



# TOWN OF JEROME

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

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## AGENDA

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

**TUESDAY, DECEMBER 10, 2024, AT 7:00 PM**

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

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

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

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

#### 1. CALL TO ORDER/ROLL CALL

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

#### 2. FINANCIAL REPORTS

Discussion/Possible Action

##### A. Financial Report and Detail Invoice Register Report for November, 2024

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

#### 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.

#### 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

**5. APPROVAL OF MINUTES**

Discussion/Possible Action

**A. Consider Approval of the November 12, 2024, Regular and Special Council Meeting Minutes and November 25, 2024, Special Council Meeting Minutes**

Council will consider and may approve the November 12th Regular and Special Council Meeting minutes, and November 25th Special Council Meeting Minutes.

**6. PETITIONS FROM THE PUBLIC**

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

**A. Petition from Lee Christensen will be Entered into Record**

**7. UNFINISHED BUSINESS**

Discussion/Possible Action

**A. Review of the Jerome Historical Society's Response and Possible Staff Direction Regarding a Potential Property Exchange with the Jerome Historical Society**

Council will consider the response from the Jerome Historical Society regarding a potential property exchange and may provide staff direction.

**B. Consider Taking from the Table and Consideration of a Tour Company Business License Application for US Ghost Adventures LLC**

Council will take the item from the table and then consider and may approve the Tour Company Business License.

**8. NEW BUSINESS**

Discussion/Possible Action

**A. Consideration of Russell San Felice's Appointment to the Position of Chief of Police for the Town of Jerome**

Council will consider and may approve the appointment of Russell San Felice as the new Jerome Chief of Police.

**B. The Newly Appointed Police Chief will Receive and Take the Loyalty Oath and be Sworn in as the Jerome Chief of Police**

Russell San Felice may be sworn in as Chief of Police and take the loyalty oath.

**C. Consideration of a Data Access Exchange Agreement with ADOT for Traffic Crash Data and Records and Authorizing Town Manager Brett Klein and Acting Police Chief Russell San Felice to Execute the Agreement on Behalf of the Town**

Council will consider and may approve the agreement and authority to execute the agreement.

**D. Consideration of a Sole Source Provider Purchase of a 2023 Ford Police Interceptor from JW Auto Sales in the Amount of \$34,000.00**

Council will consider and may approve the purchase through JW Auto Sales.

**E. Consider Approval Authorizing the Town Manager to Execute all Documents Necessary for the Purchase of 621 Main Street for Future Town Employee and Town Workforce Housing**

Council will consider and may approve the Town Manager to execute all necessary documents for the purchase and acquisition of 621 Main Street.

**9. TO AND FROM THE COUNCIL**

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

**10. ADJOURNMENT**

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

**CERTIFICATION OF POSTING OF NOTICE**

*The undersigned hereby certifies that this notice and agenda was posted at the following locations on or before 7 p.m. on \_\_\_\_\_ 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.*

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*Kristen Muenz, Deputy Town Clerk*

**File Attachments for Item:**

**A. Financial Report and Detail Invoice Register Report for November, 2024**

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

TOWN OF JEROME  
 COMBINED CASH INVESTMENT  
 NOVEMBER 30, 2024

Item A.

COMBINED CASH ACCOUNTS

99-00-1003	LGIP	1,874.31
99-00-1011	NBA CHECKING	94,405.98
99-00-1013	OAZ CTL BUSINESS SAVINGS	5.00
99-00-1019	ONE AZ CREDIT UNION CHECKING	414,666.81
99-00-1020	OAZ GENERAL SAVINGS	1,204,054.18
		1,715,006.28
	TOTAL COMBINED CASH	1,715,006.28
99-00-1800	CASH CLEARING - UTILITY MGMT	( 382.04)
99-00-1810	CASH CLEARING - BUSINESS LICEN	30.00
99-00-1000	CASH ALLOCATED TO OTHER FUNDS	( 1,714,654.24)
		.00
	TOTAL UNALLOCATED CASH	.00

CASH ALLOCATION RECONCILIATION

10	ALLOCATION TO GENERAL FUND	1,543,954.31
20	ALLOCATION TO UTILITY FUND	753,783.71
30	ALLOCATION TO HURF FUND	( 684,245.19)
35	ALLOCATION TO PARKING FUND	156,899.37
40	ALLOCATION TO FIRE DEPT PENSION & RETIREMENT	13,301.40
50	ALLOCATION TO OPERATING GRANTS REVENUE	110,620.23
60	ALLOCATION TO CAPITAL GRANTS FUND	849,307.38
70	ALLOCATION TO GENERAL FUND CONTINGENCIES FND	( 362,779.32)
80	ALLOCATION TO UTILITIES CONTINGENCIES FUND	75,480.48
90	ALLOCATION TO CAPITAL FUND	( 741,668.13)
		1,714,654.24
	TOTAL ALLOCATIONS TO OTHER FUNDS	1,714,654.24
	ALLOCATION FROM COMBINED CASH FUND - 99-00-1000	( 1,714,654.24)
		.00
	ZERO PROOF IF ALLOCATIONS BALANCE	.00

TOWN OF JEROME  
 BALANCE SHEET  
 NOVEMBER 30, 2024

Item A.

GENERAL FUND

ASSETS

10-00-1000	CASH - COMBINED FUND	1,543,954.31	
10-00-1005	PETTY CASH - GENERAL GOV	275.00	
10-00-1007	COURT - CHECKING & BOND ACCT	81,521.77	
10-00-1008	COURT - JCEF ACCT	14,446.60	
10-00-1009	COURT - FTG ACCT	10,336.25	
10-00-1014	PETTY CASH - FIRE DEPT	150.00	
10-00-1015	PETTY CASH - LIBRARY	150.00	
10-00-1120	GF ACCOUNTS RECEIVABLE	( 447.91)	
10-00-1175	ACCOUNTS RECEIVABLE LEASES	121,041.99	
	TOTAL ASSETS		1,771,428.01

LIABILITIES AND EQUITY

LIABILITIES

10-00-2401	FEDERAL WH & FICA	( .03)	
10-00-2403	UNEMPLOYMENT TAXES	37.90	
10-00-2406	HEALTH INSURANCE	( 498.67)	
10-00-2409	PSPRS	118.86	
10-00-2410	WAGES PAYABLE	.01	
10-00-2413	WORKMAN'S COMP PR LIABILITY	8,175.31	
10-00-2600	CUSTOMER DEPOSITS	6,848.98	
10-00-2940	COURT LIABILITIES	5,164.40	
10-00-2950	FD PER CALL PAYABLE	29,257.50	
10-00-2975	DEFERRED INFLOW LEASES	121,041.99	
	TOTAL LIABILITIES		170,146.25

FUND EQUITY

10-00-3002	UNRESTRICTED FUND BALANCE	1,671,702.59	
	REVENUE OVER EXPENDITURES - YTD	( 70,420.83)	
	BALANCE - CURRENT DATE	( 70,420.83)	
	TOTAL FUND EQUITY		1,601,281.76
	TOTAL LIABILITIES AND EQUITY		1,771,428.01

TOWN OF JEROME  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2024

Item A.

