



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, FEBRUARY 13, 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.

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 Proclaiming February as National Teen Dating Violence Awareness and Prevention Month

Mayor Barber will read or summarize the proclamation. Members from the requesting agency, Verde Valley Sanctuary, will be present.

3. FINANCIAL REPORTS

Discussion/Possible Action

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

Council will consider and may approve the financial reports for month ending January, 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 January 9th Regular Council Meeting and January 9th, 2024, Special Council Meeting Minutes**

Council will consider and may approve the January 9th Regular Council Meeting and January 9th 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. ORDINANCES AND RESOLUTIONS

Discussion/Possible Action

9. UNFINISHED BUSINESS

Discussion/Possible Action

- A. Discussion and Possible Staff Direction Regarding Rich Street Turning Issues and Parking Considerations throughout Town**

Council will be discussing traffic flow and turning issues on Rich Street, along with parking considerations in certain areas, and may provide staff direction for consideration at a future meeting.

- B. Continued Discussion and Possible Staff Direction Regarding the Town's 2024 Anniversary Celebration and Recognition**

Council will discuss any potential updates and may provide staff direction regarding the Town's Anniversary celebration.

- C. 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.

10. NEW BUSINESS

Discussion/Possible Action

- A. Consideration of Board, Committee and Commission Appointments**

Council will consider and may appoint, and / or reappoint applicants to the Town's boards, committees and commissions.

B. Consideration of Appointment to Chair the Local Public Safety Personnel Retirement System (PSPRS) Board

Council will consider and may appoint an individual to be designated as the Chair of the local PSPRS Board.

C. Consideration of the Jerome Historical Society's Special Event Permit Application for the Town of Jerome's 125th Year Anniversary Celebration

Council will consider and may approve the special event permit.

D. Consider Proposal and Agreement from Southwestern Environmental Consultants (SEC) for Engineering and Surveying for the Verde Avenue Road, Drainage, Sewer and Water Project

Council will consider and may approve the proposal and agreement from SEC.

11. TO AND FROM THE COUNCIL

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

12. 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 Proclaiming February as National Teen Dating Violence Awareness and Prevention Month

Mayor Barber will read or summarize the proclamation. Members from the requesting agency, Verde Valley Sanctuary, will be present.



Founded 1876
Incorporated 1899

TOWN OF JEROME, ARIZONA

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

Item A.

A Proclamation on National Teen Dating Violence Awareness and Prevention Month

WHEREAS, This February, during National Teen Dating Violence Awareness and Prevention Month, we stand with those who have known the pain and isolation of an abusive relationship, and we recommit to ending the cycle of teen dating violence that affects too many of our young people.

WHEREAS, Together, it's on all of us to raise regional awareness about teen dating violence and promote safe and healthy relationships.

WHEREAS, females between the ages 16-24 are more vulnerable to intimate partner violence, experiencing abuse at a rate almost triple the national average; and

WHEREAS, one in three adolescent girls in the United States is a victim of physical, emotional or verbal abuse from a dating partner, a figure that far exceeds victimization rates for other types of violence affecting youth; and

WHEREAS, high school students who experience physical violence in a dating relationship are more likely to use drugs and alcohol, are at greater risk of suicide and are much more likely to carry patterns of abuse into future relationships; and

WHEREAS, only 33% of teens who are in an abusive relationship ever tell anyone about the abuse, and 81% of parents surveyed either believe teen dating violence is not an issue or admit they do not know if it is one; and

WHEREAS, by providing young people with education about healthy relationships and healthy relationship skills and by changing attitudes that perpetuate violence, we recognize that dating violence can be prevented; and

WHEREAS, the establishment of Teen Dating Violence Awareness and Prevention Month will benefit young people, their families, schools and communities regardless of socioeconomic status, gender, sexual orientation or ethnicity; and

WHEREAS, everyone has the right to a safe and healthy relationship and to be free from abuse.

WHEREAS, Dating violence transcends gender, race, religion, ethnicity, sexual orientation, and socioeconomic status. It takes many forms, including physical, sexual, and emotional abuse, bullying, and shaming, which can occur in person or through electronic communication and social media.

WHEREAS, If you or someone you know is involved in an abusive relationship of any kind, immediate and confidential support is available by calling Verde Valley Sanctuary at (928) 634-2511.

NOW, THEREFORE, BE IT RESOLVED, that I, Christina “Alex” Barber, Mayor of the Town of Jerome, Arizona, on behalf of the Town Council, do hereby proclaim February 2024 as National Teen Dating Violence Awareness and Prevention Month. I call upon all citizens to support efforts in their communities and schools, and in their own families, to empower young people to develop healthy relationships throughout their lives and to prevent and respond to teen dating violence. It’s on all of us.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the Town of Jerome, Arizona, to be affixed this 13th day of February 2024.

Christina “Alex” Barber, Mayor of the Town of Jerome

Attest:

Brett Klein, Town Manager / Clerk

File Attachments for Item:

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

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

TOWN OF JEROME
 COMBINED CASH INVESTMENT
 JANUARY 31, 2024

Item A.

COMBINED CASH ACCOUNTS

99-00-1003	LGIP	1,776.46
99-00-1011	NBA CHECKING	173,943.73
99-00-1013	OAZ CTL BUSINESS SAVINGS	5.00
99-00-1019	ONE AZ CREDIT UNION CHECKING	456,775.91
99-00-1020	OAZ GENERAL SAVINGS	1,194,143.93
		1,826,645.03
	TOTAL COMBINED CASH	1,826,645.03
99-00-1800	CASH CLEARING - UTILITY MGMT	(302.43)
99-00-1810	CASH CLEARING - BUSINESS LICEN	100.00
99-00-1000	CASH ALLOCATED TO OTHER FUNDS	(1,826,442.60)
		.00
	TOTAL UNALLOCATED CASH	.00

CASH ALLOCATION RECONCILIATION

10	ALLOCATION TO GENERAL FUND	496,581.34
20	ALLOCATION TO UTILITY FUND	1,415,353.61
30	ALLOCATION TO HURF FUND	(426,145.63)
35	ALLOCATION TO PARKING FUND	126,969.07
40	ALLOCATION TO FIRE DEPT PENSION & RETIREMENT	15,301.40
50	ALLOCATION TO OPERATING GRANTS REVENUE	101,656.56
60	ALLOCATION TO CAPITAL GRANTS FUND	730,580.71
70	ALLOCATION TO GENERAL FUND CONTINGENCIES FND	(268,844.65)
80	ALLOCATION TO UTILITIES CONTINGENCIES FUND	320,000.00
90	ALLOCATION TO CAPITAL FUND	(685,009.81)
		1,826,442.60
	TOTAL ALLOCATIONS TO OTHER FUNDS	1,826,442.60
	ALLOCATION FROM COMBINED CASH FUND - 99-00-1000	(1,826,442.60)
		.00
	ZERO PROOF IF ALLOCATIONS BALANCE	.00

TOWN OF JEROME
 BALANCE SHEET
 JANUARY 31, 2024

Item A.

GENERAL FUND

ASSETS

10-00-1000	CASH - COMBINED FUND	496,581.34	
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	25,272.90	
	TOTAL ASSETS		629,311.39

LIABILITIES AND EQUITY

LIABILITIES

10-00-2401	FEDERAL WH & FICA	11,965.50	
10-00-2402	ARIZONA WITHHOLDING	1,297.48	
10-00-2403	UNEMPLOYMENT TAXES	101.38	
10-00-2405	AFLAC	27.24	
10-00-2406	HEALTH INSURANCE	8,126.83	
10-00-2408	457G RETIREMENT	6,238.69	
10-00-2409	PSPRS	2,009.15	
10-00-2410	WAGES PAYABLE	85,404.05	
10-00-2411	GANISHMENTS PAYABLE	1,735.51	
10-00-2412	HDHP SAVINGS	1,839.34	
10-00-2413	WORKMAN'S COMP PR LIABILITY	5,288.42	
10-00-2600	CUSTOMER DEPOSITS	7,116.50	
10-00-2940	COURT LIABILITIES	4,842.46	
10-00-2950	FD PER CALL PAYABLE	23,830.00	
	TOTAL LIABILITIES		159,822.55

FUND EQUITY

10-00-3002	UNRESTRICTED FUND BALANCE	483,292.38	
	REVENUE OVER EXPENDITURES - YTD	(13,803.54)	
	BALANCE - CURRENT DATE	(13,803.54)	
	TOTAL FUND EQUITY		469,488.84
	TOTAL LIABILITIES AND EQUITY		629,311.39

TOWN OF JEROME
REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

Item A.

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TAX REVENUE</u>						
10-30-4001	PROPERTY TAXES	5,649.16	29,899.64	47,500.00	17,600.36	63.0
10-30-4005	CITY SALES TAXES	159,734.43	653,553.95	1,400,000.00	746,446.05	46.7
10-30-4010	STATE SALES TAXES	4,802.38	36,700.72	68,000.00	31,299.28	54.0
10-30-4030	VEHICLE LICENSE TAX	2,689.39	20,531.26	41,000.00	20,468.74	50.1
10-30-4055	FRANCHISE FEES	4,174.14	13,021.92	16,250.00	3,228.08	80.1
	TOTAL TAX REVENUE	177,049.50	753,707.49	1,572,750.00	819,042.51	47.9
<u>LICENSES, PERMITS&OTHER FEES</u>						
10-31-4040	BUILDING PERMITS	480.00	7,801.25	10,000.00	2,198.75	78.0
10-31-4041	PLANNING & ZONING FEES	50.00	750.00	3,000.00	2,250.00	25.0
10-31-4045	BUSINESS LICENSES	390.00	2,440.00	5,500.00	3,060.00	44.4
10-31-4050	COMMERCIAL FILMING FEES	.00	.00	500.00	500.00	.0
10-31-4071	FEES-SHORT TERM RENTAL LICENSE	.00	.00	300.00	300.00	.0
	TOTAL LICENSES, PERMITS&OTHER FEES	920.00	10,991.25	19,300.00	8,308.75	57.0
<u>INTERGOVERNMENTAL REVENUE</u>						
10-32-4015	URBAN REVENUE SHARE	33,123.94	231,867.58	345,208.00	113,340.42	67.2
	TOTAL INTERGOVERNMENTAL REVENUE	33,123.94	231,867.58	345,208.00	113,340.42	67.2
<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	701.80	5,057.04	10,000.00	4,942.96	50.6
10-33-4200	LIBRARY CONTRIBUTIONS	894.00	2,150.00	2,000.00	(150.00)	107.5
	TOTAL LIBRARY REVENUE	1,595.80	18,049.13	30,101.00	12,051.87	60.0
<u>POLICE DEPT REVENUE</u>						
10-34-4061	PD PARKING CITATION REVENUE	2,248.09	17,008.45	37,000.00	19,991.55	46.0
10-34-4062	PD REVENUE FROM PARKING FUND	3,250.00	22,750.00	39,000.00	16,250.00	58.3
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	110.83	866.50	2,000.00	1,133.50	43.3
10-34-4065	POLICE SERVICES	80.00	2,335.00	8,000.00	5,665.00	29.2
	TOTAL POLICE DEPT REVENUE	5,688.92	48,249.04	91,250.00	43,000.96	52.9

TOWN OF JEROME
REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

Item A.

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>COURT REVENUE</u>						
10-35-4035	FINES AND FORFEITURES	3,422.08	27,309.01	62,000.00	34,690.99	44.1
10-35-4037	COURT SECURITY FUND REVENUE	600.32	4,438.00	10,000.00	5,562.00	44.4
	TOTAL COURT REVENUE	4,022.40	31,747.01	72,000.00	40,252.99	44.1
<u>RENTAL REVENUE</u>						
10-36-4070	RENTS-TOWN PROPERTIES	7,227.44	49,007.18	82,000.00	32,992.82	59.8
10-36-4080	UTILITY REIMBURSEMENTS	741.25	2,888.75	5,000.00	2,111.25	57.8
	TOTAL RENTAL REVENUE	7,968.69	51,895.93	87,000.00	35,104.07	59.7
<u>FIRE DEPT REVENUE</u>						
10-37-4053	FIRE DEPT SERVICES REV	353.34	28,324.35	7,500.00	(20,824.35)	377.7
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	107,738.72	114,500.00	6,761.28	94.1
<u>GENERAL FUND REVENUE</u>						
10-38-4000	FUND BALANCE RESERVES	35,699.00	249,893.00	428,389.00	178,496.00	58.3
10-38-4300	INTEREST	1,147.54	7,932.56	6,000.00	(1,932.56)	132.2
10-38-4400	SALE OF ASSETS	.00	.00	12,500.00	12,500.00	.0
10-38-4500	MISCELLANEOUS REVENUES	(4,908.17)	2,768.95	2,500.00	(268.95)	110.8
10-38-4510	INS DIVIDENDS,CLAIMS,REIMBURSM	4,993.66	5,090.71	10,000.00	4,909.29	50.9
	TOTAL GENERAL FUND REVENUE	36,932.03	265,685.22	459,389.00	193,703.78	57.8
<u>ADMINISTRATIVE CHARGES</u>						
10-39-4600	ADMINISTRATIVE CHARGES	15,420.00	107,940.00	185,041.00	77,101.00	58.3
	TOTAL ADMINISTRATIVE CHARGES	15,420.00	107,940.00	185,041.00	77,101.00	58.3
	TOTAL FUND REVENUE	283,074.62	1,627,871.37	2,976,539.00	1,348,667.63	54.7

TOWN OF JEROME
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

Item A.

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GENERAL GOVT EXPENSES</u>					
10-41-5001 SALARIES AND WAGES	20,179.82	149,704.39	275,000.00	125,295.61	54.4
10-41-5006 LONGEVITY BONUS	.00	611.00	1,057.00	446.00	57.8
10-41-5010 FICA MATCH	1,428.27	10,985.56	21,250.00	10,264.44	51.7
10-41-5011 RETIREMENT MATCH	1,776.53	12,739.32	24,475.00	11,735.68	52.1
10-41-5012 HEALTH/LIFE INSURANCE	4,736.64	32,340.30	63,000.00	30,659.70	51.3
10-41-5013 WORKERS COMPENSATION	67.26	840.26	1,475.00	634.74	57.0
10-41-5014 UNEMPLOYMENT INSURANCE	10.07	22.34	280.00	257.66	8.0
10-41-6101 ACCOUNTING AND AUDITING	.00	.00	18,000.00	18,000.00	.0
10-41-6105 ADVERTISING, PRINTING, & PUBLI	.00	653.21	6,000.00	5,346.79	10.9
10-41-6110 CONTRACT SERVICES	1,521.00	12,857.00	36,000.00	23,143.00	35.7
10-41-6115 CONVENTIONS AND SEMINARS	.00	385.00	3,000.00	2,615.00	12.8
10-41-6116 TRAINING & EDUCATION	.00	497.06	2,500.00	2,002.94	19.9
10-41-6125 DUES, SUBS & MEMBERSHIPS	.00	6,716.18	7,500.00	783.82	89.6
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	136.92	27,462.40	22,500.00	(4,962.40)	122.1
10-41-6170 LEGAL EXP - GEN GOV	630.00	3,112.50	14,500.00	11,387.50	21.5
10-41-6185 MISCELLANEOUS	.00	1,723.24	4,000.00	2,276.76	43.1
10-41-6186 BANK FEES - GEN ADMIN	178.28	1,110.53	2,000.00	889.47	55.5
10-41-6188 BANK FEES / MERCH SVCS	144.05	947.90	7,500.00	6,552.10	12.6
10-41-6190 OFFICE SUPPLIES	231.32	4,431.95	8,500.00	4,068.05	52.1
10-41-6191 COPIER & EQUIP LEASE EXPENSE	357.51	2,448.49	7,000.00	4,551.51	35.0
10-41-6192 SOFTWARE SUPPORT EXP - GG	4,263.66	14,769.80	26,000.00	11,230.20	56.8
10-41-6193 COMPUTER HARDWARE & SERVICE	.00	67.50	1,000.00	932.50	6.8
10-41-6195 OPERATING SUPPLIES - GEN GOV	.00	139.40	1,500.00	1,360.60	9.3
10-41-6200 POSTAGE	333.51	1,803.61	4,000.00	2,196.39	45.1
10-41-6220 REP AND MAINT - VEHICLES	5,493.66	5,493.66	500.00	(4,993.66)	1098.7
10-41-6245 SHUTTLE EXPENSES	310.05	2,369.55	3,000.00	630.45	79.0
10-41-6250 SMALL TOOLS AND EQUIPMENT	.00	.00	10,000.00	10,000.00	.0
10-41-6265 TELEPHONE	223.56	1,525.67	2,750.00	1,224.33	55.5
10-41-6275 TRAVEL	21.55	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	304,257.31	521,584.00	217,326.69	58.3
TOTAL GENERAL GOVT EXPENSES	85,508.99	600,511.00	1,110,621.00	510,110.00	54.1

TOWN OF JEROME
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

Item A.

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MAGISTRATE COURT EXPENSES</u>						
10-42-5001	SALARIES AND WAGES	4,999.01	41,729.76	66,300.00	24,570.24	62.9
10-42-5006	LONGEVITY BONUS	60.00	60.00	220.00	160.00	27.3
10-42-5010	FICA AND MEDICARE	370.22	3,062.51	5,250.00	2,187.49	58.3
10-42-5011	RETIREMENT	505.90	2,396.35	3,500.00	1,103.65	68.5
10-42-5012	HEALTH/LIFE INSURANCE	1,339.94	10,719.52	12,000.00	1,280.48	89.3
10-42-5013	WORKER'S COMPENSATION	11.00	128.14	230.00	101.86	55.7
10-42-5014	UNEMPLOYMENT	3.05	4.84	150.00	145.16	3.2
10-42-6037	COURT SECURITY FUND EXPENSES	52.97	662.26	10,000.00	9,337.74	6.6
10-42-6110	CONTRACT SERVICES	382.45	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	238.37	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	.00	1,793.71	3,000.00	1,206.29	59.8
10-42-6195	OPERATING SUPPLIES - COURT	.00	.00	200.00	200.00	.0
10-42-6265	TELEPHONE	77.72	518.26	900.00	381.74	57.6
10-42-6275	TRAVEL	.00	489.87	750.00	260.13	65.3
	TOTAL MAGISTRATE COURT EXPENSES	8,040.63	62,921.70	110,550.00	47,628.30	56.9

TOWN OF JEROME
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

Item A.

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>POLICE DEPT EXPENSES</u>						
10-43-5001	SALARIES AND WAGES	32,754.07	264,976.97	406,000.00	141,023.03	65.3
10-43-5006	LONGEVITY BONUS	298.00	1,219.00	1,955.00	736.00	62.4
10-43-5010	FICA AND MEDICARE	2,467.76	19,880.10	31,900.00	12,019.90	62.3
10-43-5011	RETIREMENT	2,573.99	21,481.76	43,050.00	21,568.24	49.9
10-43-5012	HEALTH INSURANCE	5,596.56	43,579.31	70,000.00	26,420.69	62.3
10-43-5013	WORKER'S COMPENSATION	1,396.48	17,326.96	22,400.00	5,073.04	77.4
10-43-5014	UNEMPLOYMENT	14.48	40.90	650.00	609.10	6.3
10-43-6105	ADVERTISING, PRINTING, & PUBLI	171.09	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	.00	747.00	7,500.00	6,753.00	10.0
10-43-6120	DISPATCH FEES	3,652.69	25,568.83	44,000.00	18,431.17	58.1
10-43-6125	DUES AND SUBSCRIPTIONS	76.89	393.25	1,250.00	856.75	31.5
10-43-6145	FUEL	642.08	5,401.10	13,500.00	8,098.90	40.0
10-43-6172	PROSECUTOR EXP	2,000.00	12,000.00	24,000.00	12,000.00	50.0
10-43-6185	MISCELLANEOUS	.00	93.70	500.00	406.30	18.7
10-43-6192	SOFTWARE SERVICE & SUPPORT	446.33	3,016.73	10,800.00	7,783.27	27.9
10-43-6193	COMPUTER HARDWARE & SERVICE	.00	.00	5,000.00	5,000.00	.0
10-43-6195	OPERATING SUPPLIES - POLICE	.00	550.66	3,000.00	2,449.34	18.4
10-43-6200	POSTAGE	.00	10.10	200.00	189.90	5.1
10-43-6220	REP AND MAINT - VEHICLES	165.42	6,189.94	5,000.00	(1,189.94)	123.8
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	.00	1,021.69	7,000.00	5,978.31	14.6
10-43-6265	TELEPHONE	694.29	4,631.96	6,000.00	1,368.04	77.2
10-43-6280	UNIFORMS	244.46	2,672.74	2,500.00	(172.74)	106.9
10-43-7025	VEHICLES, CAP OUTLAY, POLICE	.00	.00	19,000.00	19,000.00	.0
	TOTAL POLICE DEPT EXPENSES	53,194.59	431,406.73	733,705.00	302,298.27	58.8

TOWN OF JEROME
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

Item A.

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>FIRE DEPT EXPENSES</u>					
10-44-5001	SALARIES AND WAGES	16,752.80	149,219.24	249,500.00	100,280.76 59.8
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	1,402.50	11,655.00	35,000.00	23,345.00 33.3
10-44-5006	LONGEVITY BONUS	.00	676.00	1,360.00	684.00 49.7
10-44-5007	PAYMENT IN LIEU OF BENEFITS	562.76	4,502.08	7,400.00	2,897.92 60.8
10-44-5010	FICA AND MEDICARE	1,287.32	14,011.25	25,350.00	11,338.75 55.3
10-44-5011	RETIREMENT	1,625.68	14,656.02	25,500.00	10,843.98 57.5
10-44-5012	HEALTH INSURANCE	2,784.88	21,583.60	66,500.00	44,916.40 32.5
10-44-5013	WORKER'S COMPENSATION	786.06	12,165.04	24,250.00	12,084.96 50.2
10-44-5014	UNEMPLOYMENT	6.91	25.47	800.00	774.53 3.2
10-44-6116	TRAINING & EDUCATION	596.74	878.94	7,500.00	6,621.06 11.7
10-44-6120	DISPATCH FEES	.00	7,413.00	7,000.00 (413.00)	105.9
10-44-6125	DUES AND SUBSCRIPTIONS	.00	540.00	750.00	210.00 72.0
10-44-6145	FUEL	782.85	4,309.00	9,000.00	4,691.00 47.9
10-44-6170	LEGAL EXP - FIRE	.00	202.50	500.00	297.50 40.5
10-44-6180	MEDICAL EXPENSES	.00	.00	500.00	500.00 .0
10-44-6181	MEDICAL SUPPLIES EXP	1,320.22	1,899.44	5,000.00	3,100.56 38.0
10-44-6185	MISCELLANEOUS	.00	183.39	1,000.00	816.61 18.3
10-44-6192	SOFTWARE SERVICE & SUPPORT	219.17	1,008.22	1,200.00	191.78 84.0
10-44-6193	COMPUTER HARDWARE AND SERVICE	.00	.00	2,500.00	2,500.00 .0
10-44-6195	OPERATING SUPPLIES - FIRE DEPT	309.53	846.44	1,500.00	653.56 56.4
10-44-6220	REP AND MAINT - VEHICLES	.00	4,282.27	16,000.00	11,717.73 26.8
10-44-6225	REP AND MAINT - EQUIPMENT	570.00	1,399.18	4,000.00	2,600.82 35.0
10-44-6250	SMALL TOOLS AND EQUIPMENT	1,224.09	5,774.28	10,000.00	4,225.72 57.7
10-44-6265	TELEPHONE	313.98	1,977.51	3,500.00	1,522.49 56.5
10-44-6270	TRAINING CENTER ASSESSMENT	.00	2,692.00	2,750.00	58.00 97.9
TOTAL FIRE DEPT EXPENSES		30,545.49	300,077.37	543,360.00	243,282.63 55.2

TOWN OF JEROME
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 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	49,520.21	89,000.00	39,479.79	55.6
10-45-5006	LONGEVITY BONUS	.00	120.00	600.00	480.00	20.0
10-45-5007	LIBRARY BENEFIT STIPEND	549.56	4,396.48	7,200.00	2,803.52	61.1
10-45-5010	FICA AND MEDICARE	505.85	4,129.57	7,400.00	3,270.43	55.8
10-45-5011	RETIREMENT	410.88	3,389.76	6,100.00	2,710.24	55.6
10-45-5012	HEALTH INSURANCE	41.88	335.04	710.00	374.96	47.2
10-45-5013	WORKER'S COMPENSATION	14.57	185.80	350.00	164.20	53.1
10-45-5014	UNEMPLOYMENT	3.96	10.33	250.00	239.67	4.1
10-45-6110	CONTRACT SERVICES	.00	339.12	1,250.00	910.88	27.1
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	526.48	2,518.69	4,500.00	1,981.31	56.0
10-45-6205	PRINT AND NON-PRINT MATERIALS	.00	564.96	3,000.00	2,435.04	18.8
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	90.85	598.40	1,250.00	651.60	47.9
10-45-6266	E-RATE EXP	49.00	228.95	750.00	521.05	30.5
TOTAL LIBRARY EXPENSES		8,262.66	67,633.21	123,960.00	56,326.79	54.6
<u>PLANNING & ZONING EXP</u>						
10-46-5001	SALARIES AND WAGES	4,652.94	36,797.13	65,800.00	29,002.87	55.9
10-46-5006	LONGEVITY BONUS	.00	.00	370.00	370.00	.0
10-46-5010	FICA AND MEDICARE	351.62	2,780.33	5,100.00	2,319.67	54.5
10-46-5011	RETIREMENT	388.78	3,137.24	5,200.00	2,062.76	60.3
10-46-5012	HEALTH INSURANCE	928.78	7,430.24	9,100.00	1,669.76	81.7
10-46-5013	WORKER'S COMPENSATION	22.73	263.40	570.00	306.60	46.2
10-46-5014	UNEMPLOYMENT	2.78	7.41	125.00	117.59	5.9
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	112.50	1,710.00	16,000.00	14,290.00	10.7
10-46-6185	MISCELLANEOUS	.00	.00	5,000.00	5,000.00	.0
10-46-6192	SOFTWARE MAINTENANCE & SUPPORT	148.20	1,490.50	1,600.00	109.50	93.2
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	40.83	244.69	600.00	355.31	40.8
10-46-6275	TRAVEL	.00	.00	250.00	250.00	.0
10-46-6310	HISTORIC PRESERVATION EXP	.00	.00	3,000.00	3,000.00	.0
TOTAL PLANNING & ZONING EXP		6,649.16	53,860.94	114,265.00	60,404.06	47.1

TOWN OF JEROME
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

Item A.

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PARKS EXPENSES</u>					
10-47-5001 SALARIES AND WAGES	547.56	4,413.55	7,600.00	3,186.45	58.1
10-47-5006 LONGEVITY BONUS	.00	18.57	25.00	6.43	74.3
10-47-5010 FICA AND MEDICARE	39.60	321.26	585.00	263.74	54.9
10-47-5011 RETIREMENT	54.76	429.21	765.00	335.79	56.1
10-47-5012 HEALTH INSURANCE	196.11	1,484.28	2,400.00	915.72	61.9
10-47-5013 WORKER'S COMPENSATION	22.07	248.60	360.00	111.40	69.1
10-47-5014 UNEMPLOYMENT	.33	.66	10.00	9.34	6.6
10-47-6145 FUEL	10.27	239.94	1,500.00	1,260.06	16.0
10-47-6170 LEGAL	.00	.00	250.00	250.00	.0
10-47-6185 MISCELLANEOUS	10.33	129.58	300.00	170.42	43.2
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	92.15	1,482.16	1,250.00	(232.16)	118.6
10-47-6225 REP AND MAINT - EQUIPMENT	.00	422.72	750.00	327.28	56.4
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	16.67	213.29	450.00	236.71	47.4
10-47-6285 UTILITIES	565.12	1,724.34	2,750.00	1,025.66	62.7
10-47-8040 LEASE PAYMENTS	.00	108.18	275.00	166.82	39.3
TOTAL PARKS EXPENSES	1,554.97	11,724.30	23,020.00	11,295.70	50.9
<u>PROPERTIES EXPENSES</u>					
10-48-5001 SALARIES AND WAGES	3,389.74	27,322.40	47,000.00	19,677.60	58.1
10-48-5006 LONGEVITY BONUS	.00	114.96	220.00	105.04	52.3
10-48-5010 FICA AND MEDICARE	245.12	1,988.39	3,650.00	1,661.61	54.5
10-48-5011 RETIREMENT	338.96	2,656.93	4,750.00	2,093.07	55.9
10-48-5012 HEALTH INSURANCE	1,214.22	9,190.64	13,700.00	4,509.36	67.1
10-48-5013 WORKER'S COMPENSATION	136.59	1,499.05	2,150.00	650.95	69.7
10-48-5014 UNEMPLOYMENT	2.03	4.15	58.00	53.85	7.2
10-48-6110 CONTRACT SERVICES	1,361.20	4,308.76	10,000.00	5,691.24	43.1
10-48-6140 ENGINEERING FEES	.00	4,406.50	7,500.00	3,093.50	58.8
10-48-6145 FUEL	105.65	898.57	1,500.00	601.43	59.9
10-48-6185 MISCELLANEOUS	166.33	739.49	2,000.00	1,260.51	37.0
10-48-6195 OPERATING SUPPLIES - PROPERTIE	19.47	666.04	2,000.00	1,333.96	33.3
10-48-6215 R&M BUILDING - PROPERTIES	898.90	30,642.99	40,000.00	9,357.01	76.6
10-48-6220 REP AND MAINT - VEHICLES	102.78	1,492.79	1,200.00	(292.79)	124.4
10-48-6225 REP AND MAINT - EQUIPMENT	.00	588.66	500.00	(88.66)	117.7
10-48-6230 REP AND MAINT - INFRASTRUCTURE	94.15	307.30	35,000.00	34,692.70	.9
10-48-6250 SMALL TOOLS AND EQUIPMENT	54.94	612.94	1,200.00	587.06	51.1
10-48-6280 UNIFORM EXP PROPERTIES	16.66	213.27	350.00	136.73	60.9
10-48-6285 UTILITIES	7,284.36	25,777.65	44,000.00	18,222.35	58.6
10-48-8040 LEASE PAYMENTS	.00	108.18	280.00	171.82	38.6
TOTAL PROPERTIES EXPENSES	15,431.10	113,539.66	217,058.00	103,518.34	52.3

TOWN OF JEROME
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

Item A.

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
TOTAL FUND EXPENDITURES	209,187.59	1,641,674.91	2,976,539.00	1,334,864.09	55.2
NET REVENUE OVER EXPENDITURES	73,887.03	(13,803.54)	.00	13,803.54	.0

TOWN OF JEROME
 BALANCE SHEET
 JANUARY 31, 2024

Item A.

UTILITY FUND

ASSETS

20-00-1000	CASH - COMBINED FUND	1,415,353.61	
20-00-1015	UTILITIES A/R	48,884.36	
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>2,877,843.97</u>

LIABILITIES AND EQUITY

LIABILITIES

20-00-2450	ACCRUED PAYROLL	7,406.39	
20-00-2500	SALES TAX PAYABLE	1,251.41	
20-00-2600	CUSTOMER DEPOSITS	30,093.48	
20-00-2700	COMPENSATED ABSENCES	5,751.97	
20-00-2950	OTHER LIABILITIES	745.84	
	TOTAL LIABILITIES		45,249.09

FUND EQUITY

20-00-3002	UNRESTRICTED FUND BALANCE	2,179,598.62	
20-00-3051	UNRESTRICTED FUND BALANCE	735,636.33	
20-00-3052	UNRESTRICED FUND BALANCE	(177,665.00)	
	REVENUE OVER EXPENDITURES - YTD	<u>95,024.93</u>	
	BALANCE - CURRENT DATE	<u>95,024.93</u>	
	TOTAL FUND EQUITY		<u>2,832,594.88</u>
	TOTAL LIABILITIES AND EQUITY		<u>2,877,843.97</u>

TOWN OF JEROME
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 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	64,166.64	110,000.00	45,833.36	58.3
20-50-4085	WATER USAGE FEES	13,393.52	96,994.37	175,000.00	78,005.63	55.4
20-50-4100	WATER CONNECTION FEES	.00	.00	5,000.00	5,000.00	.0
20-50-4500	MISCELLANEOUS	15.00	720.00	2,750.00	2,030.00	26.2
20-50-4900	TRANSFERS IN	27,183.83	190,286.81	326,208.00	135,921.19	58.3
	TOTAL WATER REVENUE	49,759.01	352,167.82	618,958.00	266,790.18	56.9
<u>SEWER REVENUE</u>						
20-51-4050	CONNECTION FEES	.00	.00	5,500.00	5,500.00	.0
20-51-4085	SEWER USAGE FEES	12,893.00	92,318.25	161,450.00	69,131.75	57.2
20-51-4900	TRANSFERS IN	9,628.00	67,396.00	115,538.00	48,142.00	58.3
	TOTAL SEWER REVENUE	22,521.00	159,714.25	282,488.00	122,773.75	56.5
<u>SANITATION REVENUE</u>						
20-52-4085	SANITATION USAGE FEES	14,611.03	102,783.52	180,000.00	77,216.48	57.1
20-52-4500	MISCELLANEOUS	.00	.00	750.00	750.00	.0
20-52-4900	TRANSFERS IN	5,307.75	37,154.25	63,693.00	26,538.75	58.3
	TOTAL SANITATION REVENUE	19,918.78	139,937.77	244,443.00	104,505.23	57.3
	TOTAL FUND REVENUE	92,198.79	651,819.84	1,145,889.00	494,069.16	56.9

TOWN OF JEROME
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

Item A.

