and asks if anyone on the Council has any questions or comments.

Dr. Dillenberg moves to approve, adding that he thinks this is a great idea.

Ms. Sheffield seconds the motion.

Ms. Moore calls the question, and the special event exception is approved unanimously.

Motion to approve the Special Event Permit Exception for the Jerome Humane Society's St. PETrick's Day Fundraiser

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

Ms. Moore returns the meeting to the order in which the remaining items appear on the agenda.

7:21PM (21:40) C. Consider Approval of an Agreement for Financial Advisory Services Between the Town of Jerome and PFM Financial Advisors, LLC

The Council will consider and may approve the agreement for financial advisory services.

Ms. Moore introduces the agenda item and says she believes we have done this in the past.

Mr. Klein confirms that yes, they've selected the financial advisor services provider which is PFM. He says we are now, as mentioned in the prior resolution, discussing that it's going to be time to go from the bridge loan to the interim loan which takes a bit of time, and is what they are being hired for. He says because we don't have a tremendous need we don't issue bonds; this will be cheaper to directly negotiate the loan with banks to get a favorable rate. He says it would be most likely in our best interest rather than to take it to the public for bond bids. He shares they (PFM) will be working on an hourly basis with no other payment provided to them to secure the loan, which they estimated in their service agreement.

Ms. Moore asks if there is a motion.

Ms. Sheffield motions to approve the agreement.

Dr. Dillenberg seconds the motion.

Ms. Moore calls the question and the approval of the agreement for financial advisory services from PFM is approved.

Motion to approve the Agreement for Financial Advisory Services from PFM Financial Advisors, LLC

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

7:23PM (23:48) D. Consideration of New Signage at the Jerome Civic Center (Town Hall) Indicating No Parking from 10:00 p.m. to 6:00 a.m.

Council will consider and may approve new signage restricting parking at the Jerome Civic Center (Town Hall).

Ms. Moore introduces the item and tells Mayor Barber, who joined via telephone, that she didn't get to see it but there is a huge van parked in the middle of the parking lot, kind of blocking some of the parking.

Mr. Blodgett shares that it was the Cocodona van.

Ms. Moore says it had Utah plates, then asks if there is any discussion on the agenda item.

Ms. Sheffield and Dr. Dillenberg both said this makes sense to them.

Ms. Moore acknowledges a comment from a member of the public in the audience.

Resident, Nancy Robinson, asks if this is complaint driven or is the parking lot going to be added to the patrol by the Town Police Officers.

Mr. Klein confirms it is somewhat complaint driven and with no signage there can be no action by the public safety. He says with signage they will be looking for that, adding it's for safety, for parking for meetings like this and during the day and security for a variety of reasons.

Ms. Robinson says she understands but she knows of a lot of rules in Town that are not enforced.

Mr. Klein shares that public safety mentioned that without signage they can't do anything about it. It will be mostly complaint driven; he isn't sure how often they will be down check it out.

Ms. Robinson asks how often someone is here between 10pm to 6 am for work purposes.

Resident Mark Krmpotich says that John McDonald works in the building.

Ms. Muenz shares that in the winter months in early morning hours an employee arrived and was trying to let themselves into the building, someone else was parked in the lot overnight and while that employee was trying to let themselves in they heard footsteps running down the stairs towards them. So there have been issues with random strangers being parked there.

Ms. Robinson says she understands that but reading the packet she was curious who would be here working late at night.

Ms. Muenz shares the 10 pm is because the Council meetings can sometimes last a couple of hours and we need to make sure that people that are coming to meetings have a place to park.

Ms. Robinson says she would like to say just as a public safety thing in the parking lot, thank you for fixing the light so it didn't fall off the building.

Dr. Dillenberg moves to approve the new signage.

Ms. Moore adds that she has noticed when she has come at different time that there are other cars parked here that are not here for town business, and we don't like them taking up parking for people coming to meetings either.

Dr. Dillenberg restates his motion to approve.

Ms. Sheffield seconds the motion.

Ms. Moore calls the question and the approval for new signage at Jerome Civic Center is approved unanimously.

Motion to approve new parking signage at Jerome Civic Center

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

7:27PM (27:54) E. Consideration of Continuing and Funding the Jerome Transit Pilot Program, Making Modifications to the Program, or Discontinuing

Council will discuss and provide staff direction regarding the 2-year Jerome Transit Pilot Program.

Ms. Moore introduces the item, adding there will be no motion needed for this. She asks if there are any comments.

Dr. Dillenberg says no, it's a good idea.

Ms. Sheffield says the reports show the average weekly users of 10-12 pretty consistently. She shares every time she sees the bus there's no one on it, and rarely sees anyone getting on or of if it here in town. She did ask for clarification at one point, if those riders were for the whole route or specifically boarding to leave or come to town, and Mr. Klein assured her it was serving Jerome specifically. She says it looks like the cost is going up quite a bit.

Mr. Klein confirmed that she is correct it is currently \$4,500 during the pilot program and will increase to \$9,000 a year should the council decide to continue with it.

Ms. Sheffield continues, she says she and Council member Harvey had both expressed if we're really looking to serve residents of the community that there might be a better way to do that, simply because public transportation can be a bit of a chore. She shares the line that picks up and drops people off here in town, only goes to the depot, so if anyone wants to go further, for example Wal-Mart, then they have to change lines and if we're looking to serve our older residents for doctors appointments or errand running she doesn't necessarily think it's the best way however she doesn't want to discontinue something that people are actually utilizing without a back up plan also. She says they've talked loosely about using the old town shuttle or the new one and schedule different days of the week or once a month, adding doctor's appointments have a tendency to be scheduled pretty far out so there would be a need to figure out how to schedule it and make the shuttle and driver available. She thinks the best way to start the discussion is to talk to Scott (Kolu) and see what his Wednesday morning shuttle trips are like, how many people are taking advantage of it, what types of errands are they running, and then of course finding someone who is willing to do it. She says it won't necessarily be a position that pays your bills but imagines there are some people with flexibility in their schedules that would be willing to help. She says she thinks there are a lot of things to talk about it.

Ms. Muenz shares that he parks the shuttle here on Wednesday morning, so she is aware of a handful of residents who rely on it every week for their weekly shopping. Some don't have their own transportation, are elderly, or have mobility issues that prevent them from getting down there. She shares that one person in particular sits in the shuttle while Scott does the shopping for everything on their list, which is not something a CAT bus would be able to do. She says there are some residents that do rely on it very heavily, not a lot, but there are a few.

Ms. Moore defers the conversation to Mr. Klein.

Mr. Klein shares we have some time, and can be considerably flexible, if need be, by adding the times the bus was running to our shuttle, in case there was someone who was using it. What we do need to know tonight because CAT needs to know, is if we are continuing that program or not, and that is the staff direction needed. He says he would assume, based on comments from the past, that we would discontinue not continue on the pilot and make it a regular program, but he wanted to be sure Council didn't want to propose something else.

Ms. Moore says she thinks so. She adds, we were spending \$4,500 we should talk during the budget time about what might be able to do.

Dr. Dillenberg agrees and says we need to do something and it's a matter of coming up with the right solution.

Ms. Moore asks Ms. Barber if she has anything to add, she did not.

Ms. Moore confirms no motion is needed and moves to the next item on the agenda.

7:33PM (33:15) F. Continued Budget Discussions Regarding Personnel Costs and Council Direction for the FY 2024-2025 Fiscal Year Budget

Council will consider the staff proposal regarding wage and benefit adjustments for FY25 and may provide staff direction in preparation of the FY25 Budget creation.

Ms. Moore introduces the continued budget discussions and defers to Mr. Klein for introduction.

Dr. Dillenberg asks if we will need to vote or take action on this.

Ms. Moore says just direction.

Mr. Klein confirms direction only and says Council will ultimately approve anything on the budget after public hearing. He says this is in line with the staff report at the last budget meeting, is a little lower for wages, but we are looking to bump up other items such as retirement, which will still be a little less than the Arizona State Retirement System, and insurance, which will also still be a little less than some of our neighboring communities. He says it was discussed that he would provide an overall cost of the program. He outlines that the wages, insurance, and retirement amounts cover all employees for the year. He shares that the retirement is at the maximum, assuming that employees will start contributing, adding many do not so that will probably be much less than what is reflected, but that is the overall cost. The overall cost of wages is approximately the same amount as what it was last year as well. He says now that Council has this, he is looking for direction if it is ok to put it into the budget for you all to see if the numbers do work.

Dr. Dillenberg says it makes sense.

Ms. Moore clarifies they are not deciding yes, they want to do it, but that we'll talk about it at budget time.

Dr. Dillenberg acknowledges a hand up in the audience.

Resident, Becca Miller, asks what caused the decrease in COLA so drastically.

Mr. Klein answers if you look at the Social Security Administration's cost of living, historically they go by a formula. He says this is high, historically they are often times at .8%, 1.2%, 1.7%, last year was significant due to many factors.

Mr. Krmpotich asks if COLA accounts for inflation.

Mr. Klein confirms yes, in addition to a lot of other factors used.

Ms. Miller asks if they draw where the COLA is coming from.

Mr. Klein says no, last year was the highest one in decades and this one is still higher than most of the SSA COLA adjustments are, and is something the town uses, in addition to neighboring jurisdictions, to make sure the Town of Jerome is competitive with wages and various other factors.

Ms. Moore shares we probably are the lowest and the smallest community but we try to keep our employees.

Mr. Krmpotich asks if this budget resolves the PSPRS deficit.

Mr. Klein shares that he is talking to Mr. Pecharich tomorrow for a game plan. He says you might recall we were going to wait until about April or May towards the tail end of the budget. He says he would prefer to pay off the unfunded amount month to month, but they would prefer a one time payment so they can see what our projected surplus might be adding you will likely hear about it at our next meeting.

Ms. Moore says we are done with direction for that and moves to the next agenda items.

7:37PM (37:47) G. Consideration and Discussion, Along with Possible Staff Direction Regarding a Town Councilmember Vacancy and Subsequent Appointment

Council will discuss the most recent vacancy on the Town Council and may provide staff direction regarding a potential councilmember appointment.

Ms. Moore introduces this as a very sad item, she reads an email dated Saturday March 9th, sent by Councilmember Sage Harvey which says, "This letter is to inform you that I am officially resigning my position as a Jerome Councilmember as of today." Ms. Moore shares that she spoke with Ms. Harvey and the really sad thing is the situation with housing in this town. She says this is a sad state of affairs that we have people that volunteer for the town and cannot even find housing.

Dr. Dillenberg says he agrees and is sorry to lose her.

Ms. Moore says what we need to do is discuss the vacancy and subsequent appointment. She defers to Mr. Klein and asks him to explain what we are dealing with as far as appointment.

Mr. Klein says when there is a vacancy, especially one that occurs 30 prior to the due date for nomination papers to be completed, which is April 1st, the council shall appoint a replacement. He says there are many ways or methods for appointment adding that State Law does not prescribe which method be utilized. He shares there are about 8 cities and towns in Arizona going through this right now. He says most are doing a notice that there is a vacancy and that it is for the expiring term, so it's good through the remainder of Councilmember Harvey's term, and to submit a letter of interest. From that point if there is one letter you would consider that, if there are multiple letters of interest then there will be some follow up questions that you would ask. He shares that he has a bunch because several communities throughout the state are going through it right now so you can choose at that point which questions or process you want from there. He recommends starting with a notice that there is a vacancy and to submit a letter of interest with the Town Clerk. Those letters would then come to Council. He says April would likely be the special meeting to determine who if anyone the seated Council would like to appoint.

Ms. Moore asks if it is a requirement by law to appoint by a certain time.

Mr. Klein replied not by a certain time, because there are a variety of variables that could impact how long it takes, so no, it could move at the Council's leisure. He shares there are some things that require 2/3 or ¾ majority votes so it's helpful to have a full Council seated.

Dr. Dillenberg asks if Mr. Klein is going to take care of getting a notice out.

Mr. Klein answers if that is what he is hearing from the council.

Mr. Dillenberg says yes let's do that and see if there is any interest.

Ms. Moore and Dr. Dillenberg asks for any input from Ms. Barber.

Ms. Barber says she agrees with putting out a notice and going from there.

Dr. Dillenberg says let's do that and see if there is any interest.

Ms. Moore says Sage really dedicated a lot of time and she was really good at looking at everything.

Dr. Dillenberg agrees and says she was awesome.

Ms. Robinson says she wants to go on record. "I don't have any contact information for Sage but tell her I appreciated everything she did for us."

Dr. Dillenberg expresses his agreement.

Ms. Moore says Ms. Harvey worked really hard, she will be really missed, and was counted on for many things.

Ms. Sheffield shares that Sage was really supportive when she was considering running for council. She shares that she probably would not have had the confidence to try if it hadn't been for her. She was always super prepared for meetings and reviewed her packets very thoroughly.

Dr. Dillenberg says he feels terrible that we were not able to find a place for her to rent.

Ms. Moore says hopefully that if she does eventually find a place here that she will continue because it will be hard to find somebody that works that hard. She finishes by directing Mr. Klein to put out the notice.

7:44PM (44:03) 10. TO AND FROM THE COUNCIL

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

Dr. Dillenberg says he wants to take a moment to commend Marty and our Town crew. He says he saw them working on a water leak on Holly the other day and they were so impressive with the work they were doing on behalf of the community. He says he wants people to realize and continue to appreciate the hard work that they do on our behalf. So he wants to go on record commending Marty and his crew for the outstanding work that they do whether taking the garbage out or doing repairs and maintenance, we're fortunate to have them.

Ms. Sheffield says spring is rolling around again and so she is being asked and is curious how we utilize and improve community garden. She says she has a lot of ideas and questions but is unsure how to facilitate them. She says she feels like we need someone to be in charge, adding there were shed plans taken before P&Z and DRB that fell to the wayside, and the garden shed is not out there. She is unsure what to do to foster this

Ms. Moore asks if it can be put on the agenda as an item.

Mr. Klein says yes it can be put on the agenda and will definitely need a champion for it.

Mr. Blodgett shares the garden shed in particular went through a redesign where they expanded what they were initially going to do including the need to pour concrete. So he needs someone to write up something for P&Z for the concrete and give him the information because he can't do the work and then review it himself. So if someone can pick that up and finish it up, he has the rest of the information.

Dr. Dillenberg says she just reminded him, what about the bathroom?.

Ms. Muenz shares that Marty is planning on paving the bathroom area at the same time as the Town Hall lot, he is estimating possibly April 10.