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TAX REVENUE</u>						
10-30-4001	PROPERTY TAXES	19,525.61	19,827.97	47,500.00	27,672.03	41.7
10-30-4005	CITY SALES TAXES	85,589.97	343,308.57	1,450,000.00	1,106,691.43	23.7
10-30-4010	STATE SALES TAXES	6,690.66	26,057.09	71,000.00	44,942.91	36.7
10-30-4030	VEHICLE LICENSE TAX	3,876.41	16,065.32	40,000.00	23,934.68	40.2
10-30-4055	FRANCHISE FEES	4,530.56	5,035.11	17,250.00	12,214.89	29.2
	<b>TOTAL TAX REVENUE</b>	<b>120,213.21</b>	<b>410,294.06</b>	<b>1,625,750.00</b>	<b>1,215,455.94</b>	<b>25.2</b>
<u>LICENSES, PERMITS&amp;OTHER FEES</u>						
10-31-4040	BUILDING PERMITS	241.25	1,279.99	12,500.00	11,220.01	10.2
10-31-4041	PLANNING & ZONING FEES	25.00	225.00	3,500.00	3,275.00	6.4
10-31-4045	BUSINESS LICENSES	240.00	1,500.00	5,500.00	4,000.00	27.3
10-31-4071	FEES-SHORT TERM RENTAL LICENSE	.00	150.00	450.00	300.00	33.3
	<b>TOTAL LICENSES, PERMITS&amp;OTHER FEES</b>	<b>506.25</b>	<b>3,154.99</b>	<b>21,950.00</b>	<b>18,795.01</b>	<b>14.4</b>
<u>INTERGOVERNMENTAL REVENUE</u>						
10-32-4015	URBAN REVENUE SHARE	26,590.99	132,954.95	330,000.00	197,045.05	40.3
	<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>26,590.99</b>	<b>132,954.95</b>	<b>330,000.00</b>	<b>197,045.05</b>	<b>40.3</b>
<u>LIBRARY REVENUE</u>						
10-33-4020	YAVAPAI COUNTY FOR LIBRARY	.00	.00	18,172.00	18,172.00	.0
10-33-4070	RENTS-LIBRARY	835.56	4,177.80	10,250.00	6,072.20	40.8
10-33-4200	LIBRARY CONTRIBUTIONS	.00	.00	2,500.00	2,500.00	.0
	<b>TOTAL LIBRARY REVENUE</b>	<b>835.56</b>	<b>4,177.80</b>	<b>30,922.00</b>	<b>26,744.20</b>	<b>13.5</b>
<u>POLICE DEPT REVENUE</u>						
10-34-4061	PD PARKING CITATION REVENUE	5,205.00	19,692.00	37,000.00	17,308.00	53.2
10-34-4062	PD REVENUE FROM PARKING FUND	3,333.33	16,666.65	40,000.00	23,333.35	41.7
10-34-4063	POLICE SMART & SAFE AZ FUND	.00	.00	10,000.00	10,000.00	.0
10-34-4064	POLICE OFFICER SAFETY EQUIP RE	180.27	754.83	2,000.00	1,245.17	37.7
10-34-4065	POLICE SERVICES	265.00	1,655.00	7,000.00	5,345.00	23.6
	<b>TOTAL POLICE DEPT REVENUE</b>	<b>8,983.60</b>	<b>38,768.48</b>	<b>96,000.00</b>	<b>57,231.52</b>	<b>40.4</b>

TOWN OF JEROME  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2024

Item A.

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>COURT REVENUE</u>						
10-35-4035	FINES AND FORFEITURES	4,193.12	21,171.17	59,000.00	37,828.83	35.9
10-35-4037	COURT SECURITY FUND REVENUE	820.00	3,515.00	10,000.00	6,485.00	35.2
	<b>TOTAL COURT REVENUE</b>	<b>5,013.12</b>	<b>24,686.17</b>	<b>69,000.00</b>	<b>44,313.83</b>	<b>35.8</b>
<u>RENTAL REVENUE</u>						
10-36-4070	RENTS-TOWN PROPERTIES	6,147.44	34,597.20	87,000.00	52,402.80	39.8
10-36-4080	UTILITY REIMBURSEMENTS	360.74	1,790.81	5,750.00	3,959.19	31.1
	<b>TOTAL RENTAL REVENUE</b>	<b>6,508.18</b>	<b>36,388.01</b>	<b>92,750.00</b>	<b>56,361.99</b>	<b>39.2</b>
<u>FIRE DEPT REVENUE</u>						
10-37-4053	FIRE DEPT SERVICES REV	85.00	340.00	25,500.00	25,160.00	1.3
10-37-4090	WILDLAND FIRE FEES	.00	45,818.00	65,500.00	19,682.00	70.0
10-37-4091	WILDLANDS WAGE REIMBURSEMENT	.00	43,998.03	52,000.00	8,001.97	84.6
	<b>TOTAL FIRE DEPT REVENUE</b>	<b>85.00</b>	<b>90,156.03</b>	<b>143,000.00</b>	<b>52,843.97</b>	<b>63.1</b>
<u>GENERAL FUND REVENUE</u>						
10-38-4000	FUND BALANCE RESERVES	33,916.67	169,583.35	407,000.00	237,416.65	41.7
10-38-4300	INTEREST	1,093.32	5,643.72	14,000.00	8,356.28	40.3
10-38-4400	SALE OF ASSETS	.00	.00	12,500.00	12,500.00	.0
10-38-4500	MISCELLANEOUS REVENUES	293.00	4,751.25	4,500.00	( 251.25)	105.6
10-38-4510	INS DIVIDENDS,CLAIMS,REIMBURSM	.00	.00	10,000.00	10,000.00	.0
	<b>TOTAL GENERAL FUND REVENUE</b>	<b>35,302.99</b>	<b>179,978.32</b>	<b>448,000.00</b>	<b>268,021.68</b>	<b>40.2</b>
<u>ADMINISTRATIVE CHARGES</u>						
10-39-4600	ADMINISTRATIVE CHARGES	15,962.75	79,813.75	191,623.00	111,809.25	41.7
	<b>TOTAL ADMINISTRATIVE CHARGES</b>	<b>15,962.75</b>	<b>79,813.75</b>	<b>191,623.00</b>	<b>111,809.25</b>	<b>41.7</b>
	<b>TOTAL FUND REVENUE</b>	<b>220,001.65</b>	<b>1,000,372.56</b>	<b>3,048,995.00</b>	<b>2,048,622.44</b>	<b>32.8</b>



TOWN OF JEROME  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2024

Item A.