UTILITY FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>WATER EXPENDITURES</u>						
20-50-5001	SALARIES AND WAGES	5,979.61	48,194.21	83,500.00	35,305.79	57.7
20-50-5006	LONGEVITY BONUS	.00	202.77	425.00	222.23	47.7
20-50-5010	FICA AND MEDICARE	432.42	3,507.32	6,400.00	2,892.68	54.8
20-50-5011	RETIREMENT	597.95	4,686.57	8,400.00	3,713.43	55.8
20-50-5012	HEALTH INSURANCE	2,141.73	16,210.61	26,000.00	9,789.39	62.4
20-50-5013	WORKER'S COMPENSATION	240.94	2,884.47	4,675.00	1,790.53	61.7
20-50-5014	UNEMPLOYMENT	3.58	7.32	100.00	92.68	7.3
20-50-6110	CONTRACT SERVICES	1,025.00	6,150.00	20,000.00	13,850.00	30.8
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	333.74	2,351.68	3,000.00	648.32	78.4
20-50-6155	INSURANCE	.00	8,714.34	7,750.00	(964.34)	112.4
20-50-6170	LEGAL EXP - WATER	.00	472.50	35,000.00	34,527.50	1.4
20-50-6185	MISCELLANEOUS	10.33	80.58	800.00	719.42	10.1
20-50-6192	SOFTWARE SUPPORT EXP - WATER	475.25	3,328.36	6,000.00	2,671.64	55.5
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	92.15	1,718.66	2,000.00	281.34	85.9
20-50-6225	REP AND MAINT - EQUIPMENT	.00	1,144.27	1,500.00	355.73	76.3
20-50-6230	REP AND MAINT - INFRASTRUCTURE	.00	32,954.94	331,200.00	298,245.06	10.0
20-50-6232	SPRINGS SECURITY EXP	87.88	595.01	8,000.00	7,404.99	7.4
20-50-6240	SERVICE TESTS/SYSTEM TESTING	15.00	90.00	750.00	660.00	12.0
20-50-6250	SMALL TOOLS AND EQUIPMENT	.00	50.36	2,750.00	2,699.64	1.8
20-50-6271	DWR FEE	.00	.00	900.00	900.00	.0
20-50-6280	UNIFORM EXP WATER	16.67	213.28	350.00	136.72	60.9
20-50-6285	UTILITIES EXP - WATER	74.66	254.47	500.00	245.53	50.9
20-50-6290	ADMINISTRATIVE CHARGE	4,751.00	33,545.00	57,008.00	23,463.00	58.8
20-50-8040	LEASE PAYMENTS	.00	378.67	950.00	571.33	39.9
	TOTAL WATER EXPENDITURES	16,277.91	170,557.64	618,958.00	448,400.36	27.6

TOWN OF JEROME
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

Item A.

UTILITY FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SEWER EXPENDITURES</u>						
20-51-5001	SALARIES AND WAGES	3,242.45	26,133.65	45,000.00	18,866.35	58.1
20-51-5006	LONGEVITY BONUS	.00	109.95	225.00	115.05	48.9
20-51-5010	FICA AND MEDICARE	234.48	1,901.80	3,500.00	1,598.20	54.3
20-51-5011	RETIREMENT	324.25	2,541.35	4,550.00	2,008.65	55.9
20-51-5012	HEALTH INSURANCE	1,161.41	8,790.60	14,000.00	5,209.40	62.8
20-51-5013	WORKER'S COMPENSATION	130.66	1,529.89	2,350.00	820.11	65.1
20-51-5014	UNEMPLOYMENT	1.93	3.96	55.00	51.04	7.2
20-51-6110	CONTRACT SERVICES	3,325.00	19,950.00	50,000.00	30,050.00	39.9
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	85,445.82	15,000.00	(70,445.82)	569.6
20-51-6145	FUEL	194.84	913.30	3,000.00	2,086.70	30.4
20-51-6155	INSURANCE	.00	8,714.34	10,000.00	1,285.66	87.1
20-51-6170	LEGAL EXP - SEWER	.00	220.50	1,000.00	779.50	22.1
20-51-6185	MISCELLANEOUS	10.33	317.70	500.00	182.30	63.5
20-51-6192	SOFTWARE SUPPORT EXP - SEWER	475.25	3,328.36	5,750.00	2,421.64	57.9
20-51-6195	OPERATING SUPPLIES - SEWER	1,749.95	5,129.52	12,000.00	6,870.48	42.8
20-51-6220	REP AND MAINT - VEHICLES	490.51	2,054.04	1,750.00	(304.04)	117.4
20-51-6225	REP AND MAINT - EQUIPMENT	.00	391.47	250.00	(141.47)	156.6
20-51-6230	REP AND MAINT - INFRASTRUCTURE	33,713.51	35,330.48	35,000.00	(330.48)	100.9
20-51-6240	SERVICE TESTS/SYSTEM TESTING	1,059.20	6,568.20	14,000.00	7,431.80	46.9
20-51-6250	SMALL TOOLS & EQUIPMENT (UNDER	.00	.00	1,500.00	1,500.00	.0
20-51-6280	UNIFORM EXP SEWER	16.67	213.29	400.00	186.71	53.3
20-51-6285	UTILITIES	438.34	1,435.78	2,750.00	1,314.22	52.2
20-51-6290	ADMINISTRATIVE CHARGE	4,751.00	33,257.00	57,008.00	23,751.00	58.3
20-51-8040	LEASE PAYMENTS	.00	378.67	900.00	521.33	42.1
	TOTAL SEWER EXPENDITURES	136,765.60	246,145.61	282,488.00	36,342.39	87.1

TOWN OF JEROME
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

Item A.

UTILITY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SANITATION EXPENDITURES</u>					
20-52-5001 SALARIES AND WAGES	5,158.94	41,579.97	72,000.00	30,420.03	57.8
20-52-5006 LONGEVITY BONUS	.00	174.93	350.00	175.07	50.0
20-52-5010 FICA AND MEDICARE	373.07	3,026.00	5,500.00	2,474.00	55.0
20-52-5011 RETIREMENT	515.89	4,043.38	7,200.00	3,156.62	56.2
20-52-5012 HEALTH INSURANCE	1,847.90	13,986.46	22,200.00	8,213.54	63.0
20-52-5013 WORKER'S COMPENSATION	207.86	3,017.18	6,700.00	3,682.82	45.0
20-52-5014 UNEMPLOYMENT	3.09	6.34	85.00	78.66	7.5
20-52-6111 RECYCLING CONTRACT EXP	120.00	720.00	1,750.00	1,030.00	41.1
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	360.47	3,385.98	9,000.00	5,614.02	37.6
20-52-6155 INSURANCE	.00	8,714.34	10,000.00	1,285.66	87.1
20-52-6165 LANDFILL TIPPING FEES	1,240.00	9,595.20	21,000.00	11,404.80	45.7
20-52-6185 MISCELLANEOUS	10.33	186.93	300.00	113.07	62.3
20-52-6192 SOFTWARE SUPPORT EXP - TRASH	475.25	2,586.88	5,500.00	2,913.12	47.0
20-52-6195 OPERATING SUPPLIES - TRASH	.00	136.31	500.00	363.69	27.3
20-52-6220 REP AND MAINT - VEHICLES	994.89	5,012.74	10,000.00	4,987.26	50.1
20-52-6225 REP AND MAINT - EQUIPMENT	19.74	411.21	500.00	88.79	82.2
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	16.67	213.29	350.00	136.71	60.9
20-52-6290 ADMINISTRATIVE CHARGE	4,751.00	33,257.00	57,008.00	23,751.00	58.3
20-52-9500 TRANSFERS OUT	.00	10,000.00	10,000.00	.00	100.0
TOTAL SANITATION EXPENDITURES	16,095.10	140,091.66	244,443.00	104,351.34	57.3
TOTAL FUND EXPENDITURES	169,138.61	556,794.91	1,145,889.00	589,094.09	48.6
NET REVENUE OVER EXPENDITURES	(76,939.82)	95,024.93	.00	(95,024.93)	.0

TOWN OF JEROME
 BALANCE SHEET
 JANUARY 31, 2024

Item A.

HURF FUND

ASSETS

30-00-1000	CASH - COMBINED FUND	(426,145.63)	
30-00-1015	HURF ACCOUNTS RECEIVABLE		4,787.72	
30-00-1022	OAZ HURF SAVINGS		742,103.57	
	TOTAL ASSETS			320,745.66

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	53,501.24		
	BALANCE - CURRENT DATE		53,501.24	
	TOTAL FUND EQUITY			318,679.47
	TOTAL LIABILITIES AND EQUITY			320,745.66

TOWN OF JEROME
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

Item A.

HURF FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>HURF REVENUE</u>						
30-30-4020	HURF REVENUE	4,413.02	23,837.96	48,500.00	24,662.04	49.2
30-30-4300	INTEREST AND INVESTMENT EARNIN	314.98	2,150.28	1,000.00	(1,150.28)	215.0
30-30-4900	TRANSFERS IN	16,678.75	116,751.25	200,145.00	83,393.75	58.3
	TOTAL HURF REVENUE	21,406.75	142,739.49	249,645.00	106,905.51	57.2
	TOTAL FUND REVENUE	21,406.75	142,739.49	249,645.00	106,905.51	57.2

TOWN OF JEROME
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

Item A.

HURF FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>HURF EXPENDITURE</u>					
30-30-5001 SALARIES AND WAGES	4,012.44	32,744.42	39,000.00	6,255.58	84.0
30-30-5006 LONGEVITY BONUS	.00	357.82	200.00	(157.82)	178.9
30-30-5010 FICA AND MEDICARE	295.50	2,442.90	3,500.00	1,057.10	69.8
30-30-5011 RETIREMENT	273.75	2,145.54	3,900.00	1,754.46	55.0
30-30-5012 HEALTH INSURANCE	980.39	7,420.76	12,000.00	4,579.24	61.8
30-30-5013 WORKER'S COMPENSATION	132.56	1,467.47	1,850.00	382.53	79.3
30-30-5014 UNEMPLOYMENT	2.39	5.47	100.00	94.53	5.5
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	10.26	567.50	1,500.00	932.50	37.8
30-30-6155 INSURANCE	.00	5,809.56	5,250.00	(559.56)	110.7
30-30-6185 MISCELLANEOUS	437.84	508.09	500.00	(8.09)	101.6
30-30-6192 SOFTWARE SERVICE & SUPPORT	391.75	930.85	1,600.00	669.15	58.2
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	92.17	1,529.17	1,500.00	(29.17)	101.9
30-30-6225 REP AND MAINT - EQUIPMENT	579.12	970.60	500.00	(470.60)	194.1
30-30-6230 REP AND MAINT - INFRASTRUCTURE	2,589.47	14,263.68	140,000.00	125,736.32	10.2
30-30-6250 SMALL TOOLS AND EQUIPMENT	.00	.00	650.00	650.00	.0
30-30-6255 STREET LIGHTS	1,141.03	7,987.21	13,750.00	5,762.79	58.1
30-30-6260 STREET SUPPLIES	576.09	1,197.54	7,500.00	6,302.46	16.0
30-30-6280 UNIFORM EXP - HURF	16.66	213.28	400.00	186.72	53.3
30-30-6290 ADMINISTRATIVE CHARGE	701.00	4,907.00	8,420.00	3,513.00	58.3
30-30-8040 LEASE PAYMENTS	.00	108.23	275.00	166.77	39.4
TOTAL HURF EXPENDITURE	12,232.42	89,238.25	249,645.00	160,406.75	35.8
TOTAL FUND EXPENDITURES	12,232.42	89,238.25	249,645.00	160,406.75	35.8
NET REVENUE OVER EXPENDITURES	9,174.33	53,501.24	.00	(53,501.24)	.0

TOWN OF JEROME
 BALANCE SHEET
 JANUARY 31, 2024

Item A.

PARKING FUND

ASSETS

35-00-1000	CASH - COMBINED FUND	126,969.07	
	TOTAL ASSETS		126,969.07

LIABILITIES AND EQUITY

FUND EQUITY

35-00-3002	UNRESTRICTED FUND BALANCE	120,680.79	
	REVENUE OVER EXPENDITURES - YTD	6,288.28	
	BALANCE - CURRENT DATE	6,288.28	
	TOTAL FUND EQUITY		126,969.07
	TOTAL LIABILITIES AND EQUITY		126,969.07

TOWN OF JEROME
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

Item A.

PARKING FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>PARKING FUND REVENUE</u>					
35-35-4042 PARKING KIOSK REVENUE	28,181.50	195,920.75	347,000.00	151,079.25	56.5
TOTAL PARKING FUND REVENUE	28,181.50	195,920.75	347,000.00	151,079.25	56.5
 TOTAL FUND REVENUE	 28,181.50	 195,920.75	 347,000.00	 151,079.25	 56.5

TOWN OF JEROME
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

Item A.

PARKING FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PARKING FUND EXPENDITURE</u>					
35-35-5001 SALARIES AND WAGES	2,651.31	15,245.49	40,000.00	24,754.51	38.1
35-35-5006 LONGEVITY BONUS	.00	90.00	150.00	60.00	60.0
35-35-5010 FICA MATCH	202.82	1,173.11	2,980.00	1,806.89	39.4
35-35-5013 WORKER'S COMPENSATION	56.10	542.38	1,025.00	482.62	52.9
35-35-5014 UNEMPLOYMENT	1.60	2.73	168.00	165.27	1.6
35-35-6145 FUEL	25.43	267.65	1,000.00	732.35	26.8
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	2,524.46	12,030.50	32,000.00	19,969.50	37.6
35-35-6192 SOFTWARE SERVICE AND SUPPORT	1,487.67	21,749.14	25,000.00	3,250.86	87.0
35-35-6195 OPERATING SUPPLIES	.00	2,258.79	1,500.00	(758.79)	150.6
35-35-6265 TELEPHONE	652.46	2,929.68	3,500.00	570.32	83.7
35-35-6290 ADMINISTRATIVE CHARGE	466.00	3,262.00	5,597.00	2,335.00	58.3
35-35-8041 ALLOWANCE FOR ADDITIONAL CAPIT	.00	.00	10,000.00	10,000.00	.0
35-35-9500 TRANSFERS OUT	18,583.00	130,081.00	223,000.00	92,919.00	58.3
TOTAL PARKING FUND EXPENDITURE	26,650.85	189,632.47	347,000.00	157,367.53	54.7
TOTAL FUND EXPENDITURES	26,650.85	189,632.47	347,000.00	157,367.53	54.7
NET REVENUE OVER EXPENDITURES	1,530.65	6,288.28	.00	(6,288.28)	.0

TOWN OF JEROME
 BALANCE SHEET
 JANUARY 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 7 MONTHS ENDING JANUARY 31, 2024

Item A.

FIRE DEPT PENSION & RETIREMENT

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<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	.00	3,270.70	27,750.00	24,479.30	11.8
TOTAL FUND REVENUE	.00	3,270.70	27,750.00	24,479.30	11.8

TOWN OF JEROME
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 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
 JANUARY 31, 2024

Item A.

OPERATING GRANTS REVENUE

<u>ASSETS</u>			
50-00-1000	CASH - COMBINED FUND	101,656.56	
50-00-1800	INVENTORY	13,193.06	
		<hr/>	
	TOTAL ASSETS		114,849.62
			<hr/> <hr/>
<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	9,702.89	
		<hr/>	
	BALANCE - CURRENT DATE	9,702.89	
		<hr/>	
	TOTAL FUND EQUITY		41,177.04
			<hr/> <hr/>
	TOTAL LIABILITIES AND EQUITY		114,849.62
			<hr/> <hr/>

TOWN OF JEROME
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 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	8,396.25	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	8,396.25	30,849.02	525,000.00	494,150.98	5.9
TOTAL FUND REVENUE	8,396.25	30,849.02	525,000.00	494,150.98	5.9

TOWN OF JEROME
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

Item A.

OPERATING GRANTS REVENUE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OPERATING GRANTS EXPENDITURE</u>					
50-40-6100 MISC. JUDICIAL GRANT EXP.	.00	.00	23,500.00	23,500.00	.0
50-40-6101 USDA SEARCH GRANT (WWTP ENGINE	.00	.00	32,000.00	32,000.00	.0
50-40-6105 COMMUNITY INVESTMENT 2024	.00	.00	20,000.00	20,000.00	.0
50-40-6150 POLICE: PROP 207 FUNDING	.00	.00	5,000.00	5,000.00	.0
50-40-6185 USE OF MISCELLANEOUS GRANTS	.00	21,146.13	350,000.00	328,853.87	6.0
50-40-6236 RICO EXP - OPR GRANTS	.00	.00	4,500.00	4,500.00	.0
50-40-6238 FIRE DEPT EXP - OPR GRANTS	.00	.00	100,000.00	100,000.00	.0
TOTAL OPERATING GRANTS EXPENDITURE	.00	21,146.13	535,000.00	513,853.87	4.0
TOTAL FUND EXPENDITURES	.00	21,146.13	535,000.00	513,853.87	4.0
NET REVENUE OVER EXPENDITURES	8,396.25	9,702.89	(10,000.00)	(19,702.89)	97.0

TOWN OF JEROME
 BALANCE SHEET
 JANUARY 31, 2024

Item A.

CAPITAL GRANTS FUND

<u>ASSETS</u>			
60-00-1000	CASH - COMBINED FUND	730,580.71	
	TOTAL ASSETS		730,580.71
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
60-00-2755	DEFERRED REVENUE - CAP GRANTS	633,289.66	
	TOTAL LIABILITIES		633,289.66
<u>FUND EQUITY</u>			
60-00-3001	RESTRICTED FUND BALANCE	291,647.29	
60-00-3002	UNRESTRICTED FUND BALANCE	(194,191.24)	
	REVENUE OVER EXPENDITURES - YTD	(165.00)	
	BALANCE - CURRENT DATE	(165.00)	
	TOTAL FUND EQUITY		97,291.05
	TOTAL LIABILITIES AND EQUITY		730,580.71

TOWN OF JEROME
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

Item A.

CAPITAL GRANTS FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>CAPITAL GRANTS REVENUE</u>					
60-70-4107 YAVAPAI APACHE GAMING DONATION	.00	.00	24,000.00	24,000.00	.0
60-70-4108 FREEPORT MCMORAN - SOCIAL INVE	.00	.00	25,000.00	25,000.00	.0
60-70-4185 MISCELLANEOUS CAPITAL GRANTS	.00	.00	500,000.00	500,000.00	.0
60-70-4195 AMERICAN RESCUE FUND AZ STATE	.00	.00	10,000.00	10,000.00	.0
60-70-4200 FEDERAL RAISE GRANT	.00	.00	1,750,000.00	1,750,000.00	.0
TOTAL CAPITAL GRANTS REVENUE	.00	.00	2,309,000.00	2,309,000.00	.0
TOTAL FUND REVENUE	.00	.00	2,309,000.00	2,309,000.00	.0

TOWN OF JEROME
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

Item A.

CAPITAL GRANTS FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL GRANTS EXPENDITURE</u>					
60-70-6107 YAVAPAI APACHE GRANT EXPENSES	.00	.00	24,000.00	24,000.00	.0
60-70-6108 FREEPORT MCMORAN - SOCIAL INVE	.00	.00	25,000.00	25,000.00	.0
60-70-6185 MISC EXP - CAP GRANTS	165.00	165.00	500,000.00	499,835.00	.0
60-70-6195 AMERICAN RESCUE FUND AZ STATE	.00	.00	10,000.00	10,000.00	.0
60-70-6200 FEDERAL RAISE GRANT EXP	.00	.00	1,750,000.00	1,750,000.00	.0
TOTAL CAPITAL GRANTS EXPENDITURE	165.00	165.00	2,309,000.00	2,308,835.00	.0
TOTAL FUND EXPENDITURES	165.00	165.00	2,309,000.00	2,308,835.00	.0
NET REVENUE OVER EXPENDITURES	(165.00)	(165.00)	.00	165.00	.0

TOWN OF JEROME
 BALANCE SHEET
 JANUARY 31, 2024

Item A.

GENERAL FUND CONTINGENCIES FND

ASSETS

70-00-1000	CASH - COMBINED FUND	(268,844.65)
	TOTAL ASSETS		(268,844.65)

LIABILITIES AND EQUITY

FUND EQUITY

70-00-3002	UNRESTRICTED FUND BALANCE	(328,574.16)
	REVENUE OVER EXPENDITURES - YTD		59,729.51
	BALANCE - CURRENT DATE		59,729.51
	TOTAL FUND EQUITY	(268,844.65)
	TOTAL LIABILITIES AND EQUITY	(268,844.65)

TOWN OF JEROME
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

Item A.

GENERAL FUND CONTINGENCIES FND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>GENERAL FUND CONTINGENCIES REV</u>						
70-25-4090	WILDLANDS REV - CONTINGENCY	.00	.00	75,000.00	75,000.00	.0
70-25-4295	EXCESS SALES TAX- MISC	16,781.25	65,933.25	2,382,500.00	2,316,566.75	2.8
	TOTAL GENERAL FUND CONTINGENCIES RE	16,781.25	65,933.25	2,457,500.00	2,391,566.75	2.7
	TOTAL FUND REVENUE	16,781.25	65,933.25	2,457,500.00	2,391,566.75	2.7

TOWN OF JEROME
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

Item A.

GENERAL FUND CONTINGENCIES FND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GENERAL FUND CONTINGENCIES EXP</u>					
70-25-6276 WILDLANDS EXP - CONTINGENCY	.00	2,112.65	75,000.00	72,887.35	2.8
70-25-6295 EXPENSE - GF CONTINGENCIES	.00	4,091.09	2,382,500.00	2,378,408.91	.2
TOTAL GENERAL FUND CONTINGENCIES EXP	.00	6,203.74	2,457,500.00	2,451,296.26	.3
TOTAL FUND EXPENDITURES	.00	6,203.74	2,457,500.00	2,451,296.26	.3
NET REVENUE OVER EXPENDITURES	16,781.25	59,729.51	.00	(59,729.51)	.0

TOWN OF JEROME
BALANCE SHEET
JANUARY 31, 2024

Item A.

UTILITIES CONTINGENCIES FUND

ASSETS

80-00-1000	CASH - COMBINED FUND	320,000.00	
	TOTAL ASSETS		320,000.00

LIABILITIES AND EQUITY

FUND EQUITY

80-00-3002	ENDING FUND BALANCE	320,000.00	
	TOTAL FUND EQUITY		320,000.00
	TOTAL LIABILITIES AND EQUITY		320,000.00

TOWN OF JEROME
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

Item A.

UTILITIES CONTINGENCIES FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>UTILITIES CONTINGENCIES REV</u>					
80-55-4295 REVENUE - UF CONTINGENCIES	.00	.00	200,000.00	200,000.00	.0
TOTAL UTILITIES CONTINGENCIES REV	.00	.00	200,000.00	200,000.00	.0
 TOTAL FUND REVENUE	 .00	 .00	 200,000.00	 200,000.00	 .0

TOWN OF JEROME
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

Item A.

UTILITIES CONTINGENCIES FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>UTILITIES CONTINGENCIES EXP</u>					
80-55-6295 EXPENSE - UF CONTINGENCIES	.00	.00	200,000.00	200,000.00	.0
TOTAL UTILITIES CONTINGENCIES EXP	.00	.00	200,000.00	200,000.00	.0
TOTAL FUND EXPENDITURES	.00	.00	200,000.00	200,000.00	.0
NET REVENUE OVER EXPENDITURES	.00	.00	.00	.00	.0

TOWN OF JEROME
 BALANCE SHEET
 JANUARY 31, 2024

Item A.

CAPITAL FUND

ASSETS

90-00-1000	CASH - COMBINED FUND	(685,009.81)	
90-00-1021	OAZ CAPITAL IMPROVEMENTS		71,215.87	
90-00-1023	ONEAZ WWTP CHECKING		496,610.97	
			<u> </u>	
	TOTAL ASSETS			(117,182.97)
				<u> </u>

LIABILITIES AND EQUITY

FUND EQUITY

90-00-3002	UNRESTRICTED FUND BALANCE		85,414.61	
	REVENUE OVER EXPENDITURES - YTD	(<u>202,597.58)</u>	
	BALANCE - CURRENT DATE	(<u>202,597.58)</u>	
	TOTAL FUND EQUITY			(117,182.97)
				<u> </u>
	TOTAL LIABILITIES AND EQUITY			(117,182.97)
				<u> </u>

TOWN OF JEROME
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

Item A.

CAPITAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>CAPITAL FUND REVENUES</u>					
90-57-4300 BANK INTEREST - CAPITAL FUND	22.49	165.30	200.00	34.70	82.7
90-57-4303 INTEREST - WWTP	48.07	406.05	500.00	93.95	81.2
90-57-4515 INTERIM WWTP LOAN	.00	.00	2,000,000.00	2,000,000.00	.0
	70.56	571.35	2,000,700.00	2,000,128.65	.0
TOTAL CAPITAL FUND REVENUES					
	70.56	571.35	2,000,700.00	2,000,128.65	.0
TOTAL FUND REVENUE					

TOWN OF JEROME
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

Item A.

CAPITAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL FUND EXPENDITURES</u>						
90-57-7027	WASTEWATER TREATMENT DESIGN EX	6,247.50	195,851.43	.00	(195,851.43)	.0
90-57-7030	INTERIM WWTP LOAN EXP	.00	7,317.50	2,000,700.00	1,993,382.50	.4
	TOTAL CAPITAL FUND EXPENDITURES	6,247.50	203,168.93	2,000,700.00	1,797,531.07	10.2
	TOTAL FUND EXPENDITURES	6,247.50	203,168.93	2,000,700.00	1,797,531.07	10.2
	NET REVENUE OVER EXPENDITURES	(6,176.94)	(202,597.58)	.00	202,597.58	.0

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	011024KM19	December Fuel FD	1	01/10/2024	621.38	.00	621.38	100877	01/10/2024
		011024KM19	December Fuel PD Ranger	2	01/10/2024	25.43	.00	25.43	100877	01/10/2024
Total 1000:						646.81	.00	646.81		
1031	ALL-MED EQUIPMENT &	011724KM14	Inv. 766704 Monthly Tank	1	01/17/2024	109.12	.00	109.12	100905	01/17/2024
Total 1031:						109.12	.00	109.12		
1040	AMERIGAS	011024KM21	Inv. 3159146417 Fire Stato	1	01/10/2024	133.29	.00	133.29	100878	01/10/2024
Total 1040:						133.29	.00	133.29		
1050	APS	011024KM7	Acct 9438060000 Hull St	1	01/10/2024	13.50	.00	13.50	100879	01/10/2024
		012424KM10	Acct 1490440000 Street Li	1	01/24/2024	1,141.03	.00	1,141.03	100921	01/24/2024
		013124KM6	Acct 1976520000 Co-op	1	01/31/2024	250.26	.00	250.26	100932	01/31/2024
		013124KM6	Acct 2839800000 Ghost P	2	01/31/2024	225.96	.00	225.96	100932	01/31/2024
		013124KM6	Acct 2383901000 Upper P	3	01/31/2024	61.31	.00	61.31	100932	01/31/2024
		013124KM6	Acct 8061950000 Sunshin	4	01/31/2024	39.17	.00	39.17	100932	01/31/2024
		013124KM6	Acct 2353720000 Gulch F	5	01/31/2024	129.04	.00	129.04	100932	01/31/2024
		013124KM6	Acct 6506951000 PD	6	01/31/2024	222.54	.00	222.54	100932	01/31/2024
		013124KM6	Acct 4246290000 WWTP	7	01/31/2024	243.10	.00	243.10	100932	01/31/2024
		013124KM6	Acct 0421621000 FD	8	01/31/2024	601.85	.00	601.85	100932	01/31/2024
		013124KM6	Acct 3216010000 Hotel Jer	9	01/31/2024	40.38	.00	40.38	100932	01/31/2024
		013124KM6	Acct 3601574879 Main Par	10	01/31/2024	56.42	.00	56.42	100932	01/31/2024
		013124KM6	Acct 5613490000 Upper P	11	01/31/2024	61.63	.00	61.63	100932	01/31/2024
		013124KM6	Acct 6109570000 Perkinsvi	12	01/31/2024	207.09	.00	207.09	100932	01/31/2024
		013124KM6	Acct 8468241000 Middle P	13	01/31/2024	40.38	.00	40.38	100932	01/31/2024
		013124KM6	Acct 7575770000 Civic Ce	14	01/31/2024	995.46	.00	995.46	100932	01/31/2024
013124KM6	Acct 7575770000 Civic Ce	15	01/31/2024	312.50-	.00	312.50-	100932	01/31/2024		
013124KM6	Acct 0024240000 Lower P	16	01/31/2024	40.53	.00	40.53	100932	01/31/2024		
10324MS15	Acct 0024240000 Lower P	1	01/03/2024	37.72	.00	37.72	100862	01/03/2024		
10324MS15	Acct 5613490000 Upper P	2	01/03/2024	55.68	.00	55.68	100862	01/03/2024		
10324MS15	Acct 8468241000 Middle P	3	01/03/2024	36.73	.00	36.73	100862	01/03/2024		
10324MS15	Acct 2383901000 Upper P	4	01/03/2024	88.57	.00	88.57	100862	01/03/2024		
10324MS15	Acct 3601574879 201 Main	5	01/03/2024	86.15	.00	86.15	100862	01/03/2024		
10324MS15	Acct 6109570000 Perkinsvi	6	01/03/2024	151.39	.00	151.39	100862	01/03/2024		
10324MS15	Acct 1976520000 Co-op	7	01/03/2024	187.29	.00	187.29	100862	01/03/2024		
10324MS15	Acct 2839800000 Ghost P	8	01/03/2024	134.44	.00	134.44	100862	01/03/2024		
10324MS15	Acct 6506951000 PD	9	01/03/2024	229.40	.00	229.40	100862	01/03/2024		
10324MS15	Acct 0421621000 FD	10	01/03/2024	575.99	.00	575.99	100862	01/03/2024		
10324MS15	Acct 2353720000 Gulch F	11	01/03/2024	112.57	.00	112.57	100862	01/03/2024		
10324MS15	Acct 3216010000 Hotel Jer	12	01/03/2024	36.73	.00	36.73	100862	01/03/2024		
10324MS15	Acct 8061950000 Sunshin	13	01/03/2024	35.49	.00	35.49	100862	01/03/2024		
10324MS15	Acct 4246290000 WWTP	14	01/03/2024	195.24	.00	195.24	100862	01/03/2024		
10324MS15	Acct 7575770000 Civic Ce	15	01/03/2024	1,029.10	.00	1,029.10	100862	01/03/2024		
10324MS15	Acct 7575770000 Civic Ce	16	01/03/2024	312.50-	.00	312.50-	100862	01/03/2024		
Total 1050:						6,737.14	.00	6,737.14		
1056	ARIZONA BUG COMPANY	011024KM16	Stmt. 111956 for Inv. 20368	1	01/10/2024	50.00	.00	50.00	100880	01/10/2024
		011724KM4	Inv. 205785 Monthly Pest C	1	01/17/2024	50.00	.00	50.00	100906	01/17/2024

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 1056:						100.00	.00	100.00		
1088	AT&T	10324MS13	INV 287307080989X12262	1	01/03/2024	246.21	.00	246.21	100863	01/03/2024
		10324MS13	INV 287307080989X12262	2	01/03/2024	492.42	.00	492.42	100863	01/03/2024
Total 1088:						738.63	.00	738.63		
1129	BLACK HILLS AUTO BOD	012424KM1	ID bd86bba3 2023 Ford Tr	1	01/24/2024	3,633.00	.00	3,633.00	100920	01/22/2024
		012424KM1	ID bd86bba3 2023 Ford Tr	2	01/24/2024	1,860.66	.00	1,860.66	100920	01/22/2024
Total 1129:						5,493.66	.00	5,493.66		
1142	BOUND TREE MEDICAL,	011024KM24	Inv. 85169265 Medical Sup	1	01/10/2024	533.71	.00	533.71	100881	01/10/2024
		011024KM24	Inv. 85170869 Medical Sup	2	01/10/2024	307.21	.00	307.21	100881	01/10/2024
		011024KM24	Inv. 85198988 Medical Sup	3	01/10/2024	370.18	.00	370.18	100881	01/10/2024
Total 1142:						1,211.10	.00	1,211.10		
1158	CANDACE GALLAGHER	10324MS3	Codification & Web Service	1	01/03/2024	500.00	.00	500.00	100864	01/03/2024
Total 1158:						500.00	.00	500.00		
1170	CASELLE	011024KM8	INV. 130275 Caselle Supp	1	01/10/2024	825.75	.00	825.75	100882	01/10/2024
		011024KM8	INV. 130275 Caselle Supp	2	01/10/2024	275.25	.00	275.25	100882	01/10/2024
		011024KM8	INV. 130275 Caselle Supp	3	01/10/2024	275.25	.00	275.25	100882	01/10/2024
		011024KM8	INV. 130275 Caselle Supp	4	01/10/2024	275.25	.00	275.25	100882	01/10/2024
		011024KM8	INV. 130275 Caselle Supp	5	01/10/2024	91.75	.00	91.75	100882	01/10/2024
		011024KM8	INV. 130275 Caselle Supp	6	01/10/2024	91.75	.00	91.75	100882	01/10/2024
Total 1170:						1,835.00	.00	1,835.00		
1174	CDW GOVERNMENT, INC	011724KM5	Inv. CB00507580 M365 Bu	1	01/17/2024	1,163.89	.00	1,163.89	100907	01/17/2024
Total 1174:						1,163.89	.00	1,163.89		
1178	CENTURY LINK	012424KM2	Inv. 672344704 Phone Ser	1	01/24/2024	5.48	.00	5.48	100922	01/24/2024
		013124KM1	ACCT J-520-111-3806 829	1	01/31/2024	37.71	.00	37.71	100933	01/31/2024
		013124KM1	ACCT J-520-111-3806 829	2	01/31/2024	177.35	.00	177.35	100933	01/31/2024
		013124KM1	ACCT J-520-111-3806 829	3	01/31/2024	182.19	.00	182.19	100933	01/31/2024
		013124KM1	ACCT J-520-111-3806 829	4	01/31/2024	90.85	.00	90.85	100933	01/31/2024
		013124KM1	ACCT J-520-111-3806 829	5	01/31/2024	43.70	.00	43.70	100933	01/31/2024
		013124KM1	ACCT J-520-111-3806 829	6	01/31/2024	137.12	.00	137.12	100933	01/31/2024
		013124KM1	ACCT J-520-111-3806 829	7	01/31/2024	77.72	.00	77.72	100933	01/31/2024
Total 1178:						752.12	.00	752.12		
1195	CITY OF COTTONWOOD	011724KM13	Inv. 0006949 PD Dispatchi	1	01/17/2024	3,652.69	.00	3,652.69	100908	01/17/2024
Total 1195:						3,652.69	.00	3,652.69		
1213	CONTRACT WASTEWATE	011024KM5	Inv. 1015752 Water Mainte	1	01/10/2024	1,025.00	.00	1,025.00	100883	01/10/2024
		011024KM5	Inv. 1015752 WWTP Maint	2	01/10/2024	3,325.00	.00	3,325.00	100883	01/10/2024
		011024KM5	Inv. 1015752 Sample Trans	3	01/10/2024	65.00	.00	65.00	100883	01/10/2024
Total 1213:						4,415.00	.00	4,415.00		