Ms. Moore asks if Ms. Barber has anything.

Ms. Moore shares that she overlooked Terri Card's anniversary of 2 years, and says congratulations. She continued that she was sorry to see that Brice Wood and Barry Supalla both passed, and also wanted to mention publicly that she saw the obituary for Kenton Jones. She shares that in the 1990's into at least 2006, Mr. Jones was the Town attorney and was also a Yavapai County judge.

Ms. Moore says one more thing, she also wanted to thank Windy Jones and Scott Kolu publicly for all the hard work they did to pull off the dinner and the parade.

Dr. Dillenberg interjects they were both fabulous events.

Ms. Moore continues, she isn't going to try and name everyone who helped them, but it was their idea to make that happen, everyone seemed to enjoy it. She thanks the Historical Society as well and finishes saying it was a very nice event, and that's coming from someone who isn't big on events.

Dr. Dillenberg thanks Ginger and the Chamber of Commerce.

7:49PM (49:22) 11. ADJOURNMENT

Dr. Dillenberg motions to adjourn the meeting at 7:49p.m.

Ms. Sheffield seconds the motion.

Ms. Moore calls the question, and the meeting is adjourned at 7:49p.m.

Motion to adjourn at 7:49p.m.

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

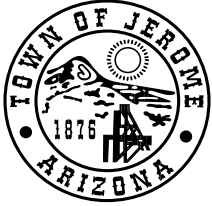
APPROVE:

ATTEST:

Alex Barber, Mayor

Brett Klein, Town Manager

Date



TOWN OF JEROME

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

MINUTES

SPECIAL COUNCIL MEETING - PUBLIC HEARING #2 ALTERNATIVE EXPENDITURE LIMITATION (HOME RULE) OF THE TOWN OF JEROME COUNCIL CHAMBERS, JEROME TOWN HALL 600 CLARK STREET, JEROME, ARIZONA MONDAY, MARCH 18, 2024, AT 6:30 PM

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

6:31PM (0:21) 1. CALL TO ORDER/ROLL CALL

Mayor/Chairperson to call meeting to order
Town Clerk to call and record the roll.

Present were Mayor Alex Barber and Vice Mayor Jane Moore. Councilmembers Dr. Jack Dillenberg and Sonia Sheffield joined the meeting via telephone.

Staff Present were Town Manager Brett Klein and Finance Director/Deputy Clerk Kristen Muenz.

6:31 (0:37) 2. NEW BUSINESS

Discussion/Possible Action

A. Public Hearing: Alternative Expenditure Limitation (Home Rule)

Council will conduct the second of two required public hearings in accordance with A.R.S. 41-563.01 regarding an Alternative Expenditure Limitation (Home Rule Option) for the Town of Jerome.

Ms. Barber opens the public hearing at 6:31pm and acknowledges a member of the public in the audience. She asks if they would like to speak on this. They declined.

Mr. Klein shares this is the second required public hearing, after this hearing in order for it to go to voters it requires all four members of the Town Council to vote affirmatively, or it does not go to the voters. He says every time it has gone to the voters it has passed unanimously. This gives the Town control of the budget following the public input process, and absent this would be very detrimental to the town as we would be at \$550,000 for the total budget. This is the opportunity for the public to provide any input, and hearing none you are welcome to close the public hearing.

Ms. Barber closes the public hearing at 6:33p.m.

6:33PM (2:12) 3. ORDINANCES AND RESOLUTIONS

Discussion/Possible Action

A. Consider Resolution No. 668; A Resolution of the Town Council of the Town of Jerome Proposing an Alternative Expenditure Limitation

Council will consider and may approve Resolution No. 668.

Ms. Barber introduces the Resolution for vote. She makes a motion to Consider Resolution 668.

Ms. Sheffield seconds the motion.

Ms. Barber asks if there is any further discussion. There was none. She calls the question, and the motion passes unanimously.

Motion to approve Resolution No. 668 proposing an Alternative Expenditure Limitation

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

6:34PM (3:00) 4. ADJOURNMENT

Ms. Barber motion to adjourn the meeting

Ms. Moore seconds the motion.

Ms. Barber calls the question, and the meeting is adjourned at 6:34PM

Motion to adjourn at 6:34p.m.

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

APPROVE:

ATTEST:

Alex Barber, Mayor

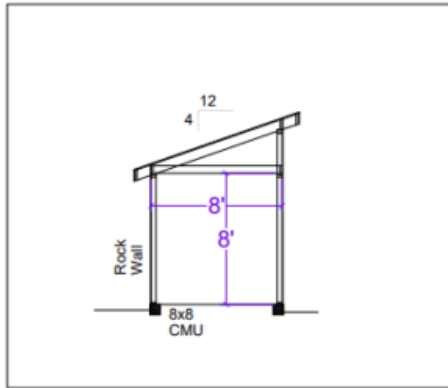
Brett Klein, Town Manager

DRAFT

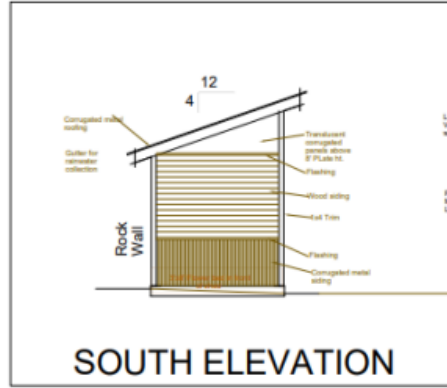
File Attachments for Item:

A. Discussion Regarding the Review Process To-Date on the Proposed Community Garden Shed

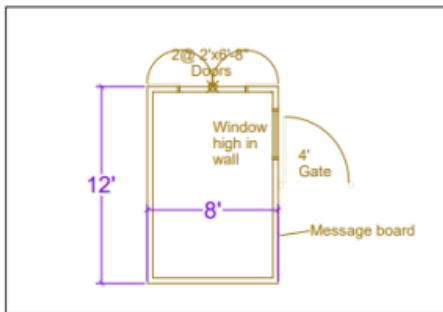
Council will be provided an update regarding the proposed community garden shed following Design Review Board action, and may provide staff direction



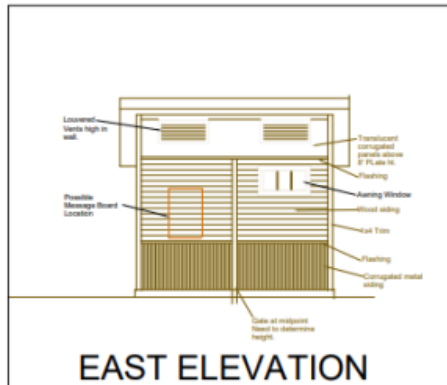
SHED SECTION



SOUTH ELEVATION



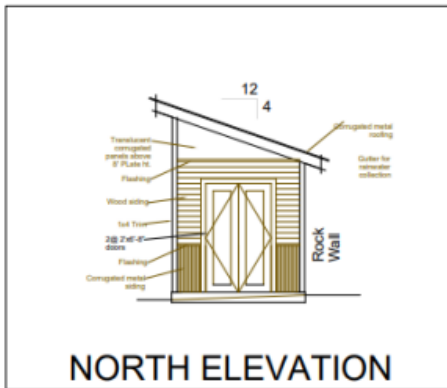
SHED PLAN



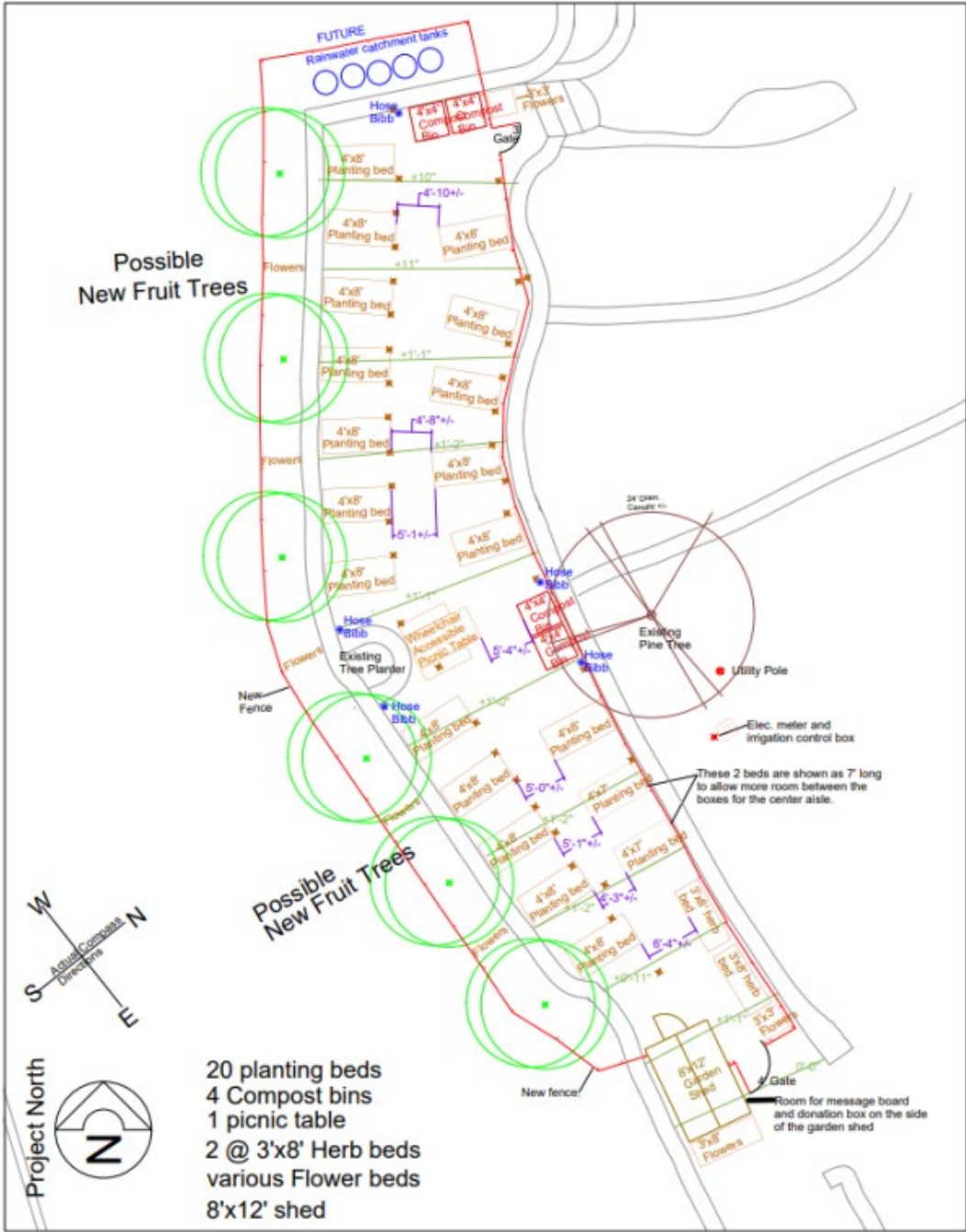
EAST ELEVATION

Jerome Community Garden
Proposed Garden Shed
Option 2

Date: 2020-08-20
Drawn by: WIM
Scale: 1/8" = 1'-0"



NORTH ELEVATION



Proposed Community Garden Plan w/ 4'x8' planting beds (2@7')

Date: 2020-08-19

Drawn by: WIM

Scale: 1/16"=1'-0" +/-

File Attachments for Item:

A. Consideration of Renewing an Employment Agreement for Town Magistrate with Ms. Angela Napper from July 1, 2024, through June 30, 2027

Council will consider and may approve the employment agreement for Town Magistrate.

EMPLOYMENT CONTRACT

THIS AGREEMENT, entered into this ____ day of _____, 2024, by and between the Town Council of the town of Jerome, Arizona, a municipal corporation (hereinafter referred to as “Jerome”), and Angela Napper (hereinafter “Ms. Napper”).

WHEREAS, Jerome wishes to employ Ms. Napper as Town Magistrate of Jerome, Arizona, and provide for conditions of Ms. Napper’s employment,

NOW THEREFORE, in consideration of the mutual covenants, promises and payments hereinafter set forth, it is agreed between the parties as follows:

1. Jerome hereby appoints Ms. Napper as Town Magistrate to perform the functions and duties of Magistrate for the Town of Jerome, and for such other reasonable judicial and court-related administrative functions and duties as Jerome may, from time to time, direct.
2. The term of this appointment shall be from July 1, 2024 through June 30, 2027. The dates of this Agreement are intended to coincide with current fiscal years.
3. Ms. Napper hereby agrees to perform said duties to the best of her ability and at all times to uphold the canons of the Arizona Code of Judicial Conduct.
4. Prior to the end of her appointment as provided for in Section 2, above, Ms. Napper may only be removed from her employment duties by Jerome for cause.
5. Nothing in this Agreement shall prevent, limit, or otherwise interfere with the right of Ms. Napper to resign at any time from the position of Magistrate.
6. In the event Ms. Napper voluntarily resigns as Magistrate of Jerome, before expiration of the term of employment, Ms. Napper shall give Jerome sixty (60) days written notice, unless the parties agree otherwise, in writing.
7. Compensation. Ms. Napper’ compensation for her services rendered hereto shall be:
 - a. Thirty-four Thousand Dollars (\$34,000.00) per year during the entire term of this agreement, paid to Ms. Napper in equal biweekly payments.
 - b. The amount of compensation set forth herein may be increased during the term of this Agreement, at the sole discretion of the Town Council, based upon cost-of-living adjustments or other market adjustments deemed appropriate by the Town Council.
 - c. Jerome shall contribute to a Retirement Fund on behalf of Ms. Napper during each year of Ms. Napper’s employment, a matching contribution up to the standard percentage of compensation from the Town as established by the Town Council. For the fiscal year 2024, that is ten percent.
 - d. Ms. Napper shall receive 36 hours of paid vacation per year.
8. Jerome agrees to budget and to pay for reasonable travel and subsistence expenses of Ms. Napper for short courses, institutes, seminars and conferences that are necessary for and beneficial to her professional development and to Jerome. Ms. Napper shall be responsible for requesting funding for such expenses in writing during the normal budget process for Jerome.