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GENERAL GOVT EXPENSES</u>					
10-41-5001 SALARIES AND WAGES	20,866.91	102,421.92	282,000.00	179,578.08	36.3
10-41-5006 LONGEVITY BONUS	.00	621.00	2,000.00	1,379.00	31.1
10-41-5010 FICA MATCH	1,567.65	7,739.33	21,750.00	14,010.67	35.6
10-41-5011 RETIREMENT MATCH	2,277.25	11,291.64	30,000.00	18,708.36	37.6
10-41-5012 HEALTH/LIFE INSURANCE	5,045.34	25,226.70	64,000.00	38,773.30	39.4
10-41-5013 WORKERS COMPENSATION	74.04	545.54	1,500.00	954.46	36.4
10-41-5014 UNEMPLOYMENT INSURANCE	.00	.00	300.00	300.00	.0
10-41-6101 ACCOUNTING AND AUDITING	.00	.00	20,000.00	20,000.00	.0
10-41-6105 ADVERTISING, PRINTING, & PUBLI	170.00	170.00	4,250.00	4,080.00	4.0
10-41-6110 CONTRACT SERVICES	1,021.00	4,142.00	32,000.00	27,858.00	12.9
10-41-6115 CONVENTIONS AND SEMINARS	35.00	2,723.94	2,500.00	( 223.94)	109.0
10-41-6116 TRAINING & EDUCATION	150.00	1,341.25	2,500.00	1,158.75	53.7
10-41-6125 DUES, SUBS & MEMBERSHIPS	452.96	3,796.17	7,500.00	3,703.83	50.6
10-41-6130 ELECTION EXPENSES	.00	1,016.64	2,250.00	1,233.36	45.2
10-41-6145 FUEL	.00	246.66	650.00	403.34	38.0
10-41-6155 INSURANCE	.00	2,397.12	27,500.00	25,102.88	8.7
10-41-6170 LEGAL EXP - GEN GOV	360.00	5,287.50	13,000.00	7,712.50	40.7
10-41-6185 MISCELLANEOUS	3,382.17	5,659.25	4,000.00	( 1,659.25)	141.5
10-41-6186 BANK FEES - GEN ADMIN	146.83	854.91	2,000.00	1,145.09	42.8
10-41-6188 BANK FEES / MERCH SVCS	181.71	704.42	4,500.00	3,795.58	15.7
10-41-6190 OFFICE SUPPLIES	461.60	2,039.90	8,500.00	6,460.10	24.0
10-41-6191 COPIER & EQUIP LEASE EXPENSE	357.51	1,787.55	6,000.00	4,212.45	29.8
10-41-6192 SOFTWARE SUPPORT EXP - GG	2,676.15	16,362.33	27,500.00	11,137.67	59.5
10-41-6193 COMPUTER HARDWARE & SERVICE	.00	.00	7,000.00	7,000.00	.0
10-41-6195 OPERATING SUPPLIES - GEN GOV	.00	275.29	1,500.00	1,224.71	18.4
10-41-6200 POSTAGE	321.04	1,177.72	4,000.00	2,822.28	29.4
10-41-6220 REP AND MAINT - VEHICLES	.00	.00	1,750.00	1,750.00	.0
10-41-6245 SHUTTLE EXPENSES	1,336.53	2,461.68	3,500.00	1,038.32	70.3
10-41-6250 SMALL TOOLS AND EQUIPMENT	.00	.00	10,000.00	10,000.00	.0
10-41-6265 TELEPHONE	44.02	1,015.45	2,750.00	1,734.55	36.9
10-41-6275 TRAVEL	.00	151.28	1,500.00	1,348.72	10.1
10-41-6285 TOURISM 1% BED TAX	.00	466.67	10,000.00	9,533.33	4.7
10-41-6286 COMMUNITY HEALTH	.00	.00	500.00	500.00	.0
10-41-9500 TRANSFERS OUT	24,833.33	124,166.65	298,000.00	173,833.35	41.7
TOTAL GENERAL GOVT EXPENSES	65,761.04	326,090.51	906,700.00	580,609.49	36.0

TOWN OF JEROME  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2024

Item A.

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MAGISTRATE COURT EXPENSES</u>					
10-42-5001 SALARIES AND WAGES	5,241.40	25,993.16	72,000.00	46,006.84	36.1
10-42-5006 LONGEVITY BONUS	.00	.00	250.00	250.00	.0
10-42-5010 FICA AND MEDICARE	390.81	1,937.66	5,500.00	3,562.34	35.2
10-42-5011 RETIREMENT	628.97	3,119.20	3,800.00	680.80	82.1
10-42-5012 HEALTH/LIFE INSURANCE	1,443.50	7,217.50	18,750.00	11,532.50	38.5
10-42-5013 WORKER'S COMPENSATION	11.54	79.09	230.00	150.91	34.4
10-42-5014 UNEMPLOYMENT	.00	.00	100.00	100.00	.0
10-42-6037 COURT SECURITY FUND EXPENSES	52.97	264.85	8,000.00	7,735.15	3.3
10-42-6101 ACCOUNTING AND AUDITING	.00	6,000.00	.00	( 6,000.00)	.0
10-42-6110 CONTRACT SERVICES	1,770.00	4,213.76	6,000.00	1,786.24	70.2
10-42-6116 TRAINING & EDUCATION	.00	.00	750.00	750.00	.0
10-42-6125 DUES AND SUBSCRIPTIONS	100.00	281.95	450.00	168.05	62.7
10-42-6185 MISCELLANEOUS	.00	.00	200.00	200.00	.0
10-42-6190 OFFICE SUPPLIES	.00	67.54	300.00	232.46	22.5
10-42-6191 COPIER & EQUIP LEASE EXP	.00	1,838.54	3,750.00	1,911.46	49.0
10-42-6195 OPERATING SUPPLIES - COURT	.00	.00	200.00	200.00	.0
10-42-6265 TELEPHONE	.00	301.16	850.00	548.84	35.4
10-42-6275 TRAVEL	.00	.00	750.00	750.00	.0
TOTAL MAGISTRATE COURT EXPENSES	9,639.19	51,314.41	121,880.00	70,565.59	42.1

TOWN OF JEROME  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2024

Item A.