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
1217	COTTONWOOD EXPRES	012424KM12	Ticket 95047 2019 Ford Oil	1	01/24/2024	64.00	.00	64.00	100923	01/24/2024
		012424KM12	Ticket 95047 2019 Ford Oil	2	01/24/2024	6.96	.00	6.96	100923	01/24/2024
Total 1217:						70.96	.00	70.96		
1264	DIESEL DIRECT WEST	011024KM27	INV. 85593421 Fuel	1	01/10/2024	70.61	.00	70.61	100884	01/10/2024
		011024KM27	INV. 85593421 Fuel	2	01/10/2024	8.83	.00	8.83	100884	01/10/2024
		011024KM27	INV. 85593421 Fuel	3	01/10/2024	8.83	.00	8.83	100884	01/10/2024
		013124KM2	INV 85613393 Fuel	1	01/31/2024	155.49	.00	155.49	100934	01/31/2024
		013124KM2	INV 85613393 Fuel	2	01/31/2024	19.44	.00	19.44	100934	01/31/2024
		013124KM2	INV 85613393 Fuel	3	01/31/2024	19.44	.00	19.44	100934	01/31/2024
Total 1264:						282.64	.00	282.64		
1322	FOUR-D LLC	10324MS4	Inv 00000899 IT Services	1	01/03/2024	1,046.25	.00	1,046.25	100867	01/03/2024
Total 1322:						1,046.25	.00	1,046.25		
1369	HILL BROTHERS CHEMIC	011024KM20	Inv115349 Biomax	1	01/10/2024	1,749.95	.00	1,749.95	100885	01/10/2024
Total 1369:						1,749.95	.00	1,749.95		
1419	JC CULLEN INC	011724KM7	Inv. 153811 911 IP Port Ser	1	01/17/2024	35.49	.00	35.49	100910	01/17/2024
		011724KM7	Inv. 153811 911 IP Port Ser	2	01/17/2024	35.48	.00	35.48	100910	01/17/2024
		10324MS1	Inv # 154569 - 911 PORT	1	01/03/2024	35.48	.00	35.48	100868	01/03/2024
		10324MS1	Inv # 154569 - 911 PORT	2	01/03/2024	35.49	.00	35.49	100868	01/03/2024
Total 1419:						141.94	.00	141.94		
1468	KEITH LAZARO	011724KM11	Lump Distribution of JFD P	1	01/17/2024	1,833.61	.00	1,833.61	100911	01/17/2024
Total 1468:						1,833.61	.00	1,833.61		
1503	LEGEND	011024KM18	Inv. 2400107 Testing Serv	1	01/10/2024	75.00	.00	75.00	100887	01/10/2024
		011024KM18	Inv. 2400405 Testing Serv	2	01/10/2024	75.00	.00	75.00	100887	01/10/2024
		011724KM1	Inv. 2318063 Testing Serv	1	01/17/2024	75.00	.00	75.00	100913	01/17/2024
		011724KM1	Inv. 2400730 Testing Serv	2	01/17/2024	769.20	.00	769.20	100913	01/17/2024
		011724KM1	Inv. 2400730 Sink	3	01/17/2024	15.00	.00	15.00	100913	01/17/2024
Total 1503:						1,009.20	.00	1,009.20		
1520	LYLE KEITH	013124KM4	REIMBURSEMENT FOR P	1	01/31/2024	16.66	.00	16.66	100935	01/31/2024
		013124KM4	REIMBURSEMENT FOR P	2	01/31/2024	16.66	.00	16.66	100935	01/31/2024
		013124KM4	REIMBURSEMENT FOR P	3	01/31/2024	16.67	.00	16.67	100935	01/31/2024
		013124KM4	REIMBURSEMENT FOR P	4	01/31/2024	16.67	.00	16.67	100935	01/31/2024
		013124KM4	REIMBURSEMENT FOR P	5	01/31/2024	16.67	.00	16.67	100935	01/31/2024
		013124KM4	REIMBURSEMENT FOR P	6	01/31/2024	16.67	.00	16.67	100935	01/31/2024
Total 1520:						100.00	.00	100.00		
1550	MICHAEL HIGGINSON	011724KM10	Annual Payout of JFD Pen	1	01/17/2024	1,000.00	.00	1,000.00	100914	01/17/2024
Total 1550:						1,000.00	.00	1,000.00		
1576	NAPA AUTO PARTS	011024KM28	Ref 338021 Core	1	01/10/2024	19.47	.00	19.47	100888	01/10/2024
		011024KM28	Ref 338151 Oil & Filters	2	01/10/2024	74.43	.00	74.43	100888	01/10/2024
		011024KM28	Ref 338151 Oil & Filters	3	01/10/2024	74.43	.00	74.43	100888	01/10/2024

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
		011024KM28	Ref 338151 Oil & Filters	4	01/10/2024	74.44	.00	74.44	100888	01/10/2024
		011024KM28	Ref 338151 Oil & Filters	5	01/10/2024	74.43	.00	74.43	100888	01/10/2024
		011024KM28	Ref 338151 Oil & Filters	6	01/10/2024	74.43	.00	74.43	100888	01/10/2024
		011024KM28	Ref 338151 Oil & Filters	7	01/10/2024	74.44	.00	74.44	100888	01/10/2024
		011024KM28	Ref 338486 Pump & Coola	8	01/10/2024	112.01	.00	112.01	100888	01/10/2024
		011024KM28	Ref 338629 Coolant	9	01/10/2024	38.96	.00	38.96	100888	01/10/2024
		011024KM28	Ref 338692 Valve Modulat	10	01/10/2024	513.76	.00	513.76	100888	01/10/2024
		011024KM28	Ref 339204 Rotor Hub	11	01/10/2024	286.35	.00	286.35	100888	01/10/2024
Total 1576:						1,417.15	.00	1,417.15		
1603	ODP BUSINESS SOLUTIO	011024KM11	Inv. 348438335001 Step St	1	01/10/2024	47.76	.00	47.76	100889	01/10/2024
		011024KM11	Inv. 348438448001 Binders	2	01/10/2024	73.71	.00	73.71	100889	01/10/2024
		011724KM15	Inv. 348794122001 Tissues	1	01/17/2024	14.14	.00	14.14	100915	01/17/2024
		011724KM15	Inv. 348793998001 Binders	2	01/17/2024	14.00	.00	14.00	100915	01/17/2024
		012424KM5	Inv 349794265001 Paper	1	01/24/2024	93.98	.00	93.98	100925	01/24/2024
Total 1603:						243.59	.00	243.59		
1611	PACIFIC ADVANCED CIVI	011724KM16	Inv. 8053 B614 Jerome W	1	01/17/2024	75,560.50	.00	75,560.50	1009	01/17/2024
		011724KM16	Inv. 7746 B614 Jerome W	2	01/17/2024	9,885.32	.00	9,885.32	1009	01/17/2024
Total 1611:						85,445.82	.00	85,445.82		
1615	PARKEON	011024KM26	INV. IV139980 Parkfolio Al	1	01/10/2024	408.64	.00	408.64	100890	01/10/2024
		012424KM9	INV IV140857 Flowbird Ap	1	01/24/2024	27.74	.00	27.74	100926	01/24/2024
		013124KM3	INV IV141054 Parkfolio Ala	1	01/31/2024	408.64	.00	408.64	100937	01/31/2024
		10324MS8	INV IV140582 - PARKFOLI	1	01/03/2024	408.64	.00	408.64	100871	01/03/2024
Total 1615:						1,253.66	.00	1,253.66		
1618	PATRIOT DISPOSAL, INC.	011024KM9	INV. 3954 Trash Dumping	1	01/10/2024	1,240.00	.00	1,240.00	100891	01/10/2024
Total 1618:						1,240.00	.00	1,240.00		
1626	PETE'S DIESEL SERVICE	011024KM23	Inv. 332348 Service Call La	1	01/10/2024	140.00	.00	140.00	100892	01/10/2024
		011024KM23	Inv. 332348 Service Call for	2	01/10/2024	210.00	.00	210.00	100892	01/10/2024
Total 1626:						350.00	.00	350.00		
1647	PROCOPY	10324MS2	INV 4429722 - COPIER LE	1	01/03/2024	357.51	.00	357.51	100872	01/03/2024
Total 1647:						357.51	.00	357.51		
1728	SEDONA RECYCLES, INC	011024KM13	INV. JRME 1223 Hauling S	1	01/10/2024	120.00	.00	120.00	100893	01/10/2024
Total 1728:						120.00	.00	120.00		
1735	SHAW LAW FIRM, PLLC	011024KM2	Inv. 25634 Court CM2023-	1	01/10/2024	250.00	.00	250.00	100894	01/10/2024
Total 1735:						250.00	.00	250.00		
1740	SIMS MACKIN, LTD	012424KM4	INV 38812 Legal Services	1	01/24/2024	630.00	.00	630.00	100928	01/24/2024
		012424KM4	INV 38812 Legal Services	2	01/24/2024	112.50	.00	112.50	100928	01/24/2024
		012424KM4	INV 38812 Legal Services	3	01/24/2024	427.50	.00	427.50	100928	01/24/2024

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 1740:						1,170.00	.00	1,170.00		
1743	SMELTER CITY IRON WO	011024KM22	Inv. 79790 Metal Plate	1	01/10/2024	106.55	.00	106.55	100895	01/10/2024
Total 1743:						106.55	.00	106.55		
1749	SOUTHWEST RISK	011024KM25	Inv. 56434 Renewal	1	01/10/2024	136.92	.00	136.92	100896	01/10/2024
Total 1749:						136.92	.00	136.92		
1774	SUPERIOR COURT YAVA	012424KM6	Inv 2 2324 J JOP & Clerk C	1	01/24/2024	132.45	.00	132.45	100929	01/24/2024
Total 1774:						132.45	.00	132.45		
1801	THOMSON REUTERS - W	011024KM1	Inv. 849463551 Subscriptio	1	01/10/2024	238.37	.00	238.37	100898	01/10/2024
Total 1801:						238.37	.00	238.37		
1802	THYSSENKRUPP ELEVAT	011024KM6	INV. 3007671327 Elevator	1	01/10/2024	1,261.20	.00	1,261.20	100899	01/10/2024
Total 1802:						1,261.20	.00	1,261.20		
1812	TOWN OF JEROME - UTIL	10324MS14	7002.01 Town Hall Utilities	1	01/03/2024	208.15	.00	208.15	100873	01/03/2024
		10324MS14	7015-01 Fire Station	2	01/03/2024	194.08	.00	194.08	100873	01/03/2024
		10324MS14	7054.01 Jerome PD Utilitie	3	01/03/2024	177.32	.00	177.32	100873	01/03/2024
		10324MS14	7060.01 Public Works Yard	4	01/03/2024	194.08	.00	194.08	100873	01/03/2024
Total 1812:						773.63	.00	773.63		
1813	TOWN OF JEROME PR	011724KM12	Payroll Transfer for Januar	1	01/17/2024	90,000.00	.00	90,000.00	100917	01/17/2024
		013124KM7	Payroll Transfer for Februa	1	01/31/2024	90,000.00	.00	90,000.00	100938	01/31/2024
		10324MS11	January 2024 Payroll Trans	1	01/03/2024	90,000.00	.00	90,000.00	100874	01/03/2024
Total 1813:						270,000.00	.00	270,000.00		
1827	UNISOURCE ENERGY SE	012424KM3	6937260000 303 Main St	1	01/24/2024	48.89	.00	48.89	100930	01/24/2024
		012424KM3	4353340000 201 Perkinsvil	2	01/24/2024	401.86	.00	401.86	100930	01/24/2024
		012424KM3	0559820000 101 N Main St	3	01/24/2024	325.37	.00	325.37	100930	01/24/2024
		012424KM3	7505930000 600 Clark St	4	01/24/2024	818.30	.00	818.30	100930	01/24/2024
		012424KM3	2353340000 502 N Main St	5	01/24/2024	265.03	.00	265.03	100930	01/24/2024
Total 1827:						1,859.45	.00	1,859.45		
1835	USA BLUE BOOK	011024KM10	Inv. INV00231539 Sewage	1	01/10/2024	2,602.10	.00	2,602.10	100900	01/10/2024
Total 1835:						2,602.10	.00	2,602.10		
1836	USDA FOREST SERVICE	012424KM11	Bill BF030905AE025 Payer	1	01/24/2024	420.59	.00	420.59	100931	01/24/2024
		112223MS6	2024 Annual Land Use Fee	1	11/22/2023	420.59	.00	.00	100778	Multiple
		112223MS6	2024 Annual Land Use Fee	2	11/22/2023	420.59-				
Total 1836:						420.59	.00	420.59		
1851	VERDE VALLEY HARDWA	011024KM12	Ref 63345 Nuts & Bolts	1	01/10/2024	50.61	.00	50.61	100901	01/10/2024
		011024KM12	Ref 63482 Paint	2	01/10/2024	69.14	.00	69.14	100901	01/10/2024
		011024KM12	Ref 63494 Weed Eater Par	3	01/10/2024	42.25	.00	42.25	100901	01/10/2024

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
		011024KM12	Ref 635151 Glue & Supplie	4	01/10/2024	94.15	.00	94.15	100901	01/10/2024
		011024KM12	Ref 63567 Weed Eater Par	5	01/10/2024	160.34	.00	160.34	100901	01/10/2024
		011024KM12	Ref 63806 Parts for Saw	6	01/10/2024	229.47	.00	229.47	100901	01/10/2024
		011024KM12	Ref 63811 Station Supplies	7	01/10/2024	21.95	.00	21.95	100901	01/10/2024
		011024KM12	Ref 63831 Couplers	8	01/10/2024	41.70	.00	41.70	100901	01/10/2024
		011024KM12	Ref 63853 Fuel Hose	9	01/10/2024	18.65	.00	18.65	100901	01/10/2024
		011024KM12	Ref 64009 Pliers	10	01/10/2024	27.00	.00	27.00	100901	01/10/2024
		011024KM12	Ref 64076 Hedger Parts	11	01/10/2024	132.36	.00	132.36	100901	01/10/2024
		011024KM12	Ref 64078 Chain Saw Tool	12	01/10/2024	50.44	.00	50.44	100901	01/10/2024
Total 1851:						938.06	.00	938.06		
1859	VERIZON WIRELESS	011024KM4	INV 9952703242 Phone P	1	01/10/2024	40.83	.00	40.83	100902	01/10/2024
		011024KM4	INV 9952703242 Phone F	2	01/10/2024	56.83	.00	56.83	100902	01/10/2024
		011024KM4	INV 9952703242 Phone G	3	01/10/2024	40.73	.00	40.73	100902	01/10/2024
		011024KM4	INV 9952703242 Phone P	4	01/10/2024	40.01	.00	40.01	100902	01/10/2024
		011024KM4	INV 9952703242 Phone F	5	01/10/2024	40.01	.00	40.01	100902	01/10/2024
		011024KM4	INV 9952703242 Phone F	6	01/10/2024	40.01	.00	40.01	100902	01/10/2024
		011024KM4	INV 9952703242 Phone P	7	01/10/2024	40.01	.00	40.01	100902	01/10/2024
		011024KM4	INV 9952703242 Phone F	8	01/10/2024	40.01	.00	40.01	100902	01/10/2024
		10324MS12	INV 9952703243 Phones P	1	01/03/2024	104.46	.00	104.46	100875	01/03/2024
		10324MS12	INV 9952703243 Phones K	2	01/03/2024	160.04	.00	160.04	100875	01/03/2024
Total 1859:						602.94	.00	602.94		
1872	VVMC OCCUPATIONAL M	10324MS9	Acct #0001000002586938	1	01/03/2024	10.33	.00	10.33	100876	01/03/2024
		10324MS9	Acct #0001000002586938	2	01/03/2024	10.33	.00	10.33	100876	01/03/2024
		10324MS9	Acct #0001000002586938	3	01/03/2024	10.33	.00	10.33	100876	01/03/2024
		10324MS9	Acct #0001000002586938	4	01/03/2024	10.34	.00	10.34	100876	01/03/2024
		10324MS9	Acct #0001000002586938	5	01/03/2024	10.33	.00	10.33	100876	01/03/2024
		10324MS9	Acct #0001000002586938	6	01/03/2024	10.34	.00	10.34	100876	01/03/2024
Total 1872:						62.00	.00	62.00		
1914	YAVAPAI CO. EDUCATION	011024KM17	Inv. 23-2135 Internet Servic	1	01/10/2024	148.20	.00	148.20	100904	01/10/2024
		011024KM17	Inv. 23-2135 Internet Servic	2	01/10/2024	148.20	.00	148.20	100904	01/10/2024
		011024KM17	Inv. 23-2135 Internet Servic	3	01/10/2024	296.40	.00	296.40	100904	01/10/2024
		011024KM17	Inv. 23-2135 Internet Servic	4	01/10/2024	296.40	.00	296.40	100904	01/10/2024
		011024KM17	Inv. 23-2136 Library E-Rate	5	01/10/2024	49.00	.00	49.00	100904	01/10/2024
Total 1914:						938.20	.00	938.20		
1955	KRISTEN MUENZ	011724KM2	Reimbursement for Financ	1	01/17/2024	21.55	.00	21.55	100912	01/17/2024
Total 1955:						21.55	.00	21.55		
1963	WILLIAM BLODGETT	011724KM8	Reimbursement for Office	1	01/17/2024	35.49	.00	35.49	100918	01/17/2024
Total 1963:						35.49	.00	35.49		
1974	MOYER'S HEATING & CO	10324MS5	INV 0000123137 Quarterly	1	01/03/2024	1,021.00	.00	1,021.00	100870	01/03/2024
Total 1974:						1,021.00	.00	1,021.00		
1977	The Stratton Law Firm, PL	012424KM13	INV #83 USDA LOAN/GRA	1	01/24/2024	6,247.50	.00	6,247.50	1011	01/24/2024

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 1977:						6,247.50	.00	6,247.50		
1981	JOHN C. HEATH, ATTORN	011024KM15	INV. 733 Prosecutor Servic	1	01/10/2024	2,000.00	.00	2,000.00	100886	01/10/2024
Total 1981:						2,000.00	.00	2,000.00		
1993	Zachary MacGregor	011724KM3	Reimbursement for Autozo	1	01/17/2024	94.46	.00	94.46	100919	01/17/2024
Total 1993:						94.46	.00	94.46		
2006	Wired Up Systems LLC	011024KM3	Inv. 100074 Court Security	1	01/10/2024	52.97	.00	52.97	100903	01/10/2024
Total 2006:						52.97	.00	52.97		
2013	PAVEMENT SEALANTS &	012424KM7	Inv 23306 Bags of Patch	1	01/24/2024	1,726.31	.00	1,726.31	100927	01/24/2024
		012424KM7	Inv 23596 Bags of Patch	2	01/24/2024	863.16	.00	863.16	100927	01/24/2024
Total 2013:						2,589.47	.00	2,589.47		
2016	T2 SYSTEMS, INC.	011024KM14	INV. UPS00052607 Lookup	1	01/10/2024	72.50	.00	72.50	100897	01/10/2024
		011024KM14	UPS00052493 Lookups	2	01/10/2024	97.50	.00	97.50	100897	01/10/2024
		011024KM14	INV. MP000002410 Overag	3	01/10/2024	733.36	.00	733.36	100897	01/10/2024
Total 2016:						903.36	.00	903.36		
2020	Jesse Powell	10324MS6	LMP DEPOSIT REFUND -	1	01/03/2024	210.22	.00	210.22	100869	01/03/2024
Total 2020:						210.22	.00	210.22		
2021	DARLENE WASHINGTON-	10324MS7	LMP DEPOSIT REFUND -	1	01/03/2024	7.44	.00	7.44	100865	01/03/2024
Total 2021:						7.44	.00	7.44		
2022	ENERSPECT MEDICAL S	10324MS10	INV 20793 - LifePak Maint	1	01/03/2024	470.00	.00	470.00	100866	01/03/2024
		10324MS10	INV 20793 - LifePak Maint	2	01/03/2024	100.00	.00	100.00	100866	01/03/2024
Total 2022:						570.00	.00	570.00		
2023	GOOD CREATIONS LLC	011724KM6	Inv. 1204 ADOT IGA Prelim	1	01/17/2024	165.00	.00	165.00	100909	01/17/2024
Total 2023:						165.00	.00	165.00		
2024	PHILIP TOVREA	011724KM9	Annual Payout of JFD Pen	1	01/17/2024	1,000.00	.00	1,000.00	100916	01/17/2024
Total 2024:						1,000.00	.00	1,000.00		
2025	FRAVEL SHADOWS	012424KM8	LMP Deposit Refund for Ac	1	01/24/2024	77.74	.00	77.74	100924	01/24/2024
		012424KM8	Credit for Overpayment of	2	01/24/2024	120.80	.00	120.80	100924	01/24/2024
Total 2025:						198.54	.00	198.54		
2026	MR ROOTER OF YAVAPAI	013124KM5	INV 66777 Membership, Pi	1	01/31/2024	30,963.16	.00	30,963.16	100936	01/31/2024
Total 2026:						30,963.16	.00	30,963.16		

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Grand Totals:						<u>452,723.35</u>	<u>.00</u>	<u>452,723.35</u>		

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 February 13, 2024

MONTHLY STAFF REPORT TO THE MAYOR AND COUNCIL

Brett Klein, Town Manager/Clerk

My activities have included:

- Completed and submitted the Prop 202 Funding Request.
- Participated in bi-weekly WWTP design status update meetings (Minutes Included)
- Completed the paperwork to initiate the ArizonaSMART Grant Award.
- Participated in a Special Flood Hazard and Flood Mitigation update meeting with ADWR and FEMA representatives.
- Worked with various individuals on their special event requests.
- Completed Notice of Election 210-day paperwork and filed.
- Completed the new Studio 1 Lease.
- Conducted meetings for completion of the quad-annual Home Rule Expenditure Limitation.
- Worked on the CDBG Grant with NACOG and submitted the Letter of Intent.
- 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.
- Executed the contract for the 2023-2024 asphalt paving projects.
- Coordinated the receipt of the new election candidate packets.
- Worked on title research and coordinated the Condition of Title for the Town's "Cemetery Land" in anticipation of an appraisal.
- CAT riders for the pilot program are averaging around 10 per week (Thursday).
- Continued work on drafting a new dark sky compliant outdoor lighting requirement ordinance.

**** CONGRATULATIONS TO ****

Kathleen Jarvis (Library) on completing 21 years of service effective February 1, 2024.

William Blodgett (Planning) on completing 2 years of service effective February 7, 2024.

Ricardo Hernandez (Fire) on completing 4 years of service effective February 24, 2024.

Following is an accounting of sales tax revenues for December, 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		132,403		
February		78,212		
March		97,338		
April		132,605		
May		135,359		
June		113,922		
Total YTD	625,887	1,334,484	534,786	0

** We have just received over \$108,000 that was not included in Column D

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	0	38,684			15,966			53,008	
February	0	28,441			14,328			26,837	
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	237,455	464,852	11,606	109,359	191,196	29,908	254,135	478,374	38,590

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		
February		
March		
April		
May		
June		

WATER FLOWS REPORT

Item A.

<u>Reading Date</u>	<u>WALNUT GPM</u>	<u>VERDE GPM</u>
2022 7-Nov	57	244
14-Nov	61	230
21-Nov	61	235
28-Nov	57	235
05-Dec	57	230
12-Dec	57	235
19-Dec	57	229
27-Dec	57	230
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



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

MEETING MINUTES

Date: January 8, 2024 **PACE Job No. B614**
Meeting Date: January 8, 2024 at 10:00AM
Location: Microsoft Teams
Meeting called by / Organizer: Taylor Pierce (PACE)
Subject: Jerome WWTP Improvements Design Meeting #8

Attendance:

Name	Company	Present
Brett Klein	Town of Jerome	X
Marty Boland	Town of Jerome	X
Henry MacVittie	Town of Jerome	X
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

Discussion Topics:

1. Introductions
2. Review of Previous Meeting Minutes
3. Next Deliverable and Upcoming Dates
 - a. 60% Design Submittal (Internal Submission Date: 1/9/2024)
 - i. **Expected to be around 2/5/24**
 - b. 90% Design Submittal (Internal Submission Date: 2/24/2024)
 - c. 100% Design Submittal (ADEQ Submission Date: 6/25/2024)

4. Current Scope of Work:

TASK	DISCUSSION	RESPONSIBLE PARTY
Preliminary Design (60%)	<ul style="list-style-type: none"> a. Access Road Design b. Collection Main Line Design c. Mechanical & Civil Design d. Electrical Design e. Structural Design f. Technical Specifications TOC 	PACE, SEC, Wright

5. 60% Design Progress

- a. Review updated layout w/ blower building and walkway changes.
 - i. Move building as close as possible to the SBR basins. Revise the stairway arrangement. PACE to share SBR drawings with Henry for comment.
 - ii. Serpentine chlorine contact basin behind dumpster may fit site plan better, Neil to revise.
- b. Review Civil updates
 - i. Sewer alignment
 - ii. Site pad
- c. Aqua-Aerobic Updates
 - i. Expected this week sometime.
- d. Dewatering Alternatives – Sludge Bagging
 - i. To review bagging options: Envirodyne, others.

6. Memorandum of Understanding to Verde Exploration

- i. Draft MOU to Verde Ex in progress

7. Site Information, Surveys, and Constraints

- a. New Sewer Alignment Review
 - i. 275' bend radius
 - 1. Discussed bending the pipe vs deflection – Noted that if it's designed with a bend, at contractor option, could use fitting instead. PACE to verify standards for gravity sewer applications.
 - 2. Team to further evaluate HDPE vs. PVC for sections to eliminate some drop manholes and bending issues.

- ii. Manhole count: 11
- iii. Turn around at south end.
 - 1. Turn around ok, at contractor option, they could use switchbacks to reach Douglas Rd.
- iv. Discussed temporary routing of sewer laterals during construction with either lay-flat piping/protected ground piping or overhead w/ temporary supports.
- b. Easement Review
 - i. 30' permanent access road easement with additional slope easement
 - ii. Width of new sewer easements w/ additional construction easement TBD
- 8. Outstanding Items
 - a. Electrical and Structural sheets.
- 9. Coordination Items
 - a. AZPDES Meeting Summary – Submit early 2024 (90%)
 - b. APP application – Submit early 2024 (after AZPDES)
- 10. Feedback from the Town
 - a. Blower Noise Field Study Results Ongoing
- 11. Reporting
 - a. Next Consent Order Status Report on or before February 4, 2023
- 12. Action items

ITEM	RESPONSIBLE PARTY	DUE
Maps and Legal Line of Easement	PACE, Mike Krebs	



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

MEETING MINUTES

Date: January 22, 2024

PACE Job No. B614

Meeting Date: January 22, 2024 at 10:00AM

Location: Microsoft Teams

Meeting called by / Organizer: Taylor Pierce (PACE)

Subject: Jerome WWTP Improvements Design Meeting #9

Attendance:

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

Discussion Topics:

1. Introductions
2. Review of Previous Meeting Minutes – **No comments**
3. Next Deliverable and Upcoming Dates
 - a. 60% Design Submittal (Internal Submission Date: 2/2024)
 - b. 90% Design Submittal (Internal Submission Date: 2/24/2024)
 - c. 100% Design Submittal (ADEQ Submission Date: 6/25/2024)

4. Current Scope of Work:

TASK	DISCUSSION	RESPONSIBLE PARTY
Preliminary Design (60%)	a. Access Road Design b. Collection Main Line Design c. Mechanical & Civil Design d. Electrical Design e. Structural Design f. Technical Specifications TOC	PACE, SEC, Wright, PKA

5. 60% Design Progress

- a. Mechanical Plan Review – Reviewed work in progress:
 - i. SBR and Aqua-Aerobics layouts – Expected sometime this week.
 - 1. Inlet elevation at screens needs to be determined, as well as the allowable inlet velocity.
 - ii. Dewatering Pad
 - 1. Change to dry polymer and mixing system.
 - iii. Chlorine Contact Channel
 - iv. Drying Beds – Use existing barricades for external walls. Expect 8-12” liquid depth for sludge.
 - v. Overflow Basins
- b. Civil Plan Review
 - i. Sewer alignment with HDPE – min. 200ft radius of curvature.
 - ii. Manhole count: 11
 - 1. Currently, no count reduction, but this will be reviewed again after 60% design submittal.
 - 2. Chimney laterals, drop manholes, and cleanouts to be considered.
 - iii. Potential construction issues: Bypass at WWTP, temporary routing of sewer laterals, turn-around/access.
 - 1. Discussed potential challenges of existing sewer line protection. Items were noted and will be addressed after 60% design submittal.
 - 2. Project has a net cut for earth work at this time and will need to determine a site or application for excess dirt. This item was noted and will be addressed after 60% design submittal.

- c. Electrical and Structural Updates
 - i. Will include on progress meetings following 60%
- 6. Memorandum of Understanding to Verde Exploration
 - i. Draft MOU to Verde Ex waiting on alignment of sewer.
 - 1. Waiting on final alignment before providing request to Verde.
- 7. Site Information, Surveys, and Constraints
 - a. Easement Review
 - i. 30' permanent access road easement with additional slope easement
 - i. Width of new sewer easements w/ additional construction easement TBD
- 8. Outstanding Items
- 9. Coordination Items
 - a. AZPDES Meeting Summary – Submit early 2024 (90%)
 - i. Confirmed that permit will remain with major modification for new process and discharge.
 - b. APP application – Submit early 2024 (after AZPDES)
- 10. Feedback from the Town
 - a. Blower Noise Field Study Results Ongoing
 - i. Town understands that there will be some noise from the plant during high demands.
- 11. Reporting
 - a. Next Consent Order Status Report on or before February 4, 2023
 - i. Henry to provide Taylor with Town data for the last 3 months.
- 12. Action items

ITEM	RESPONSIBLE PARTY	DUE
Maps and Legal Line of Easement	PACE, Mike Krebs	



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Incorporated 1899

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

February 2024 Staff Report for January 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 & P&Z meetings.
- ⚙ Assisted staff members, department heads, board members, residents, service agents, and contractors with a range of inquiries or tasks and helped answer the phone when needed.
- ⚙ Maintained record retention duties for Ordinances, Resolutions and Minutes.
- ⚙ Processed Payables, Payroll, New Employee Set-Up & Employee Modifications, Check & Cash Deposits, Journal Entries and Bank Reconciliation.
- ⚙ Processed and submitted 2023 W-2s, 1099s, 945 report and annual Arizona Withholding reconciliation by the deadline on January 31st, 2024.
- ⚙ Attended Caselle Webinars on ACA Reporting Requirements and an AMCA clerk meeting.
- ⚙ Permits and Licensing activities for January:
 - Business Licenses**
 - 15 Businesses were sent renewal notices.
 - 10 Businesses sent in their renewal application.
 - 1 Businesses applied for a NEW Business License.
 - 10 Business License renewals were issued.
 - 13 Business Licenses are pending approval.
 - STR Licenses**
 - 0 new STR/Vacation Rental License applications were received.
 - 0 new STR Licenses were issued.
 - 1 STR License is pending approval.
 - 19 Total STR Licenses issued to date.
 - The trend of 0 additional STR application submitted continued in January.
 - Special Event Permits**
 - There were no permits for Special Event Permits issued in January .



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TOWN OF JEROME, ARIZONA

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

Item A.

February 2024 staff report for January activity submitted by Terri Card.

- Current debt (45 days past due):

15 accounts were on the shut-off list at the beginning of January. 7 accounts were sent Yellow Tags, and 0 accounts were shut off because all made payments or paid in full. 1 account was extended due to medical issues.