- 9. Jerome agrees to budget and pay for reasonable personal cell phone expenses of Ms. Napper, which may be incurred due to court-related business or during on-call hours. Jerome will reimburse Ms. Napper for 25% of her monthly cell phone charge for the months in which she is required to put in on-call time. Jerome expects these reimbursements to total approximately \$20.00 per month of on-call time, or \$240.00 per year.
- 10. Ms. Napper agrees to schedule a meeting with the Jerome Council and the Town Manager, in the form of a Town Council work session, on an annual basis to update the Council on the administration of the Jerome Magistrate Court and to discuss budget and other issues for the upcoming fiscal year.
- 11. Recognizing that the needs of the Jerome Magistrate’s Court do not require full-time staff and that any and all persons conducting business for, within and on behalf of the Jerome magistrate’s court will be only working part-time for that Court, any and all staff required toward the operation of the Jerome Magistrate Court shall be selected by Ms. Napper in consultation with the Jerome Town Manager.
- 12. The Town shall defend, save harmless and indemnify Ms. Napper against any tort, professional liability claim or demand or other legal action, whether meritorious or not, whether groundless or otherwise, arising out of any alleged act or omission occurring in the performance of Ms. Napper’s duties. Jerome shall also bear the full cost of any fidelity or other bonds required of Ms. Napper under any federal, state or local law or ordinance.
- 13. The text herein shall constitute the entire agreement between the parties this agreement shall be binding upon the parties and shall only be amended through a written modification agreement signed by the parties.

IN WITNESS WHEREOF, the Town of Jerome, Arizona, has caused this Agreement to be signed and executed on its behalf by its Mayor, and duly attested to by its Town Clerk, and Ms. Napper has signed and executed this Agreement, both in duplicate, the date and year first above written.

APPROVED:

Christina “Alex” Barber, Mayor

ATTEST:

ACCEPTED:

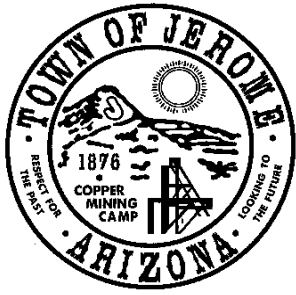
Brett Klein, Town Manager /Clerk
Town of Jerome

Honorable Angela Napper

File Attachments for Item:

B. Consideration of an Arizona Liquor License in the Town of Jerome for a Series 010 Beer and Wine Store License Type, for VINO ZONA, Located at 369 Main Street (New Address / Location)

Council will consider and may approve a new Series 10 Beer and Wine Store License for VINO ZONA.



Founded 1876
Incorporated 1899

TOWN OF JEROME

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

Item B.

STAFF SUMMARY REPORT

FROM: Brett Klein, Town Manager/Clerk

ITEM: **Item: Consideration of a Series 10 Beer and Wine Store Liquor License for Vino Zona**

MEETING DATE: April 9, 2024

Summary:

VINO ZONA has moved locations requiring a new Liquor License application. The owner has applied for an Arizona Series 10 Beer and Wine Store Liquor License for the new location.

Fiscal Impact:

None.

Recommendation

Staff recommend that Council approve the liquor license application.

State of Arizona
Department of Liquor Licenses and Control

Created 02/14/2024 @ 01:13:55 PM

Local Governing Body Report

LICENSE

Number:	Type:	010 BEER AND WINE STORE
Name:	VINO ZONA	
State:	Pending	
Issue Date:	Expiration Date:	
Original Issue Date:		
Location:	369 MAIN STREET JEROME , AZ 86331 USA	
Mailing Address:	PO BOX 281 JEROME, AZ 86331 USA	
Phone:	(928)284-8053	
Alt. Phone:		
Email:	VINOZONAJEROME@GMAIL.COM	

AGENT

Name:	GINGER FLAHERTY
Gender:	
Correspondence Address:	
Phone:	
Alt. Phone:	
Email:	

OWNER

Name:	VINO ZONA LLC	
Contact Name:	GINGER FLAHERTY	
Type:	LIMITED LIABILITY COMPANY	
AZ CC File Number:	L22741488	State of Incorporation: AZ
Incorporation Date:	04/07 2018	
Correspondence Address:	PO BOX 281 JEROME, AZ 86331 USA	
Phone:	(928)284-8053	
Alt. Phone:		
Email:	VINOZONAJEROME@GMAIL.COM	

Officers / Stockholders

Name:
GINGER FLAHERTY


Title:
MANAGER-LLC

% Interest:
100.00

Item B.

VINO ZONA LLC - MANAGER-LLC

Name:
Gender:
Correspondence Address:

GINGER FLAHERTY


Phone:
Alt. Phone:
Email:

MANAGERS

Name:
Gender:
Correspondence Address:

GINGER FLAHERTY


Phone:
Alt. Phone:
Email:

APPLICATION INFORMATION

Application Number: 279305
 Application Type: New Application
 Created Date: 01/26/2024

QUESTIONS & ANSWERS

010 Beer and Wine Store

- 1) Are you applying for an Interim Permit (INP)?
No
- 2) Provide name, address, and distance of nearest school.
(If less than one (1) mile note footage)
CLARKDALE JEROME ELEMENTRY
1615 MAIN STREET
CLARKDALE, AZ 86325 - 3.3 MILES
- 3) Are you one of the following? Please indicate below.
Property Tenant
Subtenant
Property Owner
Property Purchaser
Property Management Company
PROPERTY TENANT
- 4) Is there a penalty if lease is not fulfilled?
Yes
What is the penalty?
MUST FIND SUITALE REPLACEMENT TENANT
- 5) Is the Business located within the incorporated limits of the city or town of which it is located?
Yes
- 6) What is the total money borrowed for the business not including the lease?
Please list each amount owed to lenders/individuals.
NONE
- 7) Are there walk-up or drive-through windows on the premises?
No
- 8) Does the establishment have a patio?
No
- 9) Is your licensed premises now closed due to construction, renovation or redesign or rebuild?
No

10S Beer and Wine Store Sampling

- 1) Have you uploaded a sampling privileges form?
Yes

CSR:
Amount:



SAMPLING PRIVILEGE APPLICATION SERIES 9 AND 10 ONLY

Arizona Dept. of Liquor Licenses and Control
800 W. Washington St. 5th Floor Phoenix, AZ 85007
(602) 542-5141

DLLC USE ONLY

Job #:	279305
Date Accepted:	1/25/24
<input type="checkbox"/> Liquor Store (series 9)	
<input checked="" type="checkbox"/> Beer and Wine Store (series 10)	
CSR:	TA

Type or Print with **Black Ink**

License #: 279305

Applicant's Name: Agent Sole Proprietor Flaherty Ginger
Last First Middle

Premises Name: Vino Zona

Premises Address: 369 Main St Jerome AZ Yavapai 86331
Street Address City State County Zip Code

Mailing Address: [Redacted] Jerome AZ Yavapai 86331
Street Address City State County Zip Code

Business Phone #: 9282848053 Daytime Contact #: 9282848053 Email Address: vinozonajerome@gmail.com

Series #10 Beer and Wine Store Only

- I declare that my business qualifies as a
- Premises that is 5,000 square feet or larger
 - Premises that has at least 75% of shelf space dedicated to beer and wine

SIGNATURE

Declaration:

I, (Print Name) Ginger Flaherty, declare under penalty of perjury that I am authorized to submit this application. I have read the contents of this application, and to the best of my knowledge believe all statements made on this application to be true, correct and complete.

[Signature]
Signature

LOCAL GOVERNING BOARD

I, _____ recommend APPROVAL DISAPPROVAL
(Government Official Signature) (Title)

on behalf of _____
(City, Town, County) Phone Date

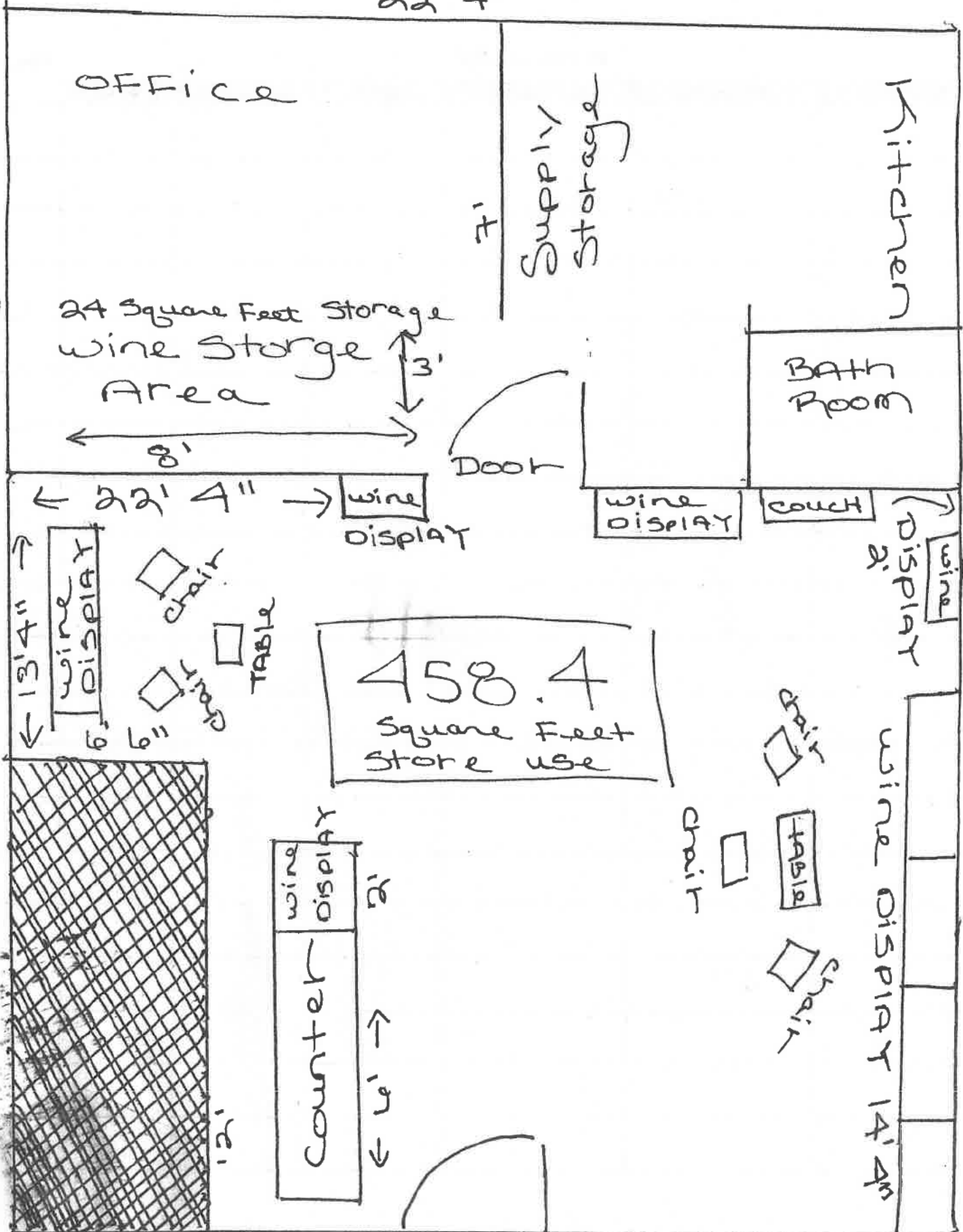
DLLC USE ONLY

Investigation Recommendation: Approval Disapproval by: _____ Date: ___/___/___

Director Signature required for Disapprovals: _____ Date: ___/___/___

22' 4"

15'



15' 8" → Door

369 main / Jerome

*24 JAN 25 PM 12:00 AZD LLC

LC:
Amount:



AGENT/CONTROLLING PERSON QUESTIONNAIRE

DLLC USE ONLY	
Job #:	279305
Date Accepted:	2/14/24
CSR:	TA

Arizona Dept. of Liquor Licenses and Control
800 W. Washington St. 5th Floor Phoenix, AZ 85007
(602) 542-5141

Type or Print with **Black Ink**

License Number: 279305

AP current

ATTENTION APPLICANT: This is a legally binding document. 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 will be given to law enforcement agencies for background checks only.

QUESTIONNAIRE IS TO BE COMPLETED ACCORDINGLY AND SUBMITTED TO THE DEPARTMENT WITH A BLUE OR BLACK LINED FINGERPRINT CARD AND \$22 FEE. FINGERPRINTS MUST BE DONE BY A LAW ENFORCEMENT AGENCY OR BONA FIDE FINGERPRINT SERVICE.

1. Check the Appropriate Box →

<input type="checkbox"/> Agent	<input checked="" type="checkbox"/> Controlling Person
--------------------------------	--

Flaherty

Ginger

2. Name: _____ Birth Date: ____/____/____
Las _____ First _____ (NOT a public record)

3. Social Security #: _____ Drivers License # _____ State Issued: **AZ**

4. Place of birth: _____ Height: _____ Weight: _____ Eyes: _____ Hair: _____
City _____ State _____ COUNTRY

5. Name of current/most recent spouse: **NA** Birth Date: ____/____/____
Last _____ First _____ Middle _____ (NOT a public record)

6. Are you a bonafide resident of Arizona? Yes No If yes, what is your date of residency? **06/2015**

7. Daytime telephone number: **9282848053** Email address: **vinozonajerome@gmail.com**

8. Premises Name: **Vino Zona** Business Phone: **928 284 8053**

9. Premises Address: **369 Main St 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, list your residence address. (ATTACH ADDITIONAL SHEET IF NECESSARY)

FROM Month/Year	TO Month/Year	DESCRIBE POSITION OR BUSINESS	EMPLOYERS NAME OR NAME OF BUSINESS (Street Address, City, State & Zip)
April 2018	CURRENT	Owner / Operator	Vino Zona
			527 Main St Jerome AZ
			86331

11. Provide your residence address information for the last five (5) years A.R.S. §4-202(D) (ATTACH ADDITIONAL SHEET IF NECESSARY)

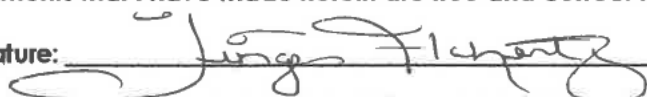
FROM Month/Year	To Month/Year	Street	City	State	Zip
1/2019	CURRENT	[REDACTED]	Jerome	AZ	86331
4/2017	1/2019	[REDACTED]	Jerome	AZ	86331

(ATTACH ADDITIONAL SHEET IF NECESSARY)

- 12. As an Agent or Controlling Person, will you be managing the day to day operation of 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 and Management Liquor Law Training Course within the past 3 years? **MUST** attach copies of both training certificates. 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 summons 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**

I, (Print Full Name) Ginger Flaherty hereby swear under penalty of perjury and in compliance with A.R.S. § 4-210(A)(2) and (3) that I have read and understand the foregoing and verify that the information and statements that I have made herein are true and correct to the best of my knowledge.