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>POLICE DEPT EXPENSES</u>					
10-43-5001 SALARIES AND WAGES	40,911.59	169,963.13	460,000.00	290,036.87	37.0
10-43-5006 LONGEVITY BONUS	.00	951.00	2,200.00	1,249.00	43.2
10-43-5010 FICA AND MEDICARE	3,070.54	12,778.84	36,000.00	23,221.16	35.5
10-43-5011 RETIREMENT	4,508.06	20,764.62	62,000.00	41,235.38	33.5
10-43-5012 HEALTH INSURANCE	5,849.00	29,495.00	70,000.00	40,505.00	42.1
10-43-5013 WORKER'S COMPENSATION	1,868.55	11,119.36	30,000.00	18,880.64	37.1
10-43-5014 UNEMPLOYMENT	.46	1.37	650.00	648.63	.2
10-43-6105 ADVERTISING, PRINTING, & PUBLI	.00	.00	300.00	300.00	.0
10-43-6110 CONTRACT SERVICES	.00	.00	1,000.00	1,000.00	.0
10-43-6116 TRAINING & EDUCATION	.00	.00	4,000.00	4,000.00	.0
10-43-6120 DISPATCH FEES	3,835.32	19,176.60	48,000.00	28,823.40	40.0
10-43-6125 DUES AND SUBSCRIPTIONS	.00	1,160.96	1,500.00	339.04	77.4
10-43-6145 FUEL	1,017.53	4,153.28	11,250.00	7,096.72	36.9
10-43-6172 PROSECUTOR EXP	2,000.00	10,000.00	24,000.00	14,000.00	41.7
10-43-6185 MISCELLANEOUS	.00	.00	500.00	500.00	.0
10-43-6192 SOFTWARE SERVICE & SUPPORT	560.44	5,912.77	9,250.00	3,337.23	63.9
10-43-6193 COMPUTER HARDWARE & SERVICE	.00	.00	5,000.00	5,000.00	.0
10-43-6195 OPERATING SUPPLIES - POLICE	68.97	906.55	2,250.00	1,343.45	40.3
10-43-6200 POSTAGE	.00	26.90	200.00	173.10	13.5
10-43-6220 REP AND MAINT - VEHICLES	764.64	3,953.11	8,000.00	4,046.89	49.4
10-43-6225 REP AND MAINT - EQUIPMENT	.00	292.20	4,000.00	3,707.80	7.3
10-43-6234 POLICE OFFICER SAFETY EQUIP EX	.00	716.22	2,500.00	1,783.78	28.7
10-43-6250 SMALL TOOLS AND EQUIPMENT	158.33	1,612.54	3,000.00	1,387.46	53.8
10-43-6265 TELEPHONE	133.00	2,678.75	7,250.00	4,571.25	37.0
10-43-6280 UNIFORMS	.00	600.00	3,250.00	2,650.00	18.5
10-43-7025 VEHICLES, CAP OUTLAY, POLICE	.00	.00	42,000.00	42,000.00	.0
TOTAL POLICE DEPT EXPENSES	64,746.43	296,263.20	838,100.00	541,836.80	35.4

TOWN OF JEROME  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2024

Item A.

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>FIRE DEPT EXPENSES</u>						
10-44-5001	SALARIES AND WAGES	39,554.35	113,883.17	350,000.00	236,116.83	32.5
10-44-5002	WILDLAND PERSONNEL	18,083.33	18,083.33	39,000.00	20,916.67	46.4
10-44-5003	VOLUNTEER-EMPLOYEE PER CALL PE	1,143.52	10,721.02	27,500.00	16,778.98	39.0
10-44-5006	LONGEVITY BONUS	218.00	466.00	1,400.00	934.00	33.3
10-44-5007	PAYMENT IN LIEU OF BENEFITS	562.76	2,813.80	7,400.00	4,586.20	38.0
10-44-5010	FICA AND MEDICARE	4,068.42	12,654.16	29,000.00	16,345.84	43.6
10-44-5011	RETIREMENT	3,605.41	13,687.39	35,000.00	21,312.61	39.1
10-44-5012	HEALTH INSURANCE	3,953.16	19,765.80	75,000.00	55,234.20	26.4
10-44-5013	WORKER'S COMPENSATION	1,785.38	9,214.25	28,000.00	18,785.75	32.9
10-44-5014	UNEMPLOYMENT	1.84	5.86	800.00	794.14	.7
10-44-6116	TRAINING & EDUCATION	3,744.00	7,195.58	7,000.00	( 195.58)	102.8
10-44-6120	DISPATCH FEES	648.67	3,243.35	8,000.00	4,756.65	40.5
10-44-6125	DUES AND SUBSCRIPTIONS	78.75	332.21	750.00	417.79	44.3
10-44-6145	FUEL	377.79	1,886.62	9,000.00	7,113.38	21.0
10-44-6170	LEGAL EXP - FIRE	.00	.00	500.00	500.00	.0
10-44-6180	MEDICAL EXPENSES	.00	65.00	1,000.00	935.00	6.5
10-44-6181	MEDICAL SUPPLIES EXP	99.20	1,291.07	4,250.00	2,958.93	30.4
10-44-6185	MISCELLANEOUS	.00	.00	1,200.00	1,200.00	.0
10-44-6192	SOFTWARE SERVICE & SUPPORT	359.49	2,121.44	1,850.00	( 271.44)	114.7
10-44-6193	COMPUTER HARDWARE AND SERVICE	.00	.00	2,000.00	2,000.00	.0
10-44-6195	OPERATING SUPPLIES - FIRE DEPT	.00	.00	1,500.00	1,500.00	.0
10-44-6220	REP AND MAINT - VEHICLES	886.74	7,845.14	12,500.00	4,654.86	62.8
10-44-6225	REP AND MAINT - EQUIPMENT	.00	65.88	4,000.00	3,934.12	1.7
10-44-6250	SMALL TOOLS AND EQUIPMENT	208.12	3,450.40	10,000.00	6,549.60	34.5
10-44-6265	TELEPHONE	173.01	1,068.52	3,750.00	2,681.48	28.5
10-44-6270	TRAINING CENTER ASSESSMENT	.00	2,692.00	2,750.00	58.00	97.9
10-44-6276	MISCELLANEOUS WILDLAND	4,608.89	4,608.89	.00	( 4,608.89)	.0
	<b>TOTAL FIRE DEPT EXPENSES</b>	<b>84,160.83</b>	<b>237,160.88</b>	<b>663,150.00</b>	<b>425,989.12</b>	<b>35.8</b>

TOWN OF JEROME  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2024

Item A.