Balance owed on shut-off accounts from January billing: \$580.22

Balance owed at end of December: \$4050.42

- A copy of the January 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	01/31/2024	12/31/2023	11/30/2023	10/31/2023	Last Pmt Date	Last Pmt Amount	Msg	Final Bill Date
1000.01	155.48	75.94	77.74	1.80	.00	10/30/23	320.96-		
1001.03	155.48	155.48	.00	.00	.00	01/16/24	155.48-		
1003.02	105.11	105.11	.00	.00	.00	01/10/24	105.11-		
1006.02	121.93	11.63-	33.20	33.20	67.16	08/14/23	600.00-		
1007.02	132.52	132.52	.00	.00	.00	01/16/24	132.52-		
1008.02	77.74	77.74	.00	.00	.00	01/16/24	77.74-		
1009.05	46.41	46.41	.00	.00	.00	01/16/24	75.64-		
1010.01	77.74	77.74	.00	.00	.00	01/18/24	77.74-		
1011.01	76.03-	95.93-	19.90	.00	.00	09/18/23	600.00-		
1013.01	77.74	77.74	.00	.00	.00	01/16/24	77.74-		
1014.03	105.11	105.11	.00	.00	.00	01/08/24	149.23-		
1015.01	77.74	77.74	.00	.00	.00	01/30/24	77.74-		
1016.01	92.82	46.41	46.41	.00	.00	01/10/24	46.41-		
1018.03	132.52	132.52	.00	.00	.00	01/16/24	407.56-		
1021.01	44.77-	44.77-	.00	.00	.00		.00		
1022.01	345.88	77.74	77.74	77.74	112.66	01/10/24	77.74-		
1024.01	105.11-	105.11-	.00	.00	.00	01/08/24	105.11-		
1025.01	77.74	77.74	.00	.00	.00	01/17/24	77.74-		
1026.01	77.74	77.74	.00	.00	.00	01/16/24	77.74-		
1027.01	77.74	77.74	.00	.00	.00	01/09/24	155.48-		
1028.04	77.74	77.74	.00	.00	.00	01/09/24	77.74-		
1029.01	132.52	132.52	.00	.00	.00	01/22/24	265.04-		
1030.02	.01	.01	.00	.00	.00	01/24/24	182.85-		
1031.03	.02	.00	.00	.00	.02		.00	Final	06/01/12
1032.01	77.74	77.74	.00	.00	.00	01/10/24	77.74-		
1036.09	105.11	105.11	.00	.00	.00	01/09/24	105.11-		
1038.02	64.66	64.66	.00	.00	.00	01/10/24	80.00-		
1040.01	17.34	17.34	.00	.00	.00	01/16/24	17.34-		
1042.01	266.96	266.96	.00	.00	.00	01/16/24	224.26-		
1044.01	77.74	77.74	.00	.00	.00	01/16/24	77.74-		
1051.02	622.58-	622.58-	.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	77.74	77.74	.00	.00	.00	01/24/24	77.74-		
1056.02	77.74	77.74	.00	.00	.00	01/03/24	77.74-		
1057.01	77.74	77.74	.00	.00	.00	01/16/24	77.74-		
1058.05	77.74	77.74	.00	.00	.00	01/10/24	77.74-		
1059.02	105.11	105.11	.00	.00	.00	01/08/24	105.11-		
1060.02	155.48	77.74	77.74	.00	.00	01/02/24	77.71-		
1061.01	105.11	105.11	.00	.00	.00	01/10/24	105.11-		
1063.02	173.00	77.74	77.74	17.52	.00	01/16/24	125.70-		
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	282.42	141.21	141.21	.00	.00	12/20/23	141.27-		
1065.01	78.78-	78.78-	.00	.00	.00		.00		
1066.01	10.56-	10.56-	.00	.00	.00	01/30/24	77.74-		
1069.02	105.11	105.11	.00	.00	.00	01/17/24	105.11-		
1071.03	105.11	105.11	.00	.00	.00	01/16/24	105.11-		
1073.01	105.11	105.11	.00	.00	.00	01/08/24	105.11-		
1075.01	45.82	45.82	.00	.00	.00	12/20/23	46.41-		
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	01/31/2024	12/31/2023	11/30/2023	10/31/2023	Last Pmt Date	Last Pmt Amount	Msg	Final Bill Date
1076.04	149.23	.00	.00	56.41	92.82	09/28/23	149.23-	Final	12/01/23
1076.05	146.00	146.00	.00	.00	.00	01/22/24	61.41-		
1077.01	61.50	61.50	.00	.00	.00	01/16/24	61.50-		
1078.02	61.50	61.50	.00	.00	.00	01/23/24	61.50-		
1079.02	301.60	301.60	.00	.00	.00	01/16/24	301.60-		
1080.01	61.50	61.50	.00	.00	.00	01/24/24	61.50-		
1081.01	62.51	62.51	.00	.00	.00	01/10/24	62.51-		
1082.01	25.76	25.76	.00	.00	.00	12/18/23	100.00-		
1083.05	17.20	17.20	.00	.00	.00	01/16/24	100.00-		
1084.01	131.08	45.20	45.20	40.68	.00	10/03/23	120.00-		
1085.02	42.56-	42.56-	.00	.00	.00		.00	Final	10/02/13
1085.04	45.20	45.20	.00	.00	.00	01/25/24	145.60-		
1086.02	62.51	62.51	.00	.00	.00	01/29/24	62.51-		
1087.01	45.20	45.20	.00	.00	.00	01/16/24	45.20-		
1088.05	45.20	45.20	.00	.00	.00	01/31/24	45.20-		
1090.04	94.89-	94.89-	.00	.00	.00	01/08/24	200.00-		
1091.02	87.28	87.28	.00	.00	.00	01/09/24	87.28-		
1093.02	62.51	62.51	.00	.00	.00	01/04/24	197.53-		
1094.01	45.20	45.20	.00	.00	.00	01/11/24	45.20-		
1097.03	62.51	62.51	.00	.00	.00	01/11/24	62.51-		
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	391.24	88.54	88.54	88.54	125.62	12/26/23	100.00-		
1099.02	92.74	92.74	.00	.00	.00		.00		
1100.02	62.51	62.51	.00	.00	.00	01/16/24	62.51-		
1104.08	19.45	.00	.00	.00	19.45		.00	Final	07/01/22
1109.01	133.56-	133.56-	.00	.00	.00	12/11/23	300.00-		
1125.03	122.06-	122.06-	.00	.00	.00	12/18/23	100.00-		
1131.01	138.93	138.93	.00	.00	.00	01/22/24	138.93-		
1132.01	77.74	77.74	.00	.00	.00	01/30/24	77.74-		
1133.01	77.74	77.74	.00	.00	.00	01/31/24	77.74-		
1135.02	417.41	.00	.00	.00	417.41		.00	Final	01/01/14
1135.03	241.16	62.51	62.51	62.51	53.63	12/21/23	140.00-		
1139.01	77.74	77.74	.00	.00	.00	01/29/24	155.48-		
1150.04	320.12	.00	.00	.00	320.12		.00	Final	08/31/20
1150.06	45.20	45.20	.00	.00	.00	01/16/24	45.20-		
1151.02	45.20	45.20	.00	.00	.00	01/10/24	145.60-		
1160.02	210.22	105.11	105.11	.00	.00	12/12/23	210.22-		
1162.03	105.11	105.11	.00	.00	.00	01/16/24	105.11-		
1163.01	163.76	.00	.00	.00	163.76		.00	Final	07/01/15
1165.04	77.74	77.74	.00	.00	.00	01/08/24	77.74-		
1166.02	87.28	87.28	.00	.00	.00	01/18/24	87.28-		
1167.01	60.05-	60.05-	.00	.00	.00	01/17/24	72.00-		
1168.01	77.74	77.74	.00	.00	.00	01/16/24	77.74-		
1169.02	105.11	105.11	.00	.00	.00	01/29/24	105.11-		
1171.05	77.74	77.74	.00	.00	.00	01/10/24	155.48-		
1173.06	155.48-	157.14-	1.66	.00	.00	01/08/24	77.74-		
1174.02	77.74	77.74	.00	.00	.00	01/16/24	77.74-		
1176.01	105.11	76.35	28.76	.00	.00	11/13/23	315.33-		
1177.01	536.65	.00	.00	.00	536.65		.00	Final	10/31/16
1178.01	77.74	77.74	.00	.00	.00	01/08/24	77.74-		
1312.04	522.70	.00	.00	.00	522.70		.00	Final	08/21/12
1312.10	105.11	105.11	.00	.00	.00	01/08/24	120.11-		
1313.04	557.60	.00	.00	.00	557.60		.00	Final	03/01/12
1313.09	144.12	77.74	66.38	.00	.00	12/18/23	80.00-		
1314.05	62.51	62.51	.00	.00	.00	01/17/24	62.51-		
1332.01	77.74	77.74	.00	.00	.00	01/16/24	77.74-		
1334.01	762.67	.00	.00	.00	762.67		.00	Final	01/01/22

Town of Jerome

Aging Report - Acct number only
Report Date: 01/31/2024

Feb 01, 2024 8:25AM

Customer Number	Balance	01/31/2024	12/31/2023	11/30/2023	10/31/2023	Last Pmt Date	Last Pmt Amount	Msg	Final Bill Date
1341.01	261.26-	261.26-	.00	.00	.00		.00	Final	01/01/22
1342.05	46.34	46.34	.00	.00	.00	01/10/24	174.56-		
1343.03	304.36-	304.36-	.00	.00	.00	01/25/24	445.57-		
2000.01	139.75	139.75	.00	.00	.00	01/08/24	139.75-		
2001.01	467.24	.00	.00	.00	467.24		.00	Final	10/01/18
2001.02	70.40	70.40	.00	.00	.00	01/09/24	600.00-		
2002.03	46.41	46.41	.00	.00	.00	01/16/24	46.41-		
2003.02	77.74	77.74	.00	.00	.00	01/09/24	77.74-		
2004.01	210.22	105.11	105.11	.00	.00	12/19/23	210.22-		
2005.01	77.74	77.74	.00	.00	.00	01/10/24	155.48-		
2006.03	105.11	105.11	.00	.00	.00	01/08/24	105.11-		
2007.02	155.48	155.48	.00	.00	.00	01/16/24	155.48-		
2008.01	105.11	105.11	.00	.00	.00	01/09/24	105.11-		
2009.01	105.11	79.88	25.23	.00	.00	01/09/24	105.11-		
2010.03	105.11	105.11	.00	.00	.00	01/08/24	105.11-		
2011.05	77.74	77.74	.00	.00	.00	01/25/24	77.74-		
2013.01	105.11	105.11	.00	.00	.00	01/10/24	105.11-		
2014.01	105.11	105.11	.00	.00	.00	01/10/24	105.11-		
2015.02	124.25-	188.15-	33.20	30.70	.00	03/13/23	1,300.00-		
2016.05	206.10	.00	.00	.00	206.10		.00	Final	02/02/20
2016.06	210.22	105.11	105.11	.00	.00	12/07/23	210.22-		
2017.01	105.11	105.11	.00	.00	.00	01/24/24	105.11-		
2018.01	77.74	77.74	.00	.00	.00	01/17/24	77.74-		
2019.01	105.11	105.11	.00	.00	.00	01/10/24	105.11-		
2020.01	132.52	132.52	.00	.00	.00	01/10/24	132.52-		
2021.06	471.26	.00	.00	.00	471.26		.00	Final	08/30/20
2021.07	105.11	105.11	.00	.00	.00	01/10/24	105.11-		
2022.01	132.52	132.52	.00	.00	.00	01/25/24	132.52-		
2023.03	105.11	105.11	.00	.00	.00	01/08/24	105.11-		
2024.01	105.11	105.11	.00	.00	.00	01/08/24	105.11-		
2025.02	120.90	115.29	5.61	.00	.00	12/11/23	241.80-		
2026.02	105.11	105.11	.00	.00	.00	01/31/24	325.33-		
2028.01	105.11	105.11	.00	.00	.00	01/16/24	105.11-		
2029.01	105.11	105.11	.00	.00	.00	01/08/24	105.11-		
2030.01	155.48	77.74	77.74	.00	.00	12/28/23	77.74-		
2031.01	139.75	139.75	.00	.00	.00	01/29/24	139.75-		
2032.03	77.74	77.74	.00	.00	.00	01/22/24	155.48-		
2034.01	105.11	105.11	.00	.00	.00	01/10/24	105.11-		
2037.03	105.11	105.11	.00	.00	.00	01/16/24	105.11-		
2038.01	77.74	77.74	.00	.00	.00	01/29/24	77.74-		
2042.01	55.29-	55.29-	.00	.00	.00		.00	Final	04/22/21
2042.02	105.11	105.11	.00	.00	.00	01/22/24	210.22-		
2043.03	46.41	46.41	.00	.00	.00	01/10/24	46.41-		
2044.01	77.74	77.74	.00	.00	.00	01/17/24	77.74-		
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	46.41	46.41	.00	.00	.00	01/23/24	92.82-		
2047.02	132.52	132.52	.00	.00	.00	01/17/24	132.52-		
2054.01	423.63	141.21	141.21	141.21	.00	11/22/23	433.63-		
2055.01	77.74	77.74	.00	.00	.00	01/17/24	77.74-		
2058.01	77.74	77.74	.00	.00	.00	01/17/24	77.74-		
2059.01	220.22	105.11	115.11	.00	.00	01/04/24	210.22-		
2061.02	139.75	139.75	.00	.00	.00	01/10/24	139.75-		
2062.01	62.51	62.51	.00	.00	.00	01/08/24	62.51-		
2063.01	62.51	62.51	.00	.00	.00	01/09/24	62.51-		
2065.04	45.20	45.20	.00	.00	.00	01/25/24	90.40-		
2067.02	272.81-	272.81-	.00	.00	.00		.00		
2068.01	62.51	62.51	.00	.00	.00	01/31/24	62.51-		

Customer Number	Balance	01/31/2024	12/31/2023	11/30/2023	10/31/2023	Last Pmt Date	Last Pmt Amount	Msg	Final Bill Date
2070.01	56.80-	56.80-	.00	.00	.00	01/22/24	62.51-		
2071.01	45.20	45.20	.00	.00	.00	11/30/23	135.60-		
2073.02	179.41	97.77	81.64	.00	.00	01/04/24	150.00-		
2077.01	45.20	45.20	.00	.00	.00	01/18/24	45.20-		
2078.01	87.28	87.28	.00	.00	.00	01/16/24	87.28-		
2079.03	90.40	45.20	45.20	.00	.00	12/07/23	90.40-		
2080.01	79.85	79.85	.00	.00	.00	01/16/24	159.70-		
2081.01	12.40-	12.40-	.00	.00	.00	11/16/23	255.70-		
2083.01	303.59-	303.59-	.00	.00	.00	09/11/23	500.00-		
2084.01	105.11	105.11	.00	.00	.00	01/24/24	105.11-		
2085.02	363.27	363.27	.00	.00	.00	01/10/24	497.42-		
2086.01	77.74	77.74	.00	.00	.00	12/14/23	155.48-		
2089.02	77.74	77.74	.00	.00	.00	01/16/24	77.74-		
2093.02	182.85	182.85	.00	.00	.00	01/29/24	558.55-		
2100.01	60.40	60.40	.00	.00	.00	01/08/24	60.40-		
2102.09	311.78	.00	.00	.00	311.78		.00	Final	07/29/15
2102.12	105.11	105.11	.00	.00	.00	01/10/24	105.11-		
2103.01	105.11	105.11	.00	.00	.00	01/30/24	210.22-		
2104.08	77.74	77.74	.00	.00	.00	01/16/24	92.74-		
2105.03	.38-	.38-	.00	.00	.00		.00	Final	02/05/21
2105.04	141.21	141.21	.00	.00	.00	01/08/24	282.42-		
2106.01	.26-	.26-	.00	.00	.00	01/16/24	105.11-		
2107.01	56.64	56.64	.00	.00	.00	01/10/24	56.64-		
2109.03	77.74	77.74	.00	.00	.00	01/29/24	77.74-		
2110.01	2,378.08-	2,378.08-	.00	.00	.00	08/07/23	3,000.00-		
2113.01	105.11	105.11	.00	.00	.00	01/17/24	105.11-		
2115.01	105.11	105.11	.00	.00	.00	01/17/24	105.11-		
2119.05	105.11	105.11	.00	.00	.00	01/22/24	105.11-		
2120.01	315.33	105.11	105.11	105.11	.00	11/22/23	325.33-		
2121.01	62.51	62.51	.00	.00	.00	01/16/24	62.51-		
2122.05	182.85	182.85	.00	.00	.00	01/10/24	182.85-		
2123.01	60.94	60.94	.00	.00	.00	01/17/24	105.11-		
2124.01	105.11	105.11	.00	.00	.00	01/24/24	105.11-		
2125.02	62.51	62.51	.00	.00	.00	01/16/24	62.51-		
2126.06	77.74	77.74	.00	.00	.00	01/30/24	77.74-		
2128.02	210.22	105.11	105.11	.00	.00	12/21/23	255.84-		
2130.06	182.85	182.85	.00	.00	.00	01/03/24	182.85-		
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	169.70	79.85	89.85	.00	.00	01/02/24	283.93-		
2132.02	105.11	105.11	.00	.00	.00	01/16/24	105.11-		
3000.03	498.81	166.27	166.27	166.27	.00	11/22/23	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	77.74	77.74	.00	.00	.00	01/22/24	77.74-		
3004.01	290.68	.00	.00	.00	290.68		.00	Final	11/05/13
3004.07	46.34	46.34	.00	.00	.00	01/10/24	174.56-		
3005.02	105.11	105.11	.00	.00	.00	01/09/24	105.11-		
3007.01	61.50	61.50	.00	.00	.00	01/30/24	61.50-		
3009.01	132.52	132.52	.00	.00	.00	01/22/24	132.52-		
3010.01	105.11	105.11	.00	.00	.00	01/09/24	210.22-		
3011.01	155.48	77.74	77.74	.00	.00	12/19/23	78.48-		
3012.03	210.22	68.37	34.61	34.61	72.63	12/07/23	31.70-		
3013.01	105.11	105.11	.00	.00	.00	01/08/24	105.11-		
3014.01	77.74	77.74	.00	.00	.00	01/17/24	77.74-		
3015.01	155.48	77.74	77.74	.00	.00	01/08/24	77.74-		
3016.01	104.84	104.84	.00	.00	.00	01/08/24	105.00-		
3017.01	460.82	.00	.00	.00	460.82		.00	Final	03/20/13

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Customer Number	Balance	01/31/2024	12/31/2023	11/30/2023	10/31/2023	Last Pmt Date	Last Pmt Amount	Msg	Final Bill Date
3017.03	77.74	77.74	.00	.00	.00	01/25/24	77.74-		
3018.01	105.11	105.11	.00	.00	.00	01/10/24	105.11-		
3019.01	88.54	88.54	.00	.00	.00	01/18/24	88.54-		
3021.01	45.20	45.20	.00	.00	.00	01/10/24	45.20-		
3022.03	125.03	62.51	62.49	.03	.00	01/03/24	62.51-		
3023.01	294.89	.00	.00	.00	294.89		.00	Final	05/01/11
3023.05	56.64	56.64	.00	.00	.00	01/04/24	56.64-		
3024.02	46.41	46.41	.00	.00	.00	01/17/24	46.41-		
3025.02	105.11	105.11	.00	.00	.00	01/23/24	105.11-		
3026.01	430.44	105.11	115.11	105.11	105.11	10/25/23	105.11-		
3029.01	210.22	724.29-	71.91	71.91	790.69	12/07/23	.32-		
3030.08	77.74	77.74	.00	.00	.00	01/16/24	77.74-		
3032.11	46.41	46.41	.00	.00	.00	01/16/24	46.41-		
3034.01	75.48	75.48	.00	.00	.00	01/16/24	80.00-		
3035.01	74.29	74.29	.00	.00	.00	01/17/24	100.00-		
3038.01	105.11	105.11	.00	.00	.00	01/17/24	105.11-		
3039.02	266.20-	266.20-	.00	.00	.00		.00	Final	04/01/17
3039.04	184.11	184.11	.00	.00	.00	01/16/24	184.11-		
3040.01	105.00	105.00	.00	.00	.00	01/29/24	325.00-		
4000.01	141.21	141.21	.00	.00	.00	01/10/24	141.21-		
4001.01	528.96	.00	.00	.00	528.96		.00	Final	02/22/18
5000.04	105.11	105.11	.00	.00	.00	01/18/24	105.11-		
5001.01	388.16	100.84	63.22	63.22	160.88	12/07/23	59.68-		
5005.01	41.72	41.72	.00	.00	.00	01/18/24	47.72-		
5006.01	194.08	194.08	.00	.00	.00	01/10/24	194.08-		
5007.01	242.53	242.53	.00	.00	.00	01/17/24	816.00-		
5008.03	46.41	46.41	.00	.00	.00	01/16/24	46.41-		
5009.02	223.17	223.17	.00	.00	.00	01/16/24	223.17-		
5010.01	218.78	218.78	.00	.00	.00	01/16/24	218.78-		
5011.02	388.16	194.08	194.08	.00	.00	12/06/23	194.08-		
5012.01	194.08	194.08	.00	.00	.00	01/16/24	194.08-		
5013.01	448.02	448.02	.00	.00	.00	01/16/24	448.02-		
5014.01	194.08	194.08	.00	.00	.00	01/16/24	194.08-		
5016.01	414.55	414.55	.00	.00	.00	01/16/24	405.66-		
5017.04	194.08	194.08	.00	.00	.00	01/18/24	194.08-		
5018.03	1,285.16	682.58	602.58	.00	.00	12/14/23	718.11-		
5019.03	201.44	201.44	.00	.00	.00	01/17/24	201.44-		
5020.01	44.72	44.72	.00	.00	.00	01/22/24	44.72-		
5021.01	105.11	105.11	.00	.00	.00	01/24/24	105.11-		
5022.01	89.44	44.72	44.72	.00	.00	12/12/23	44.72-		
5023.02	194.08	194.08	.00	.00	.00	01/16/24	194.08-		
5025.01	105.11	105.11	.00	.00	.00	01/16/24	105.11-		
5027.01	44.50	44.50	.00	.00	.00	01/17/24	44.50-		
5029.01	295.34	295.34	.00	.00	.00	01/10/24	295.34-		
5039.01	194.08	194.08	.00	.00	.00	01/08/24	194.08-		
5041.03	238.80	238.80	.00	.00	.00	01/08/24	238.80-		
5043.01	1,350.27	1,350.27	.00	.00	.00	01/10/24	1,314.71-		
5046.03	148.08	147.06	1.02	.00	.00	12/26/23	300.00-		
5047.01	1,173.14	1,173.14	.00	.00	.00	01/16/24	1,173.14-		
5049.04	194.08	194.08	.00	.00	.00	01/10/24	194.08-		
5052.06	44.72-	44.72-	.00	.00	.00	01/30/24	144.16-		
5055.01	547.21	535.29	11.92	.00	.00	12/11/23	2,196.60-		
5057.01	522.04	522.04	.00	.00	.00	01/10/24	522.04-		
5058.02	213.70	213.70	.00	.00	.00	01/22/24	213.70-		
5059.04	388.16	194.08	194.08	.00	.00	12/12/23	194.08-		
5061.01	149.36	149.36	.00	.00	.00	01/22/24	149.36-		
5062.01	166.58	166.58	.00	.00	.00	01/18/24	189.92-		
5064.02	211.42	211.42	.00	.00	.00	01/10/24	211.42-		

Customer Number	Balance	01/31/2024	12/31/2023	11/30/2023	10/31/2023	Last Pmt Date	Last Pmt Amount	Msg	Final Bill Date
5066.03	44.72	44.72	.00	.00	.00	01/08/24	41.24-		
5067.03	194.08	194.08	.00	.00	.00	01/16/24	194.08-		
5074.06	4,203.43-	4,203.43-	.00	.00	.00	01/08/24	450.00-		
5076.01	712.63	712.63	.00	.00	.00	01/16/24	712.63-		
5077.03	194.08	194.08	.00	.00	.00	01/16/24	194.08-		
5078.02	234.23	.00	.00	.00	234.23		.00	Final	07/01/15
5080.01	388.16	194.08	194.08	.00	.00	12/18/23	388.16-		
5083.08	139.23	46.41	46.41	46.41	.00	11/06/23	92.82-		
5089.01	442.60	207.10	207.10	28.40	.00	10/10/23	800.00-		
5092.01	194.08	194.08	.00	.00	.00	01/11/24	194.08-		
5093.01	1,466.35	.00	.00	.00	1,466.35		.00	Final	09/15/12
5093.04	1,450.66	337.46	337.46	337.46	438.28	12/27/23	500.00-		
5094.02	211.36	211.36	.00	.00	.00	01/10/24	211.36-		
5095.02	403.94	403.94	.00	.00	.00	01/10/24	403.94-		
5096.03	194.08	402.99-	159.36	149.36	288.35	01/30/24	204.08-		
5097.01	388.16	194.08	194.08	.00	.00	01/08/24	194.08-		
5098.05	388.16	194.08	191.26	2.82	.00	11/20/23	388.16-		
5100.04	75.10-	75.10-	.00	.00	.00		.00	Final	07/01/12
5100.06	105.11	105.11	.00	.00	.00	01/24/24	105.11-		
6000.02	324.78	324.78	.00	.00	.00	01/10/24	324.78-		
6001.01	233.21	233.21	.00	.00	.00	01/10/24	233.21-		
6003.01	282.42	141.21	141.21	.00	.00	12/20/23	282.42-		
6004.02	77.74	77.74	.00	.00	.00	01/22/24	77.74-		
6005.03	105.11	105.11	.00	.00	.00	01/22/24	105.11-		
6006.01	233.21	233.21	.00	.00	.00	01/17/24	183.33-		
6007.02	238.80	238.80	.00	.00	.00	01/08/24	238.80-		
6008.01	536.91	536.91	.00	.00	.00	01/10/24	536.91-		
6009.03	220.12	220.12	.00	.00	.00	01/16/24	220.12-		
6010.03	46.41	46.41	.00	.00	.00	01/10/24	46.41-		
6011.02	105.11	105.11	.00	.00	.00	01/17/24	106.22-		
6012.01	77.74	77.74	.00	.00	.00	01/10/24	77.74-		
6013.02	105.11	105.11	.00	.00	.00	01/08/24	105.11-		
6014.01	265.04	132.52	132.52	.00	.00	01/23/24	132.52-		
6015.01	159.70	79.85	79.85	.00	.00	01/03/24	79.85-		
6016.08	77.74	77.74	.00	.00	.00	01/09/24	77.74-		
6017.02	155.48	155.48	.00	.00	.00	01/16/24	155.48-		
6018.01	342.36	342.36	.00	.00	.00	01/10/24	333.47-		
6019.02	266.96	266.96	.00	.00	.00	01/16/24	266.96-		
6021.03	46.41	46.41	.00	.00	.00	01/08/24	46.41-		
6022.02	210.22	105.11	105.11	.00	.00	12/14/23	105.11-		
6023.01	45.25	45.25	.00	.00	.00	01/24/24	164.97-		
6025.03	87.51	.00	72.51	15.00	.00	01/09/24	125.02-	Final	01/01/24
6026.02	3,793.99	.00	.00	.00	3,793.99		.00	Final	12/02/10
6026.04	1,395.35	1,395.35	.00	.00	.00	01/16/24	1,359.80-		
6027.02	144.89	.00	.00	.00	144.89		.00	Final	12/01/17
6027.04	187.53	62.51	62.51	62.51	.00	11/08/23	197.53-		
6028.08	155.48	77.74	77.74	.00	.00	12/14/23	243.22-		
6029.01	204.30-	204.30-	.00	.00	.00	01/17/24	80.00-		
6031.02	77.74	77.74	.00	.00	.00	01/09/24	77.74-		
6032.01	220.12	220.12	.00	.00	.00	01/16/24	220.12-		
6033.03	422.84	211.42	211.42	.00	.00	12/21/23	452.84-		
6040.03	697.60	.00	.00	.00	697.60		.00	Final	10/01/11
6040.04	155.48	77.74	77.74	.00	.00	12/26/23	155.48-		
6041.02	105.11	105.11	.00	.00	.00	01/17/24	105.22-		
7001.06	132.52	132.52	.00	.00	.00	01/02/24	132.52-		
7002.01	208.15	208.15	.00	.00	.00	01/04/24	208.15-		
7004.01	80.34	.00	2.60	77.74	.00	11/15/23	150.96-		
7005.04	670.09	.00	.00	.00	670.09		.00	Final	05/03/12

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Customer Number	Balance	01/31/2024	12/31/2023	11/30/2023	10/31/2023	Last Pmt Date	Last Pmt Amount	Msg	Final Bill Date
7005.05	37.27-	37.27-	.00	.00	.00		.00	Final	11/01/13
7005.09	44.72	44.72	.00	.00	.00	01/25/24	144.16-		
7006.01	62.51-	62.51-	.00	.00	.00	04/17/23	62.51-	Final	09/08/11
7006.11	247.56-	247.56-	.00	.00	.00	12/11/23	500.00-		
7009.01	90.40	45.20	45.20	.00	.00	12/26/23	135.60-		
7010.01	507.12	507.12	.00	.00	.00	01/16/24	507.12-		
7015.01	194.08	194.08	.00	.00	.00	01/04/24	194.08-		
7017.02	52.27	45.72-	.00	16.91	81.08	08/07/23	71.08-		
7022.01	44.72	44.72	.00	.00	.00	01/08/24	44.72-		
7024.02	198.83	.00	.00	.00	198.83		.00	Final	12/31/22
7025.01	77.74	77.74	.00	.00	.00	01/17/24	77.74-		
7026.03	309.85	105.11	105.11	99.63	.00	01/16/24	125.70-		
7029.01	26.30	.00	.00	.00	26.30	02/02/23	92.82-	Final	02/17/23
7029.02	105.11	105.11	.00	.00	.00	01/22/24	105.11-		
7040.03	440.77	.00	.00	.00	440.77		.00	Final	02/02/17
7040.05	89.44	44.72	44.72	.00	.00	12/18/23	44.72-		
7041.01	44.72-	44.72-	.00	.00	.00	12/18/23	133.38-		
7044.02	44.72	44.72	.00	.00	.00	01/22/24	44.72-		
7046.02	282.44	141.21	141.21	.02	.00	12/20/23	141.21-		
7047.01	44.72	44.72	.00	.00	.00	01/08/24	44.72-		
7052.02	77.74	69.07	8.67	.00	.00	01/16/24	77.74-		
7053.02	320.01	.00	.00	.00	320.01		.00	Final	12/01/18
7054.01	177.32	177.32	.00	.00	.00	01/04/24	177.32-		
7057.02	52.08	26.04	26.04	.00	.00	12/12/23	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	3.41	3.41	.00	.00	.00	01/17/24	47.41-		
7060.01	194.08	194.08	.00	.00	.00	01/04/24	194.08-		
8001.01	2,348.03	2,348.03	.00	.00	.00	01/18/24	371.97-		
8004.03	1,525.96	1,525.96	.00	.00	.00	01/08/24	1,434.44-		
8008.01	56.95-	56.95-	.00	.00	.00	01/10/24	170.85-		
8010.01	54.12-	54.12-	.00	.00	.00	07/06/23	70.00-		
8012.03	6.30-	6.30-	.00	.00	.00	12/14/23	165.00-		
8014.03	581.68	290.84	290.84	.00	.00	12/21/23	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	01/03/24	2,844.00-		
8023.03	133.76	133.76	.00	.00	.00		.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:									
	54,741.97	24,250.34	6,657.31	1,932.83	21,901.49				



Founded 1876
Incorporated 1899

TOWN OF JEROME, ARIZONA

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

Item A.

February 2024 Staff Report for January Activity Submitted by Michele Sharif, Accounting Clerk/Administrative Specialist

- ❖ Transcribed minutes from regular and special Council meetings for January.
- ❖ Transcribed minutes from Planning and Zoning meeting for January.
- ❖ Performed January Utility Billing (December service dates) and Mailing.
- ❖ Assisted Utilities clerk with receiving and posting utility payments.
- ❖ Processed payables and bank reconciliations.
- ❖ Additional training with Utilities Clerk, Terri Card on meter reading and route programming/processing.
- ❖ Assisted Town Manager, Brett Klein with various projects and forms as needed and requested.
- ❖ Answered phones and assisted at office window as needed.
- ❖ Provided rough draft for updates to the lighting ordinance with applicable tables
- ❖ Updated Town Hall bulletin boards for compliance with state and federal posting requirements.

MONTHLY REVENUE REMITTANCE

Dec 2023

TOTAL DISBURSE Item A.

SUBTOTALS: 42.00 3,486.34 4,115.67 27.72
 JCEF 42.00 3,920.20 Gen Fund
 FTG 0.00 165.47 Splits

7,671.73

FUND	CODE	GL ACCT	OTH AGY	STATE	TOWN	COUNTY	
Jud Collect Enhan Fnd (Local TPF 12-116 - \$7 Court)	ZJCL	4-13-03	42.00				
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					
ADPS Forensic Fund	ZADPS	2-14-08					(S2 WRITE-IN)
Arson Detection Reward Fund - Title 22 Fees	ZADRF	2-13-05		150.90			159.52 ZADPS & ZDNAS
Arson Detection Reward Fund	ZADRF	2-11-05					0.00 ZADRF
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		266.01			
Crim Jstc Enhnc Fnd Penalty (47% Base) - 12-116.01A, 41-2401	ZCJEF	2-14-01		1,139.60			
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		8.62			
DUI Abatement Fnd - 28-1304A, 1382,3 (Extrm DUI, \$250)	ZDUJA	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		47.22			47.22 ZFAR 1 & 3
FARE Delinquency Fee (\$35.00 Fee) AO 2003-126	ZFAR2	2-13-22					0.00 ZFAR 2 & 4
FARE Enhanced Spec Collection Fee	ZFAR3	2-13-25					
FARE Enhanced Delinquency Fee	ZFAR4	2-13-24					
FTG Penalty Assmt (7% of Base) - 12-116.01B, 41-2421J	ZFTGS	2-14-04		186.16			
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		66.00			78.00 ZJCS 52 & ZJCS 53
Jud Collect Enhan Fnd (ST TP - \$2 PubDef Trng) 12-116	ZJCS	2-13-53		12.00			
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		345.80			
2011 Additional Assmt (\$8) 12-116.04C	ZOS1	2-15-31		221.75			360.30 ZOS 1-99
Prison Construction & Operations Fnd 5-395.01A4, 41-1651	ZPCOF	2-15-13					
Peace Officer Training Equip Fnd (2019-\$4) 12-116.10, 41-1731	ZPOTE	2-15-42		98.86			
Probation Surcharge (\$5) 12-114.01	ZPRSU/6/9	2-14-06		554.30			
Public Safety Equipment Fnd 5-395-397, 28-1381-88, 41-1723	ZPSEF	2-15-14		90.00			90.00 ZGFDU & 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		83.57			222.46 ZVCAF & ZVRF
Victims Rights Enforcement Fund (S2) 12-116.09, 41-1722	ZVREA	2-15-37		55.43			
Victim Rights Penalty (2019 - \$9) 12-116.08 (62.4%)	ZVRF	2-15-44		138.89			
Forfeited Overpayments		4-91-04			30.00		
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			54.64		2,362.10 ZCAA2 & ZFINES
Defensive Driving School Fee 28-3396	ZDDS	4-31-01			330.00		
Default Fees - LOCAL	ZDEFF	4-32-01			257.51		257.51 ZDEFF & ZWARF
Deferred Prosecution Fees	ZDFEE	4-31-02			120.00		
Fines - CT Penalties - 13-811A & 28-1554B	ZFINE	4-21-10			596.49		
Fines - CR (NT) Penalties - 13-811A & 28-1554B	ZFINE	4-22-30					2,362.10 ALL ZFINES
Fines - CR T (DUI) Penalties - 13-811A & 28-1554B	ZFINE	4-22-10			83.46		
Fines - CR T (NDUI) Penalties - 13-811A & 28-1554B	ZFINE	4-22-20			140.78		
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			1,541.37		
TITLE 22 OTHER FEES (LOCAL JCEF)	ZJCLF	4-13-02					
COURT SECURITY FEE	ZMCSF	4-30-25			600.32		
Miscellaneous (T22) Filing/Answer Fees 22-281C3	ZMISC	4-11-01					600.32 ZLCL & 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			110.83		
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			250.27		
Warrant Fee	ZWARF	4-32-03					
Jail (Incarceration) Fees	ZJF	4-33-21					
2011 Additional Assmt - Justice Courts Share	ZOS2	2-21-53					27.72
CITIZENS CLEAN ELCTIONS FUND 1%	ZCEF2	2-14-09		21.23			267.24 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
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
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		\$3,000.00
RECEIVED in current month	ZBND 2-71-01	\$0.00
CONVERTED (Exonerated) to Fines/Fees		\$0.00
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	\$0.00
DISBURSED in current month		\$0.00
Balance at End of Current Month		\$0.00

TOTAL REVENUE FOR DISBURSEMENT		\$7,608.50
JCEF account	\$42.00	
FTG account	\$0.00	
State Revenue	\$3,486.34	
City/Town	\$4,115.67	
Yavapai County	\$27.72	
Other Agencies		
TOTAL DISBURSEMENTS		\$7,671.73
PASS-THROUGH MONIES:		\$0.00
Overpayment Refunds	\$0.00	
Unapplied Payments	\$0.00	
Bonds (ZBND)	\$0.00	
Restitution (ZREST)	\$0.00	
Agency Not Assigned - not yet allocated	\$0.00	

SABA TOTAL (Total Revenue) \$7,671.73

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:

December-23

Signature

Micheala Brewer

Verified by:

Angela B. Napp

JEROME MUNICIPAL COURT

CITY/TOWN DISBURSEMENT

45261

TOWN OF JEROME	CODE	GL	AMOUNT
Forfeited Overpayments		4-91-04	30.00
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	330.00
Default Fees - LOCAL	ZDEFF	4-32-01	257.51
Deferred Prosecution Fees	ZDFEE	4-31-02	120.00
Fines - CT Penalties - 13-811A & 28-1554B	ZFINE	4-21-10	596.49
Fines - CR (NT) Penalties - 13-811A & 28-1554B	ZFINE	4-22-30	0.00
Fines - CR T (DUI) Penalties - 13-811A & 28-1554B	ZFINE	4-22-10	83.46
Fines - CR T (NDUI) Penalties - 13-811A & 28-1554B	ZFINE	4-22-20	140.78
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	1,541.37
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	600.32
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	250.27
Warrant Fee	ZWARF	4-32-03	0.00
OTHER CLERK FEES	ZLCL	4-39-09	0.00
SUBTOTAL - City/Town, General Fund			\$3,950.20
Attorney Reimbursement Fees (Indigent Defense)	ZATT	2-31-01	0.00
Public Defender Fees	ZPUBZ	4-39-71	0.00
			0.00
Court Enhancement Fee	ZCE	4-30-04	54.64
Officer Safety Equip - LCOAL PD 12-116.04D	ZOS3	4-23-03	110.83
2011 Additional Assmt - Citing Agcy Share	ZOS	2-51-03	
SUBTOTAL - City/Town, Split Accounts			\$165.47
City/Town TOTAL:			\$4,115.67

November \$\$\$ RECONCILIATION

FOOTHILLS Bank - Jerome Municipal Court acct XXX-3419

Ending Balance from 10/31/2023	\$	80,845.52		
Deposits to account, per bank stmt:	\$	8,176.01	(SABA deposits in AJACS)	(money in transit)
	\$	89,021.53	\$	7,671.73
				\$ 504.28

Checks cleared & charge-back debits: date cleared:

#2304	12/7/2023	\$	42.00	Jerome JCEF disbursement
#2303	12/18/2023	\$	5,177.20	Town of Jerome disbursement
#2301	12/21/2023	\$	5,705.37	State of Arizona disbursement
#2302	12/22/2023	\$	32.43	Yavapai County disbursement
TOTAL:		\$	10,957.00	

Ending Balance from 11/30/23 stmt: \$ **78,064.53**

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				
February				
March				
April				
May				
June				
TOTAL	\$ 28,113.91	\$ 643.36	\$ 3,770.00	\$ 23,700.55

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

JCEF	\$ 15,058.50
Fill the Gap	\$ 10,047.10

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	
JULY	\$ 105.19	FEB	
AUG	\$ 112.05	MAR	
SEPT	\$ 106.00	APR	
OCT	\$ 79.56	MAY	
NOV	\$ 129.73	JUNE	
DEC	\$ 110.83	YTD (fiscal)	\$ 643.36

January 2024, Library Staff Report

Reviewed Yavapai County Library District contribution for 23/24, including the YLN fund balance.