Signature:  Date: 1/23/2024



ALIEN STATUS

Arizona Dept. of Liquor Licenses and Control
800 W. Washington St. 5th Floor Phoenix, AZ 85007
(602) 542-5141

Type or Print with Black Ink

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

Ginger Flaherty

APPLICANT NAME (Print or type)

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 _____ State _____ COUNTRY _____

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

US Driver's License

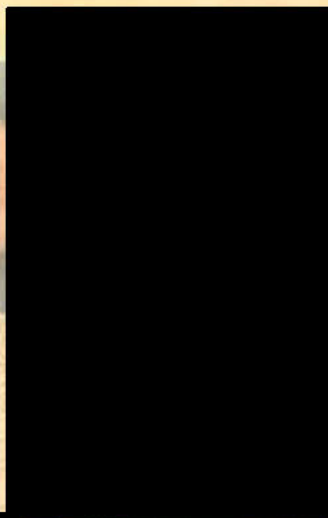
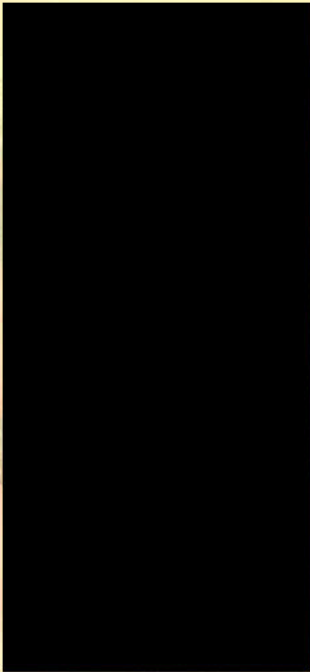
2) Name of document: _____

If you answered **No**, you must complete Sections III.

Arizona

DRIVER LICENSE

USA



9 CLASS D
9a END NONE
12 REST NONE
1 FLAHERTY
2 GINGER
8



4b EXP 08/04/2030 4a

15 SEX
16 HGT
17 WGT



DONOR 



5

Signature

*24 JAN 25 PM 12:00 AZD LLC

Item B.

Certificate # 141415

**Cerification of Completion
For
Title 4 **BASIC** Liquor Law Training**

- On-sale
- Off-sale
- On and Off-sale

A Certificate of Completion must be on a form provided by the Arizona Department of Liquor. Certificates are completed by a state approved training provider and, when issued, the Certificate is signed by the course participant.

The state requires a BASIC title 4 training as a prerequisite for MANAGEMENT Title 4 training or as a result of liquor law violation. Persons required to have Basic Title 4 training are listed at the base of this certificate. Licensees some time require BASIC Title 4 training a condition of employment.

A replacement Certificate of Completion for Title 4 training must be available through the training provider for two years after the training completion date.

Student information

Ginger Flaherty

(full name please print)

(signature) 

01/24/2023

01/24/2026

Training Completion Date

Certificate Expiration Date

Training Provider Information

Affordable Alcohol Training DBA LIQUORExam.com

Company Name

PO Box 80734 Austin, TX 78708

Mailing Address

(512)796-3842

Daytime Contact Phone Number

I, Edward McLean, Certify that above named individual did successfully complete Title 4 BASIC Training in accordance with A.R.S. 4-112(G)(2) and Arizona Administrative Code (A.A.C)R19-1-103 using training course content and materials approved by the Arizona Department of Licenses and Control. I understand that misuse of this Certificate of Completion can result in the revocation of State-approval for the Title 4 Training Provider named in this section as provided by A.A.C R19-1-103(E) and (F).



Instructor Signature

24 / 01 / 2023

Day Month Year

Persons required to complete BASIC & MANAGEMENT Title 4 training

- 1) Owner(s) actively involved in the daily business of a liquor-licensed business of a series listed below.
- 2) Licensees, agents and managers actively involved in the daily business of a series listed below.

- | | | | |
|------------------------|----------------------------|-----------------------|---------------------------------|
| In-state | Government(series 5) | Bar(series 6) Private | Beer & Wine Bar(series 7) |
| Microbrewery(series 3) | Liquor Store(series 9) In- | Club(series 14) | Hotel/Motel/w/restaurant(series |
| Conveyence (series 8) | state Farm Winery(series | | 11) Beer and Wine |
| Restaurant (series 12) | 13) | | store(series 10) |

Liquor license applications(initial and renewal) are not complete until valid Certificates of Completion for all required persons have been submitted to the department of Liquor.

The questionnaire(which designates a manager to a location) and the agent change from(which assigns a new agent to achieve liquor licenses) are not complete until valid Certificate of Completion for all required persons have been submitted to the Department of Liquor.

March 14, 2014

Certificate # 29098

Certificate of Completion For Title 4 **MANAGEMENT** Liquor Law Training

A Certificate of Completion must be on a form provided by the Arizona Department of Liquor. Certificates are completed by a state-approved training provider and, when issued, the Certificate is signed by the course participant.

Basic Title 4 training is a prerequisite for MANAGEMENT Title 4 training. A valid Certificate of Completion for BASIC Title 4 training must be on file at the Department of Liquor and satisfactory completion of a State-approved BASIC Title 4 course must be verified by the training provider prior to issuing a Certificate of Completion for MANAGEMENT Title 4 training.

A replacement Certificate of Completion for Title 4 training must be available through the training provider for two years after the training completion date.

Student Information

GINGER FLAHERTY

Full Name (please print)

Chp

Signature

01/23/2024

Training Completion Date

01/22/2027

Certificate Expiration Date
(three years from completion date)

Training Provider Information

Diversys Learning, Inc. DBA SureSellNow.com

Company Name

1011 Arrow Point Drive, Cedar Park, Texas 78613

Mailing Address

866-402-9809

Daytime Contact Phone Number

I, Kelly Bailey, certify that the above named individual did successfully complete
Instructor Name (please print)

Title 4 MANAGEMENT Training in accordance with A.R.S. § 4-112(G)(2) and Arizona Administrative Code (A.A.C.)R19-1-103 using training course content and materials approved by the Arizona Department of Liquor Licenses and Control. I understand that misuse of this Certificate of Completion can result in the revocation of State-approval for the Title 4 Training Provider named in this section as provided by A.A.C. R19-1-103(E) and (F).

Kelly Bailey

Instructor Signature

01/23/2024

Day Mo Year

Persons required to complete BASIC & MANAGEMENT Title 4 training: 1) owner(s) actively involved in the daily business operations of a liquor-licensed business of a series listed below
2) licensees, agents and managers actively involved in the daily business operations of a liquor-licensed business of a series listed below

In-state Microbrewery (series 3)
Conveyance (series 8)
Restaurant (series 12)

Government (series 5)
Liquor Store (series 9)
In-state Farm Winery (series 13)

Bar (series 6)
Private Club (series 14)

Beer & Wine Bar (series 7)
Hotel/Motel w/restaurant (series 11)
Beer & Wine Store (series 10)

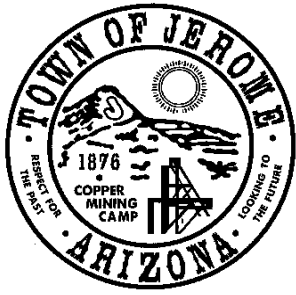
Liquor license applications (initial and renewal) are not complete until valid Certificates of Completion for all required persons have been submitted to the Department of Liquor.

The questionnaire (which designates a manager to a location) and the agent change form (which assigns a new agent to active liquor licenses) are not complete until valid Certificates of Completion for all required persons have been submitted to the Department of Liquor.

File Attachments for Item:

C. Consideration of an Arizona Liquor License in the Town of Jerome for a Series 12 Restaurant Liquor License Type, for The Miner's Cafe (Under New Ownership), Located at 115 Jerome Avenue

Council will consider and may approve a new Series 12 Restaurant Liquor License for The Miner's Cafe.



Founded 1876
Incorporated 1899

TOWN OF JEROME

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

Item C.

STAFF SUMMARY REPORT

FROM: Brett Klein, Town Manager/Clerk

ITEM: **Item: Consideration of a Series 12 Restaurant Liquor License for The Miner's Cafe located at 115 Jerome Avenue**

MEETING DATE: April 9, 2024

Summary:

The Miner's Cafe has changed ownership requiring a new Liquor License application. The new owner, The World Famous Jerome Air Guitar Shop, LLC, has applied for an Arizona Series 12 Restaurant Liquor License for the location.

Fiscal Impact:

None.

Recommendation

Staff recommend that Council approve the liquor license application.

State of Arizona
Department of Liquor Licenses and Control

Created 03/15/2024 @ 11:14:54 AM

Local Governing Body Report

LICENSE

Number: Type: 012 RESTAURANT
 Name: THE MINER'S CAFE
 State: Pending
 Issue Date: Expiration Date:
 Original Issue Date:
 Location: 115 JEROME AVENUE
 JEROME, AZ 86331
 USA
 Mailing Address: PO BOX 361
 JEROME , AZ 86331
 USA
 Phone: (628)634-2700
 Alt. Phone:
 Email: MINERCAFEJEROME@GMAIL.COM

AGENT

Name: ANGELA LEA MOURTISEN
 Gender: Female
 Correspondence Address: PO BOX 361
 JEROME , AZ 86331
 USA
 Phone: [REDACTED]
 Alt. Phone:
 Email: MINERCAFE.JEROME@GMAIL.COM

OWNER

Name: THE WORLD FAMOUS JEROME AIR GUITAR SHOP, LLC
 Contact Name: ANGELA LEA MOURITSEN
 Type: LIMITED LIABILITY COMPANY
 AZ CC File Number: 23312120 State of Incorporation: AZ
 Incorporation Date: 12/23/2021
 Correspondence Address: PO BOX 361
 JEROME , AZ 86331
 USA
 Phone: (928)634-2700
 Alt. Phone:
 Email: MINECOAFE.JEROME@GMAIL.COM

60-5/14/24
105-6/28/24

Officers / Stockholders

Name:
M SCOTT STAAB

Title:
Member

% Interest:
100.00

Item C.

**THE WORLD FAMOUS JEROME AIR GUITAR
SHOP, LLC - Member**

Name: M SCOTT STAAB
Gender: Male
Correspondence Address: PO BOX 361
JEROME , AZ 86331
USA

Phone: [REDACTED]
Alt. Phone: [REDACTED]
Email: [REDACTED]

APPLICATION INFORMATION

Application Number: 283100
 Application Type: New Application
 Created Date: 02/23/2024

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
 PROPEY TENANT
- 3) Is there a penalty if lease is not fulfilled?
 Yes
 What is the penalty?
 \$1400 A MONTH FOR 1YR
- 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.
 NONE
- 6) Are there walk-up or drive-through windows on the premises?
 No
- 7) Does the establishment have a patio?
 Yes
 Is the patio contiguous or non-contiguous (within 30 feet)?
 CONTIGUOUS
- 8) Is your licensed premises now closed due to construction, renovation or redesign or rebuild?
 No
- 9) What type of business will this license be used for?
 RESTAURANT

State of Arizona
Department of Liquor Licenses and Control

Created 03/15/2024 @ 11:17:32 AM

Local Governing Body Report

LICENSE

Number: INP130027519 Type: INP INTERIM PERMIT
Name: THE MINER'S CAFE
State: Active
Issue Date: 03/15/2024 Expiration Date: 06/28/2024
Original Issue Date: 03/15/2024
Location: 115 JEROME AVENUE
JEROME, AZ 86331
USA
Mailing Address: PO BOX 361
JEROME , AZ 86331
USA
Phone: (628)634-2700
Alt. Phone:
Email: MINERCAFEJEROME@GMAIL.COM

AGENT

Name: ANGELA LEA MOURTISEN
Gender: Female
Correspondence Address: PO BOX 361
JEROME , AZ 86331
USA
Phone: [REDACTED]
Alt. Phone: [REDACTED]
Email: [REDACTED]

OWNER

Name: THE WORLD FAMOUS JEROME AIR GUITAR SHOP, LLC
Contact Name: ANGELA LEA MOURITSEN
Type: LIMITED LIABILITY COMPANY
AZ CC File Number: 23312120 State of Incorporation: AZ
Incorporation Date: 12/23/2021
Correspondence Address: PO BOX 361
JEROME , AZ 86331
USA
Phone: (928)634-2700
Alt. Phone:
Email: MINECOAFE.JEROME@GMAIL.COM

Officers / Stockholders

Name:
M SCOTT STAAB

Title:
Member

% Interest:
100.00

Item C.