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>LIBRARY EXPENSES</u>						
10-45-5001	SALARIES AND WAGES	6,545.36	32,863.88	95,000.00	62,136.12	34.6
10-45-5006	LONGEVITY BONUS	.00	140.00	650.00	510.00	21.5
10-45-5007	LIBRARY BENEFIT STIPEND	549.56	2,747.80	7,225.00	4,477.20	38.0
10-45-5010	FICA AND MEDICARE	542.27	2,732.52	8,000.00	5,267.48	34.2
10-45-5011	RETIREMENT	515.32	2,576.60	8,000.00	5,423.40	32.2
10-45-5012	HEALTH INSURANCE	42.82	214.10	750.00	535.90	28.6
10-45-5013	WORKER'S COMPENSATION	15.69	118.99	400.00	281.01	29.8
10-45-5014	UNEMPLOYMENT	.06	1.85	250.00	248.15	.7
10-45-6110	CONTRACT SERVICES	.00	( 298.84)	1,750.00	2,048.84	( 17.1)
10-45-6185	MISCELLANEOUS	.00	.00	250.00	250.00	.0
10-45-6190	OFFICE SUPPLIES	.00	303.03	300.00	( 3.03)	101.0
10-45-6195	OPERATING SUPPLIES - LIBRARY	.00	835.74	4,750.00	3,914.26	17.6
10-45-6205	PRINT AND NON-PRINT MATERIALS	.00	269.91	2,750.00	2,480.09	9.8
10-45-6225	REP AND MAINT - EQUIPMENT	.00	.00	200.00	200.00	.0
10-45-6250	SMALL TOOLS AND EQUIPMENT	.00	.00	1,500.00	1,500.00	.0
10-45-6265	TELEPHONE	.00	211.40	1,250.00	1,038.60	16.9
10-45-6266	E-RATE EXP	42.00	273.00	600.00	327.00	45.5
<b>TOTAL LIBRARY EXPENSES</b>		<b>8,253.08</b>	<b>42,989.98</b>	<b>133,625.00</b>	<b>90,635.02</b>	<b>32.2</b>
<u>PLANNING &amp; ZONING EXP</u>						
10-46-5001	SALARIES AND WAGES	4,912.14	23,633.91	70,000.00	46,366.09	33.8
10-46-5006	LONGEVITY BONUS	.00	.00	400.00	400.00	.0
10-46-5010	FICA AND MEDICARE	371.75	1,787.82	5,500.00	3,712.18	32.5
10-46-5011	RETIREMENT	426.53	2,051.65	7,000.00	4,948.35	29.3
10-46-5012	HEALTH INSURANCE	938.96	4,694.80	10,000.00	5,305.20	47.0
10-46-5013	WORKER'S COMPENSATION	21.57	159.81	600.00	440.19	26.6
10-46-5014	UNEMPLOYMENT	.08	1.32	125.00	123.68	1.1
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	1,250.00	1,250.00	.0
10-46-6170	LEGAL EXP - P&Z	45.00	787.50	12,500.00	11,712.50	6.3
10-46-6175	MAP UPGRADES / COPIES	.00	.00	1,000.00	1,000.00	.0
10-46-6185	MISCELLANEOUS	.00	.00	20,000.00	20,000.00	.0
10-46-6192	SOFTWARE MAINTENANCE & SUPPORT	324.00	3,274.60	2,000.00	( 1,274.60)	163.7
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	93.86	322.32	600.00	277.68	53.7
10-46-6275	TRAVEL	.00	.00	250.00	250.00	.0
10-46-6310	HISTORIC PRESERVATION EXP	.00	1,000.00	3,750.00	2,750.00	26.7
<b>TOTAL PLANNING &amp; ZONING EXP</b>		<b>7,133.89</b>	<b>37,713.73</b>	<b>135,525.00</b>	<b>97,811.27</b>	<b>27.8</b>

TOWN OF JEROME  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2024

Item A.

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PARKS EXPENSES</u>						
10-47-5001	SALARIES AND WAGES	650.31	2,986.87	8,600.00	5,613.13	34.7
10-47-5006	LONGEVITY BONUS	5.93	19.09	40.00	20.91	47.7
10-47-5010	FICA AND MEDICARE	48.95	223.20	700.00	476.80	31.9
10-47-5011	RETIREMENT	66.62	315.21	1,100.00	784.79	28.7
10-47-5012	HEALTH INSURANCE	171.87	934.16	2,600.00	1,665.84	35.9
10-47-5013	WORKER'S COMPENSATION	20.08	135.19	420.00	284.81	32.2
10-47-5014	UNEMPLOYMENT	.00	.00	10.00	10.00	.0
10-47-6145	FUEL	63.23	200.50	900.00	699.50	22.3
10-47-6170	LEGAL	.00	.00	250.00	250.00	.0
10-47-6185	MISCELLANEOUS	.00	1.67	300.00	298.33	.6
10-47-6192	SOFTWARE SERVICE & SUPPORT	.00	.00	100.00	100.00	.0
10-47-6195	OPERATING SUPPLIES - PARKS	.00	81.57	500.00	418.43	16.3
10-47-6215	REP AND MAINT - BUILDING	.00	.00	100.00	100.00	.0
10-47-6220	REP AND MAINT - VEHICLES	77.08	950.06	2,000.00	1,049.94	47.5
10-47-6225	REP AND MAINT - EQUIPMENT	.00	684.59	800.00	115.41	85.6
10-47-6230	REP AND MAINT - INFRASTRUCTURE	.00	.00	1,000.00	1,000.00	.0
10-47-6250	SMALL TOOLS AND EQUIPMENT	.00	30.02	1,000.00	969.98	3.0
10-47-6280	UNIFORM EXP PARKS	138.56	223.55	450.00	226.45	49.7
10-47-6285	UTILITIES	.00	1,085.64	2,750.00	1,664.36	39.5
10-47-8040	LEASE PAYMENTS	.00	.00	250.00	250.00	.0
	<b>TOTAL PARKS EXPENSES</b>	<b>1,242.63</b>	<b>7,871.32</b>	<b>23,870.00</b>	<b>15,998.68</b>	<b>33.0</b>
<u>PROPERTIES EXPENSES</u>						
10-48-5001	SALARIES AND WAGES	4,023.95	18,488.53	55,000.00	36,511.47	33.6
10-48-5006	LONGEVITY BONUS	36.71	118.18	240.00	121.82	49.2
10-48-5010	FICA AND MEDICARE	302.96	1,381.67	4,100.00	2,718.33	33.7
10-48-5011	RETIREMENT	412.13	1,951.12	6,400.00	4,448.88	30.5
10-48-5012	HEALTH INSURANCE	1,063.61	5,782.74	16,500.00	10,717.26	35.1
10-48-5013	WORKER'S COMPENSATION	124.11	812.56	2,500.00	1,687.44	32.5
10-48-5014	UNEMPLOYMENT	.00	.00	60.00	60.00	.0
10-48-6110	CONTRACT SERVICES	50.00	3,504.65	10,000.00	6,495.35	35.1
10-48-6140	ENGINEERING FEES	.00	8,191.50	7,500.00	( 691.50)	109.2
10-48-6145	FUEL	336.90	1,150.28	1,500.00	349.72	76.7
10-48-6185	MISCELLANEOUS	150.09	283.06	1,750.00	1,466.94	16.2
10-48-6195	OPERATING SUPPLIES - PROPERTIE	.00	199.88	2,000.00	1,800.12	10.0
10-48-6215	R&M BUILDING - PROPERTIES	342.44	9,452.45	47,000.00	37,547.55	20.1
10-48-6220	REP AND MAINT - VEHICLES	353.88	1,284.48	2,000.00	715.52	64.2
10-48-6225	REP AND MAINT - EQUIPMENT	.00	684.59	1,000.00	315.41	68.5
10-48-6230	REP AND MAINT - INFRASTRUCTURE	.00	94.41	20,000.00	19,905.59	.5
10-48-6250	SMALL TOOLS AND EQUIPMENT	56.57	484.50	1,500.00	1,015.50	32.3
10-48-6280	UNIFORM EXP PROPERTIES	138.56	223.55	375.00	151.45	59.6
10-48-6285	UTILITIES	1,288.63	17,301.21	45,500.00	28,198.79	38.0
10-48-8040	LEASE PAYMENTS	.00	.00	275.00	275.00	.0
	<b>TOTAL PROPERTIES EXPENSES</b>	<b>8,680.54</b>	<b>71,389.36</b>	<b>225,200.00</b>	<b>153,810.64</b>	<b>31.7</b>

TOWN OF JEROME  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 5 MONTHS ENDING NOVEMBER 30, 2024

Item A.