Worked on 24/25 Network contribution information for the Yavapai Library Network annual billing and identified reports to be moved during migration to new library software.

Reviewed FY 24/25 Budget worksheet.

- Reviewed Firewall License renewal quote.
- Completed January/February Town newsletter article.
- Resolved Art room printer issues.
- Participated in planning session for Spring Art Workshop classes.

Respectfully submitted

Librarian

Kathleen Jarvis



Jerome Volunteer Fire Department

Item A.

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

Fire Chief's Report

Month: January Year: 2024

Calls by Type	Number	Resident	Non-Resident
EMS Calls	7	5	2
Residential Fire	0	0	0
Commercial Fire	0	0	0
Wildland	0	0	0
Still Assignment	3	2	1
Station Staffing	2	2	0
Citizen Assist	9	4	5
Agency Assist	6	3	3
Special Duty	4	3	1
Snake Removal	0	0	0
Tech Rope Rescue	0	0	0
MVA/Rescue	2	1	1
HazMat	0	0	0
Dispatch Error	0	0	0
Totals:	33	20	13
Total Calls Chief on Scene	21		
Total JFD Meetings Chief Attended	6		

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

JVFD Hours Worked (No Salaried Hours Included in these totals)	Total Hours: 375.25
--	---------------------

Chief Meetings	Date
Red Card Qualifications Meeting (BC)	1/4/24
Verde Valley Wildland Meeting (BC)	1/10/24
Fire Ops Meeting (BC)	1/11/24
Auxiliary Meeting	1/11/24
AZFCA Conference (BC)	1/10-1/12/24
Yavapai Chief's Meeting	1/17/24
Resource Duty Officer Meeting (BC)	1/31/24

Education, Summer Semester:

- We have signed up 2 for the Arizona Wildland Academy, Carl Whiting, Eric Jackson, Their classes will begin Mid- March
- Rick Hernandez will be taking his EMS Refresher on the 7th and 8th of February.
- Carl Whiting will be attending the VFIS Train the trainer class February 28-29 to become an Emergency Vehicle Driver Training Instructor.

Additional Training:

- On Thursday 5PM January 4th we had a business meeting with a pediatric overview, conducted by Firefighter Ondovchak.
- On Thursday 5PM January 11th conducted by donning and doffing drills with Giles
- On Thursday 5PM January 18th conducted by Training on Truck pumping with Muma.
- On Thursday 5PM January 25th conducted by training on ICS 100 with Whiting
- On Saturday 9AM January 27th conducted by Training on Confined Space Rope Systems with Muma

Department Affairs and On-going Projects

- Our January call volume is up by 2 over last January's 31 calls, totaling 33 calls this month. Our Fire Department personnel are performing their tasks in a professional manner with no injuries occurring.
- Jerome Fire and the Town Crew have Also been working together on addressing the problems with the Cantilevered Sidewalk on Hampshire Ave. This last month we were able to complete the welding of the fencing permanently securing it in place.
- February 7th and 8th we will be having our annual Fire extinguisher servicing. This service is available to all Jerome town residents and businesses.
- February is also the beginning of our budget process.
- The Annual NAEMS Grant is coming up shortly and we are beginning our application process. We use this grant to assist in restocking needed medical supplies as well as mitigating the cost of EMT refresher training for our EMT's.
- 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 will be able to purchase hardware such as Laptops, Phones and Vehicle Integration. Everything has been approved and we are now in the ordering process.
- Jerome Fire's New Drone was recently damaged and is being replaced though the initial company. A new one should hopefully be sent to us shortly.
- We have finished the setup for making subscriptions available for out-of-town residences and businesses, making it more equitable for residences and businesses for our response. These are in operation, and we have already received several paid subscriptions.

Prevention

- We have had a total of 24 Firewise activities and visits to the burn pile in January with 48 loads of trimmings, slash, and brush for a total of 39 combined Jerome's citizen hours. As well as 58.5 total hours from our Fuels Crew and Adult Probation. We are currently managing a crew of 2 Firewise personnel. If you need assistance, and have not filled out a Firewise application, they can be obtained at the Town Hall or the Fire Department.
- 7 Business license inspections were 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.

January Fire and EMS Report:

Incident	Date	Time	Day	Select Type	Additional Info	#
J-01	1/3/24	12:30	Wed	Citizen Assist Non-Resident	Disabled Vehicle Jumpstart	1
J-02	1/4/24	15:30	Thu	Still Assignment Non-Resident	Smell of Gas	3
J-03	1/5/24	14:00	Fri	Citizen Assist Resident	Assist W/ Firewood.	3
J-04	1/6/24	14:00	Sat	Citizen Assist Non-Resident	Vehicle Lockout	2
J-05	1/6/24	17:00	Sat	Special Duty Resident	Chain Up before Winter storm	3
J-06	1/6/24	22:00	Sat	Station Staffing	Station Staffing	1
J-07	1/7/24	12:00	Sun	Citizen Assist Non-Resident	Jumpstart disabled vehicle	2
J-08	1/7/24	13:00	Sun	Agency Assist Resident	Removed Chains from vehicles	2
J-09	1/8/24	11:30	Mon	Citizen Assist Resident	Water Leak	2
J-10	1/9/24	15:00	Tue	Agency Assist Non-Resident	Remove Rocks in Highway	4
24-01	1/10/24	13:11	Wed	EMS Resident	78 YOF - False Alarm	6
J-11	1/10/24	14:15	Wed	Agency Assist Non-Resident	Oversized Vehicle	4
24-02	1/10/24	16:56	Wed	MVA/Rescue Non-Resident	Canceled Via DPS	10
24-03	1/10/24	21:27	Thu	EMS Resident	78 YOM - Difficulty breathing	5
J-12	1/11/24	8:00	Thu	Special Duty Resident	Snow removal throughout town	4
J-13	1/11/24	15:30	Thu	Agency Assist Resident	APS - Locating Power outage	3
24-04	1/12/24	22:49	Fri	EMS Resident	72 YOM - Fall - ETOH	5
J-14	1/13/24	8:00	Sat	Station Staffing	Station Staffing	5
J-15	1/13/24	10:15	Sat	Citizen Assist Resident	Lift assist - Canceled	5
J-16	1/14/24	13:45	Sun	Agency Assist Non-Resident	Assist W/ Stuck Vehicle	4
J-17	1/14/24	14:15	Sun	Agency Assist Resident	Assist W/ animal Carcass	4
J-18	1/15/24	11:00	Mon	Still Assignment Resident	Smell of Gas	1
24-05	1/16/24	15:23	Tue	EMS Non-Resident	81 YOF - Fall	6
24-06	1/17/24	1:28	Wed	EMS Resident	83 YOF - Chest/ Shoulder pain	5
24-07	1/18/24	15:46	Thu	EMS Resident	72 YOF - Fall	7
24-08	1/20/24	22:11	Sat	Special Duty Resident	Power Line Down	8
J-19	1/21/24	15:30	Sun	Citizen Assist Non-Resident	Assist W/ Radiator Hose	1
J-20	1/22/24	9:00	Mon	Still Assignment Resident	Burnt Burn piles in place	4
24-09	1/27/24	11:21	Sat	EMS Non-Resident	73 YOM - Fall - Non-Injury	7
J-21	1/27/24	11:45	Sat	Citizen Assist Resident	Assist stuck vehicle	2
24-10	1/30/24	11:35	Tue	MVA/Rescue Resident	Vehicle over edge - Noninjury	8
J-22	1/31/24	13:30	Wed	Citizen Assist Non-Resident	Assisted With Disabled Vehicle	3
24-11	1/31/24	16:19	Wed	Special Duty Non-Resident	Alarm Tones upgrade test	3

January 2024 Burn Pile Log

JC stands for Jerome citizens.

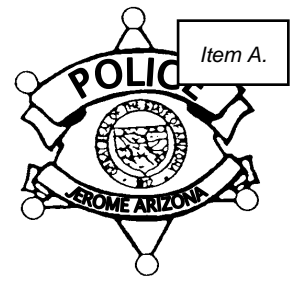
Date	Address	Adult Prob.	# Fuels Crew	FC Hrs.	Fuels Crew Total Hrs.	# Loads	# crew	# Hrs.	Town Firewise Total Hrs.
1/2/2024	880 Hampshire				0	2	2	4	8
1/3/2024	110 Dundee				0	1	1	1	1
1/3/2024	725 East				0	1	1	1	1
1/3/2024	201 Gulch crossing				0	1	1	1	1
1/4/2024	Overflow - Douglas		3	7	21	16			0
1/5/2024	Douglas		2	4	8	5			0
1/6/2024	Douglas		1	4	4	2			0
1/7/2024	Douglas		2	0.5	1	3			0
1/9/2024	Town Crew				0	5	2	4	8
1/9/2024	UVX Rd.		1	5	5	1			0
1/10/2024	628 Verde				0	2	1	4	4
1/10/2024	Paradise Rd.		1	1	1	2			0
1/10/2024	Beale St.		1	6	6				0
1/12/2024	Beale St.		1	3	3				0
1/17/2024	Hampshire		2	4	8				0
1/19/2024	Beale St.		1	1	1				0
1/22/2024	Beale St - Burnt piles in place		4	6	24				0
1/22/2024	Beale St.		2	6	12				0
1/26/2024	725 East				0	2	2	4	8
1/26/2024	Beale, School, Hampshire		2	7	14				0
1/30/2024	209 3rd St.				0	1	1	2	2
1/30/2024	100 County Rd.				0	3	1	5	5
1/31/2024	110 Dundee				0	1	1	1	1
1/31/2024	Douglas Rd		1	4	4				0
		0	24	58.5	112	48	13	27	39
	Jerome Citizen Hours-	Adult Prob.	Firewise	FW Hrs.	Firewise Total Hrs.	# Loads	JC# Crew	JC# Hrs.	JC Total Hrs.

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



JEROME POLICE DEPARTMENT

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



February 2, 2024

TO: Honorable Mayor and Jerome Town Council

FROM: Allen Muma, Chief of Police

Attached please find the police activity reports for January 2023.

The January “Calls for Service” report contained several incidents to include a child pornography case, a substantial fraud case and a number of disorderly conduct cases. Call volume for January was above average.

The paid parking brought in \$22,161.50 (\$8,032.75 in text to park, \$14,128.75 in kiosks) for the month of January 2023. In comparison to last year’s revenue of \$20,695.45 for the same time period. Fiscal year to date (7/01/23 through 1/30/2024) kiosk revenue is \$19,5077.30 This now includes a new feature called “Text to Park” which allows visitors to scan a 3-D bar-code on signs placed in the parking areas, and pay directly from their phones. This has helped curtail the lines at the parking kiosks. It should be noted that with text to park, the town collects the entire \$5.00 parking fee as the customer pays the \$0.75 fee, not the town, there are no credit card fees on those transactions.

There were 145 parking citations that were issued for the month of January. There were 17 speed citations, 2 criminal traffic citations (1 DUI, 1 criminal speed, 1 reckless) and 3 oversize trucks.

We continue to see about 60% of all parking citations issued being paid within a ten day period. We have also instituted a “text to park” application that has reduced the congestion on the parking kiosks. We continue our move to a completely digital residential parking permit management system in the near future.

Our newest police officer, Zach MacGregor, is out on patrol by himself, and living full-time in Jerome. I am very pleased with his performance to date.

I continue working on a \$120,000 incident management grant I wrote for the fire department, we were awarded the grant as a 100%, zero match. The hardware and software have been ordered and we are currently in deployment meetings.

I am also currently working on the transition from Uniform Crime Reporting (UCR) to the National Incident Based Reporting System (NIBRS) within our records maintenance system. This transition requires a more detailed data collection format for crimes that occur in Jerome and are reported to the FBI.

Respectfully,

Allen L. Muma, Chief of Police

JEROME POLICE DEPARTMENT

305 MAIN STREET

JEROME, AZ 86331

(928) 634-8992

Date : 02/05/2024

Page :

Agency :

1

Item A.

Calls For Service Totals By Call Type

01/01/2024 to 01/31/2024

Call Type	Totals	
205	Trespass	1
410	Criminal Damage	1
459A	Burglar Alarm	1
470	Fraud	1
476	Animal Control Problem	1
647A	Suspicious Person	1
692	DUI	1
903	Follow-Up	74
908F	Found Property	5
908L	Lost or Stolen Property	1
961	Accident - No injuries	2
AA	Agency Assist	5
ACPD	Assist Clarkdale PD	1
ADPS	Assist DPS	3
AF	Assist Fire Department	4
AYCSO	Assist YCSO	6
BI	Background Investigation	1
CRT	Court Appearance	1
CSEC	Court Security	2
DIS	Disorderly Conduct	2
FP	Foot Patrol	1
HAR	Harrassment	1
HSE	Hampshire Speed Enforcement	2
INFO	Information	1
ME	Medical Emergency	3
OT	Oversize Truck	3
PARK	Parking Complaint	2
PARKV	Parking Violation	1
PE	Parking Enforcement	21
SC	Security Check	18
SLC	Street Light Check	4
SS	Suspicious Situation	1
SW	Search Warrant Executed	1
T/S	Traffic Stop	3
TF	Trip & Fall / Slip & Fall	1
TO	Traffic Offense	3
TRN	Training	1
WAC	Wild Animal Call	2
XX8	General Complaints	1

Item A.



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

January 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

- Brakes on the garbage truck.
- Weld repair on the dumpster and deliver it to upper bell.
- Rebuild the lid for Vaqueros cardboard bin.
- Replace the spark plugs in the F-150
- Dig up, replace and back fill the sewer line on Gulch School Rd.
- Weld patch plates in the back of the Garbage truck.
- Dig up and repair water line on 1st Street, asphalt patch.
- Work with Mr. Rooter on the sewer line re-lining.
- Multiple sewer lines snaked and unclogged through town.
- Repair to broken sewer lines next to the Gibson Market and Gary Shapiros.
- Survey Town Hall for curb and grading.
- Multiple days of road clearance of rocks and debris.



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TOWN OF JEROME, ARIZONA

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

Item A.

February 2024 Staff Report for January Activity Submitted by Michele Sharif, Accounting Clerk/Administrative Specialist

- ❖ Transcribed minutes from Regular and Special Council meetings for January.
- ❖ Transcribed minutes from Planning and Zoning meeting for January.
- ❖ Took and transcribed minutes from the Design Review Board meeting for January.
- ❖ Performed January Utility Billing (December service dates) and Mailing.
- ❖ Assisted Utilities clerk with receiving and posting utility payments.
- ❖ Processed payables and bank reconciliations.
- ❖ Additional training with Utilities Clerk, Terri Card on meter reading and route programming/processing.
- ❖ Assisted Town Manager, Brett Klein with various projects and forms as needed and requested.
- ❖ Answered phones and assisted at office window as needed.
- ❖ Provided rough draft for updates to the lighting ordinance with applicable tables
- ❖ Updated Town Hall bulletin boards for compliance with state and federal posting requirements.

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, February 13, 2024
Prepared by: William Blodgett, Zoning Administrator

Planning & Zoning Commission- Regular Meeting of December 16 2024

At this meeting the P&Z Commission approved deck repairs and expansion for 713 Main Street for Mary Wills and Sally Dryer.

Design Review Board- Regular Meeting of January 23 2024

A new sign for the Miners café was approved, as were exterior changes and addition of accessory features (Architectural details) to 778 East Ave. New exterior colors were approved for Cabal Cellars and finally the Deck expansion for 713 Main street was approved as well after consideration of historic preservation guidelines.

Code Enforcement-

Code Enforcement issues continue to be addressed throughout town.

Administrative Approvals-

Nothing to report at this time.

Other Business-

A complete and full inventory of the maps kept in the Planning & Zoning office is complete, and work continues at a slower pace reconciling digital and physical parcel files. GIS demonstration by PointMan was postponed due to power outages in Town, but should have happened by the time of this meeting and updates will be provided. The framework of the new Lighting ordinance is being added to the Design review Guidelines as well as fixing of minor grammatical and spelling errors, and the next draft will be available for comments soon. Workshops and training sessions for all boards are being planned currently, and updates will be provided once the schedule is established for these to begin.

File Attachments for Item:

A. Consider Approval of the January 9th Regular Council Meeting and January 9th, 2024, Special Council Meeting Minutes

Council will consider and may approve the January 9th Regular Council Meeting and January 9th Special Council Meeting minutes.



TOWN OF JEROME

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MINUTES

REGULAR COUNCIL MEETING OF THE TOWN OF JEROME COUNCIL CHAMBERS, JEROME TOWN HALL 600 CLARK STREET, JEROME, ARIZONA TUESDAY, JANUARY 09, 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 (0:16) 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, Vice Mayor Jane Moore, and Council members Dr. Jack Dillenberg, Sage Harvey, and Sonia Sheffield.

Staff Present were Town Manager Brett Klein, Zoning Administrator Will Blodgett, Finance Director/Deputy Clerk Kristen Muenz, and Administrative Specialist/Accounting Clerk Michele Sharif

Due to those present some agenda items were rearranged to accommodate the members of the public. The items are presented here as they were on the original agenda.

7:00 (0:28) 2. FINANCIAL REPORTS

Discussion/Possible Action

A. Financial Report and Detail Invoice Register Report for December 2023

Council will consider and may approve the financial reports for month ending December 2023.

Mayor Barber introduces the financial reports.

Ms. Harvey motions to approve the financial reports.

Ms. Sheffield and Dr. Dillenberg both second the motion.

Ms. Barber asks if Council will approve the financial reports for December 2023 she calls the question and the motion to approve Financial Reports for December 2023 passes unanimously.

COUNCIL MEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
BARBER			X			
DILLENBERG			X			
HARVEY	X		X			
MOORE			X			
SHEFFIELD		X	X			

7:00PM (0:48) 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. Barber introduces the staff and council reports and defers to Town Manager Brett Klein for his report.

Mr. Klein begins by highlighting, though the sales tax may look low, there is an influx of money received as the month turns. He shares that \$120,000 is not currently accounted for on the sheets yet, however we are doing quite well. He says there are some budget line items that might be skewed, sharing that we are waiting on a few end-of-year payments, as well as the need to make a couple journal entry adjustments, but overall we are on track with revenues compared to expenditures. He shares, most of his time has been spent on grants and other paperwork. He updates, the wastewater treatment plant should be at 60% design stage by the end of the month, or early February at the latest, but is on track to meet the consent decree and should be rolling toward construction in summer/fall of this year.

Ms. Barber asks Mr. Klein what the focus group for potential legislative changes for STR's is?

Mr. Klein answers it is a group like you would think. He shares that Scottsdale and Sedona are involved, and that we have a seat as well. He says it's a League sponsored group trying to get legislature to tie loopholes that the most recent

legislation caused, adding it is allowing municipalities to cap in certain areas, and cap with an overall certain percentage. He shares the most recent conversation did help considerably in looking to tie up some loopholes.

Ms. Barber asks Mr. Klein if he thinks it is looking promising.

Mr. Klein shares he feels what is coming out is good in terms of sponsorship from legislatures, but he never wants to make assumptions about what they are actually planning or doing.

Ms. Barber thanks him for his input.

Ms. Barber offers congratulations to William Lionberger from the Police Department for 13 years of service as of January 26th. She asks if council has anything else they'd like to add.

Ms. Moore shares that she thought the Fire Department report was great, adding if anyone wants to know what they're doing, this report would be a good one to look at.

Ms. Barber follows up thanking everyone on the Jerome Fire Department, both paid staff and volunteers, noting this is the last volunteer department in the Verde Valley. She says they work hard and have a large workload; sharing information from the graphs she points out, in 2007 there were 127 calls, then in 2019 it climbed to 622 calls. After COVID there was a slight decrease and then a jump back up to 526 calls last month. She imparts they not only help people in town, but they help everyone else, and we are lucky to have these men and women.

Dr. Dillenberg expresses his praise to the Chamber of Commerce, sharing that they have been doing so well with events and finance. He acknowledges the businesses in town and expresses his hope that the Chamber will continue to grow and there will be more engagement and involvement from businesses. He shares that he goes to their meetings, noting they get better and better, and he believes 2024 will be a very good year for the Chamber.

Ms. Harvey shares there was a PSPRS meeting two weeks ago, where there was discussion of getting the account caught up. She reports it is still sitting at the same place as it was when it was last reported, which is 88%. She says this has been discussed with the Town Manager and is in the works to get caught back up.

Ms. Moore motions to approve the staff reports.

Ms. Harvey seconds the motion.

Ms. Barber calls the questions and Staff and Council Reports are approved unanimously.

Motion to approve Staff & Council Reports for December 2023

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

7:06PM (6:35) 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. Barber asks if Council has any direction or anything to bring up.

Ms. Harvey requests to ask a question. Directing her question to Zoning Administrator Will Blodgett she asks who were the board members that stepped down from of the Design Review Board?

Mr. Blodgett shares they were Mr. Wood and Ms. Romberger. He adds there were a few others that chose not to reapply, however he has more than enough applicants to fill those vacancies.

Council members expressed their thanks for the update.

Ms. Moore asks if he is planning on doing some workshops coming up.

Mr. Blodgett answers, yes. He shares he had hoped to do some in the fall, but his SHPO contact found themselves over busy and cancelled meetings a couple of times. His intent is to get SHPO to come do a workshop with the Design Review Board, and that Planning and Zoning is going to start workshopping some of the problems with the Zoning and Ordinances.

Ms. Moore says she listened to the audio minutes, and that is why she spoke with him earlier. She says she would really urge Mr. Blodgett to ask the commissioners to bring their Zoning Ordinances with them for reference when making decisions, granted they need work but there is a lot of stuff in there that would be helpful.

Ms. Barber says these do not require any action, if there are no further questions or comments we can move on.

7:08PM (8:56) 5. APPROVAL OF MINUTES

Discussion/Possible Action

A. Consider Approval of the November 13th Special Council Meeting Utility Rate Public Hearing; the November 14th Regular Council Meeting; November 30th Special Council Meeting; December 11th Special Council Meeting; December 12th Special Council Meeting / CDBG Public Hearing; and December 12th Regular Council Meeting Minutes

Council will consider and may approve the November 13th Special Council Meeting, November 14th Regular Council Meeting, November 30th Special Council Meeting, December 11th Special Council Meeting, December 12th Special Council Meeting and the December 12th Regular Council Meeting Minutes.

Ms. Barber introduces the minutes, she says this is quite a group of minutes because we were not happy with the way they were, and now they read like a novel. She says it is amazing and lengthy then defers conversation to Ms. Moore and Ms. Harvey.

Ms. Harvey shares she read them all again and the only thing she sees is on the December 12th, Regular Meeting Minutes, on page 132, about 1/3 of the way down, Ms. Klein should be Mr. Klein. Other than that she would make a motion to approve them.

Jerome Resident Mark Krmpotich interjects adding that he is also referred to as Ms. Krmpotich instead of Mr. There was discussion among council members about missing that error. Mr. Krmpotich shares that he wasn't going to bring it up but since Ms. Harvey did, he figured he should mention it as well.

Ms. Harvey then says that somewhere on page 127 or 128 there is also an 'e' missing from her name.

Ms. Moore points out that aquifer was spelled with an 'a,' rather than an 'i.' She shares that she likes everything a little more succinct and that these were difficult to get through to catch everything, but if everyone else likes them.

Ms. Barber says the original statement was that verbatim minutes were not needed, but when a statement is made that it be in there.

Ms. Harvey adds, or when legalities are asked, and answers are given.

Ms. Barber shares she would like a medium between a complete play by play and a summary, but when statements are made that they are intact.

Ms. Muenz asks if Ms. Moore can tell us which meeting the error is in.

Mr. Klein says to Ms. Moore that we will find it and correct the error.

Ms. Barber says there are a couple of typos but other than that they are good.

Ms. Moore recalls the conversation being about not having to pump from an aquifer at which time the misspelling is found in the November 13th minutes on page 99.

Ms. Harvey says she will amend her motion to approve all minutes with the couple of small changes as stated.

Dr. Dillenberg seconds the motion.

Ms. Barber calls the question and the minutes are approved unanimously with minor changes/corrections.

Motion to approve minutes with minor changes/corrections

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

7:14PM (14:03) 6. PETITIONS FROM THE PUBLIC

There were none

7:14PM (14:11) 7. ORDINANCES AND RESOLUTIONS

Discussion/Possible Action

A. Consider Resolution No. 664; Authorization to Submit Applications and Implement CDBG Projects

Council will consider and may approve Resolution No. 664.

Mr. Klein gives an introduction sharing; this follows the two requisite public hearings in which we solicited and submitted citizen feedback and staff input. Council made the decision that the priority projects would be in the order in which they were listed in the second notice that was made public. He says the motion to approve this resolution should state; "Motion to approve Resolution No. 664 with the Council selected projects being water line extensions down Dundee Avenue with hydrant and related road improvements, and if monies are still available, then water line extensions down Deception Lane with hydrant and related road improvements".

Ms. Harvey says motion made.

Dr. Dillenberg seconds the motion.

Ms. Barber asks if anyone has any additional comments. She then calls the question, and the motion is passed unanimously.

Motion to approve Resolution No. 664 with council selected projects being waterline extensions down Dundee w/ hydrant and related road improvements; if money still available then water line extensions down Deception Lane w/ hydrant and related road improvements.

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

8. UNFINISHED BUSINESS

Discussion/Possible Action

7:15PM (15:35) A. Continued Discussion and Possible Staff Direction Regarding the Town's 2024 Anniversary Celebration and Recognition

Council will discuss any potential updates and may provide staff direction regarding the Town's Anniversary celebration.

Ms. Barber introduces the discussion and says she thinks we need to start putting the word out now about the public part of it and the community part of it. She says there is someone present to speak, she also shares that she has offered to go with Chamber, the Town, or the Historical Society to do whatever is needed to get this spearheaded, and thought the Chamber had a summary of what was going to happen.

Audience member Scott Kolu says he is not the Chamber and is unaware of what they are doing.

Mr. Barber introduces Mr. Kolu as the Town shuttle driver.

Ms. Barber says as far as direction and consideration, let's put it out now. She says she will meet with everyone to see exactly how it's going, adding that Chief Rusty Blair had said something about a parade to start at 11 o'clock. Then have a town portion of it.

Mr. Kolu shares that the Town portion would be on March 8th; they want to do a potluck. He says they are trying to work with one of the restaurants in town to do the main course, and everyone brings what they would like to bring. He says they would also like to have some speeches.

Ms. Barber asks if the Historical Society has already donated the use of their spaces.

Mr. Kolu answers they have. He also understands there is a time capsule that hasn't been opened yet but was supposed to be opened previously, sharing this might be great time and place to do that.

Ms. Barber asks if we know where the capsule is.

Ms. Muenz answers that it is upstairs in the Town Hall building.

Ms. Barber says the Historical Society meeting is next Tuesday. She will be there to speak with them, and you are invited to attend. Otherwise, arrangements can be made outside of a meeting to talk to them. She says as far as PR we can push it through our end.

Mr. Klein says we have a list from Scott on what the Town can do to assist. He says there are no issues, but he is looking for a formal approval to do the parade. In support of that we will issue a press release working with the Historical Society. He shares that somewhere there needs to be some cohesive work with the Chamber, he is aware they have some plans but is unsure if there is communication between the two groups or not, but that needs to happen. Otherwise we are full steam ahead.

Ms. Barber shares it's probably a good idea to get a roundtable to figure out the fine details from everyone. As far as the parade goes, she asks if everyone behind the dais feels the parade is in order.

Council members expressed their agreement.

Dr. Dillenberg asks if we can get the guitar players in the parade.

Ms. Barber says they were talking about having music at different venues, maybe we can talk to a bunch of the businesses too?

Ms. Moore asks if Dr. Dillenberg is asking about the Ukelele group.

Dr. Dillenberg confirms yes, Tommy's group.

Ms. Sharif shares that Mr. Anderson has expressed interest in participating in the parade, he is unsure about some of the older players being able to make the walk, so he is in search of a flatbed truck or a truck that can tow a trailer for the Jerome Ukelele Orchestra to ride on instead of walking.

There was some discussion among council members about having a flat bed or finding one that could be used.

Ms. Barber asks if there should be a vote.

Mr. Klein says no we have the input so there is no vote necessary.

Ms. Barber begins to introduce the next item 8 B regarding Rich St. turning issues.

Ms. Moore raises her hand and asks if instead of moving to the next item, if they should move up the shuttle stop since they have Mr. Kolu in the audience.

Mr. Kolu shares it does partially affect the Rich St. issue.

7:22PM (22:44) B. Discussion and Possible Staff Direction Regarding Rich Street Turning Issues and Parking Considerations throughout Town – 7:22

Council will be discussing traffic flow and turning issues on Rich Street, along with parking considerations in certain areas, and may provide staff direction for consideration at a future meeting.

Ms. Barber says she brought it up because when you come out of Rich St. if someone is parked in that first parking spot you cannot see to get out of there. She doesn't know what needs to be done to make it a red zone but that is what she is pushing for.

Dr. Dillenberg adds to get it labeled correctly, he thought that was an issue as well.

Mr. Klein says a big issue was identifying ownership, what we need to do and have the authority to do. He says Mr. Blodgett has been able to untangle a lot of mess.

Ms. Harvey says what she can tell from the map is the particular spot being talked about is actually on ADOT property.

Ms. Barber confirms the location and says that's what she's seeing as well.

Ms. Harvey says it should not be marked as anybody's personal parking space.

Ms. Barber agrees and says she went and looked at the spot after they spoke about it the last time. She says the piece of red is above, on the old garage, and the Town or someone came and cut down all the sunflowers so there is some visibility now. She points out that there is no line in front of that parking spot, there is a line behind and then more parking spots behind that. She shares it does not state no parking, it is not stated as anyone else's parking, but according to the map it reflects this parking spot is in a County right-of-way. So as a Town, for public safety, we can completely turn that into a red zone and say people cannot park there. She asks if she is wrong about that?

Mr. Klein answers he believes she would be correct.

Ms. Barber shares that she took a picture when she went to visit her father, there was a truck parked in the spot in question when she went to visit and not there when she left. She took a picture showing you can actually see the roadway, noting it's on her personal device and wasn't shared with everyone, however she was ready to take a picture of the truck showing she could not see around, but it just so happened they were gone. She shares that she's looked at it many times and says it seems like it might be a local that would be upset at the Mayor of the Town of Jerome for saying you can't park there anymore but, in a County right-of-way, public safety outweighs parking.

Dr. Dillenberg asks what needs to be done in terms of signage or something else there to make it obvious.

Ms. Barber and Ms. Harvey both answer that it needs to be a red zone.

Mr. Klein says we can do that, adding the ordinance indicates that for public safety public works would sign off to move forward to Council for formal action. He says if that's the direction you want to go then we'll get that done and, in the meantime, they will also confirm with the County and ADOT that we are good to go.

Dr. Dillenberg asks if that can be a priority for next week.

Mr. Klein shares that he's got it highlighted but it might not happen next week.

Ms. Harvey asks if that is the only area they want to discuss.

Ms. Barber says as far as the turning issues on Rich St. she is ready to let it lie, because everyone figures out how to do that. She shares, the fire dept can't make it all the way down to the few houses at the end, but they are able to get to the Town of Jerome owned lot, turn around, and back in, so that they are able to take care of them. She continues, as far as turnaround issues she's ready to let it lie and talk about other parking considerations around town now. She says we do have a few, noting it needs to be compact parking in front of Vaqueros.

Ms. Harvey shares it's a handicap spot that the big truck is parking in.

Mr. Klein asks if they have a placard.

Ms. Harvey says she doesn't know it was dark the last time she passed it. She says it's sticking out to the point that if a car is parked across the street, then it's really tight to fit through. She adds the other compact parking in front of Grapes, made in Jerome Pottery and those businesses.

Mr. Klein says he thought it was going to be no trucks.

Ms. Harvey answers compact cars only.

Mr. Klein says he thought sedans fit.

Ms. Harvey says they can fit, but they need to not be sticking out passed the line.

Ms. Barber says she doesn't understand why when people park and see they are sticking out in the roadway they don't realize they can't park there, but it's because there's no other place to park.

Ms. Moore shares that she spoke to Allen (Muma) some time ago about having a white line that goes along there to keep the width. She says he had a reason why they couldn't do that.

Ms. Harvey interjects ADOT probably.

Ms. Moore shares there is one in front of the pottery shop and the other shops there, adding she tells people if they are over the white line, they are going to get a ticket for impeding the traffic. She would like to see further investigation carried out into whether we could put a line on the ground or not.

Mr. Klein says he's sure we could put signage adding anytime they hang out they interfere with traffic. He says he will follow up with Chief Muma and get a report back to council.

Ms. Barber says she doesn't mind walking around. She continues, her question would be, if there is something sticking out in the road that doesn't fit, what is our recourse? Could you ticket them or have their vehicle towed because it's in the roadway? She asks what about the couple parking spots just past the Rich St. turning issue, where people are parking

the road. She comments our boys in blue need to go around and give tickets to everyone that is handing out in the highway. She further shares, we have visitors who want to come up and visit, they're mad because they have to pay for parking, and they're trying to find some place to park. She says she tells people we have a wonderful shuttle driver, a shuttle on the weekends, you can get covered parking and get shuttled around, and they say they weren't aware we have a shuttle. She looks and sees how many shuttle signs we have; noting we keep continuing to help people with more signage but the more signage we put out there the less they see the signs. She recaps that she is more than willing to walk around with anyone or if anyone from Council wants to walk around, it's all about safety.