THE WORLD FAMOUS JEROME AIR GUITAR SHOP, LLC - Member

Name: M SCOTT STAAB
Gender: Male
Correspondence Address: PO BOX 361
JEROME , AZ 86331
USA

Phone: [REDACTED]
Alt. Phone: [REDACTED]
Email: [REDACTED]

APPLICATION INFORMATION

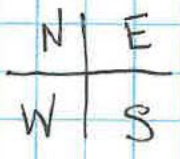
Application Number: 283101
Application Type: New Application
Created Date: 02/23/2024

QUESTIONS & ANSWERS

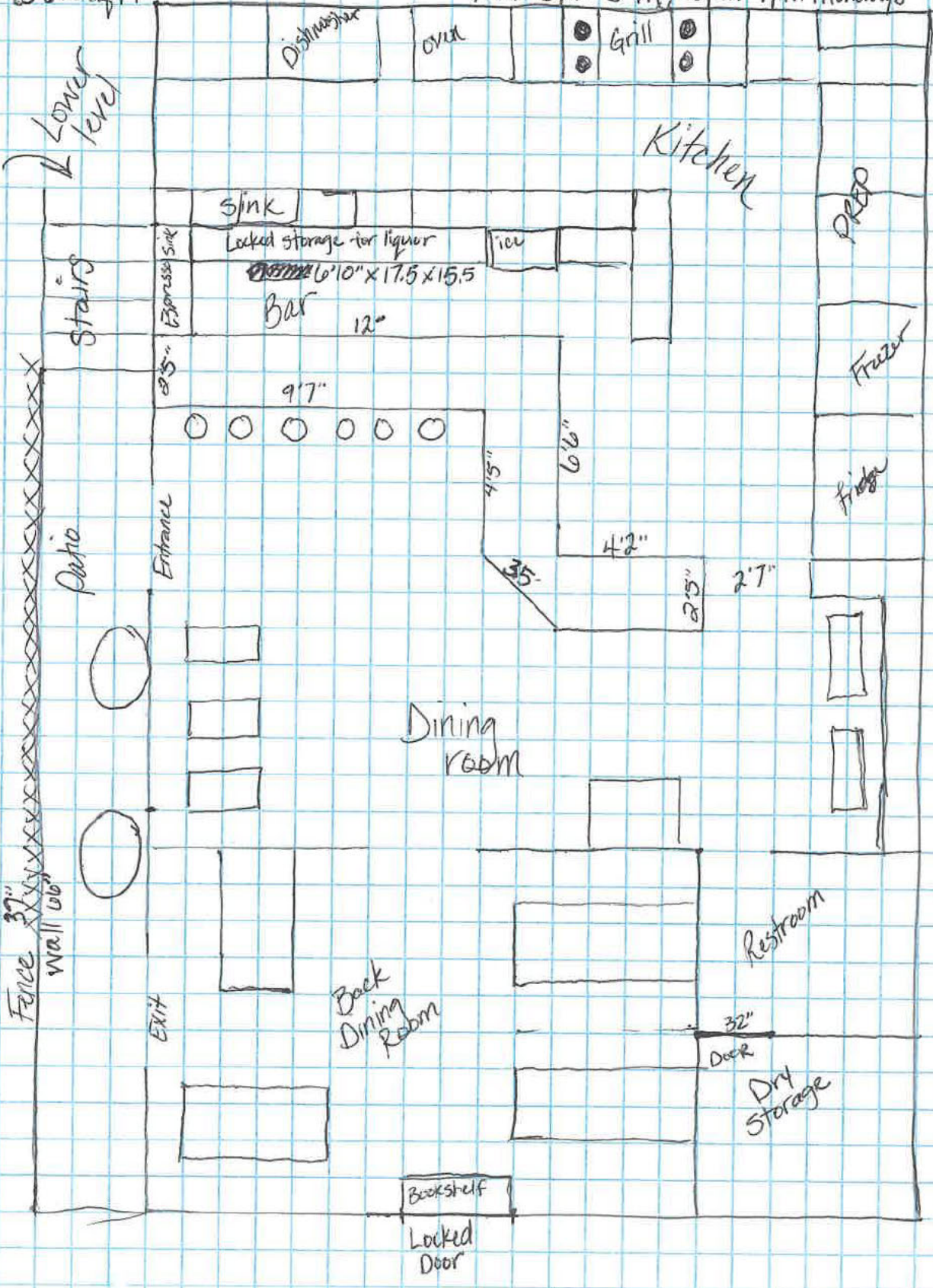
INP Interim Permit

- 1) Enter License Number currently at location
012130024011
- 2) Is the license currently in use?
No
How long has it been out of use?
9/2023
- 3) Will you please submit section 5, page 6, of the license application when you reach the upload page?
Yes
A Document of type INTERIM NOTARY PAGE is required.

012130024011 (existing license)
Restaurant Application Series 12 (interim permit)
The Miner's Cafe
115 Jerome Ave. Jerome AZ 86331
7am-3pm S-M, 5pm-7pm Mondays



600sq ft



24 FEB 22 PM 1:26 AZD L LC

Street
Sidewalk

Fence 39"
Wall 66"



RESTAURANT/HOTEL/MOTEL OPERATION PLAN

Arizona Dept. of Liquor Licenses and Control
800 W. Washington St. 5th Floor Phoenix, AZ 85007
(602) 542-5141

Type or Print with Black Ink

1. Name of restaurant (Please print): The Miner's Cafe
2. Must indicate the equipment below by Make, Model, and Capacity:

LIST ONLY THE FOLLOWING - NO ATTACHMENTS

Grill	Royal 36" x 12" x 30"
Oven	Moffat 32" x 15.5" x 25.5"
Freezer	Hisense HUF210N6AWE w32.7"D30.7"H76.3inch
Refrigerator	Frigidaire FCGM201RF82 19.7cuft.
Sink	3 compartment 87" x 17" x 24"
Dish Washing Facilities	Ecolab: E-ULT .84gals/rack
Food Preparation Counter (Dimensions)	Dukers 48 x 42.5 x 32"
Other	Beverage-Air 8B-48

3. Attach a copy of your FULL menu with pricing **INCLUDING NON-ALCOHOLIC BEVERAGES**
4. What percentage of your public premises is used primarily for restaurant dining?
(Do not include kitchen, bar, hi-top tables, or game area.) 77 %
5. Does your restaurant have a bar area that is distinct and separate from the dining area? YES No
(If yes, what percentage of the public floor space does this area cover?) 23 %

6. List the **seating capacity** for:

- a) Restaurant dining area of your premises: [26]
- (DO NOT INCLUDE PATIO SEATING)
- b) Bar area [+ 6]
- TOTAL** [= 32]

Item C.

7. What type of dinnerware is primarily used in your restaurant? Reusable Disposable Other

8. Does your restaurant contain any **games, televisions, or any other entertainment**? YES No

If yes, specify what types and how many (examples: 4-TV's, 2-Pool Tables, 1-Video Game, etc.)

9. Do you have live entertainment or dancing? YES No
If yes, what type and how often (example: DJ-2 x a week, Karaoke-2 x a month, Live Band-1 x a month, etc.)

10. List number of employees for each position:

Position	How many
Cooks	2
Bartenders	
Hostesses	
Managers	1
Servers	4
Other (Dishwasher)	1
Other ()	
Other ()	

I, (Print Full Name) Angela Mouritsen hereby swear under penalty of perjury and in compliance with A.R.S. § 4-210(A)(2) and (3) that I have read and understand the foregoing and verify that the information and statements that I have made herein are true and correct to the best of my knowledge.

Applicant Signature: Angela Mourit



RECORDS REQUIRED FOR AUDIT RESTAURANT/HOTEL/MOTEL

Arizona Dept. of Liquor Licenses and Control
800 W. Washington St. 5th Floor Phoenix, AZ 85007
(602) 542-5141

Type or Print with Black Ink

In the event of an audit, you will be asked to provide to the Department any documents necessary to determine Compliance with A.R.S. §4-205.02(G). Such documents requested may include however, are not limited to:

1. Name of restaurant (Please print): The Miner's Cafe
2. All invoices and receipts for the purchase of food and spirituous liquor for the licensed premises.
3. A list of **all** food and liquor vendors
4. The restaurant menu used during the audit period
5. A price list for alcoholic beverages during the audit period
6. Mark-up figures on food and alcoholic products during the audit period
7. A recent, **accurate** inventory of food and liquor (taken within two weeks of the Audit Interview Appointment)
8. Monthly Inventory Figures - beginning and ending figures for food and liquor
9. Chart of accounts (copy)
10. Financial Statements-Income Statements-Balance Sheets
11. **General Ledger**
 - A. Sales Journals/Monthly Sales Schedules
 - 1) Daily sales Reports (to include the name of each waitress/waiter, bartender, etc. with sales for that day)
 - 2) Daily Cash Register Tapes - Journal Tapes and Z-tapes
 - 3) Dated Guest Checks
 - 4) Coupons/Specials/Discounts
 - 5) Any other evidence to support income from food and liquor sales
 - B. Cash Receipts/Disbursement Journals
 - 1) Daily Bank Deposit Slips
 - 2) Bank Statements and canceled checks
12. **Tax Records**
 - A. Transaction Privilege Sales, Use and Severance Tax Return (copies)
 - B. Income Tax Return - city, state and federal (copies)
 - C. Any supporting books, records, schedules or documents used in preparation of tax returns

13. Payroll Records

- A. Copies of all reports required by the State and Federal Government
- B. Employee Log (A.R.S. §4-119)
- C. Employee time cards (actual document used to sign in and out each work day)
- D. Payroll records for all employees showing hours worked each week and hourly wages

14. Off-site Catering Records (must be complete and separate from restaurant records)

- A. All documents which support the income derived from the sale of food off the license premises.
- B. All documents which support purchases made for food to be sold off the licensed premises.
- C. All coupons/specials/discounts

The sophistication of record keeping varies from establishment to establishment. Regardless of each licensee's accounting methods, the amount of gross revenue derived from the sale of food and liquor must be substantially documented.

**REVOCATION OF YOUR LIQUOR LICENSE MAY OCCUR IF YOU FAIL TO COMPLY WITH
A.R.S. §4-210(A)7 AND A.R.S. §4-205.02(G).**

A.R.S. §4-210(A)7

The licensee fails to keep for two years and make available to the department upon reasonable request all invoices, records, bills or other papers and documents relating to the purchase, sale and delivery of spirituous liquors and, in the case of a restaurant or hotel-motel licensee, all invoices, records, bills or other papers and documents relating to the purchase, sale and delivery of food.

A.R.S. §4-205.02(G)

For the purpose of this section:

- 1. "Restaurant" means an establishment which derives **at least forty percent (40%)** of its gross revenue from the sale of food
- 2. "Gross revenue" means the revenue derived from all sales of food and spirituous liquor on the licensed premises regardless of whether the sales of spirituous liquor are made under a restaurant license issued pursuant to this section or under any other license that has been issued for the premises pursuant to this article.

I, (Print Full Name) Angela Mouritsen, hereby swear under penalty of perjury and in compliance with A.R.S. § 4-210(A)(2) and (3) that I have read and understand the foregoing and verify that the information and statements that I have made herein are true and correct to the best of my knowledge.

Applicant Signature: Angela Mouritsen

MAKE A COPY OF THIS DOCUMENT AND KEEP IT WITH RECORDS REQUIRED BY THE STATE

LC:
Amount:

24 FEB 22 PM 1:25 AZ

Item C.



AGENT/CONTROLLING PERSON QUESTIONNAIRE

DLIC USE ONLY
Job #: 283100
Date Accepted: 3/15/24
CSR: TA

Arizona Dept. of Liquor Licenses and Control
800 W. Washington St. 5th Floor Phoenix, AZ 85007
(602) 542-5141

Type or Print with **Black Ink**

License Number: 012130024011

805. 810

ATTENTION APPLICANT: This is a legally binding document. 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 will be given to law enforcement agencies for background checks only.

QUESTIONNAIRE IS TO BE COMPLETED ACCORDINGLY AND SUBMITTED TO THE DEPARTMENT WITH A BLUE OR BLACK LINED FINGERPRINT CARD AND \$22 FEE. FINGERPRINTS MUST BE DONE BY A LAW ENFORCEMENT AGENCY OR BONA FIDE FINGERPRINT SERVICE.

1. Check the Appropriate Box → Agent Controlling Person

2. Name: Mouritsen Angela Lea Birth Date: [REDACTED]
Last First Middle (NOT a public record)

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

4. Place of birth: [REDACTED] USA Height: [REDACTED]
City State COUNTRY

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

6. Are you a bonafide resident of Arizona? Yes No If yes, what is your date of residency? _____

7. Daytime telephone number: [REDACTED] Email address: [REDACTED]

8. Premises Name: The Miner's Cafe Business Phone: 928/634/2700

9. Premises Address: 115 Jerome Ave. 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. (ATTACH ADDITIONAL SHEET IF NECESSARY)

FROM Month/Year	TO Month/Year	DESCRIBE POSITION OR BUSINESS	EMPLOYERS NAME OR NAME OF BUSINESS (Street Address, City, State & Zip)
10/2023	CURRENT	Restaurant Manager	The Miner's Cafe 115 Jerome Ave Jerome AZ 86331
03/2015	07/2023	Restaurant Manager	Marcus Dafonseca 412 Main St. Jerome AZ 86331

11. Provide your residence address information for the last five (5) years A.R.S. §4-202(D) (ATTACH ADDITIONAL SHEET IF NECESSARY)

FROM Month/Year	To Month/Year	Street	City	State	Zip
12/2023	CURRENT				
02/2022	12/2023				
03/2012	02/2022				

(ATTACH ADDITIONAL SHEET IF NECESSARY)

- 12. As an Agent or Controlling Person, will you be managing the day to day operation of 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 and Management Liquor Law Training Course within the past 3 years? **MUST** attach copies of both training certificates. 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 summons 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

I, (Print Full Name) Angela Mouritsen hereby swear under penalty of perjury and in compliance with A.R.S. § 4-210(A)(2) and (3) that I have read and understand the foregoing and verify that the information and statements that I have made herein are true and correct to the best of my knowledge.

Signature: Angela Mouritsen Date: 2/15/2024

Certificate # AZB-ON-01232842

24 FEB 22 PM 1:26 AZD L.C.

Item C.

<input checked="" type="checkbox"/>	On-sale
<input type="checkbox"/>	Off-sale
<input type="checkbox"/>	On- and off-sale

Certificate of Completion
For
Title 4 **BASIC** Liquor Law Training

A Certificate of Completion must be on a form provided by the Arizona Department of Liquor. Certificates are completed by a state-approved training provider and, when issued, the Certificate is signed by the course participant.

The State requires BASIC Title 4 training only as a prerequisite for MANAGEMENT Title 4 training or as a result of a liquor law violation. Persons required to have BASIC Title 4 training are listed at the base of this Certificate. Licensees sometimes require BASIC Title 4 Training a condition of employment.

A replacement Certificate of Completion for Title 4 training must be available through the training provider for two years after the training completion date.

Student Information

Angela Mouritsen

Full Name (please print)

Signature

02/07/2024

Training Completion Date

02/06/2027

Certificate Expiration Date
(three years from completion date)

Training Provider Information

360training.com Inc.

Company Name

6504 Bridge Point Parkway, Suite 100, Austin, TX 78730

Mailing Address

(877) 881-2235

Daytime Contact Phone Number

I, Samantha Montalbano, certify that the above named individual did successfully complete
Instructor Name (please print)

Title 4 BASIC Training in accordance with A.R.S. §4-112(G)(2) and Arizona Administrative Code (A.A.C.)R19-1-103 using training course content and materials approved by the Arizona Department of Liquor Licenses and Control. I understand that misuse of this Certificate of Completion can result in the revocation of State-approval for the Title 4 Training Provider named in this section as provided by A.A.C. R19-1-103(E) and (F).