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
TOTAL FUND EXPENDITURES	249,617.63	1,070,793.39	3,048,050.00	1,977,256.61	35.1
NET REVENUE OVER EXPENDITURES	( 29,615.98)	( 70,420.83)	945.00	71,365.83	(7451.

TOWN OF JEROME  
 BALANCE SHEET  
 NOVEMBER 30, 2024

Item A.

UTILITY FUND

ASSETS

20-00-1000	CASH - COMBINED FUND	753,783.71	
20-00-1015	UTILITIES A/R	59,508.90	
20-00-1016	BOND ACCOUNT	( 900,000.00)	
20-00-1125	MISCELLANEOUS	27.21	
20-00-1190	ALLOWANCE FOR DOUBTFUL ACCTS	( 18,000.00)	
20-00-1515	BUILDINGS-PROP, PLANT, EQUIP	2,545,159.57	
20-00-1518	INFRASTRUCTURE	1,553,803.85	
20-00-1520	OPERATING EQUIPMENT-PROP, PLAN	235,211.78	
20-00-1540	CONSTRUCTION WIP	53,193.16	
20-00-1550	BUILDINGS-ACC DEPRECIATION	( 1,845,750.99)	
20-00-1555	OPERATING EQUIPMENT-ACC DEPREC	( 189,539.74)	
	TOTAL ASSETS		<u>2,247,397.45</u>

LIABILITIES AND EQUITY

LIABILITIES

20-00-2500	SALES TAX PAYABLE	1,076.17	
20-00-2600	CUSTOMER DEPOSITS	33,197.99	
20-00-2700	COMPENSATED ABSENCES	6,083.90	
20-00-2975	ACCRUED INTEREST PAYABLE	72,000.00	
	TOTAL LIABILITIES		112,358.06

FUND EQUITY

20-00-3002	UNRESTRICTED FUND BALANCE	1,466,621.28	
20-00-3051	UNRESTRICTED FUND BALANCE	708,837.33	
20-00-3052	UNRESTRICED FUND BALANCE	( 177,378.00)	
	REVENUE OVER EXPENDITURES - YTD	<u>136,958.78</u>	
	BALANCE - CURRENT DATE	<u>136,958.78</u>	
	TOTAL FUND EQUITY		<u>2,135,039.39</u>
	TOTAL LIABILITIES AND EQUITY		<u>2,247,397.45</u>



TOWN OF JEROME  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2024

Item A.

UTILITY FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>WATER REVENUE</u>						
20-50-4010	FUND BALANCE RESERVES	16,679.17	83,395.85	200,150.00	116,754.15	41.7
20-50-4085	WATER USAGE FEES	15,237.54	77,209.13	194,000.00	116,790.87	39.8
20-50-4100	WATER CONNECTION FEES	.00	.00	5,000.00	5,000.00	.0
20-50-4500	MISCELLANEOUS	150.00	863.94	1,750.00	886.06	49.4
20-50-4900	TRANSFERS IN	12,083.33	60,416.65	145,000.00	84,583.35	41.7
	<b>TOTAL WATER REVENUE</b>	44,150.04	221,885.57	545,900.00	324,014.43	40.7
<u>SEWER REVENUE</u>						
20-51-4050	CONNECTION FEES	.00	.00	5,500.00	5,500.00	.0
20-51-4085	SEWER USAGE FEES	15,470.67	78,174.53	199,000.00	120,825.47	39.3
20-51-4900	TRANSFERS IN	7,500.00	37,500.00	90,000.00	52,500.00	41.7
	<b>TOTAL SEWER REVENUE</b>	22,970.67	115,674.53	294,500.00	178,825.47	39.3
<u>SANITATION REVENUE</u>						
20-52-4085	SANITATION USAGE FEES	14,836.60	74,120.75	193,000.00	118,879.25	38.4
20-52-4500	MISCELLANEOUS	.00	.00	2,750.00	2,750.00	.0
20-52-4900	TRANSFERS IN	5,416.67	27,083.35	65,000.00	37,916.65	41.7
	<b>TOTAL SANITATION REVENUE</b>	20,253.27	101,204.10	260,750.00	159,545.90	38.8
	<b>TOTAL FUND REVENUE</b>	87,373.98	438,764.20	1,101,150.00	662,385.80	39.9

TOWN OF JEROME  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2024

Item A.

UTILITY FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>WATER EXPENDITURES</u>						
20-50-5001	SALARIES AND WAGES	7,097.40	32,610.18	94,000.00	61,389.82	34.7
20-50-5006	LONGEVITY BONUS	64.75	208.45	430.00	221.55	48.5
20-50-5010	FICA AND MEDICARE	534.34	2,437.06	7,300.00	4,862.94	33.4
20-50-5011	RETIREMENT	726.94	3,441.46	12,000.00	8,558.54	28.7
20-50-5012	HEALTH INSURANCE	1,875.99	10,199.35	30,000.00	19,800.65	34.0
20-50-5013	WORKER'S COMPENSATION	245.03	1,697.95	5,500.00	3,802.05	30.9
20-50-5014	UNEMPLOYMENT	.00	.00	100.00	100.00	.0
20-50-6110	CONTRACT SERVICES	1,025.00	4,100.00	17,000.00	12,900.00	24.1
20-50-6116	TRAINING AND EDUCATION	.00	120.00	500.00	380.00	24.0
20-50-6135	PERMIT FEE EXP - WATER	429.44	429.44	1,250.00	820.56	34.4
20-50-6140	ENGINEERING FEES	.00	5,590.00	4,000.00	( 1,590.00)	139.8
20-50-6145	FUEL	276.55	940.56	4,000.00	3,059.44	23.5
20-50-6155	INSURANCE	.00	362.85	12,250.00	11,887.15	3.0
20-50-6170	LEGAL EXP - WATER	.00	.00	24,000.00	24,000.00	.0
20-50-6185	MISCELLANEOUS	649.80	1,366.21	800.00	( 566.21)	170.8
20-50-6192	SOFTWARE SUPPORT EXP - WATER	343.45	4,927.04	5,750.00	822.96	85.7
20-50-6195	OPERATING SUPPLIES - WATER	.00	81.57	5,000.00	4,918.43	1.6
20-50-6215	R&M BUILDING - WATER	.00	.00	250.00	250.00	.0
20-50-6220	REP AND MAINT - VEHICLES	77.08	970.35	3,000.00	2,029.65	32.4
20-50-6225	REP AND MAINT - EQUIPMENT	.00	684.59	2,000.00	1,315.41	34.2
20-50-6230	REP AND MAINT - INFRASTRUCTURE	2,375.00	10,895.29	240,000.00	229,104.71	4.5
20-50-6232	SPRINGS SECURITY EXP	93.37	465.03	6,000.00	5,534.97	7.8
20-50-6240	SERVICE TESTS/SYSTEM TESTING	15.00	348.00	750.00	402.00	46.4
20-50-6250	SMALL TOOLS AND EQUIPMENT	.00	.00	2,000.00	2,000.00	.0
20-50-6271	DWR FEE	.00	.00	1,000.00	1,000.00	.0
20-50-6280	UNIFORM EXP WATER	138.56	223.53	350.00	126.47	63.9
20-50-6285	UTILITIES EXP - WATER	.00	168.59	500.00	331.41	33.7
20-50-6290	ADMINISTRATIVE CHARGE	4,918.00	24,590.00	59,016.00	34,426.00	41.7
20-50-8040	LEASE PAYMENTS	.00	.00	800.00	800.00	.0
	<b>TOTAL WATER EXPENDITURES</b>	<b>20,885.70</b>	<b>106,857.50</b>	<b>539,546.00</b>	<b>432,688.50</b>	<b>19.8</b>