Ms. Barber sees a hand up in the audience and defers to Jerome resident Nancy Robinson.

Ms. Robinson says in regard to the parking spaces in front of grapes, at the last meeting it was mentioned that the property owners were going to be notified about getting permission for diagonal stripes. She asks has that been done. Did they approve it?

Mr. Klein answers no, reaching out was not done, we were waiting for a few other pieces.

Dr. Dillenberg follows up saying it's coming, that will happen.

Ms. Barber shares that we had some of our parking spaces in town restructured in a certain direction to force you to go the right way. She asks Ms. Moore since she's owned a business or has been part owner of a business, if those parking spaces have always been straight in like that, and does she think it would be to the benefit of the town to angle them that way?

Dr. Dillenberg and Ms. Moore both express their agreement saying absolutely.

Ms. Barber thanks Ms. Moore for her input. She shares she can remember when Grapes used to be the fire station and that area was all parking.

Ms. Moore shares she has been asking, adding that it was approved for parallel parking, but that Eric came through and did straight in parking. She says she has argued with business owners for years that it should be diagonal, so you aren't backing out over two lanes of traffic. She adds legally you shouldn't be backing out into a highway, but we're Jerome.

Ms. Barber shares there is hardly a place you can't back out into a highway.

Ms. Moore answers making it diagonal at least you would not be impeding.

Mr. Klein adds, engineers are working on showing that no space will be lost, once we have that it will be shown to the owners.

Ms. Moore shares that she has talked to Josh about doing diagonal parking and believes he's on board with that.

Ms. Barber thanks Ms. Robinson for bringing that back to Council's attention. She says we have enough direction at this point.

9. NEW BUSINESS

Discussion/Possible Action

7:32PM (32:52) A. Consider Proposal from Southwestern Environmental Consultants (SEC) for Engineering and Surveying of the Town's Structural Retaining Walls (Phase 1)

Council will consider and may approve the proposal from SEC.

Ms. Barber introduces the proposal. She says staff recommends we approve this in light of the difficulty in obtaining a structural engineer partner in Jerome. She says she did reach out to Mr. Klein because some of the walls had been looked at before by Shephard Westminster, who used to be our structural engineer. She thought and he confirmed, with the time that has passed that it needs to be done again.

Dr. Dillenberg shares his agreement.

Ms. Barber adds we need to keep our walls safe, this sounds like a lot of money, and a lot of money spent over the coming years, but it needs to be done.

Dr. Dillenberg motions to approve the proposal.

Ms. Barber seconds the motions. She calls the question and the motion to approve the Proposal from SEC is approved unanimously.

Motion to approve SEC proposal for engineering and surveying Town retaining walls

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

Mr. Klein says he thinks we stand a good chance at getting grants.

7:21PM (21:50) B. Consideration of Request to Relocate Shuttle Stop Number 4 from its Current Location to the Pull-in Area in Front of Hotel Jerome 7:22

Council will consider and may approve the request to relocate Shuttle Stop Number 4.

This item was moved up to follow Item 8A.

Ms. Barber introduces the request to relocate the shuttle stop #4 from its current location to the pull-in area in front of Hotel Jerome. She shares this is a no brainer and can't believe it took this long to figure out this wasn't working. She moves to do this without further discussion unless someone else wants to discuss it further.

Ms. Harvey seconds the motion.

Ms. Barber calls the question and the motion to move Shuttle Stop #4 is passed unanimously.

Motion to approve the relocation of Shuttle Stop #4 to the front of Hotel Jerome

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

Council members express their gratitude to Mr. Kolu.

Ms. Barber shares we have a bench and a place for people to sit.

Mr. Kolu asks that since the maps are done by the Chamber or the Historical Society, they be notified that shuttle stop #4 has moved.

Dr. Dillenberg asks Mr. Klein if that is something that we can do.

Mr. Klein confirms yes, we can do that.

The meeting moves back to 8B. followed by all other items in the order they appear on the agenda.

7:34PM (34:20) C. Consideration of a Conditional Use Permit (CUP) for Three (3) Residential Apartment Units at 310 Queen Street – 7:34

Council will consider and may approve a CUP for 310 Queen Street.

Ms. Barber introduces the item.

Ms. Harvey says she didn't see paperwork for this.

Ms. Barber agrees she didn't see any either.

Ms. Harvey makes a motion to table this to the next meeting.

Ms. Moore seconds the motion to table. She adds she thinks the process for conditional use permits is that Council is supposed to discuss it within 15 days of being passed by Planning and Zoning, and she believes if they table this, they should be okay as far as going over that time limit. She adds that there are two areas that talk about apartments and at the last P&Z meeting there was a discussion about there not being language about apartments in the C1 zone, but it is there.

Ms. Barber confirms this will be tabled until next month and asks Mr. Blodgett if they will have more information on in at that time.

Mr. Blodgett answers yes, adding he is still waiting on the property owner who is currently out of town.

Ms. Barber says this sounds hopeful that we're going to have people in Jerome who still live in Jerome.

Ms. Moore says she wants to see the plans that show the parking and everything, the complete packet.

Dr. Dillenberg follows expressing his agreement to the full packet including the water connection.

Ms. Barber calls the question and the motion to is approved unanimously.

Motion to table consideration of CUP to the next Regular Council Meeting of February 2024

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

7:35 (0:00) 10. TO AND FROM THE COUNCIL

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

Ms. Barber says she'll start by saying she has no bones to pick right now, and asks if anyone else has anything to add.

Ms. Moore asks if we should have an update listed on the council meeting for the sewer plant at the next meeting or wait until the following?

Mr. Klein says it could be next meeting. He shares it might be more apt for the March meeting and there will likely be a meeting in between for the budget meeting but will definitely get an update as we get closer to the completion of design.

Ms. Barber adds she noticed that there was a little update in the staff and council reports. She asks when she looks through the update if the items in red are all the new highlights and bullet points, correct?
 Mr. Klein confirms yes.

7:37PM (37:25) 11. ADJOURNMENT

Ms. Barber moved to adjourn the meeting.
 Ms. Harvey and Dr. Dillenberg both second the motion.
 The meeting is adjourned at 7:37pm.

Motion to adjourn at 7:37 p.m.

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

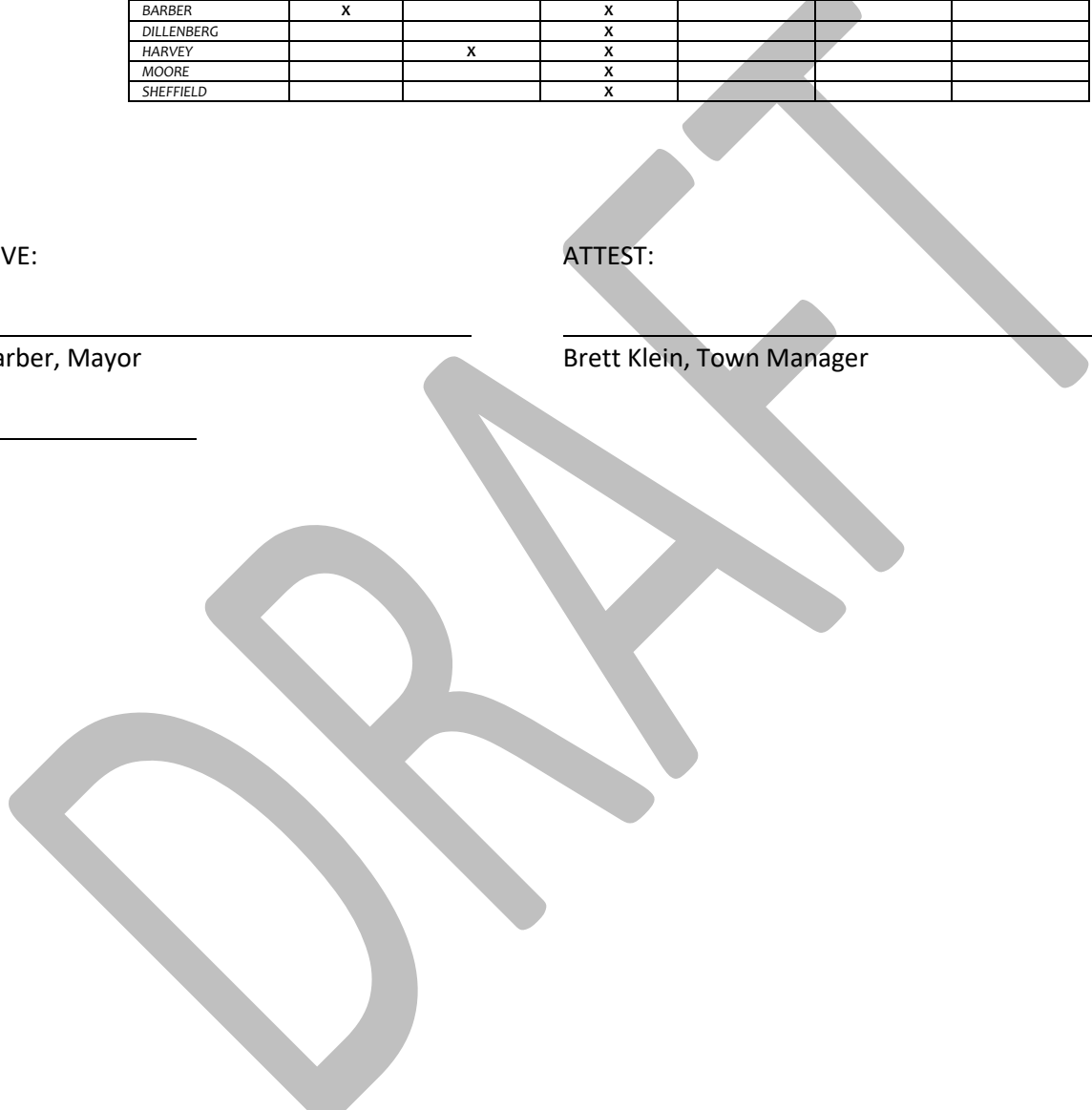
APPROVE:

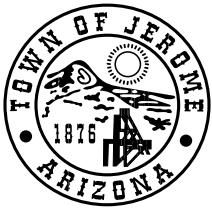
ATTEST:

 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

MINUTES

SPECIAL COUNCIL MEETING - CDBG PROJECT INPUT AND COUNCIL SELECTION OF THE TOWN OF JEROME COUNCIL CHAMBERS, JEROME TOWN HALL 600 CLARK STREET, JEROME, ARIZONA TUESDAY, JANUARY 09, 2024, AT 6:00 PM

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

6:00 (0:17) 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, Vice Mayor Jane Moore, and Council members Dr. Jack Dillenberg, Sage Harvey, and Sonia Sheffield.

Staff present were Town Manager/Clerk Brett Klein, Zoning Administrator Will Blodgett, Finance Director Kristen Muenz, and Administrative Specialist/Accounting Clerk Michele Sharif.

6:01 (0:30) 2. NEW BUSINESS – 6:01

Discussion/Possible Action

A. The Town Council of the Town of Jerome will Hold a Public Hearing Regarding the Use of CDBG Funds to Identify and Select the Project from the List Identified through the Citizen Input at the First Public Hearing Held on December 12, 2023

The Town is expected to receive approximately \$402,110 in FY24 Federal CDBG Funds from the Arizona Department of Housing Regional Account and the Town intends to apply for up to \$500,000 in FY23 or 24 CDBG Funds from the State Special Projects account. Council will gather citizen input and consider potential uses for the CDBG funds that must be used to benefit low-income persons and areas, alleviate slum and blight, or address an urgent need.

Mayor Alex Barber opens, sharing this is a public hearing regarding the use of our funds to identify and select a project from the list, identified through citizen input from the first public hearing held on December 12th. She asks the Town Manager, Brett Klein for his overview.

Mr. Klein begins, this is our requisite second public hearing. At this point council prioritized what project or project(s) they'd like to pursue utilizing the CDBG funds at the public hearing. During the public hearing when called upon if you should desire staff will also have a recommendation.

Ms. Barber asks for council input.

Vice Mayor Jane Moore asks if the public hearing should be opened.

Ms. Barber opens the public hearing at 6:01 p.m. She also acknowledges members of the audience that were also present and spoke at the first public hearing. She asks if either party has any input now.

Jerome Resident Mark Krmopotich shares that he's reviewed and has no comments, questions, or concerns about them.

Ms. Barber calls next on Jerome resident Nancy Robinson, who says she is good as well.

Ms. Moore shares that she thinks they are listed in the order of what was discussed as being most important.

Ms. Barber expresses her agreement.

Ms. Moore asks how much the top 2 items on the list will cost.

Mr. Klein responds that the cost will be over what will be supplied. He takes this opportunity to reiterate what Ms. Moore said, answering yes, they are in the order of importance and staff recommendation. He says at the council meeting when they are ready to motion it would be prudent to mention the continuation of water lines down Dundee Ave and if funds are available Deception Lane.

Dr. Dillenberg expresses he would love to see them do Holly.

Ms. Moore shares that it sounds like those two items are up for discussion and seeks input on which one is more important and why?

Ms. Barber shares she thought the reason for continuing the water line extension down Dundee was because its already in the works and we ran out of money. She shares this is something that needs to happen, as with everything on the list of 1-10. She adds when you're that deep into it you might as well finish it up, that is what she thought that was the consensus of everyone sitting behind the dais.

Ms. Harvey and Dr. Dillenberg both express their agreement.
 Ms. Barber says, if there is any money left over, to continue down Deception Lane.
 Finance Director/Deputy Clerk Kristen Muenz asks if she can make a comment.
 Ms. Barber answers, yes please.
 Ms. Muenz shares that she spoke with Chief Rusty Blair and his recommendation is to continue the water lines because those provide hydrants in places in town where there currently aren't any. He shared there is one on Holly close enough for him to get to the houses there, but in the other areas, the hydrants are in areas that they'd have to run lines and sometimes that means they have to run them across roads.
 Dr. Dillenberg shares confirmation of that information.
 Ms. Barber says fire suppression and having these available is a definite need for town. She imparts the pumper truck empties fast if you can't hook up to an actual hydrant. She then begins to make a motion.
 Ms. Moore interjects and asks if the public hearing needs to be closed first.
 Mr. Klein clarifies the public hearing can be closed. He adds as long as there is a consensus you don't have to make a motion at this meeting, it would made at the regular council meeting for the resolution.
 Ms. Barber closes the public hearing at 6:06 and thanks the public.

6:06 (6:04) 3. ADJOURNMENT

Ms. Harvey makes the motion to adjourn the meeting.
 Ms. Barber seconds the motion. She calls the question, and the meeting is unanimously adjourned at 6:06 p.m.

Motion to adjourn at 6:06 p.m.

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

APPROVE:

ATTEST:

 Alex Barber, Mayor

 Brett Klein, Town Manager

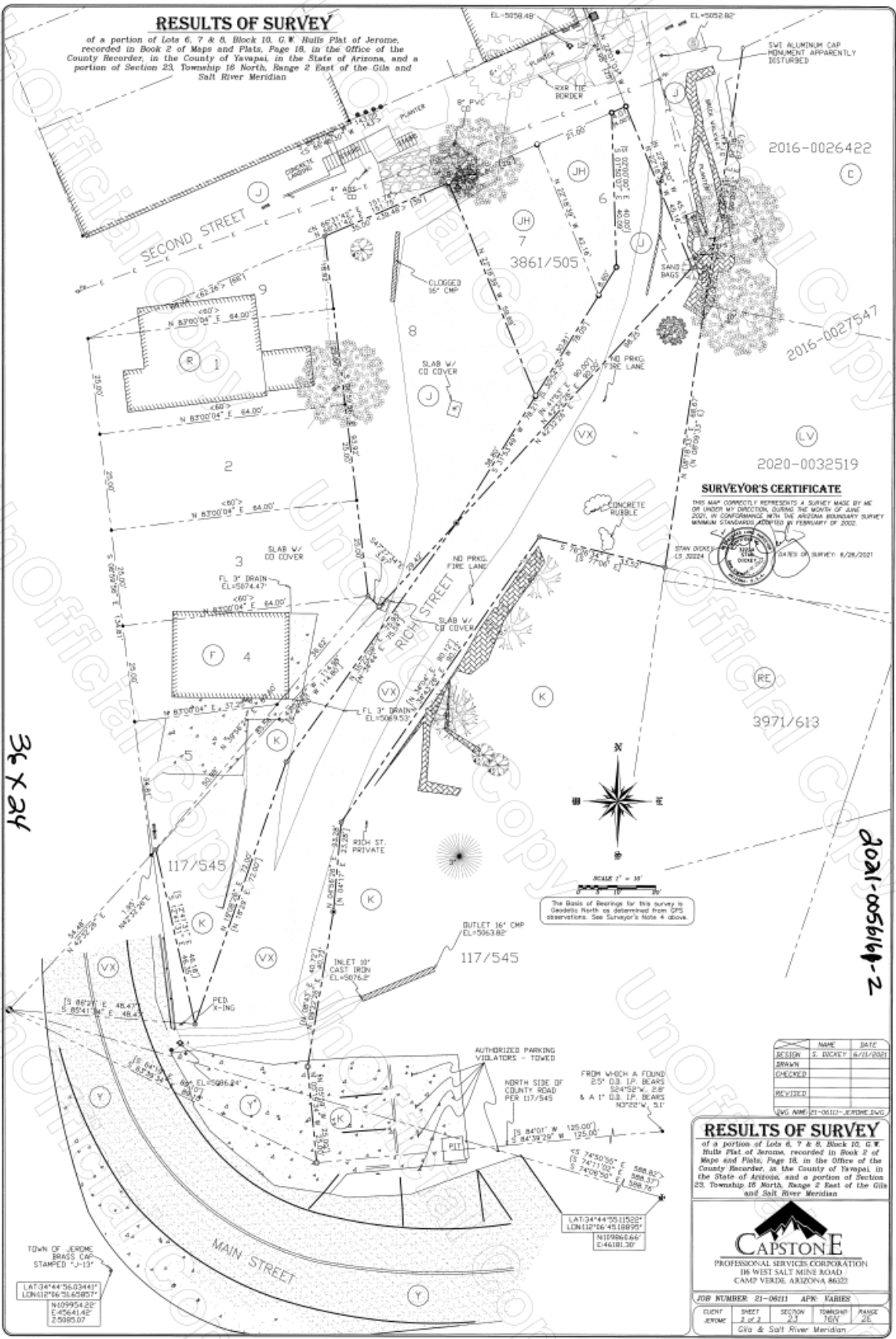
 Date

File Attachments for Item:

A. Discussion and Possible Staff Direction Regarding Rich Street Turning Issues and Parking Considerations throughout Town

Council will be discussing traffic flow and turning issues on Rich Street, along with parking considerations in certain areas, and may provide staff direction for consideration at a future meeting.





Professional Survey of the Rich St./ Main. St. intersection.

RESULTS OF SURVEY

of a portion of Lots 6, 7 & 8, Block 10, G.W. Hills Plat of Jerome, recorded in Book 2 of Maps and Plats, Page 18, in the Office of the County Recorder, in the County of Yavapai, in the State of Arizona, and a portion of Section 23, Township 16 North, Range 2 East of the Gila and Salt River Meridian

COORDINATE SYSTEM DEFINITION	PROJECTION:
LINEAR UNIT - INTERNATIONAL FEET	TRANSVERSE MERCATOR
GEODETIC DATUM - NAD83 (2011)	LATITUDE OF GRID ORIGIN - 34°40'N
VERTICAL DATUM - NAVD 88	LONGITUDE OF CENTRAL MERIDIAN - 112°00'W
SYSTEM - CAPSTONE-VLDF	NORTHING AT GRID ORIGIN - 80,000.00 FT
ZONE - MOKO VALLEY	EASTING AT CENTRAL MERIDIAN - 1,000,000.00 FT
	CENTRAL MERIDIAN SCALE FACTOR - 1.000185 EXACT

LEGEND

- - Calculated point - nothing found or set - unless noted
- - Found 5/8 inch rebar with plastic cap stamped "LS 38284"
- - Found 1" O.D. Iron Pipe & Affixed Brass tag stamped "LS 38284"
- - Set Magnet with brass tag stamped "PLS 38284"
- - Set 1/2 inch rebar with aluminum cap stamped "LS 38284"
- - Found 2 inch O.D. Iron pipe in concrete at Corner Number 3 FLORENCE MS #10784
- - Set 8" MAD Splice with aluminum tag stamped "LS 38284"
- - Found 1/2 inch rebar with plastic cap stamped "LS 37401"
- <> - Record Dimensions per unrecorded map by Kneeling & Johns dated 4-12-1827
- || - Record Dimensions per Book 2 of Maps, Page 18 (highly illegible)
- () - Record Dimensions per Instrument 2016-0027547
- [] - Record Dimensions per Book 117 of Official Records, Page 545
- || - Record Dimensions per Book 3661 of Official Records, Page 605
- ⊙ - Gas Meter
- ⊙ - Fire Hydrant with elevation as noted on top nut of Fire Hydrant
- ⊙ - Water Meter Box
- ⊙ - Water Valve Handhole
- ⊙ - Sewer Manhole - Rim Elevation as Noted
- ⊙ - Sewer Cleanout as Noted
- ⊙ - Decorative Lamp Post
- ⊙ - Power Pole
- ⊙ - Railroad Ball protruding from the ground
- ⊙ - Sign as Noted
- ⊙ - Ballast
- - Indicates Building Line
- - Hatch Indicates Pavement
- - Hatch Indicates Concrete
- - Hatch Indicates Gravel
- - Hatch Indicates Rock/Paver/Concrete Wall
- - Hatch Indicates Boulder Landscaping
- - Indicates Overhead Electric Line
- - Indicates Visible 4" ABS Sewer Line
- - Indicates Electric Service Cabinet
- ⊙ - Control Point as Noted
- - Disappearing Metal Scrap Fence
- - Storm Drain Grate
- ⊙ - Paradise Tree - Diameter as Noted
- ⊙ - Pine Tree - Diameter as Noted
- ⊙ - Deciduous Tree - Diameter as Noted
- ⊙ - Walnut Tree - Diameter as Noted
- ⊙ - Elm Tree - Diameter as Noted
- ⊙ - Locust Tree - Diameter as Noted
- ⊙ - Indicates Ownership by Stephen & Karen Cheliffa per 2016-008442
- ⊙ - Indicates Ownership by Donald & Mary Fisher per 2020-006888
- ⊙ - Indicates Ownership by Town of Jerome per 2283/288 & Y.C.A.O.
- ⊙ - Indicates Ownership by Jerome Historical Society per 2061/505
- ⊙ - Indicates Ownership by Stephanie Ann Kelly per 4861/475
- ⊙ - Indicates Ownership by Lereby View LLC per 2020-0038519
- ⊙ - Indicates Ownership by Abura Robles per 1008/187 & 1080/107
- ⊙ - Indicates Ownership by Ann & Elizabeth Row per 3971/813
- ⊙ - Indicates Ownership by Verde Exploration per Y.C.A.O. No Document Found
- ⊙ - Indicates Ownership by Yavapai County Public Works per Y.C.A.O. No Document Found

Surveyor's Notes

- (1) This plot was prepared for the sole benefit of the Town of Jerome, it was prepared for specific users and for a specific purpose pursuant to an agreement with the client and as such its purpose may be misleading to others. For these reasons, use by others is forbidden without the express written consent of the certifier signed herein.
- (2) The Surveyor's Certification is subject to a limitation of liability. The General Public are on notice that this Results of Survey is subject to a limitation of liability not to exceed the price of the original proposal dated 3/16/2021 between Capstone Professional Services Corporation, an Arizona Corporation, and the Town of Jerome, by release the acceptance of these terms is effectuated. Copies of the original proposal are available upon request.
- (3) Bracketed dimensions represent record dimensions as defined in legend. All unbracketed dimensions represent measured dimensions.
- (4) All measured bearings and distances shown herein are grid values based upon the projection definition shown herein. The projection was defined such that grid distances are nearly equivalent to ground distances in the project area. The scale of bearings is Geodetic North. However, measured grid bearings shown herein (or implied by grid coordinates) do not equal geodetic bearings due to meridian convergence.
- (5) This survey is subject to all conditions, restrictions, reservations, easements, rights of way, and of other matters which may be revealed by a current title report.
- (6) Ownership of all parcels shown herein was not verified unless a document is noted for the ownership called out. The Yavapai County GIS was utilized to determine the ownership where no document could be found.
- (7) The base benchmark for this survey is AZE - PD 281789, Having an MSLD 88 elevation of 4830.24 feet per the National Geodetic Survey Data Sheet. Elevations shown herein were derived using RTK GPS measurements.
- (8) Only trees with 4" diameter or larger trunks (at chest height) were located for this survey.
- (9) Only visible above ground utilities are shown herein.
- (10) See sheet 2 of 2 for topography and boundary.

SURVEYOR'S CERTIFICATE

THIS MAP CORRECTLY REPRESENTS A SURVEY MADE BY ME OR UNDER MY DIRECTION, DURING THE MONTH OF JUNE 2021, IN CONFORMANCE WITH THE ARIZONA BOUNDARY SURVEY MINIMUM STANDARDS ADOPTED IN FEBRUARY 2002.

STAN BICKEY
LS 32224

DATE OF SURVEY: 6/26/2021



NAME	DATE
DESIGN	S. BICKEY 6/21/2021
DRAWN	S. BICKEY 7/25/2021
CHECKED	S. BICKEY 7/26/2021
REVISED	

VNS-NPC-21-0811--CRDME.DWG

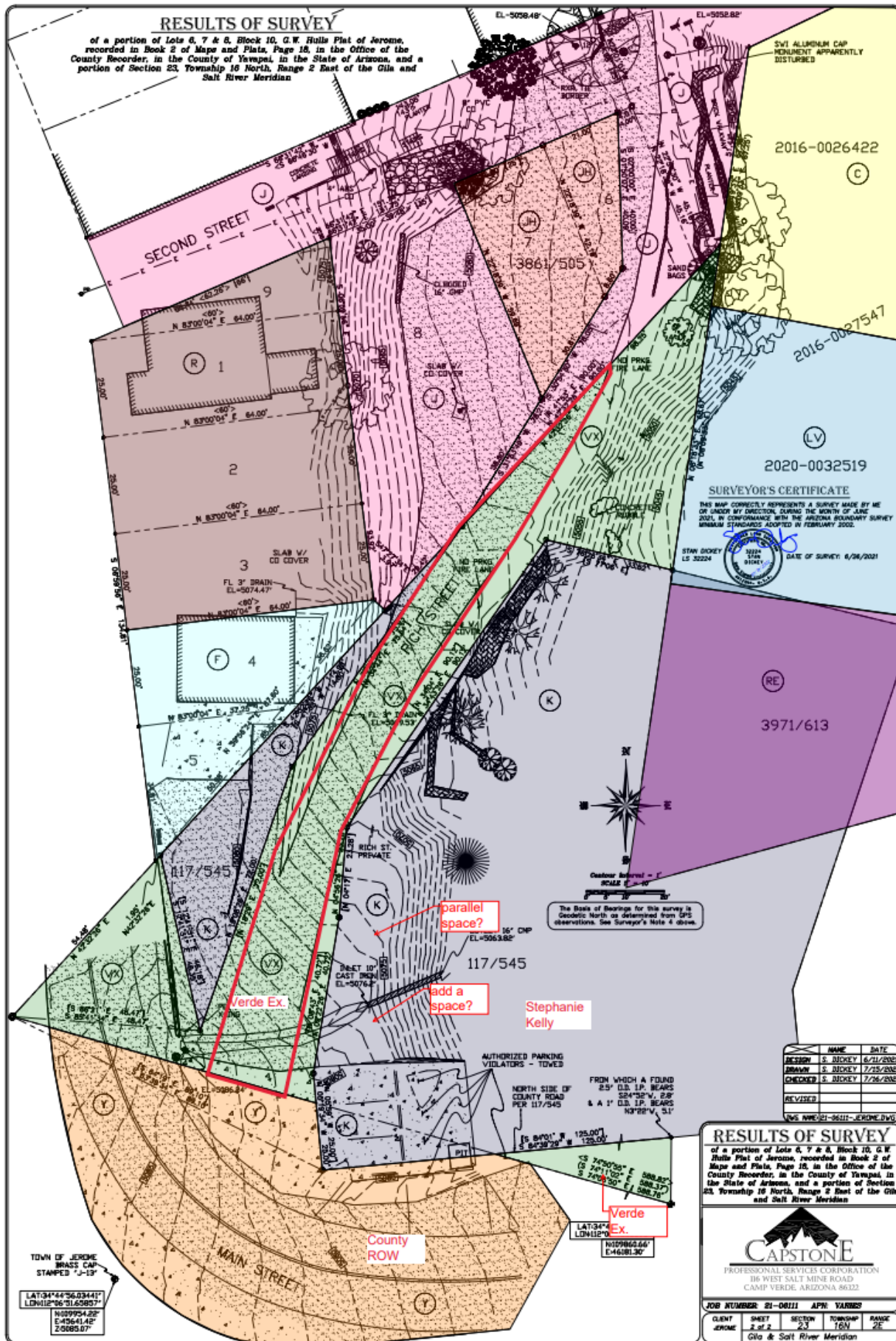
- ABBREVIATIONS USED**
- DB - OUTSIDE DIMENSION
 - LS - LAND SURVEYOR
 - N - NORTHING COORDINATE
 - E - EASTING COORDINATE
 - Z - ELEVATION (SEE NOTE 7)
 - LAT - LATITUDE - NORTH
 - LONG - LONGITUDE - WEST
 - P.P. - POWER POLE
 - ABG - ACRYLONITRILE BUTADIENE STYRENE
 - PVC - POLY VINYL CHLORIDE
 - CD - CLEANOUT
 - PRNG - PARKING
 - ROR - RAILROAD
 - PEB - PEDESTRIAN
 - X-ING - CROSSING
 - EL - ELEVATION
 - M/- - MET
 - MMN/NNN - BOOK/PAGE OF YAVAPAI COUNTY OFFICIAL RECORDS
 - NNN-NNNNNN - INSTRUMENT NUMBER PER YAVAPAI COUNTY RECORDS

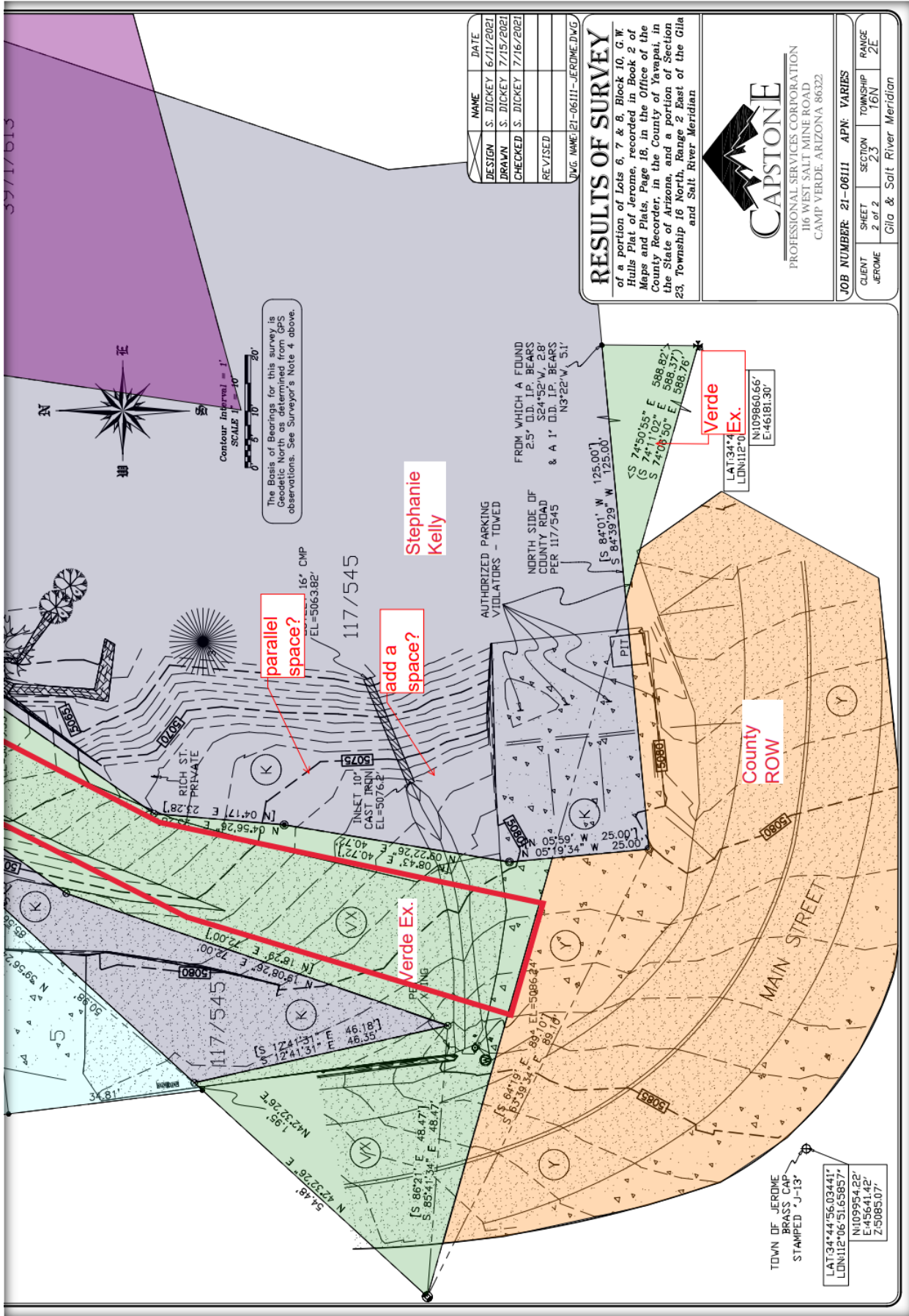
RESULTS OF SURVEY

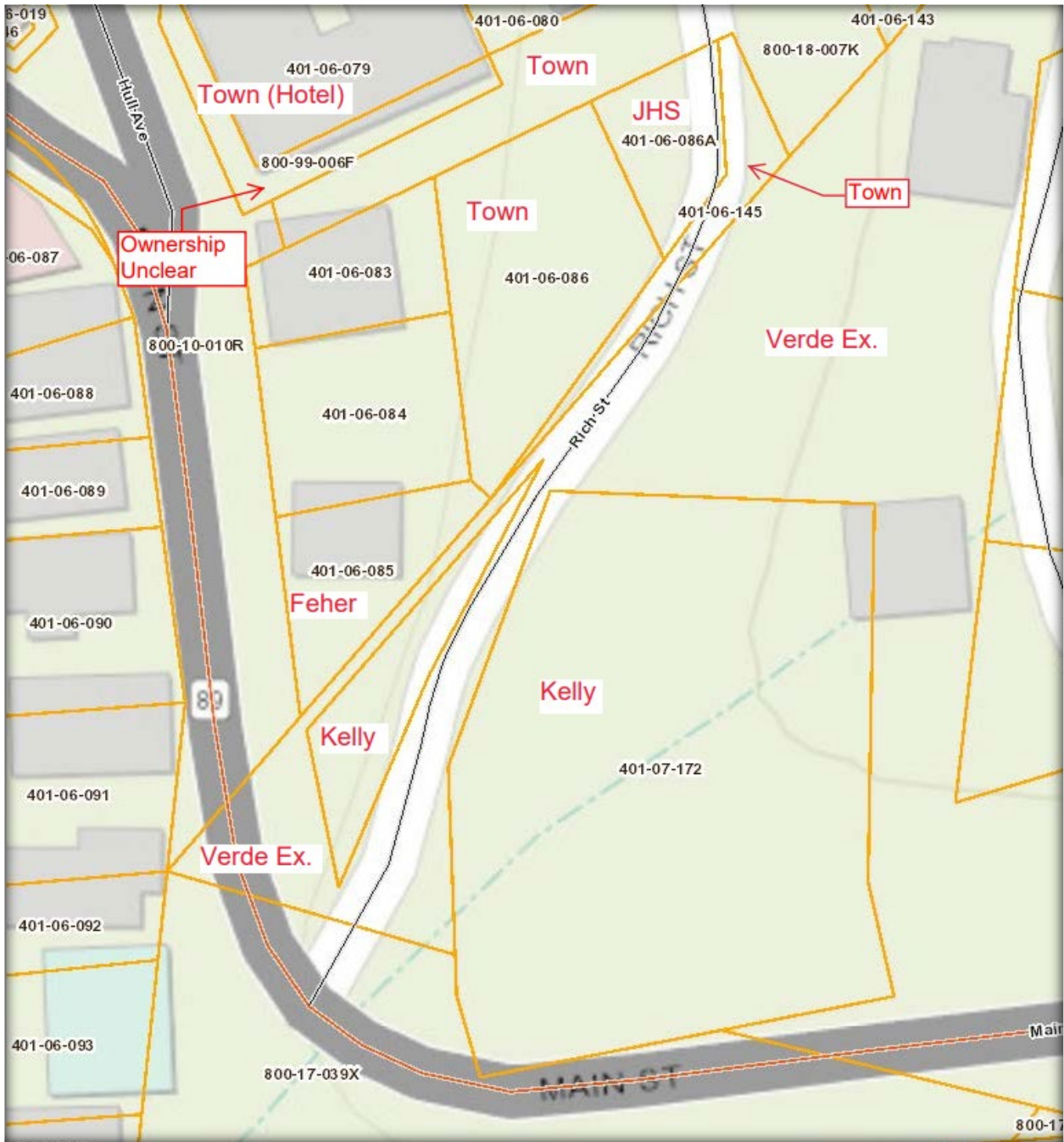
of a portion of Lots 6, 7 & 8, Block 10, G.W. Hills Plat of Jerome, recorded in Book 2 of Maps and Plats, Page 18, in the Office of the County Recorder, in the County of Yavapai, in the State of Arizona, and a portion of Section 23, Township 16 North, Range 2 East of the Gila and Salt River Meridian

CAPSTONE
PROFESSIONAL SERVICES CORPORATION
116 WEST SALT MINE ROAD
CAMP VERDE, ARIZONA, 86322

JOB NUMBER 21-0811		APN: VARIES	
CLIENT	SHEET	SECTION	TOWNSHIP
Gila & Salt River Meridian	1 of 2	23	16N
		RANGE	2E







Parcel map from Yavapai County GIS with property ownership overlaid onto the Parcels.