Samantha Montalbano

Instructor Signature

02/07/2024

Day Mo Year

Persons required to complete BASIC & MANAGEMENT Title 4 training: 1) owner(s) actively involved in the daily business operations of a liquor-licensed business of a series listed below
2) licensees, agents and managers actively involved in the daily business operations of a liquor-licensed business of a series listed below

In-state Microbrewery (series 3)
Conveyance (series 8)
Restaurant (series 12)

Government (series 5)
Liquor Store (series 9)
In-state Farm Winery (series 13)

Bar (series 6)
Private Club (series 14)

Beer & Wine Bar (series 7)
Hotel/Motel w/restaurant (series 11)
Beer & Wine Store (series 10)

Liquor license applications (initial and renewal) are not complete until valid Certificates of Completion for all required persons have been submitted to the Department of Liquor.

The questionnaire (which designates a manager to a location) and the agent change form (which assigns a new agent to active liquor licenses) are not complete until valid Certificates of Completion for all required persons have been submitted to the Department of Liquor.

Certificate of Completion For Title 4 **MANAGEMENT** Liquor Law Training

A Certificate of Completion must be on a form provided by the Arizona Department of Liquor. Certificates are completed by a state-approved training provider and, when issued, the Certificate is signed by the course participant.

Basic Title 4 training is a prerequisite for MANAGEMENT Title 4 training. A valid Certificate of Completion for BASIC Title 4 training must be on file at the Department of Liquor and satisfactory completion of a State-approved BASIC Title 4 course must be verified by the training provider prior to issuing a Certificate of Completion for MANAGEMENT Title 4 training.

A replacement Certificate of Completion for Title 4 training must be available through the training provider for two years after the training completion date.

Student Information

Angela Mouritsen

Full Name (please print)

Signature

01/25/2024

Training Completion Date

01/24/2027

Certificate Expiration Date
(three years from completion date)

Training Provider Information

360training.com Inc.

Company Name

6504 Bridge Point Parkway, Suite 100, Austin, TX 78730

Mailing Address

(877) 881-2235

Daytime Contact Phone Number

I, Samantha Montalbano, certify that the above named individual did successfully complete
Instructor Name (please print)

Title 4 MANAGEMENT Training in accordance with A.R.S. §4-112(G)(2) and Arizona Administrative Code (A.A.C.)R19-1-103 using training course content and materials approved by the Arizona Department of Liquor Licenses and Control. I understand that misuse of this Certificate of Completion can result in the revocation of State-approval for the Title 4 Training Provider named in this section as provided by A.A.C. R19-1-103(E) and (F).

Samantha Montalbano
Instructor Signature

01/25/2024

Day Mo Year

Persons required to complete BASIC & MANAGEMENT Title 4 training: 1) owner(s) actively involved in the daily business operations of a liquor-licensed business of a series listed below
2) licensees, agents and managers actively involved in the daily business operations of a liquor-licensed business of a series listed below

- | | | | |
|----------------------------------|----------------------------------|--------------------------|--------------------------------------|
| In-state Microbrewery (series 3) | Government (series 5) | Bar (series 6) | Beer & Wine Bar (series 7) |
| Conveyance (series 8) | Liquor Store (series 9) | Private Club (series 14) | Hotel/Motel w/restaurant (series 11) |
| Restaurant (series 12) | In-state Farm Winery (series 13) | | Beer & Wine Store (series 10) |

Liquor license applications (initial and renewal) are not complete until valid Certificates of Completion for all required persons have been submitted to the Department of Liquor.

The questionnaire (which designates a manager to a location) and the agent change form (which assigns a new agent to active liquor licenses) are not complete until valid Certificates of Completion for all required persons have been submitted to the Department of Liquor.



FINGERPRINT VERIFICATION FORM

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

DLLC USE ONLY	
Job #:	283100
Date Accepted:	8/15/24
CSR:	+4

ATTENTION FINGERPRINT TECHNICIAN:

Please follow the instructions below for fingerprinting this applicant.

1. Please fill out or ensure that the applicant has filled out all the required boxes on the fingerprint card prior to taking the fingerprints.
2. Request a valid, unexpired government-issued photo ID from the applicant and compare the physical descriptors on the applicant's photo ID to the applicant and to the information on the fingerprint card.
3. Fill out the information in the boxes below. **Please print clearly.**
4. Once the prints have been taken, place the fingerprint card and this form into the envelope and seal it. Please write your name or identification across the edge of the seal. Return the sealed envelope to the applicant.
Do not give the applicant the fingerprint card without first sealing it inside the envelope.
5. **Write applicants name on front of sealed envelope.**

PRINT the following information:

Date	Name of Applicant:	
08/12/2024	Angela Lea Mouritsen	
Name of Fingerprint Technician:		
Daisy James		
Fingerprint technician's Signature:		
<i>Daisy James</i>		
Fingerprint technician's Agency/company Name:	Phone Number:	
Verde Valley Insurance	928-567-0335	
Type of Photo ID Provided (check one):		
<input checked="" type="checkbox"/> Driver's License	<input type="checkbox"/> Passport	<input type="checkbox"/> Other (Please specify)



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

Your fingerprints will be used to check the criminal history records of the FBI.

If you have a criminal history record, the officials making a determination of your suitability for employment, license, or other benefit must provide you the opportunity to complete or challenge the accuracy of the information in the record. You should be afforded a reasonable amount of time of twenty one(**21**) **days** to correct or complete the record (or decline to do so) before officials deny you employment, license, or other benefit based on information in the criminal history record.

The procedures for obtaining a change, correction, or updating of your FBI criminal history record are set forth in Title 28, Code of Federal Regulations, Sections 16.30 through 16.34. Information on how to review and challenge your FBI criminal history record can be found at www.fbi.gov under "Services" and then "Identity History Summary Checks" or by calling (304) 625-5590.

To obtain a copy of your Arizona criminal history in order to review/update/correct the record, you can contact the Arizona Department of Public Safety Criminal History Records Unit at (602) 223-2222 to obtain a fingerprint card and a Review and Challenge packet. Information on the review and challenge process can be found on the DPS website (www.azdps.gov).

Privacy Act Statement

This privacy act statement is located on the back of the FD-258 fingerprint card.

Authority: The FBI's acquisition, preservation, and exchange of fingerprints and associated information is generally authorized under 28 U.S.C. 534. Depending on the nature of your application, supplemental authorities include Federal statutes, State statutes pursuant to Pub. L. 92-544, Presidential Executive Orders, and federal regulations. Providing your fingerprints and associated information is voluntary; however, failure to do so may affect completion or approval of your application.

Principal Purpose: Certain determinations, such as employment, licensing, and security clearances, may be predicated on fingerprint-based background checks. Your fingerprints and associated information/ biometrics may be provided to the employing, investigating, or otherwise responsible agency, and/or the FBI for the purpose of comparing your fingerprints to other fingerprints in the FBI's Next Generation Identification (NGI) system or its successor systems (including civil, criminal, and latent fingerprint repositories) or other available records of the employing, investigating, or otherwise responsible agency. The FBI may retain your fingerprints and associated information/biometrics in NGI after the completion of this application and, while retained, your fingerprints, may continue to be compared against other fingerprints submitted to, or retained by NGI.

Routine Uses: During the processing of this application and for as long thereafter as your fingerprints and associated information/biometrics are retained in NGI, your information may be disclosed pursuant to your consent, and may be disclosed without your consent as permitted by the Privacy Act of 1974 and all applicable Routine Uses as may be published at any time in the Federal Register, including the Routine Uses for the NGI system and the FBI's Blanket Routine Uses. Routine uses include, but are not limited to, disclosures to: employing, governmental or authorized non-governmental agencies responsible for employment, contracting, licensing, security clearances, and other suitability determinations; local, state, tribal, or federal law enforcement agencies; criminal justice agencies; and agencies responsible for national security or public safety.

As of 03/30/2018

Item C.

LC:
Amount:



AGENT/CONTROLLING PERSON QUESTIONNAIRE

<small>DLIC USE ONLY</small>	
Job #:	283100
Date Accepted:	3/15/24
CSR:	TA

Arizona Dept. of Liquor Licenses and Control
800 W. Washington St. 5th Floor Phoenix, AZ 85007
(602) 542-5141

Type or Print with Black Ink

License Number: 012130024011

865-510

ATTENTION APPLICANT: This is a legally binding document. 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 will be given to law enforcement agencies for background checks only.

QUESTIONNAIRE IS TO BE COMPLETED ACCORDINGLY AND SUBMITTED TO THE DEPARTMENT WITH A BLUE OR BLACK LINED FINGERPRINT CARD AND \$22 FEE. FINGERPRINTS MUST BE DONE BY A LAW ENFORCEMENT AGENCY OR BONA FIDE FINGERPRINT SERVICE.

1. Check the Appropriate Box →

<input type="checkbox"/> Agent	<input checked="" type="checkbox"/> Controlling Person
--------------------------------	--

2. Name: Staab M. Scott Birth Date: [REDACTED] (NOT a public record)

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

4. Place of birth: [REDACTED] Height: [REDACTED] Weight: [REDACTED] Eyes: [REDACTED]

5. Name of current/most recent spouse: [REDACTED] Birth Date: [REDACTED] (NOT a public record)

6. Are you a bonafide resident of Arizona? Yes No If yes, what is your date of residency? 1975

7. Daytime telephone number: [REDACTED] Email address: [REDACTED]

8. Premises Name: The Miner's Cafe Business Phone: 928-634-2700

9. Premises Address: 115 Jerome Ave Jerome Arizona Yavapai 86331

4/18/2023

130

24 MAR 15 11:47 AM

10. List your employment or type of business during the past five (5) years, if unemployed, retired, or student, list place of residence address. (ATTACH ADDITIONAL SHEET IF NECESSARY)

FROM Month/Year	TO Month/Year	DESCRIBE POSITION OR BUSINESS	EMPLOYERS NAME OR NAME OF BUSINESS (Street Address, City, State & Zip)
9/2023	CURRENT	Owner	s Cafe. 115 Jerome Ave. Jerome Ariz
2/2022	9/2023	Retired	687 Main st Jerome Arizona 86331
9/2018	2-2022	Owner	o Construction. 7860 E. Pinon Cir Tuc

11. Provide your residence address information for the last five (5) years A.R.S. §4-202(D) (ATTACH ADDITIONAL SHEET IF NECESSARY)

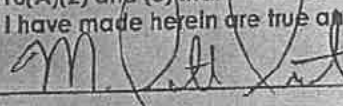
FROM Month/Year	To Month/Year	Street	City	State	Zip
2/2022	CURRENT				
5/2019	2/2022				
9/2018	5/2019				

(ATTACH ADDITIONAL SHEET IF NECESSARY)

- 12. As an Agent or Controlling Person, will you be managing the day to day operation of the licensed premises? If you answered YES, then answer #13 below. If NO, skip to #14 Yes No
- 13. Have you attended a DILC approved Basic and Management Liquor Law Training Course within the past 3 years? MUST attach copies of both training certificates. 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 summons 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

I, (Print Full Name) M Scott Staab hereby swear under penalty of perjury and in compliance with A.R.S. § 4-210(A)(2) and (3) that I have read and understand the foregoing and verify that the information and statements that I have made herein are true and correct to the best of my knowledge.

Signature:  Date: 3/13/2024





FINGERPRINT VERIFICATION FORM

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

DLLC USE ONLY	
Job #:	283166
Date Accepted:	3/15/24
CSR:	TA

ATTENTION FINGERPRINT TECHNICIAN:

Please follow the instructions below for fingerprinting this applicant.

1. Please fill out or ensure that the applicant has filled out all the required boxes on the fingerprint card prior to taking the fingerprints.
2. Request a valid, unexpired government-issued photo ID from the applicant and compare the physical descriptors on the applicant's photo ID to the applicant and to the information on the fingerprint card.
3. Fill out the information in the boxes below. **Please print clearly.**
4. Once the prints have been taken, place the fingerprint card and this form into the envelope and seal it. Please write your name or identification across the edge of the seal. Return the sealed envelope to the applicant.
Do not give the applicant the fingerprint card without first sealing it inside the envelope.
5. **Write applicants name on front of sealed envelope.**

PRINT the following information:

Date	Name of Applicant:	
02/16/24	M Scott Staab	
Name of Fingerprint Technician:		
Daisy Jaimes		
Fingerprint technician's Signature:		
<i>Daisy Jaimes</i>		
Fingerprint technician's Agency/company Name:	Phone Number:	
Verde Valley Insurance	928-567-0335	
Type of Photo ID Provided (check one):		
<input type="checkbox"/> Driver's License <input checked="" type="checkbox"/> Passport <input type="checkbox"/> Other (Please specify)		



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

Your fingerprints will be used to check the criminal history records of the FBI.

If you have a criminal history record, the officials making a determination of your suitability for employment, license, or other benefit must provide you the opportunity to complete or challenge the accuracy of the information in the record. You should be afforded a reasonable amount of time of twenty one(**21**) *days* to correct or complete the record (or decline to do so) before officials deny you employment, license, or other benefit based on information in the criminal history record.

The procedures for obtaining a change, correction, or updating of your FBI criminal history record are set forth in Title 28, Code of Federal Regulations, Sections 16.30 through 16.34. Information on how to review and challenge your FBI criminal history record can be found at www.fbi.gov under "Services" and then "Identity History Summary Checks" or by calling (304) 625-5590.

To obtain a copy of your Arizona criminal history in order to review/update/correct the record, you can contact the Arizona Department of Public Safety Criminal History Records Unit at (602) 223-2222 to obtain a fingerprint card and a Review and Challenge packet. Information on the review and challenge process can be found on the DPS website (www.azdps.gov).

Privacy Act Statement

This privacy act statement is located on the back of the FD-258 fingerprint card.

Authority: The FBI's acquisition, preservation, and exchange of fingerprints and associated information is generally authorized under 28 U.S.C. 534. Depending on the nature of your application, supplemental authorities include Federal statutes, State statutes pursuant to Pub. L. 92-544, Presidential Executive Orders, and federal regulations. Providing your fingerprints and associated information is voluntary; however, failure to do so may affect completion or approval of your application.

Principal Purpose: Certain determinations, such as employment, licensing, and security clearances, may be predicated on fingerprint-based background checks. Your fingerprints and associated information/ biometrics may be provided to the employing, investigating, or otherwise responsible agency, and/or the FBI for the purpose of comparing your fingerprints to other fingerprints in the FBI's Next Generation Identification (NGI) system or its successor systems (including civil, criminal, and latent fingerprint repositories) or other available records of the employing, investigating, or otherwise responsible agency. The FBI may retain your fingerprints and associated information/biometrics in NGI after the completion of this application and, while retained, your fingerprints, may continue to be compared against other fingerprints submitted to, or retained by NGI.