TOWN OF JEROME  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2024

Item A.

UTILITY FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SEWER EXPENDITURES</u>						
20-51-5001	SALARIES AND WAGES	3,848.34	17,684.30	51,000.00	33,315.70	34.7
20-51-5006	LONGEVITY BONUS	35.11	113.03	240.00	126.97	47.1
20-51-5010	FICA AND MEDICARE	289.74	1,321.58	3,900.00	2,578.42	33.9
20-51-5011	RETIREMENT	394.15	1,866.31	6,100.00	4,233.69	30.6
20-51-5012	HEALTH INSURANCE	1,017.22	5,531.33	15,500.00	9,968.67	35.7
20-51-5013	WORKER'S COMPENSATION	131.70	894.91	2,750.00	1,855.09	32.5
20-51-5014	UNEMPLOYMENT	.00	.00	55.00	55.00	.0
20-51-6110	CONTRACT SERVICES	3,325.00	13,300.00	47,500.00	34,200.00	28.0
20-51-6135	PERMIT FEE EXP - SEWER	.00	1,498.94	2,250.00	751.06	66.6
20-51-6140	ENGINEERING FEES	.00	.00	14,750.00	14,750.00	.0
20-51-6145	FUEL	124.67	466.79	3,000.00	2,533.21	15.6
20-51-6155	INSURANCE	.00	362.85	12,750.00	12,387.15	2.9
20-51-6170	LEGAL EXP - SEWER	.00	.00	1,000.00	1,000.00	.0
20-51-6185	MISCELLANEOUS	649.80	1,461.70	750.00	( 711.70)	194.9
20-51-6192	SOFTWARE SUPPORT EXP - SEWER	343.45	5,239.64	6,000.00	760.36	87.3
20-51-6195	OPERATING SUPPLIES - SEWER	51.15	7,850.08	12,000.00	4,149.92	65.4
20-51-6215	R&M BUILDING - SEWER	.00	190.64	.00	( 190.64)	.0
20-51-6220	REP AND MAINT - VEHICLES	77.08	1,092.77	3,250.00	2,157.23	33.6
20-51-6225	REP AND MAINT - EQUIPMENT	.00	684.59	575.00	( 109.59)	119.1
20-51-6230	REP AND MAINT - INFRASTRUCTURE	117.80	3,126.71	35,000.00	31,873.29	8.9
20-51-6240	SERVICE TESTS/SYSTEM TESTING	1,329.52	4,117.72	11,000.00	6,882.28	37.4
20-51-6250	SMALL TOOLS & EQUIPMENT (UNDER	61.47	122.94	1,500.00	1,377.06	8.2
20-51-6280	UNIFORM EXP SEWER	138.56	223.54	450.00	226.46	49.7
20-51-6285	UTILITIES	.00	773.80	2,750.00	1,976.20	28.1
20-51-6290	ADMINISTRATIVE CHARGE	4,918.00	24,590.00	59,016.00	34,426.00	41.7
20-51-8040	LEASE PAYMENTS	.00	.00	900.00	900.00	.0
	<b>TOTAL SEWER EXPENDITURES</b>	<b>16,852.76</b>	<b>92,514.17</b>	<b>293,986.00</b>	<b>201,471.83</b>	<b>31.5</b>

TOWN OF JEROME  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2024

Item A.

UTILITY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SANITATION EXPENDITURES</u>					
20-52-5001 SALARIES AND WAGES	6,123.57	28,136.35	82,000.00	53,863.65	34.3
20-52-5006 LONGEVITY BONUS	55.86	179.83	380.00	200.17	47.3
20-52-5010 FICA AND MEDICARE	461.04	2,102.71	6,500.00	4,397.29	32.4
20-52-5011 RETIREMENT	627.21	2,969.33	10,000.00	7,030.67	29.7
20-52-5012 HEALTH INSURANCE	1,618.59	8,800.32	25,000.00	16,199.68	35.2
20-52-5013 WORKER'S COMPENSATION	380.76	2,562.43	6,600.00	4,037.57	38.8
20-52-5014 UNEMPLOYMENT	.00	.00	90.00	90.00	.0
20-52-6111 RECYCLING CONTRACT EXP	.00	360.00	1,750.00	1,390.00	20.6
20-52-6116 TRAINING & EDUCATION	.00	95.00	.00	( 95.00)	.0
20-52-6142 EQUIPMENT RENTALS	.00	.00	1,000.00	1,000.00	.0
20-52-6145 FUEL	405.28	1,729.40	7,750.00	6,020.60	22.3
20-52-6155 INSURANCE	.00	362.85	12,750.00	12,387.15	2.9
20-52-6165 LANDFILL TIPPING FEES	3,108.96	9,145.16	19,000.00	9,854.84	48.1
20-52-6185 MISCELLANEOUS	286.73	1,628.85	8,000.00	6,371.15	20.4
20-52-6192 SOFTWARE SUPPORT EXP - TRASH	343.45	3,589.27	4,500.00	910.73	79.8
20-52-6195 OPERATING SUPPLIES - TRASH	.00	273.20	450.00	176.80	60.7
20-52-6220 REP AND MAINT - VEHICLES	2,373.05	4,965.75	7,750.00	2,784.25	64.1
20-52-6225 REP AND MAINT - EQUIPMENT	.00	684.59	600.00	( 84.59)	114.1
20-52-6230 R&M TRASH - INFRASTRUCTURE	.00	35.13	250.00	214.87	14.1
20-52-6250 SMALL TOOLS AND EQUIPMENT	.00	.00	1,500.00	1,500.00	.0
20-52-6280 UNIFORM EXP TRASH	138.60	223.58	350.00	126.42	63.9
20-52-6290 ADMINISTRATIVE CHARGE	4,918.00	24,590.00	59,016.00	34,426.00	41.7
20-52-9500 TRANSFERS OUT	.00	10,000.00	10,000.00	.00	100.0
TOTAL SANITATION EXPENDITURES	20,841.10	102,433.75	265,236.00	162,802.25	38.6
TOTAL FUND EXPENDITURES	58,579.56	301,805.42	1,098,768.00	796,962.58	27.5
NET REVENUE OVER EXPENDITURES	28,794.42	136,958.78	2,382.00	( 134,576.78)	5749.7

TOWN OF JEROME  
 BALANCE SHEET  
 NOVEMBER 30, 2024

Item A.