File Attachments for Item:

B. Continued Discussion and Possible Staff Direction Regarding the Town's 2024 Anniversary Celebration and Recognition

Council will discuss any potential updates and may provide staff direction regarding the Town's Anniversary celebration.

125TH

INCORPORATED
JEROME • ARIZONA

IT'S A (LOCALS) CELEBRATION!

Hello Jerome neighbors,
We are turning 125 in March! Public parade and Memorial Shrine information to be distributed separately.

This post is specifically for Jerome locals to celebrate our birthday with a potluck dinner.



Where: Spook Hall

When: Friday March 8th 6pm

Hosted by:

THE JEROME HISTORICAL SOCIETY

Main dish provided by:

THE HAUNTED GROUP

Dessert provided:

Black Lodge Tattoo

How you can participate:

Be a resident or business owner, and bring a side dish to share.

Please be timely as there will be speeches by the Jerome Town Council, as well as a short performance by Michael Gallagher.

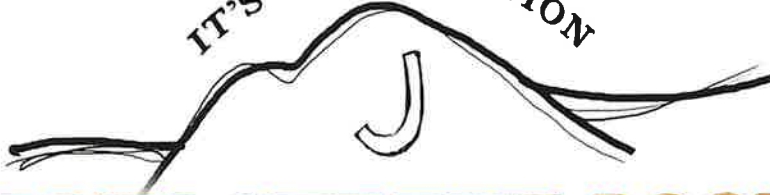
Contact [The Jerome Historical Society](#)

125TH

JEROME • ARIZONA
INCORPORATED

JEROME BIRTHDAY PARADE!

IT'S A CELEBRATION



MAIN STREET LOOP SATURDAY MARCH 9TH 11AM

Hosted by:

THE JEROME FIRE DEPARTMENT



How can YOU participate:

Have a car or transportation plan because March weather is unpredictable.

Drive in a car you decorate

For our longtime residents,

make a sign showing your family name and what year your family arrived in Jerome

For our artists, carry one of your works

Contact **Scott** for more information or ideas **928-821-0133**

IT'S A CELEBRATION
125TH
 INCORPORATED
JEROME • ARIZONA

FOR THOSE WE'VE LOVED



Hello Jerome neighbors, we are turning 125 in March!

Potluck and parade information to be distributed separately. This post is specifically for those we have loved, lost and would care to commemorate.

YOU ARE INVITED TO PARTICIPATE IN MEMORIAL SHRINES

Where: The Bartlett Ruins

When on display: Friday March 8th through Sunday March 10th

How can you participate: Contact Scott or Windy to determine if you are starting a new shrine or participating in an existing shrine.

Contact **Windy 480-447-6425** or **Scott the shuttle driver 928-821-0133**

What is appropriate

A large framed image of the past Jerome citizen that you wish to celebrate. You may also bring items that remind you of that person and what they loved, i.e. their art if they were a Jerome artist, a guitar/instrument if they were a Jerome musician, flowers if they loved flowers. March is nice... or cold... or freezing... or raining... so only bring outdoor safe items (that rodents or weather will not enjoy or harm).

The shrines will be locked up in the Bartlett and viewable from the street above.

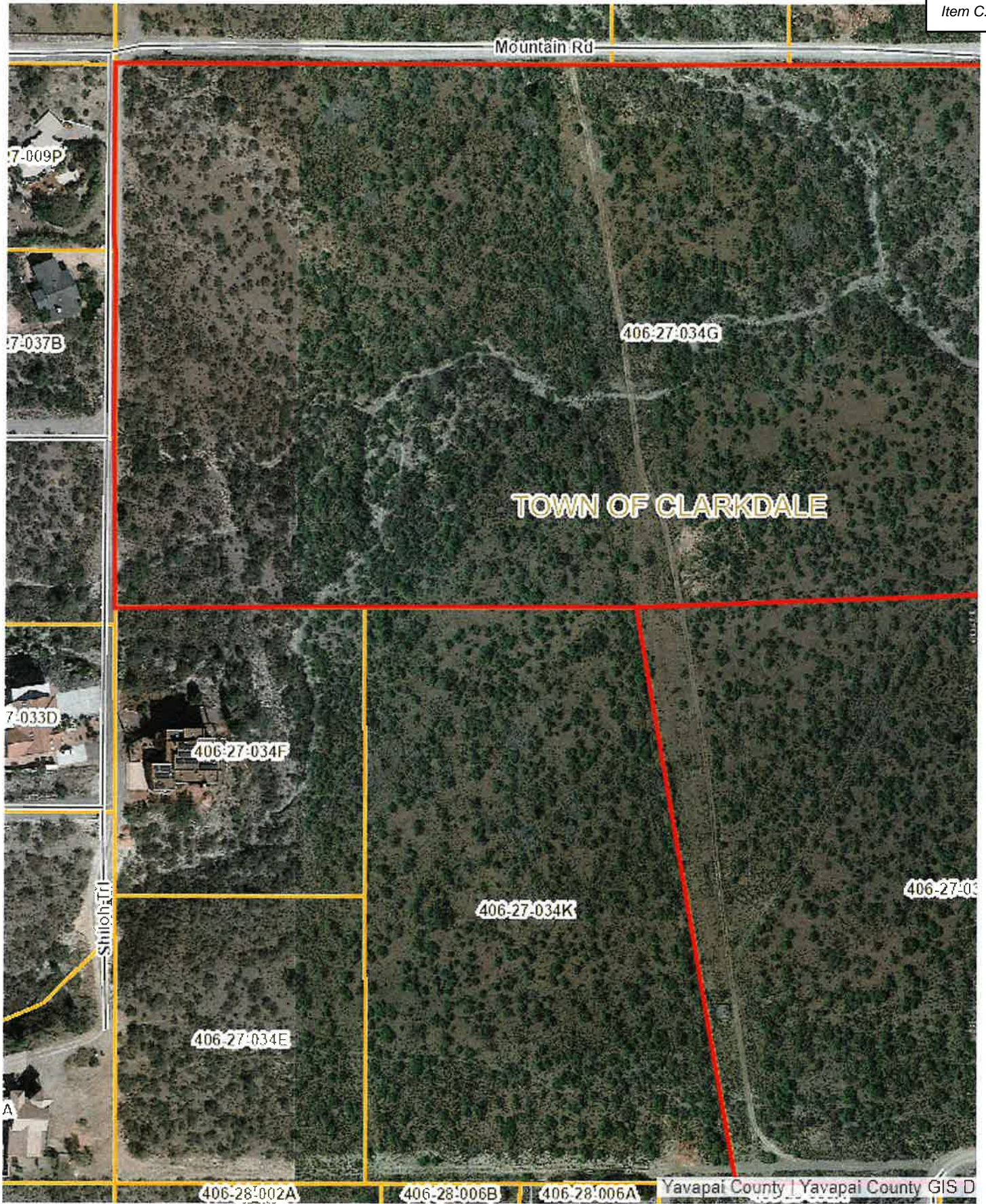
Drop off to Jerome Heritage Shop any day 11am to 5PM now through Tuesday 3/5/24. Please make sure you identify any items with your name, phone number, and the person you are creating a shrine for. Pick up will be at Jerome Heritage following the event ending.

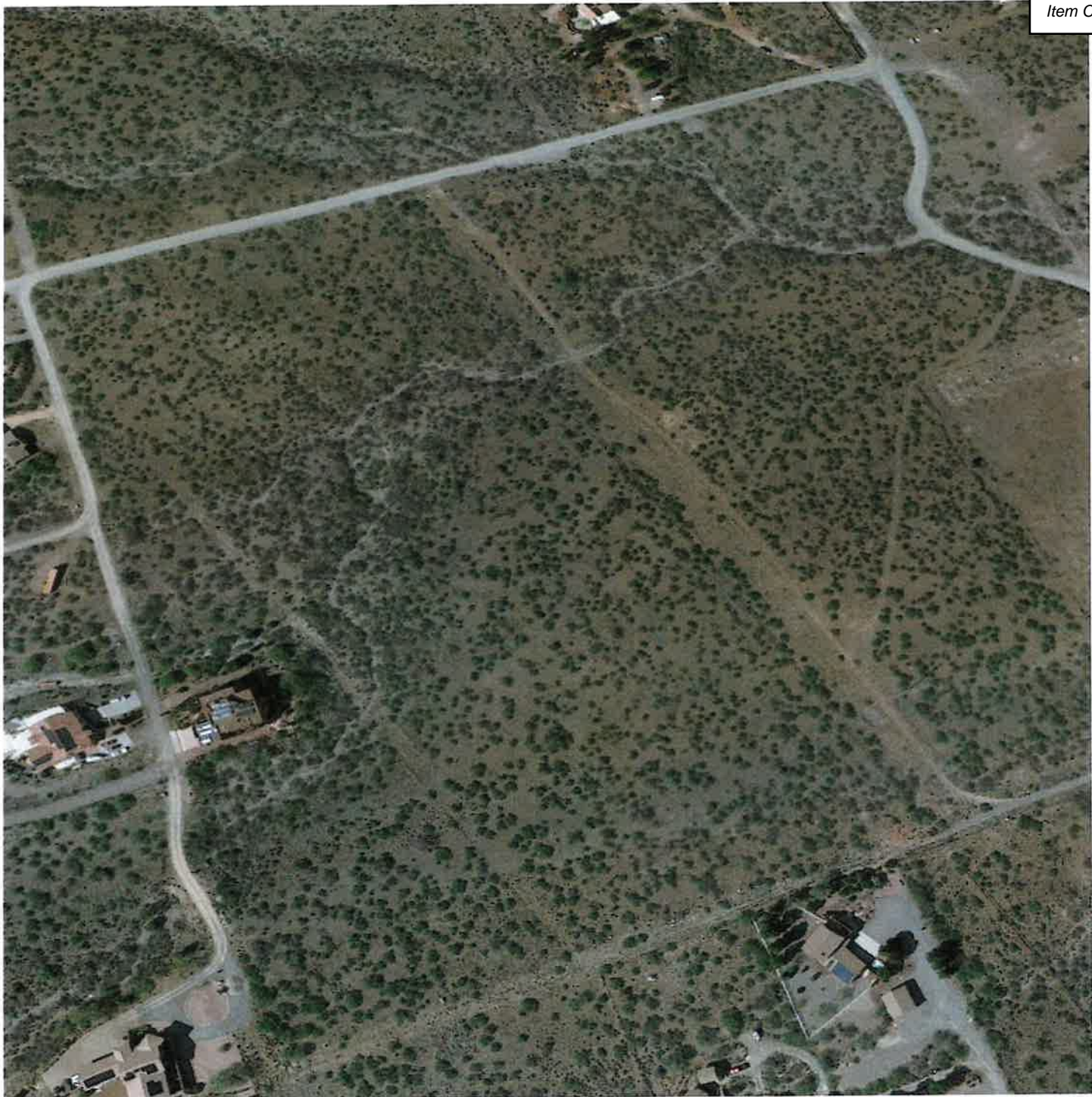
Have any other questions, Contact Windy or Scott

File Attachments for Item:

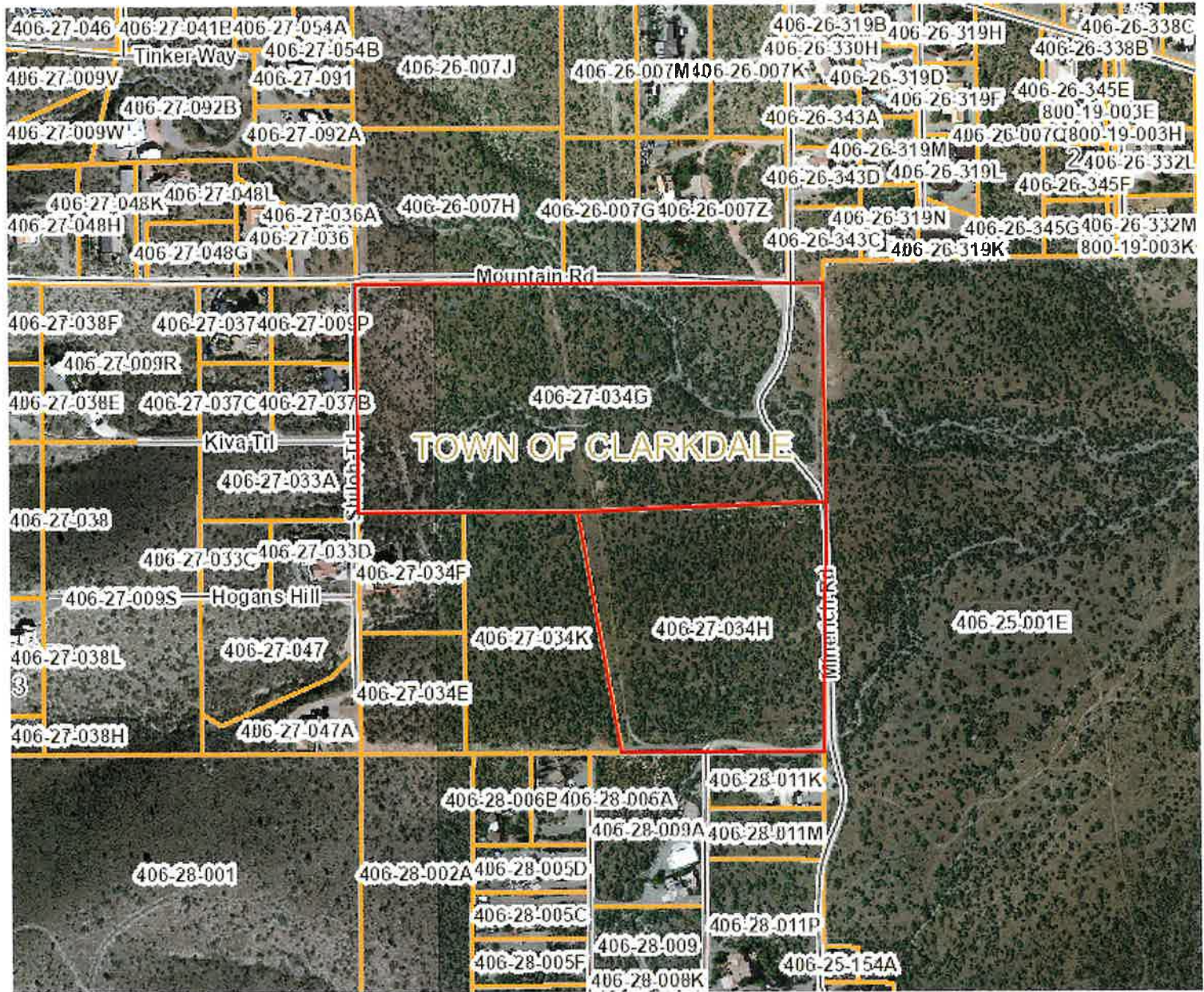
C. Discussion and Possible Staff Direction Regarding Town-Owned "Cemetery" Land in Clarkdale

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





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Map printed on: 6.13.2023

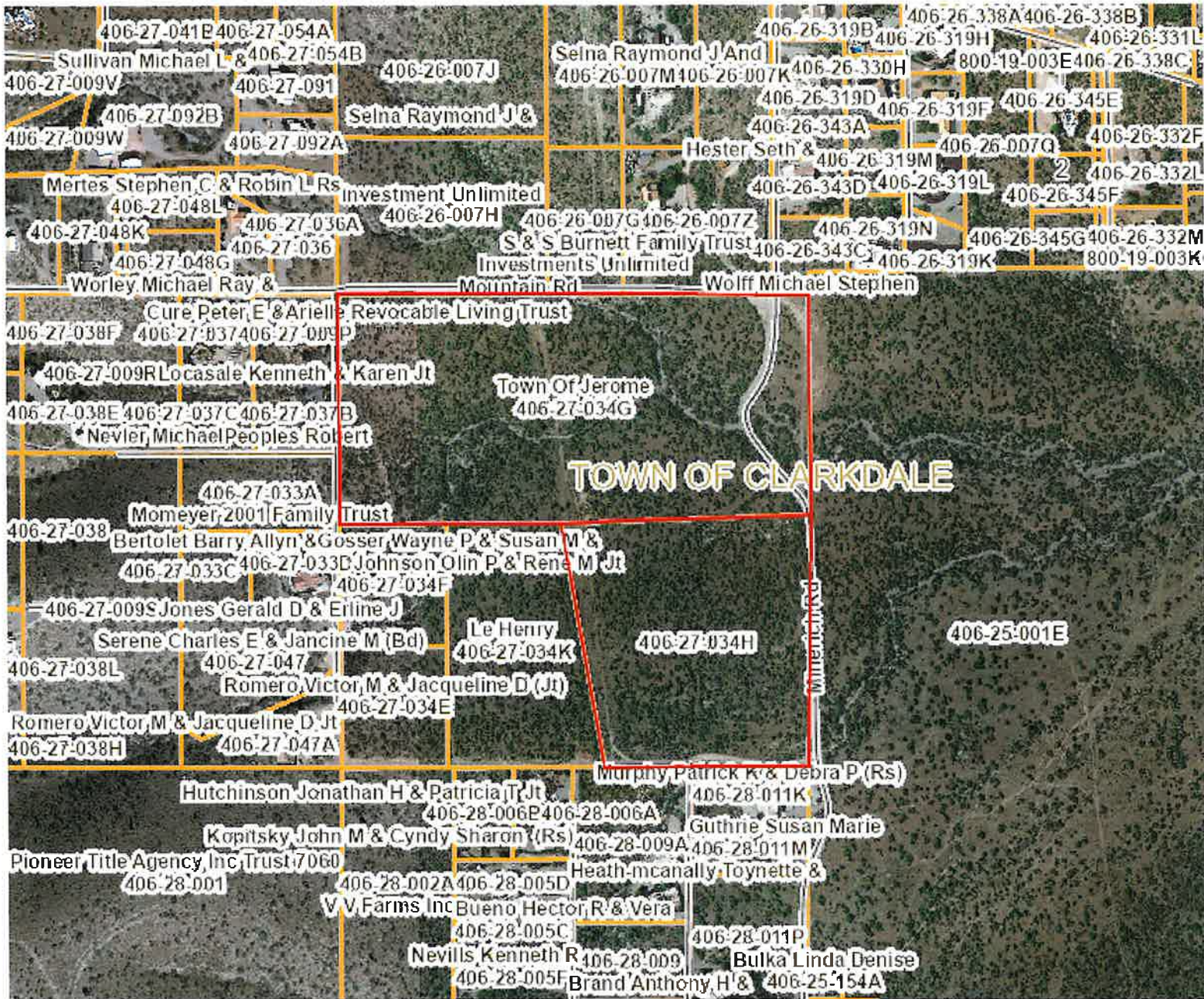


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Map printed on: 5/13/2023



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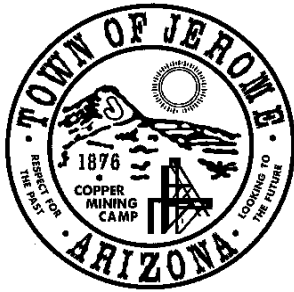


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File Attachments for Item:

A. Consideration of Board, Committee and Commission Appointments

Council will consider and may appoint, and / or reappoint applicants to the Town's boards, committees and commissions.



TOWN OF JEROME

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

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STAFF SUMMARY REPORT

FROM: Brett Klein, Town Manager/Clerk
ITEM: **Item: Consider Board and Commission Appointments**
MEETING DATE: February 13, 2024

Summary:

The following Board members’ terms are expiring as of February 29, 2024, along with an indication if they are willing to be reappointed:

Planning and Zoning Commission:

- Jeanie Ready has indicated a desire to be reappointed.
- Lori Riley has indicated a desire to be reappointed.

Design Review Board:

- Vacancy
- John McDonald does not wish to continue to serve and will not seek reappointment.
- 2026 Term Expiration Vacancy

We have received the following applications to serve on the Design Review Board:

- Devon Kunde (Application Attached)
- Rebecca Miller (Application Attached)
- Mark Krmpotich (Application Attached) (Also willing to and possibly prefers P and Z where there may be an opening very soon)
- Brian Manahan (Application Attached)

Board of Adjustment:

- Natalie Barlow has indicated a desire to be reappointed.

Suzy Mound has indicated a desire to be reappointed.

We also received an application from Scott Staab (Attached), who is willing to serve on any board or commission as needed.

Fiscal Impact:

None.

Recommendation

Staff recommend approval of those willing to be reappointed and appointment of three (3) applicants to the Design Review Board.



TOWN OF JEROME

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APPLICATION TO SERVE AS MEMBER OF DESIGN REVIEW BOARD, PLANNING & ZONING COMMISSION OR BOARD OF ADJUSTMENT

We understand you are interested in serving on one of the Town boards or commissions. We appreciate your volunteering. Such service is vital to the community and we hope this will reward you with a better understanding of your local government and a sense that, through your efforts, Jerome will be a better place to live. We are delighted to hear of your willingness to help.

Name: Rebecca M. Miller Date: 1/8/2024

Mailing Address: PO Box 422, Jerome AZ 86331

Physical Address: et, Jerome AZ 86331

Home phone: _____ Cell phone: _____

Email: _____

Which board or commission would you prefer to join? Design Review Board

How long have you resided in Jerome? 8 months

Have you read Jerome's present Zoning Ordinance? I read the version available online (through March 2022)

Have you read Jerome's Comprehensive Plan? Yes, most recent available version

Do you have previous experience on any of our boards or commissions? If yes, which ones? Have you served on similar committees, councils, boards, etc. in other communities? Which? When? Where?

I have no experience in Jerome. I briefly was on the Board of Directors with the Navajo County Historical Society in Holbrook, AZ, but moved to Jerome after I could attend more than one meeting.

Please list any or all background information that would enhance your qualifications to serve.

I have been a federal employee for 10 years, and have lots of experience working within codes and regs.

I engage in multiple disciplines regularly within the USFS and am familiar with how to work with policy.

Briefly state your reasons for wanting to serve at this time.

I have held multiple volunteer positions in the past 10 years and am excited to serve my community. I

volunteer with the JHS and am invested in Jerome, and want to provide my skills and talents to town.

For Planning & Zoning Commission and Board of Adjustment Applicants only:

What attracted you to Jerome?

I started coming here to visit my long time friend as a seasonal with the NPS, and over time I realized this is my home. The history, culture, and community are amazing.

What concerns, if any, do you have regarding the impact of growth on the town and its infrastructure?

From what I understand, our infrastructure is not limitless. Keeping the town character is paramount, and maintaining that is a priority when considering new growth.

What is your long-term "vision" for Jerome? Please explain your answer.

I would like to see Jerome thrive and serve it's community members and the public. Having the ability to support both is important in the long term.

How important or not is the Historic Landmark Status of Jerome?

It's extremely unique and important. It draws tourism and is part of what makes Jerome so special. It's important to preserve this status and continue to meet the criteria.

If there were one major change you would like to see happen in this town, what would it be?

Perhaps unrelated, I would like to see affordable housing for our service industry community members. Retaining these folks in town is important to our community.

What qualities and qualifications do you feel you have that would make you an excellent member of the Planning & Zoning Commission or Board of Adjustment?

Like previously stated, I have ample experience working within federal rules and regulations, and enjoy using these tools to find what works for both public and gov't parties.

We feel it is very important to be knowledgeable about the laws, concepts and reasoning behind our Zoning Ordinance and general plan. Are you free enough and willing to read published materials and go to occasional conferences to enhance your ability to do a good job on the commission?

Absolutely. I have the free time and passion required of a position like this. I enjoy reading policy and law(nerd alert) and applying to real life situations.

Do you understand that your duty as a Commissioner or Board member is to give a fair and impartial hearing to each proposal or appeal based on its meeting the requirements of the Jerome Zoning Ordinance?

Yes. I exercise this daily in my profession, and understand how important it is to remove personal opinion when applying law and policy to the public.

Give an example of a situation in which you have had to handle something under pressure that would relate to serving on this board.

APPLICATION TO SERVE AS MEMBER OF DESIGN REVIEW BOARD, PLANNING & ZONING COMMISSION OR BOARD OF ADJUSTMENT

Rebecca Miller

1/8/2024

Final question on the application:

Give an example of a situation in which you have had to handle something under pressure that would relate to serving on this board.

As somebody who has worked in public facing jobs throughout my working life, and the past 10 years that being in a federal capacity, I have many examples I could use to answer this question. I will go with a more recent example involving the Yavapai-Apache Nation (YAN) Tribal permit system in one of the areas I manage for the USFS, Fossil Creek.

When we opened in June 2023, we had a formal agreement between YAN and the USFS regarding tribal use of an otherwise permitted area. We found out on the ground very quickly that YAN members found existing policy to be unacceptable and insufficient to meet their needs. After 2 tense conversations with YAN Tribal members in the field, it became clear that we needed policy change to reflect true tribal needs of this area. These conversations were difficult, and I had to keep my personal opinions out of the equation and honor USFS policy while also recognizing that this policy was not good for YAN Tribal members. Many topics were brought up in these conversations that were entirely outside my scope of work/influence, and it was my responsibility to listen, document, and bring these conversations to my chain of command and look for a better solution.

With the blessing of our District Ranger, I modified our on-the-ground management of tribal visits, and requested a formal change of policy. I was granted a meeting with management members of the YAN, and was accompanied by my highest level superiors to this meeting. It was a tense meeting because of the high emotions surrounding the issue, but we were able to hear everybody's side and put everything on the table. I had scoured our Comprehensive River Management Plan for Fossil Creek (CRMP) and found ways to provide better tribal access while staying within established policy. We have now recently signed into action a new policy which will better serve this community, and create less friction between tribal and public governments.

My goal was not to reinvent the wheel or modify large swaths of policy, but I recognized a need, went through proper channels, abided by established rules, laws, and regulations, and came to a resolution which will ultimately provide better access to an underserved population. By recognizing this need, providing action, and providing workable alternatives, I helped strengthen the relationship between the YAN and the Coconino National Forest.



TOWN OF JEROME

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APPLICATION TO SERVE AS MEMBER OF DESIGN REVIEW BOARD, PLANNING & ZONING COMMISSION OR BOARD OF ADJUSTMENT

We understand you are interested in serving on one of the Town boards or commissions. We appreciate your volunteering. Such service is vital to the community and we hope this will reward you with a better understanding of your local government and a sense that, through your efforts, Jerome will be a better place to live. We are delighted to hear of your willingness to help.

Name: Mark L Krmpotich Date: 01/07/2024

Mailing Address: PO Box 1183, Jerome, 86331

Physical Address: AZ 86331

Home phone: _____ Cell phone: _____

Email: _____

Which board or commission would you prefer to join? Design Review Board

How long have you resided in Jerome? This time around - 4 years

Have you read Jerome's present Zoning Ordinance? Yes

Have you read Jerome's Comprehensive Plan? Yes

Do you have previous experience on any of our boards or commissions? If yes, which ones? Have you served on similar committees, councils, boards, etc. in other communities? Which? When? Where?

Yes, I served on the Covenants Committee for Lakemont HOA in Fayetteville, GA for 3 years (2005 -2011

Similar for 465 home community.

Please list any or all background information that would enhance your qualifications to serve.

I am a retired Professional Mechanical Engineer(BSME) with Program Management (PMI) certification

Briefly state your reasons for wanting to serve at this time.

I want to use my professional skills and love for my home town to help make it a better community.

For Planning & Zoning Commission and Board of Adjustment Applicants only:

What attracted you to Jerome?

Jerome is home, I was born here and my family has been a part of this community since 1902. I currently live in the a family home

What concerns, if any, do you have regarding the impact of growth on the town and its infrastructure?

My concern is over growth beyond community facilities have to offer. I would like to make sure our base residence have what they need to stay living here.

What is your long-term "vision" for Jerome? Please explain your answer.

Small growth but the necessary services to support the small community that calls this place home

How important or not is the Historic Landmark Status of Jerome?

I think this is very important, that is the character of Jerome and I would like to keep it. Unlike other communities in the area being over grown with new residences and homes

If there were one major change you would like to see happen in this town, what would it be?

I would like to see us get some community services: Bank/ATM, small grocery store, and maybe a convenience store/gas station

What qualities and qualifications do you feel you have that would make you an excellent member of the Planning & Zoning Commission or Board of Adjustment?

My program management skills for large town upgrades. My mechanical engineering skill to understand how to make new buildings look retro to the community

We feel it is very important to be knowledgeable about the laws, concepts and reasoning behind our Zoning Ordinance and general plan. Are you free enough and willing to read published materials and go to occasional conferences to enhance your ability to do a good job on the commission?

Yes, I am fully retired, walk the town everyday with my dogs and can attend workshops

Do you understand that your duty as a Commissioner or Board member is to give a fair and impartial hearing to each proposal or appeal based on its meeting the requirements of the Jerome Zoning Ordinance?

I am very logical and do not let emotions sway my decisions and look to do what is right

Give an example of a situation in which you have had to handle something under pressure that would relate to serving on this board.

Help the rewriting of the Lakemont HOA design guidelines and update them to new building standards and materials

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TOWN OF JEROME

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APPLICATION TO SERVE AS MEMBER OF DESIGN REVIEW BOARD, PLANNING & ZONING COMMISSION OR BOARD OF ADJUSTMENT

We understand you are interested in serving on one of the Town boards or commissions. We appreciate your volunteering. Such service is vital to the community and we hope this will reward you with a better understanding of your local government and a sense that, through your efforts, Jerome will be a better place to live. We are delighted to hear of your willingness to help.

Name: Devon Brogan Kunde Date: _____

Mailing Address: PO Box 3, Jerome, AZ 86331

Physical Address: AZ 86331

Home phone: _____ Cell phone: _____

Email: _____

Which board or commission would you prefer to join? Design Review Board

How long have you resided in Jerome? 8 months

Have you read Jerome's present Zoning Ordinance? Yes

Have you read Jerome's Comprehensive Plan? Yes

Do you have previous experience on any of our boards or commissions? If yes, which ones? Have you served on similar committees, councils, boards, etc. in other communities? Which? When? Where?

No previous experience on boards or commissions but I am a paralegal and have managed, negotiated and executed contracts for many years; I understand how to read and write legal language

Please list any or all background information that would enhance your qualifications to serve.

Please see above; my paralegal experience, as well as my love of Jerome.

Briefly state your reasons for wanting to serve at this time.

I've loved Jerome for many years and feel fortunate to live here; I want to have a positive impact on the town and to help it move forward while still maintaining its incredible history and charm.

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

For Planning & Zoning Commission and Board of Adjustment Applicants only:

What attracted you to Jerome?

The people, the views and the feel of Jerome. It's always felt like home to me. Our experience now that we actually live here has been even better than expected.

What concerns, if any, do you have regarding the impact of growth on the town and its infrastructure?

I am concerned about maintaining its history while still making it a place where businesses & people can thrive and afford to live. The infrastructure is of utmost importance.

What is your long-term "vision" for Jerome? Please explain your answer.

I'd like to see the infrastructure stabilized and secured (water, roads, sidewalks, sewer, electrical systems, etc) ensure Jerome is here for another 125 years.

How important or not is the Historic Landmark Status of Jerome?

Landmark status is of utmost importance; it cannot be lost. This status makes Jerome unique in Arizona.

If there were one major change you would like to see happen in this town, what would it be?

I would like to see roads and sidewalks improved so that drivers and pedestrians are comfortable driving and walking here.

What qualities and qualifications do you feel you have that would make you an excellent member of the Planning & Zoning Commission or Board of Adjustment?