Routine Uses: During the processing of this application and for as long thereafter as your fingerprints and associated information/biometrics are retained in NGI, your information may be disclosed pursuant to your consent, and may be disclosed without your consent as permitted by the Privacy Act of 1974 and all applicable Routine Uses as may be published at any time in the Federal Register, including the Routine Uses for the NGI system and the FBI's Blanket Routine Uses. Routine uses include, but are not limited to, disclosures to: employing, governmental or authorized non-governmental agencies responsible for employment, contracting, licensing, security clearances, and other suitability determinations; local, state, tribal, or federal law enforcement agencies; criminal justice agencies; and agencies responsible for national security or public safety.

As of 03/30/2018

File Attachments for Item:

D. Consideration of the Datura Yoga and Sk84life's Special Event Permit Application for Roller Disco

Council will consider and may approve the special event permit.



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TOWN OF JEROME, ARIZONA

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

Permit # J24-0023

Special Event Permit Application

Thank you for choosing the Town of Jerome for your special event.

Please fill out this packet and submit to the Town Manager.

- All information must be submitted at least **60** days prior to the event.
- Fee(s), due at the time of application submission.
- For questions regarding Special Event Permits, please contact Jerome Town Hall at **(928) 634-7943**.

Town Use Only

Date Submitted: 2/28/2024 Fee: 25.00 Date Paid: 3/12/24
 Paid via: Check # _____ C.C. Cash

Special Event Approvals

Town Manager:
 Approve Deny Date: _____ Comments: _____

*Fire Inspector:
 Approve Deny Date: _____ Comments: _____

*Zoning Administrator:
 Approve Deny Date: _____ Comments: _____

*Police Chief:
 Approve Deny Date: _____ Comments: _____

*Building Inspector/Public Works:
 Approve Deny Date: _____ Comments: _____

**Other approvals as needed based on scope of event.*

Special Event Fee Schedule

Non-profit 501C3 w/ no entry fee	\$25 per day	Special Event Liquor License	\$75
Town Sponsored/Co-Sponsored	No Fee	Special Event Permit	\$100
Film Permits	Fee based on production type		

Applicant Information

Applicant's Contact Information

Name of Applicant Dani Vorves Date: feb 28 2024

Name of Organization/Sponsor Datura Yoga and Sk84life

Federal Tax or 501 (c)(3) Number _____

Business Mailing Address po box 1134

City Jerome State az Zip 86331

Business Email connect@daturayoga.com

Business Phone # 928 308 9951 Cell Phone # _____

Authorized Contacts for Event

Please list any other authorized contacts for the Event, including an emergency contact that will be available during the event. At least one **must** be provided.

Name Jeanette Vorves Phone # _____

Name _____ Phone _____

Emergency contact for Event*

Name _____ Phone _____

***Emergency contact should be a party available for duration of event including set up and tear down.**

If additional contacts need to be shared, please use a separate sheet to list additional points of contact

Event Information

Name of Event Sk84life Roller Disco

Date(s) / Time(s) of Event – If multiple dates (Not including set-up/tear-down time)

Start: Date 4/28/24 Time 6pm End: Date 4/28/24 Time 9pm

Start: Date 7/28/24 Time 6pm End: Date 7/28/24 Time 9pm

Start: Date: _____ Time _____ End: Date _____ Time _____

Set-Up Date/Time: From 4/28 & 7/28 4:30pm To 4/28 & 7/28 6pm
Date Time Date Time

Tear-Down Date/Time: From 4/28 & 7/28 9pm To 4/28 & 7/28 10pm
Date Time Date Time

Number of expected/estimated Participants 30-50

Will an admission or registration fee be charged? YES NO Fee \$ Donation

Please briefly describe the event:
community skate event all are welcome, DJ music and family fun.

Event Details

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." Please complete and submit along with the Special Event Permit Application.

Will the Special Event take place on property owned or leased by the Town of Jerome?

YES NO

If yes, which property? the basketball courts

If no, what is the physical address for the event? _____

*Please note that Separate permits or approvals may be required by County or State agencies, depending on the type of event or where there may be the presence of alcohol or food for sale, or by donation. Documentation of all applicable approvals must be provided **30 days prior** to the event.*

Will the Special Event require the use of temporary signage?

YES NO

**All signage must comply with Section 509 of the Jerome Zoning Ordinance. A separate sign permit for special events is not required. To hang signs from Town owned property will require prior approval.*

Event Details Continued

Will Alcohol be Sold?

YES NO By Donation

If yes, you must submit approval documents from the Arizona Department of Liquor Licenses and Control, at least 30 days prior to the event.

Will Food be Sold?

YES NO By Donation

If yes, you must submit approval documents from the Yavapai County Health Services Department, or proof of a prior event approval or Special Event Variance granted by Yavapai County Health Services in the same calendar year.

Will there be outdoor, amplified sound at the event?

YES NO

Please provide a brief description of outdoor/amplified sound to be used:

dj set up from 6pm to 9pm

Jerome Town Code section 10-1-13 restricts the volume and hours of outdoor sound and amplification devices. Loud noise that is a public nuisance, is prohibited. The Town reserves the right to limit the hours of the Special Event to avoid unreasonable interference with adjacent properties.

Will there be outdoor lighting, or other electrical needs?

YES NO

Please provide a brief description of the electrical requirements for the event:

2 light stands for colored lights

Will the event include other vendors/businesses in addition to the business/entity applying for this permit?

YES NO

If yes, please provide a list of all participating vendors to the Town of Jerome Manager prior to the event. Including the business name(s), dba, owner(s) name(s), physical business location, contact telephone number(s) and vendors' TPT license number.

Will the event require the use of tents or canopies or other temporary structures? *

YES NO

**Please include the placements of tents or canopies on the site plan, with points of entry or exit clearly marked, including the exact type of structure – Please note set-up and tear-down time(s) must be indicated on Page 4.*

Special Event Access

Will the event require the use of fencing, ropes, barricades, or other types of barriers? *

YES NO

**Please note barriers and any points of entry or exit through barriers should be clearly marked on your site plan, including exact type of fencing or barriers to be used.*

Will the event require the closure and/or detour of any roadway, sidewalk, or other public access route?

YES NO

Please include a description of the primary access routes to the event/property and available parking for the crowds anticipated. (Special traffic control may be required for larger events)

Will the use of portable restrooms be necessary during the event?

YES NO

Please note the use of portable restrooms may be required on a case-by-case basis.

Will trash be created during the special event?

YES NO

Briefly description of the receptacles to be used and/or efforts to minimize litter around Town during the event:

very minimal, possible water cups.

Cleanup of the site(s), 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. Please refer to and comply with Jerome Town Code, section 9-1, Garbage and Trash Collection.

Has any community outreach been completed in regard to this special event?

YES NO

Please give a brief description of any outreach to neighboring residents and/or businesses regarding the special event, including any feedback received from that outreach.

we have been doing this skate night event for 12 years in Jerome at the basketball courts and spook
The community has been very supportive, the feedback has been positive.

**This page intentionally left blank (insert Site Plan(s) here) **



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

Application for Facility Use

Please complete and return this application and Hold Harmless Agreement (attached) to the office of the Town Clerk, P.O. Box 335, Jerome, AZ 86331, together with a CERTIFICATE OF INSURANCE, if required by the Town, naming the Town of Jerome as an Additional Insured with respect to this event.

YOUR APPLICATION MUST BE APPROVED BY THE TOWN BEFORE A PERMIT CAN BE ISSUED and should be submitted at least 60 days prior to the event.

Name of Applicant: Datura Yoga and Sk84life

Address: PO Box 1134 Jerome az 86331

Telephone: 9283089951

If applicant is an organization, list officers:

Name	Address	Telephone
Datura Yoga		

Requesting the use of:

- UPPER PARK (Parcel 401-06-156)
- LOWER PARK/SLIDING JAIL (Parcel 401-06-075)
- COUNCIL CHAMBERS (Parcel 401-10-002)
- 300 LEVEL PARKING LOT (Parcel 401-03-015L)
- MIDDLE PARK (Parcel 401-06-015)
- ALL OTHER TOWN RIGHT OF WAY

Date(s) of Use: 4/28/24 & 7/28/24

Rain Date: _____

Hours of Use: 430pm to 10pm Approximate # of people: 30-50

In making this application, the undersigned does hereby agree to comply with all ordinances and regulations of the Town of Jerome, the laws of the State of Arizona and the regulations of Yavapai County which govern such usage.

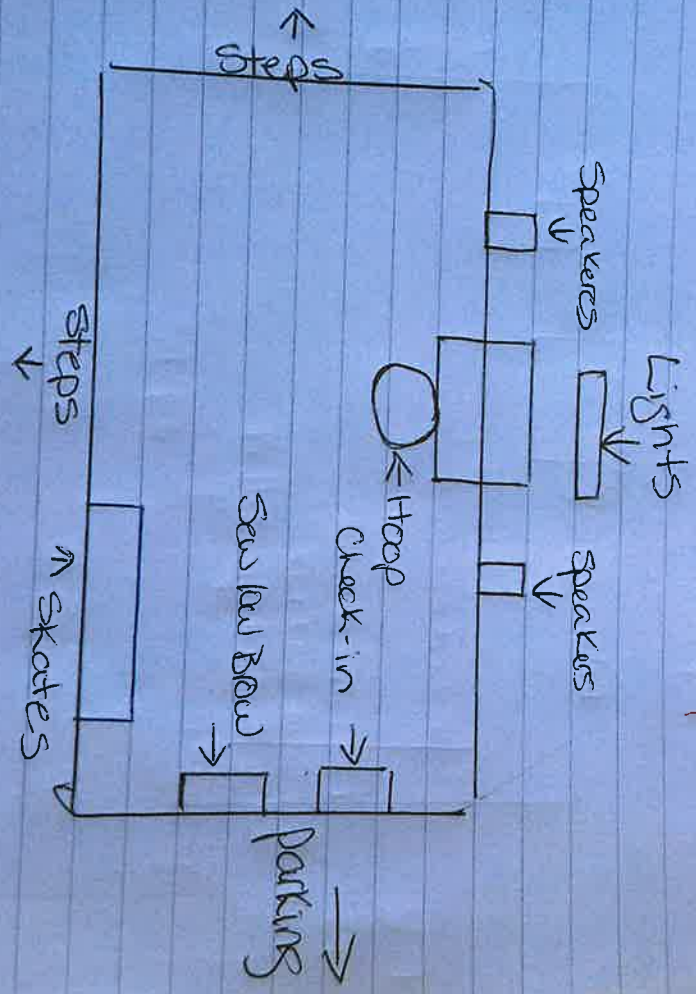
Signature
2/29/24
Date of application

Danielle vorves
Print Name
PO Box 1134
Address

Telephone

Jerome SK8 4Life Site Plan

April 28, 2024





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 03/27/2024

Item D.

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Neil Rosenow 879 Cove Parkway Cottonwood AZ 863264645	CONTACT NAME: Neil Rosenow PHONE (A/C, No, Ext): 928-634-2763 E-MAIL ADDRESS: neil.rosenow.by1h@statefarm.com	FAX (A/C, No):	
	INSURER(S) AFFORDING COVERAGE		NAIC #
INSURED Vorves, Danielle PO BOX 1134 JEROME AZ 863311134	INSURER A: State Farm Fire and Casualty Company		25143
	INSURER B:		
	INSURER C:		
	INSURER D:		
	INSURER E:		

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADD INSD	SUB WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	N	N	93-AA-1425-5	07/13/2023	07/13/2024	EACH OCCURRENCE \$ 1,000,000
	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000						
							MED EXP (Any one person) \$ 5,000
							PERSONAL & ADV INJURY \$ 1,000,000
							GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS - COMP/OP AGG \$ 2,000,000
							\$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							\$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$
							AGGREGATE \$
							\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUTE \$
							OTH-ER \$
							E.L. EACH ACCIDENT \$
							E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
APRIL 28, 2024: SKATE FOR LIFE, 110 PARK ST., JEROME, AZ 86331

CERTIFICATE HOLDER TOWN OF JEROME HAMPSHIRE AVE JEROME AZ 86331	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE This form was system-generated on 03/27/2024

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Special Event Permit Application

Checklist of Requirements

- 1. Completed Special Event Permit Application.
- 2. Completed Application for Facility Use (if applicable).
- 3. Completed Hold Harmless Agreement of Indemnification.
- 4. Completed Site Plan in 8 ½" x 11" or 8 ½" x 14" format that includes:
 - a. A map of the event area(s) including the location(s) for stage(s), performers, vendors, barriers/fencing (including type), sound amplification equipment and speakers, race/run routes, tents/canopies, and any points of entry and exit where applicable.
 - b. List of all participating vendor(s)/businesses (if applicable).
 - c. Accessibility, parking and/or traffic control plan.
 - d. Restroom plan.
 - e. Trash and waste removal plan.
 - f. Community outreach (if applicable)
- 5. Certificate of insurance in the amount of no less than one million dollars (\$1,000,000) of general liability coverage naming the Town of Jerome as additional insured and referencing the specific activity and date(s).
- N/A 6. Liquor License (if applicable).
- N/A 7. Liquor Liability Insurance (if applicable).
- N/A 8. Health Department Approval (if applicable).
- 9. All other permits required by County or State Agencies.
- 10. Permit filing fee.
- 11. Written approval from Police Chief/Fire Inspector (if applicable).

File Attachments for Item:

E. Consideration of the The Carpet Bag Brigade's Special Event Permit Application for the Roving Wave Festival

Council will consider and may approve the special event permit.



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TOWN OF JEROME, ARIZONA

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

Permit # J24-0024

Special Event Permit Application

Thank you for choosing the Town of Jerome for your special event.

Please fill out this packet and submit to the Town Manager.

- All information must be submitted at least **60** days prior to the event.
- Fee(s), due at the time of application submission.
- For questions regarding Special Event Permits, please contact Jerome Town Hall at (928) 634-7943.