My attention to detail, tenacity and love of Jerome.

We feel it is very important to be knowledgeable about the laws, concepts and reasoning behind our Zoning Ordinance and general plan. Are you free enough and willing to read published materials and go to occasional conferences to enhance your ability to do a good job on the commission?

Yes, I have the ability to do that.

Do you understand that your duty as a Commissioner or Board member is to give a fair and impartial hearing to each proposal or appeal based on its meeting the requirements of the Jerome Zoning Ordinance?

Yes, that is understood.

Give an example of a situation in which you have had to handle something under pressure that would relate to serving on this board.

I still work (from home) and manage multiple deadlines each day that require considerable concentration and ability to interpret language.

Updated 01-27-2021

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APPLICATION TO SERVE AS MEMBER OF DESIGN REVIEW BOARD, PLANNING & ZONING COMMISSION OR BOARD OF ADJUSTMENT

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Name: BRIAN MANAHAN Date: 2-1-24

Mailing Address: P.O. BOX 1345 JEROME AZ 86331

Physical Address: _____

Home phone: N/A Cell phone: _____

Email: _____

Which board or commission would you prefer to join? Design Review Board

How long have you resided in Jerome? 2 YRS

Have you read Jerome's present Zoning Ordinance? No. I will

Have you read Jerome's Comprehensive Plan? No I will

Do you have previous experience on any of our boards or commissions? If yes, which ones? Have you served on similar committees, councils, boards, etc. in other communities? Which? When? Where?
1995-1998 - PHOENIX. BOARD MEMBER. A CLARITY PROVIDING IN-HOME CARE on COUNTY CONTRACT

Please list any or all background information that would enhance your qualifications to serve.
Growing up in SANTA FE N.M. I HAVE an appreciation for HISTORICAL CITIES. (AND How to keep them)

Briefly state your reasons for wanting to serve at this time.
JEROME is My HOME. I WANT to Help.

For Planning & Zoning Commission and Board of Adjustment Applicants only:

What attracted you to Jerome?

FAMILY. Climate Rural. It's like SANTA FE

What concerns, if any, do you have regarding the impact of growth on the town and its infrastructure?

AS Jerome Prospers water and Sewer Systems
Will be STRAINED.

What is your long-term "vision" for Jerome? Please explain your answer.

KEEP DOING what we are doing.

How important or not is the Historic Landmark Status of Jerome?

Very Important - It gives Jerome Credability
as a DESTINATION.

If there were one major change you would like to see happen in this town, what would it be?

I HAVE No suggestions Now.

What qualities and qualifications do you feel you have that would make you an excellent member of the Planning & Zoning Commission or Board of Adjustment?

I BELIEVE IN Property Rights of owners —
and owners obligation to the Community.

We feel it is very important to be knowledgeable about the laws, concepts and reasoning behind our Zoning Ordinance and general plan. Are you free enough and willing to read published materials and go to occasional conferences to enhance your ability to do a good job on the commission?

I am willing and I have ^{NO} claims on my time.

Do you understand that your duty as a Commissioner or Board member is to give a fair and impartial hearing to each proposal or appeal based on its meeting the requirements of the Jerome Zoning Ordinance?

YES, I DO.

Give an example of a situation in which you have had to handle something under pressure that would relate to serving on this board.

I HAVE NONE.

click button to clear form



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Name: Scott Staab Date: 1-30-24

Mailing Address: P.O. Box 32 Jerome AZ 86331-0032

Physical Address: _____

Home phone: _____ Cell phone: _____

Email: _____

Which board or commission would you prefer to join? _____

How long have you resided in Jerome? 2 years

Have you read Jerome's present Zoning Ordinance? _____

Have you read Jerome's Comprehensive Plan? _____

Do you have previous experience on any of our boards or commissions? If yes, which ones? Have you served on similar committees, councils, boards, etc. in other communities? Which? When? Where?

No

Please list any or all background information that would enhance your qualifications to serve.

Briefly state your reasons for wanting to serve at this time.

Want to help the town I live in.

For Planning & Zoning Commission and Board of Adjustment Applicants only:

What attracted you to Jerome?

Beauty and History

What concerns, if any, do you have regarding the impact of growth on the town and its infrastructure?

growth is inevitable but can be managed

What is your long-term "vision" for Jerome? Please explain your answer.

Historic yet modern infrastructure

How important or not is the Historic Landmark Status of Jerome?

Very Important

If there were one major change you would like to see happen in this town, what would it be?

An interactive tourist App:

What qualities and qualifications do you feel you have that would make you an excellent member of the Planning & Zoning Commission or Board of Adjustment?

Construction Background / 10+ years experience

We feel it is very important to be knowledgeable about the laws, concepts and reasoning behind our Zoning Ordinance and general plan. Are you free enough and willing to read published materials and go to occasional conferences to enhance your ability to do a good job on the commission?

Yes

Do you understand that your duty as a Commissioner or Board member is to give a fair and impartial hearing to each proposal or appeal based on its meeting the requirements of the Jerome Zoning Ordinance?

Yes

Give an example of a situation in which you have had to handle something under pressure that would relate to serving on this board.

I was a general contractor for 30 years

File Attachments for Item:

C. Consideration of the Jerome Historical Society's Special Event Permit Application for the Town of Jerome's 125th Year Anniversary Celebration

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 # _____

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: 1/29/2024 Fee: N/A Date Paid: _____
 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 Scott Hudson Date: 1/24/24
Name of Organization/Sponsor Jerome Historical Society
Federal Tax or 501 (c)(3) Number 86-0145678
Business Mailing Address PO Box 156
City Jerome State AZ Zip 86331
Business Email Administrator@JeromeHistoricalSociety.com
Business Phone # _____ 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 Scott Kolu Phone _____

Name Scott Hudson Phone _____

Emergency contact for Event*
Name Scott Kolu 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 Jerome's 125th birthday celebration

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

Start: Date: 3/8/24 Time _____ End: Date _____ Time _____

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

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

Set-Up Date/Time: From _____ To _____
Date Time Date Time

Tear-Down Date/Time: From _____ To _____
Date Time Date Time

Number of expected/estimated Participants _____

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

Please briefly describe the event:

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 (parade)

If yes, which property? City streets & Spook Hall

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:

Blue Tooth speaker @ the Bartlett rooms
Background music for Memorial @ the Bartlett

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:

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)

Traffic directed during parade

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:

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.

Special Event Hold Harmless and Indemnification Agreement

I, Jerome Historical Society ([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 24 day of January, 2024

Signature: Scott Hudson

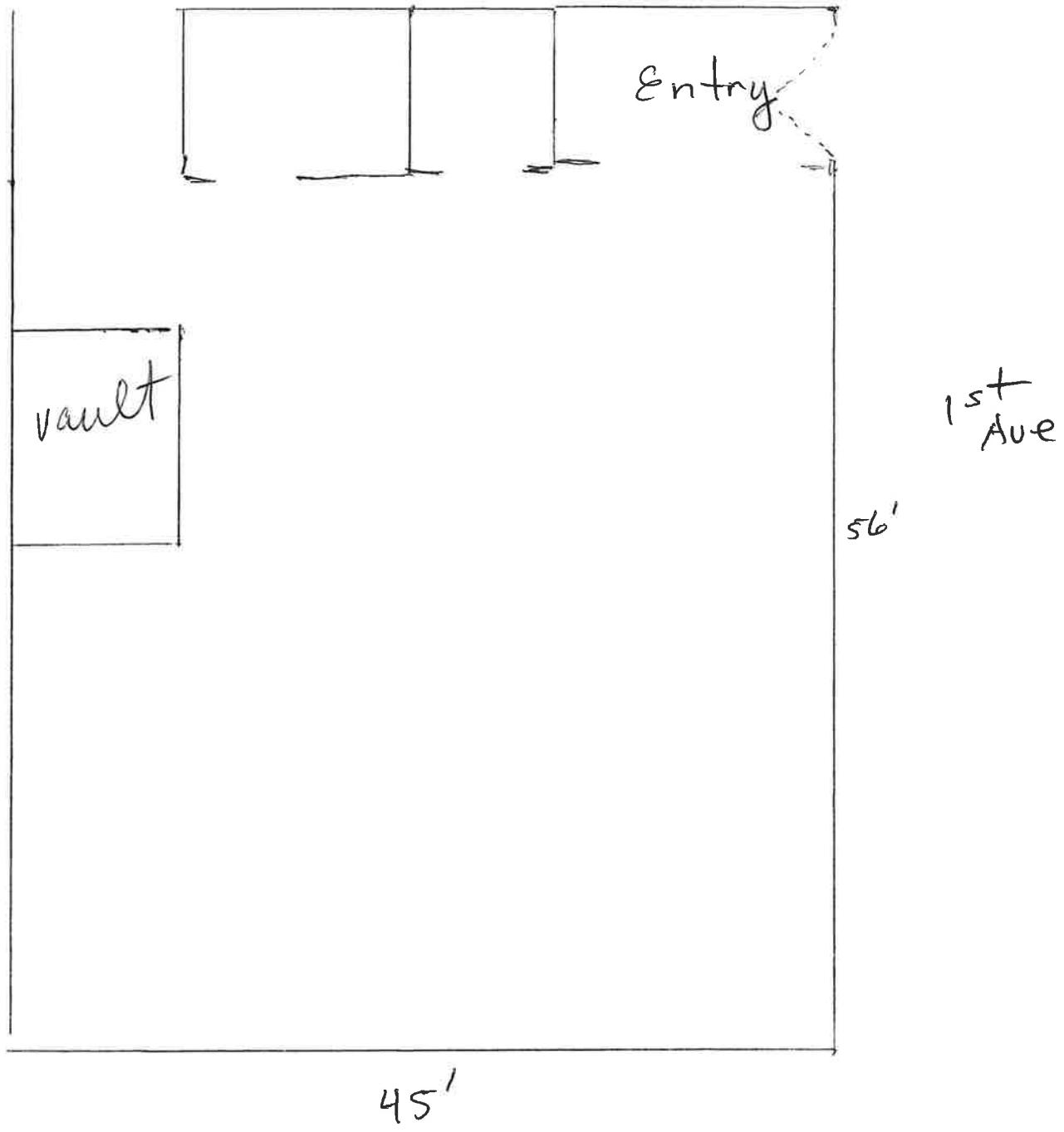
Printed Name: Scott Hudson

Witness Signature: Kristen Muenz

Printed Name: Kristen Muenz

Bartlett Hotel Rooms

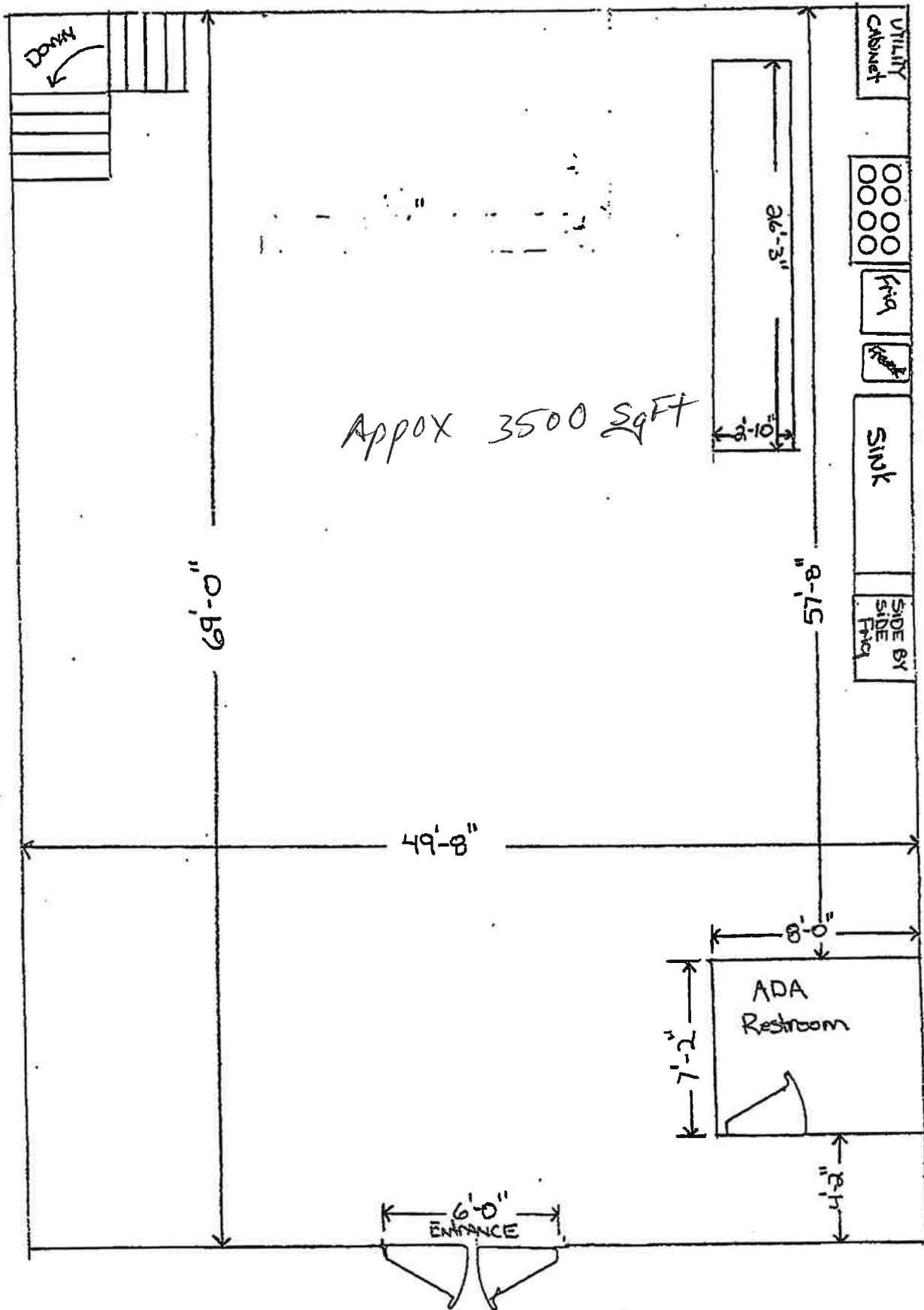
Item C.



Bartlett
Hotel

210 Main St.

SPOOKHALL INTERIOR LAY-OUT





Jerome Fire Department

Item C.

P.O. Box 1025 Jerome, AZ 86331 Tel. (928) 649-3034 Fax (928) 649-3039
e-mail: adminjeromefd.org

January 25, 2024

To whom it may concern,

Jerome Fire Department supports the Jerome Historical Society and their want to celebrate the town of Jerome's 125-year birthday parade on March 9, 2024. The Fire Department will also participate in the parade supplying Fire apparatus and personnel.

Sincerely,

Carl Whiting
Battalion Chief



Jerome Historical Society, Inc.

P.O. Box 156
Jerome, AZ 86331



Item C.

Town of Jerome
600 Clark Street
Jerome, AZ 86331

Jerome Chamber of Commerce
310 Hull Avenue
Jerome, AZ 86331

01/25/2024

To Whom It May Concern,

Jerome celebrates its 125th birthday on Friday, March 8, 2024. The Jerome Historical Society, along with members from the Jerome community are putting together a celebration to commemorate this milestone on both Friday and Saturday, March 8 and 9. Events planned over these two days for the benefit of both residents and the public are detailed in our permit application. While much labor and in-kind donations have been secured, the celebration has some out of pocket costs.

The Jerome Historical Society is the fiscal agent for this event and managing the costs involved. We are anticipating costs associated with the town potluck on March 8, and our presentation of Jerome History at the Bartlett Hotel ruins on March 9 of approximately \$2000. The JHS asks both of your organizations, as partners in this celebration of life in Jerome, past, present and future to help defray the costs with a monetary donation at the conclusion of events that weekend. Your help in realizing Jerome's 125th birthday celebration is welcome and appreciated. We look forward to working with you and reveling in this historic milestone together. Thank you for your consideration.

Sincerely,

Scott Hudson
General Manager
Jerome Historical Society
928-634-1066
Scott@JeromeHistoricalSociety.com

TBD



125TH

TBD

INCORPORATED
JEROME ARIZONA

IT'S A (LOCALS) CELEBRATION!

Hello Jerome neighbors,
We are turning 125 in March! Public parade and Memorial Shrine information to be distributed separately.

This post is specifically for Jerome locals to celebrate our birthday with a potluck dinner.



Where: Spook Hall

When: Friday March 8th 6pm

Hosted by:

THE JEROME HISTORICAL SOCIETY

Main dish provided by:

THE HAUNTED GROUP

Dessert provided:

Black Lodge Tattoo

How you can participate:

Be a resident or business owner, and bring a side dish to share.

Please be timely as there will be speeches by the Jerome Town Council, as well as a short performance by Michael Gallagher.

Contact The Jerome Historical Society

TBD

IT'S A CELEBRATION
125TH
 INCORPORATED
 JEROME • ARIZONA

FOR THOSE WE'VE LOVED



Hello Jerome neighbors, we are turning 125 in March!
 Potluck and parade information to be distributed separately. This post is specifically for those we have loved, lost and would care to commemorate.

YOU ARE INVITED TO PARTICIPATE IN MEMORIAL SHRINES

Where: The Bartlett Ruins

When on display: Friday March 8th through Sunday March 10th

How can you participate: Contact Scott or Windy to determine if you are starting a new shrine or participating in an existing shrine.

Contact Windy 480-447-6425 or Scott the shuttle driver 928-821-0133

What is appropriate

A large framed image of the past Jerome citizen that you wish to celebrate. You may also bring items that remind you of that person and what they loved, i.e. their art if they were a Jerome artist, a guitar/instrument if they were a Jerome musician, flowers if they loved flowers. March is nice... or cold... or freezing... or raining... so only bring outdoor safe items (that rodents or weather will not enjoy or harm).

The shrines will be locked up in the Bartlett and viewable from the street above.

Drop off to Jerome Heritage Shop any day 11am to 5PM now through Tuesday 3/5/24. Please make sure you identify any items with your name, phone number, and the person you are creating a shrine for. Pick up will be at Jerome Heritage following the event ending.

Have any other questions, Contact Windy or Scott

125TH

JEROME ARIZONA
INCORPORATED

JEROME BIRTHDAY PARADE!

IT'S A CELEBRATION



MAIN STREET LOOP SATURDAY MARCH 9TH 11AM

Hosted by:

THE JEROME FIRE DEPARTMENT



How can YOU participate:

Have a car or transportation plan because March weather is unpredictable.

Drive in a car you decorate

For our longtime residents,

make a sign showing your family name and what year your family arrived in Jerome

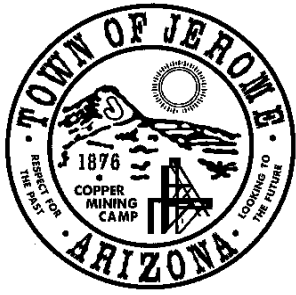
For our artists, carry one of your works

Contact Scott for more information or ideas 928-821-0133

File Attachments for Item:

D. Consider Proposal and Agreement from Southwestern Environmental Consultants (SEC) for Engineering and Surveying for the Verde Avenue Road, Drainage, Sewer and Water Project

Council will consider and may approve the proposal and agreement from SEC.



TOWN OF JEROME

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

Founded 1876
Incorporated 1899

STAFF SUMMARY REPORT

FROM: Brett Klein, Town Manager/Clerk

ITEM: **Item: Consider SEC Proposal for Verde Avenue Road and Utility Improvements and Agreement**

MEETING DATE: February 13, 2024

Summary:

The proposal from SEC will be covered in its entirety from the recently received federal grant administered and managed by ADOT. This will cover all planning, design and surveying work.

Fiscal Impact:

The grant award was for \$222,000 which covers this work order and subsequent contingencies.

Recommendation

Staff recommend approval of the proposed work order and agreement with SEC, Inc.



SEC, INC.
825 COVE PARKWAY, SUITE A
COTTONWOOD, AZ 86326

Item D.

WORK ORDER

Date Opened 9/11/2023 Date Required ASAP

Project Name TOJ/Verde Ave Project No. _____

Ordered by Brett Klein - Town Manger/Clerk Email b.klein@jerome.az.gov

Bill to TOJ C/O Brett Klein Phone (928) 634-7943

Street PO Box 335 City Jerome State AZ Zip 86331

Received by Krishan Ginige Office Letter Phone Other

PROJECT LOCATION Yavapai County Town of Jerome

PROJECT DESCRIPTION TOJ Engineering and Surveying - Verde Ave- Road, Drainage Sewer & Water

1) Per attached SEC Proposal Letter, dated 9/11/2023, attached hereto and made a part of this Work Order.

2) Any additional requests will be billed as "extra" items at current Time & Materials rates. Prior approval will be obtained before proceeding.

SEC, Inc. agrees to perform the work outlined herein under the terms and conditions set forth in Schedules A and B, attached hereto and made a part hereof. Client agrees to pay an estimated fee of **\$ 189,733.00** plus any direct expenses. This is an estimated fee only, based upon information provided to SEC, Inc. by client, and in the event the information is inaccurate, or in the event of unforeseen circumstances, this estimate may change. Estimate may become void if Work Order is not received by 4/18/2024.

If additional work is requested during the project agreed to be performed under this agreement, fees will be based on the current SEC, Inc., hourly rate schedule. A retainer is to be remitted with this Work Order in the amount of \$_. The balance due SEC, Inc., shall be paid upon completion, or in payments during the course of the project. All past due accounts after deducting current payments and credits, shall bear interest at the rate of 1³/₄ percent per month, compounded, which is an annual percentage rate of 21 percent. Client agrees to pay all costs of collection, including reasonable attorney fees. Liability for errors and omissions in the work is limited to the amount of the fee.

Acknowledgement and authorization:

Client Signature

Date

825 COVE PARKWAY, SUITE A • COTTONWOOD, AZ 86326 • PHONE 928-634-5889 •



SOUTHWESTERN
ENVIRONMENTAL
CONSULTANTS, INC.

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

CORPORATE OFFICE:
20 STUTZ BEARCAT DRIVE #6
SEDONA, ARIZONA 86336
(928) 282-7787
Fax: 282-0731

BRANCH OFFICE:
825 COVE PARKWAY
COTTONWOOD, ARIZONA 86326
(928) 634-5889
Fax: 634-2222

Item D.

September 11, 2023

Brett Klein
Town Manager/Clerk
Town of Jerome
600 Clark Street
P.O. Box 335
Jerome, AZ 86331

RE: Engineering Services for Verde Avenue- Road, Drainage, Sewer, and Water
Improvements
From 6th Place to Main Street

Dear Brett,

SEC, Inc. is pleased to present this proposal and an estimate of costs to provide engineering services for the above referenced project. Based on our understanding of the project, preliminary site investigation and our experience with similar projects the tasks to be accomplished include:

Services are to include the following:

- **Topographic Survey-** SEC will gather topography within the right-of-way and any above ground utility information. Due to the extent of the site the work will be conducted in two phases.
 - Areal topo
 - Field survey to collect ground conditions and other data.
- **Boundary Survey-** SEC will locate, verify and set any missing monuments within boundaries that SEC deems necessary. The boundary survey will be limited to developing the Right-Of-Way (RWO) to determine the extent of the design limits and to identify if any easements would be required. No separate mapping is anticipated.
- **Blue stake investigation-** It is understood that there are utilities within the area that require investigation and documentation.
 - SEC will coordinate with all utility companies to gather information.
 - SEC will document and map the available information.
 - SEC will identify areas where pot-holing is required. It is assumed that the Town will use their maintenance crew for the investigation. SEC survey crew will gather the necessary data.

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



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Item D.

- Drainage Review- SEC will review the drainage conditions of the area. We will also review the contribution area and develop flow calculations which would be used for the road design.
- Drainage Plans- SEC will develop drainage plans in conjunction with the road plans. Any drainage conveyance and mitigation options will be developed.
- Road Plans- Road plans will consist of the following:
 - 30% Design Plans (Plan only)
 - 60% Design Plans (Plan and Profile)
 - 90% Design Plans (Plan and Profile)
 - Final CD including specifications
- Water Plans- Water plans will consist of the following:
 - 30% Design Plans (Plan only)
 - 60% Design Plans (Plan and Profile)
 - 90% Design Plans (Plan and Profile)
 - Final CD including specifications
- Water Report- SEC will develop a water model and report that will be submitted with the plans for ADEQ approval.
- Sewer Plans- Based on the available information, there are no main sewer lines running along Verde Heights. However, there are crossings at intersections. This project will review replacing or improve existing lines. Due to the extent of the work and until further clarification is obtained from ADEQ/YC Environmental services, it is considered that the work will fall under main line improvement. Sewer plans will consist of the following:
 - 30% Design Plans (Plan only)
 - 60% Design Plans (Plan and Profile)
 - 90% Design Plans (Plan and Profile)
 - Final CD including specifications
- Sewer Report- SEC will develop a sewer model and report that will be submitted with the plans for ADEQ approval.
- Geotechnical Engineering Allowance- It is difficult to estimate the costs for geotechnical engineering. Based on previous project experience an allowance of \$16,000.00 has been budgeted for this scope of work.
- Structural Engineering Allowance- A significant portion of the East side of the road is supported by existing retaining walls. There exists cantilevered side walk and safety rails tied to them. It would be critical to investigate the existing condition and develop recommendation for the project. Due to the many unknowns, it is difficult to estimate the costs for structural engineering. Based on previous project experience, an allowance of \$24,000.00 has been budgeted for this scope of work.
- Meetings and Coordination

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Item D.

- Post Design/Pre Construction services
 - Coordinate with other government agencies/permits (permits fees are excluded)
 - Assist the Town on bid advertising and selection of contractor.

It is assumed that a site specific water and sewer models for the project area will satisfy the ADEQ approval process. Town wide sewer and water modeling is not a part of this proposal. It is also assumed that all work is within the Town right-of-way or Town easements. Land acquisition or historic land rights are also not included within this proposal.

With our experience on similar projects the total estimated cost is \$189,733.00. If this proposal meets Town approval, we will provide a Work Order for signature along with our standard Scheule A & B (Rate sheet and standards terms and conditions)

Should you have any questions or need any additional information, please contact me at kginige@sec-landmgt.com or (928) 282-7787 ext. 4219.

Sincerely,

Krishan Ginige, P.E., CFM, MS
President

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

RATE SCHEDULE - SCHEDULE A

Professional Services
(effective January 1, 2012)

The cost of services, provided by SEC, Inc., are determined as basic direct wages times a cost multiplier for overhead expenses. Hourly charges for different disciplines are as follows:

<u>Functions</u>	<u>Hourly Rate (\$)</u>
Principal Engineer / Company Officer	175.00
Project Engineer	145.00
Senior Civil Engineer / Planner Level VI.....	135.00
CE Level IV / Registered Land Surveyor II.....	120.00
CE Level III / Registered Land Survey I or / Technician Level V / Planner Level V.....	105.00
CE Level II / Survey Chief III / Technician Level IV / Planner Level IV	95.00
CE Level I / Survey Chief II / Technician Level III / Planner Level III	85.00
Survey Chief I / Technician Level II / Planner Level II.....	75.00
Technician Level I / Planner Level I	60.00
Laborer	50.00
CADD Designer Level II	87.00
CADD Designer Level I	70.00
GIS – Level II	85.00
GIS - Level I	70.00
CADD Drafter	65.00
Secretary / Non-professional Research (min 1 hour).....	50.00

See Natural Resource Rate SCHEDULE A, if applicable

Overtime/Expert Witness

Overtime for all disciplines will be charged at the rate of 1.5 times the hourly rate and 2.0 times the hourly rate for Sundays and holidays. Expert Witness will be charged at 2.0 times the hourly rate for that professional.

Equipment and Materials

Vehicles	0.70/mile
Field Materials	Cost plus 20%
Robotic Total Station.....	\$22/hr
GPS Receiver	\$26/hr
Special Service(s) & Equipment Rental	Cost plus 20%
Blackline Prints:	0.25/sf (Public 1.00/sf)
Color Prints: 11" x 17".....	3.50 each
Mylar: 18" x 24".....	7.50 each
24" x 36".....	12.50 each
Xerox Copies, Letter & Legal: single/double sided.....	0.15/0.20 each
Xerox Copies: 11" x 17" or Color 8½" x 11"	0.75 each
Color Prints/Plots (24" x 36").....	15.00 each
Check Plots20¢/sf
CD copy	\$20.00 each
Miscellaneous	Cost plus 20%

Note: Above fee schedule rates are subject to change without notice. Equipment and material costs are subject to change without prior notice, to reflect supplier price changes.

On projects that require a field crew(s) to stay out of town, *per diem* expenses (meals, lodging) will be billed on basis of "costs" plus 20%. On all survey jobs, a minimum charge of 2 hours at the current rates will be applied to each job for field work.

**TERMS AND CONDITIONS OF AGREEMENT
BETWEEN CLIENT AND SEC, INC.**

(SCHEDULE B)

1. **AUTHORIZATION TO PROCEED.** Client's signing of this Work Order constitutes authorization for SEC to proceed with the described services and also constitutes acknowledgment and ratification of services previously rendered at Client's request to the extent they fall within the scope of services described on the Work Order.
2. **RETAINER.** Before SEC begins rendering services, Client shall pay a retainer in the amount set forth on the Work Order. As the retainer is depleted, additional funds will be requested to replenish the retainer balance. Any credit balance in retainer will be adjusted in the final invoice and any amounts due to the Client will be refunded at that time.
3. **INVOICES.** SEC will submit invoices to Client from time to time as services are provided. Invoices are due and payable upon receipt. Client shall promptly review invoices and notify SEC of any objection thereto; absent such objection in writing within ten (10) days of the date of the invoice, the invoice shall be deemed proper and acceptable.
4. **FEES.** Fees are based either on an estimate, quote, or on a time and material (T&M) basis as so stated on the Work Order. Rates are based on the current SEC Rate Schedule (Schedule A). Client shall pay the costs of all materials and direct expenses such as fees, permits, bond premiums, title company charges, delivery charges, travel, lodging, subsistence, blueprints and reproductions, and all other charges and expenses related to completion of the project not specifically covered by the terms of this agreement. In the event such reimbursable items are paid directly by SEC, then such charges and expenses will be invoiced to the Client at direct cost plus twenty (20) percent for handling. A minimum charge of two hours at current rates will be assessed to each survey job.
5. **LIMITATION OF FEES.** SEC's fees shall be limited to the amount set forth in the Work Order. SEC's estimate of the total fees is not a guarantee that all the described services can be performed for that amount but represents its good faith estimation of the approximate total fees that will be earned, based on the information available at the time. However, should the estimated fee amount be reached prior to the limit of services under this Agreement, SEC can limit its services to that amount. If all the services described are not completed, SEC shall provide Client with a revised estimate and proceed to completion only upon Client's authorization (either written or verbal).
6. **EXTRAS.** Client shall pay for any additional work agreed to be performed by SEC at the request of Client, in addition to those set forth herein. The additional work will be charged as extras based on the current SEC hourly rate schedule.
7. **PAYMENT.** Payment for invoices tendered by SEC, are net due upon receipt of the invoice. In the event any invoice is not paid within thirty (30) days, it shall commence bearing compound interest. Beginning on the date the invoice was rendered, compound interest will be calculated at the rate 1.75% per month, (twenty-one (21) percent per annum -- or such rates as may be maximum interest permissible under applicable law, -- whichever is lower). Client agrees to pay all accrued interest together with the charges for services rendered. SEC reserves the right to terminate work on the project until all amounts outstanding are paid in full.
8. **TERMINATION.** Either party may terminate this Agreement with or without cause, upon ten (10) working days written notice to the other. In the event any invoice submitted under this Agreement or under any other agreement between Client and SEC, is not paid in full within forty-five (45) days after rendering, Client agrees that SEC shall have the right to consider said default a material breach of this Agreement. Client shall have ten (10) days thereafter in which to cure said default. If said default is not cured by Client, SEC shall have the right, in addition to all other available rights and remedies, to terminate this Agreement even if the default is in payment of an invoice submitted under another agreement, and to terminate all other agreements between Client and SEC. Upon early termination, Client shall then promptly pay SEC for all of the fees and charges for all services rendered and costs incurred by SEC to the effective date of termination.
9. **CLIENT RESPONSIBILITIES.** Client shall cooperate with SEC by providing everything reasonably necessary for SEC to be able to provide its services, including but not limited to, all necessary information concerning the project and Client's requirements including design criteria, necessary access to public and private lands, legal accounting, insurance services required for the project, necessary permits, and approval of governmental authorities and other individuals.
10. **OWNERSHIP OF DOCUMENTS.** All documents prepared by SEC pursuant to this Agreement are prepared specifically for use in connection with this project. Originals of all such documents are and remain the property of SEC. SEC shall furnish Client with sufficient copies of such documents for its purposes at associated costs. All such documents are not intended or represented to be suitable for reuse by the Client or others on extensions of this project or on any other work. The Client may use such documents for other purposes without further compensation to SEC; however, any reuse without written verification or adaptation by SEC for the specific purpose intended will be at the Client's sole risk and without liability or legal exposure to SEC. Client agrees to indemnify and hold harmless SEC from all claims, damage, losses, and expenses, including attorney's fees, arising out of or resulting from the Client's use of the documents for any purpose other than in connection with this project. Any verification or adaptation of the documents by SEC for other purposes will entitle SEC to further compensation as agreed upon between the parties.
11. **CONSTRUCTION COST ESTIMATES.** SEC has no control over actual project construction costs and estimates of such probable costs represent SEC's good faith estimation only of the approximate, probable cost to construct the project, based on the information available at the time. SEC cannot and does not represent or guarantee that actual project construction costs will not vary substantially from its estimate of probable costs.
12. **ARBITRATION AND LEGAL EXPENSES.** Any controversy of claim relating to this Agreement will be settled by arbitration upon the mutual agreement of the parties. Such arbitration shall be conducted in accordance with the rules of the American Arbitration Association in effect at the time of the arbitration, unless the parties mutually agree to conduct such arbitration by a different procedure. Judgment on the award or decision rendered may be entered in any court having jurisdiction over the matter. In the event of any legal action between the parties to enforce any of the terms of this Agreement, the party in whose favor judgment is rendered, shall be paid by the non-successful party, all costs and expenses incurred, including a reasonable attorney's fee.
13. **LIMITATION OF LIABILITY.** SEC's liability to the Client for any cause or combination of causes is, in the aggregate, limited to an amount no greater than the fee earned under this Agreement.
14. **BINDING EFFECT.** The terms and conditions of this Agreement shall inure to the benefit of and be binding upon the parties and their respective heirs, successors, and assigns. This Agreement shall be governed by and construed in accordance with the laws of the State of Arizona. If any of the provisions of this Agreement are declared invalid, such declarations shall not affect the validity of the remainder of this Agreement.
15. **CAPTIONS.** The paragraph captions used in this Agreement are for convenience only; they are not construed as part of this Agreement; and they in no way define, limit or amplify the provision of this Agreement.