Town Use Only

Date Submitted: 3/12/24 Fee: \$25.00 Date Paid: 3/27/24
 Paid via: Check # _____ C.C. Cash

Special Event Approvals

Town Manager:
 Approve Deny Date: _____ Comments: _____

*Fire Inspector:
 Approve Deny Date: _____ Comments: _____

*Zoning Administrator:
 Approve Deny Date: _____ Comments: _____

*Police Chief:
 Approve Deny Date: _____ Comments: _____

*Building Inspector/Public Works:
 Approve Deny Date: _____ Comments: _____

**Other approvals as needed based on scope of event.*

Special Event Fee Schedule

Non-profit 501C3 w/ no entry fee	\$25 per day	Special Event Liquor License	\$75
Town Sponsored/Co-Sponsored	No Fee	Special Event Permit	\$100
Film Permits	Fee based on production type		

Applicant Information

Applicant's Contact Information

Name of Applicant Jay Ruby Date: 03-12-2024

Name of Organization/Sponsor The Carpetbag Brigade

Federal Tax or 501 (c)(3) Number 86-0970556

Business Mailing Address _____

City _____ State AZ Zip _____

Business Email info@carpetbagbrigade.com

Business Phone # 4159028759 Cell Phone # same

Authorized Contacts for Event

Please list any other authorized contacts for the Event, including an emergency contact that will be available during the event. At least one **must** be provided.

Name Helen Goodrum Phone _____

Name _____ Phone _____

Emergency contact for Event*

Name Jay Ruby Phone 415 902 8759

*Emergency contact should be a party available for duration of event including set up and tear down.

If additional contacts need to be shared, please use a separate sheet to list additional points of contact

Event Information

Name of Event Roving Wave Festival - Flotsam & Jetsam

Date(s) / Time(s) of Event – If multiple dates (Not including set-up/tear-down time)

Start: Date: July 12 Time: 5:00 pm End: Date: July 12 Time: 8:00 pm

Start: Date: _____ Time: _____ End: Date: _____ Time: _____

Start: Date: _____ Time: _____ End: Date: _____ Time: _____

Set-Up Date/Time: From July 12 4:00 pm To July 12 5:00 pm

Tear-Down Date/Time: From July 12 8:00 pm To July 12 9:00 pm

Number of expected/estimated Participants 100

Will an admission or registration fee be charged? YES NO Fee \$ _____

Please briefly describe the event:
Roving Wave Festival is a free public performance with a spoken word poet and an acrobatic presentation from the Carpetbag Brigade. There will be a sound system at the back side of the t. The audience will be on the steps and the wall and above by the fence on the street.

Event Details

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." Please complete and submit along with the Special Event Permit Application.

Will the Special Event take place on property owned or leased by the Town of Jerome?

YES NO

If yes, which property? Lower Park Sliding Jail

If no, what is the physical address for the event? _____

Please note that Separate permits or approvals may be required by County or State agencies, depending on the type of event or where there may be the presence of alcohol or food for sale, or by donation. Documentation of all applicable approvals must be provided **30 days prior** to the event.

Will the Special Event require the use of temporary signage?

YES NO

*All signage must comply with Section 509 of the Jerome Zoning Ordinance. A separate sign permit for special events is not required. To hang signs from Town owned property will require prior approval.

Event Details Continued

Will Alcohol be Sold?

YES NO By Donation

If yes, you must submit approval documents from the Arizona Department of Liquor Licenses and Control, at least 30 days prior to the event.

Will Food be Sold?

YES NO By Donation

If yes, you must submit approval documents from the Yavapai County Health Services Department, or proof of a prior event approval or Special Event Variance granted by Yavapai County Health Services in the same calendar year.

Will there be outdoor, amplified sound at the event?

YES NO

Please provide a brief description of outdoor/amplified sound to be used:

Two speaker sound system with amplification for a sound track and a mic for an MC

Jerome Town Code section 10-1-13 restricts the volume and hours of outdoor sound and amplification devices. Loud noise that is a public nuisance, is prohibited. The Town reserves the right to limit the hours of the Special Event to avoid unreasonable interference with adjacent properties.

Will there be outdoor lighting, or other electrical needs?

YES NO

Please provide a brief description of the electrical requirements for the event:

Electric for sound system

Will the event include other vendors/businesses in addition to the business/entity applying for this permit?

YES NO

If yes, please provide a list of all participating vendors to the Town of Jerome Manager prior to the event. Including the business name(s), dba, owner(s) name(s), physical business location, contact telephone number(s) and vendors' TPT license number.

Will the event require the use of tents or canopies or other temporary structures? *

YES NO

**Please include the placements of tents or canopies on the site plan, with points of entry or exit clearly marked, including the exact type of structure – Please note set-up and tear-down time(s) must be indicated on Page 4.*

Special Event Access

Will the event require the use of fencing, ropes, barricades, or other types of barriers? *

YES NO

**Please note barriers and any points of entry or exit through barriers should be clearly marked on your site plan, including exact type of fencing or barriers to be used.*

Will the event require the closure and/or detour of any roadway, sidewalk, or other public access route?

YES NO

Please include a description of the primary access routes to the event/property and available parking for the crowds anticipated. (Special traffic control may be required for larger events)

People will come in from the parking lot above the sliding jail.

Will the use of portable restrooms be necessary during the event?

YES NO

Please note the use of portable restrooms may be required on a case-by-case basis.

Will trash be created during the special event?

YES NO

Briefly description of the receptacles to be used and/or efforts to minimize litter around Town during the event:

We will encourage attendees to remove their trash and will clean up after the event.

Cleanup of the site(s), 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. Please refer to and comply with Jerome Town Code, section 9-1, Garbage and Trash Collection.

Has any community outreach been completed in regard to this special event?

YES NO

Please give a brief description of any outreach to neighboring residents and/or businesses regarding the special event, including any feedback received from that outreach.

There will be an effort to fundraise from local businesses and to share information about the event after it is approved.

**This page intentionally left blank (insert Site Plan(s) here) **

Special Event Hold Harmless and Indemnification Agreement

I, Jay Ruby with The Carpetbag Brigade Physical Theater Company (*[Insert Company Name]*) ("Permittee"), shall, through the signing of this Special Event Hold Harmless and Indemnification Agreement ("**Agreement**"), in consideration for the issuance of a Special Event Permit for *[Insert description of event]* ("**Special Event**") and to the furthest extent allowed by law, agree to indemnify, hold harmless and defend the Town of Jerome, Arizona and its elected officials, officers, agents, employees and volunteers (collectively "**Indemnitee**") from any and all loss, liability, fines, penalties, forfeitures, costs and damages (whether in contract, tort or strict liability, including but not limited to personal injury, death at any time and property damage) incurred by any Indemnitee, from any and all claims, demands, and actions in law or equity (including attorney's fees and all costs of litigation), arising or alleged to have arisen directly or indirectly out of the Special Event (collectively, "**Claims**") Permittee's obligations under this Agreement shall apply regardless of whether Town or its elected officials, officers, employees, agents, or volunteers are negligent, but shall not apply to any loss, liability, fines, penalties, forfeitures, costs or damages to the extent caused solely by the gross negligence, or caused by the willful misconduct of Town or its officers, officials, employees, agents or volunteers.

Permittee acknowledges the contagious nature of communicable diseases and voluntarily assumes the risk that Permittee, its officials, officers, employees, agents, volunteers, or invitees may be exposed to, or infected by, by participating in the Special Event, and that such exposure or infection may result in personal injury, illness, permanent disability, and death. Permittee understands that the risk of becoming exposed or infected at the Special Event may result from the actions, omissions, or negligence of Permittee and others, including but not limited to, Town employees, volunteers and participants and their families.

Prior to and throughout the duration of the Special Event, Permittee shall pay for and maintain in full force and effect all insurance as required in the application submitted by the Permittee for the Special Event, which is incorporated into and part of this Agreement, or as may be authorized or required in writing by Town Manager or his/her designee at any time and in his/her sole discretion.

Permittee shall conduct all defense of any Claims at his/her/its sole cost. The fact that insurance required under this Agreement is obtained shall not be deemed to release or diminish the liability of Permittee, including without limitation, liability assumed under this Agreement. The duty to indemnify shall apply to all claims regardless of whether any such insurance policies are applicable. The duty to defend hereunder is wholly independent of and separate from the duty to indemnify and such duty to defend exists regardless of any ultimate liability of Permittee. The policy limits of any such insurance do not act as limitation upon the amount of defense and/or indemnification to be provided by the Permittee. Approval and or purchase of any insurance contracts or policies shall in no way relieve Permittee from liability nor limit the liability of the Permittee, its officials, officers, employees, agents, volunteers, or invitees.

The Town of Jerome shall be reimbursed for all costs and attorney's fees incurred by Town in enforcing this Agreement.

Signed this 22nd day of March, 2024.

Signature: J Ruby

Printed Name: J. Ruby

Witness Signature: _____

Printed Name: _____



Founded 1876
Incorporated 1899

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

Application for Facility Use

Please complete and return this application and Hold Harmless Agreement (attached) to the office of the Town Clerk, P.O. Box 335, Jerome, AZ 86331, together with a CERTIFICATE OF INSURANCE, if required by the Town, naming the Town of Jerome as an Additional Insured with respect to this event.

YOUR APPLICATION MUST BE APPROVED BY THE TOWN BEFORE A PERMIT CAN BE ISSUED and should be submitted at least 60 days prior to the event.

Name of Applicant: Jay Ruby

Address: 426 Lincoln Avenue Prescott AZ 86301

Telephone: 415 902 8759

If applicant is an organization, list officers:

Name	Address	Telephone
Jay Ruby President		
Helen Goodrum Director		
Alicia Gerstein Secretary		

Requesting the use of:

- UPPER PARK (Parcel 401-06-156)
- LOWER PARK/SLIDING JAIL (Parcel 401-06-075)
- COUNCIL CHAMBERS (Parcel 401-10-002)
- 300 LEVEL PARKING LOT (Parcel 401-03-015L)
- MIDDLE PARK (Parcel 401-06-015)
- ALL OTHER TOWN RIGHT OF WAY

Date(s) of Use: July 12, 2024

Rain Date: July 13, 14, 2024

Hours of Use: 5 pm - 8 pm Approximate # of people: 100

In making this application, the undersigned does hereby agree to comply with all ordinances and regulations of the Town of Jerome, the laws of the State of Arizona and the regulations of Yavapai County which govern such usage.

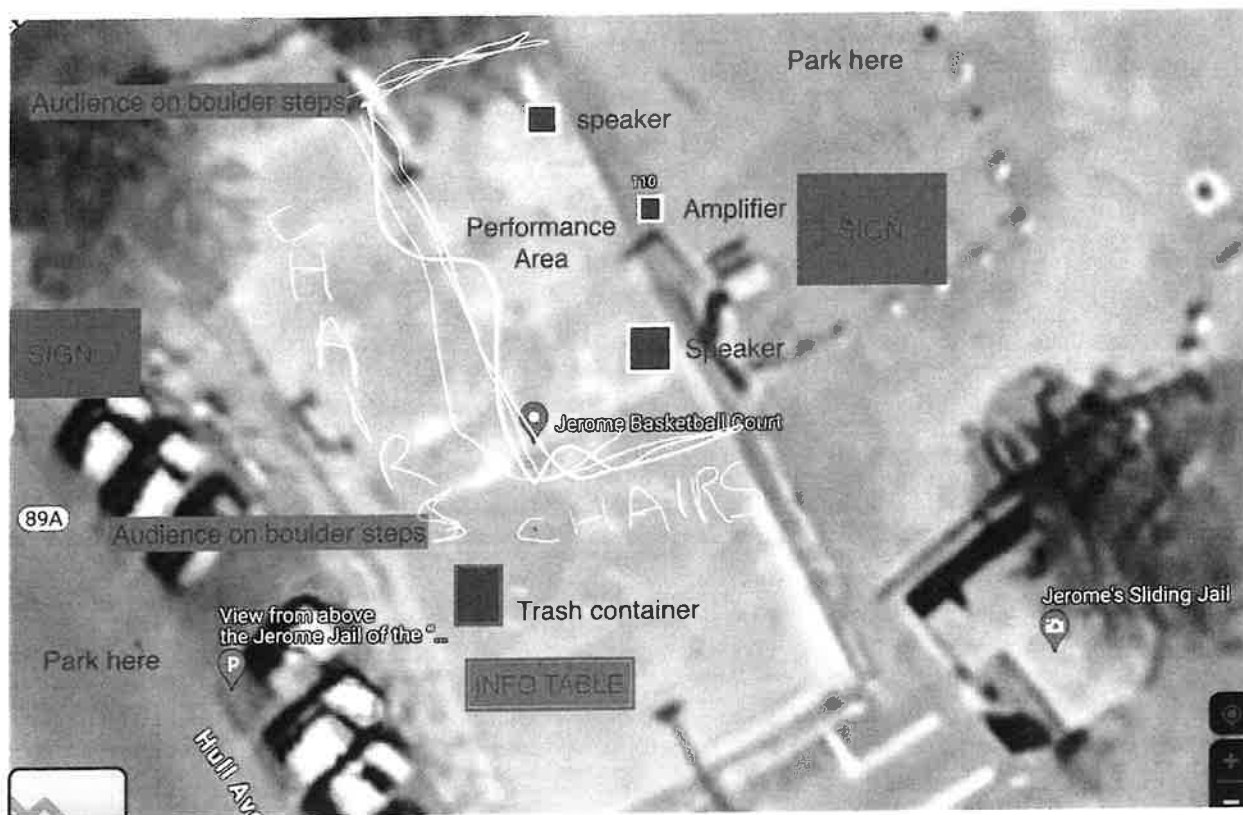
J Ruby
Signature

03-12-2024
Date of application

Jay Ruby
Print Name

Address

Telephone



JEROME SITE PLAN – THE ROVING WAVE FESTIVAL JULY 12th

The Roving Wave Festival Jerome Edition July 12th will use the basketball court by the Sliding Jail for an evening of performance.

The audience will be able to sit on the western side of the basketball court and the boulder wall. The performance will be on the eastern side of the basketball courts. A sound system will be set up on the eastern side of the basketball court. There will be an info table on the south side of the court with sign in sheet, surveys, information about the performance and water. A trash container will be near the info table.

Site Plan

Course Plan - The event will take place at the basketball court with audience sitting in chairs on half the court and also on the boulders at the west side of the court.

Traffic Control Plan - This event will not impact the flow of traffic.

Barricade Set/Strike - the set is minimal and does not require a barricade

Trash Plan - There will be an extra trash receptacle, but with no food or drink at the venue we do not anticipate a large depot of trash accumulating

Cleanup Plan - The trash container will be emptied after the event by the event organizers.

Utilities - We will need the power outlet nearest the amplifier to power the sound system.

Water - There is no plan for water at the event. We will have a 5 gallon drum of water available for people to fill their water bottles. This will be at the info table.

Vending - There will be no vending.

Signage - There will be sandwich board signs in the upper parking lot and below the basketball court.