HURF FUND

ASSETS

30-00-1000	CASH - COMBINED FUND	(	684,245.19)	
30-00-1022	OAZ HURF SAVINGS		786,261.10	
			<u>                    </u>	
	TOTAL ASSETS			<u>102,015.91</u>

LIABILITIES AND EQUITY

FUND EQUITY

30-00-3002	UNRESTRICTED FUND BALANCE		72,165.46	
	REVENUE OVER EXPENDITURES - YTD	<u>29,850.45</u>		
	BALANCE - CURRENT DATE		<u>29,850.45</u>	
	TOTAL FUND EQUITY			<u>102,015.91</u>
	TOTAL LIABILITIES AND EQUITY			<u>102,015.91</u>

TOWN OF JEROME  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 5 MONTHS ENDING NOVEMBER 30, 2024

*Item A.*

HURF FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>HURF REVENUE</u>						
30-30-4020	HURF REVENUE	3,895.42	15,414.38	48,000.00	32,585.62	32.1
30-30-4300	INTEREST AND INVESTMENT EARNIN	321.37	1,626.33	2,750.00	1,123.67	59.1
30-30-4900	TRANSFERS IN	15,833.33	79,166.65	190,000.00	110,833.35	41.7
	<b>TOTAL HURF REVENUE</b>	20,050.12	96,207.36	240,750.00	144,542.64	40.0
	<b>TOTAL FUND REVENUE</b>	20,050.12	96,207.36	240,750.00	144,542.64	40.0

TOWN OF JEROME  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2024

Item A.

HURF FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>HURF EXPENDITURE</u>					
30-30-5001 SALARIES AND WAGES	5,276.59	24,700.80	44,000.00	19,299.20	56.1
30-30-5006 LONGEVITY BONUS	29.64	370.42	200.00	( 170.42)	185.2
30-30-5010 FICA AND MEDICARE	399.72	1,884.36	3,500.00	1,615.64	53.8
30-30-5011 RETIREMENT	332.77	1,575.51	5,300.00	3,724.49	29.7
30-30-5012 HEALTH INSURANCE	858.80	4,669.50	13,000.00	8,330.50	35.9
30-30-5013 WORKER'S COMPENSATION	135.68	869.24	2,100.00	1,230.76	41.4
30-30-5014 UNEMPLOYMENT	.00	.00	50.00	50.00	.0
30-30-6140 ENGINEERING FEES	.00	.00	2,500.00	2,500.00	.0
30-30-6142 EQUIPMENT RENTALS	.00	.00	750.00	750.00	.0
30-30-6145 FUEL	338.95	812.05	1,500.00	687.95	54.1
30-30-6155 INSURANCE	.00	241.90	8,500.00	8,258.10	2.9
30-30-6185 MISCELLANEOUS	324.90	564.82	650.00	85.18	86.9
30-30-6192 SOFTWARE SERVICE & SUPPORT	114.46	655.98	1,575.00	919.02	41.7
30-30-6195 OPERATING SUPPLIES - HURF	.00	81.54	500.00	418.46	16.3
30-30-6210 PUBLIC RESTROOM SUPPLIES	1,421.41	4,166.38	1,250.00	( 2,916.38)	333.3
30-30-6215 REPAIR & MAINTENANCE - BUILDIN	.00	.00	500.00	500.00	.0
30-30-6220 REP AND MAINT - VEHICLES	77.08	950.03	1,750.00	799.97	54.3
30-30-6225 REP AND MAINT - EQUIPMENT	.00	684.60	1,000.00	315.40	68.5
30-30-6230 REP AND MAINT - INFRASTRUCTURE	2,085.39	12,243.61	124,000.00	111,756.39	9.9
30-30-6250 SMALL TOOLS AND EQUIPMENT	.00	32.94	500.00	467.06	6.6
30-30-6255 STREET LIGHTS	1,226.65	6,133.15	13,500.00	7,366.85	45.4
30-30-6260 STREET SUPPLIES	290.07	1,848.62	4,750.00	2,901.38	38.9
30-30-6280 UNIFORM EXP - HURF	138.56	223.56	400.00	176.44	55.9
30-30-6290 ADMINISTRATIVE CHARGE	729.58	3,647.90	8,755.00	5,107.10	41.7
30-30-8040 LEASE PAYMENTS	.00	.00	200.00	200.00	.0
TOTAL HURF EXPENDITURE	13,780.25	66,356.91	240,730.00	174,373.09	27.6
TOTAL FUND EXPENDITURES	13,780.25	66,356.91	240,730.00	174,373.09	27.6
NET REVENUE OVER EXPENDITURES	6,269.87	29,850.45	20.00	( 29,830.45)	14925

TOWN OF JEROME  
 BALANCE SHEET  
 NOVEMBER 30, 2024

Item A.

PARKING FUND

ASSETS

35-00-1000	CASH - COMBINED FUND		156,899.37	
	TOTAL ASSETS			156,899.37

LIABILITIES AND EQUITY

FUND EQUITY

35-00-3002	UNRESTRICTED FUND BALANCE		147,075.51	
	REVENUE OVER EXPENDITURES - YTD	9,823.86		
	BALANCE - CURRENT DATE		9,823.86	
	TOTAL FUND EQUITY			156,899.37
	TOTAL LIABILITIES AND EQUITY			156,899.37



TOWN OF JEROME  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 5 MONTHS ENDING NOVEMBER 30, 2024

*Item A.*

PARKING FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>PARKING FUND REVENUE</u>					
35-35-4042 PARKING KIOSK REVENUE	30,840.35	152,507.00	355,000.00	202,493.00	43.0
TOTAL PARKING FUND REVENUE	30,840.35	152,507.00	355,000.00	202,493.00	43.0
 TOTAL FUND REVENUE	 30,840.35	 152,507.00	 355,000.00	 202,493.00	 43.0

TOWN OF JEROME  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2024

Item A.

PARKING FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PARKING FUND EXPENDITURE</u>					
35-35-5001 SALARIES AND WAGES	2,943.84	14,070.48	41,000.00	26,929.52	34.3
35-35-5006 LONGEVITY BONUS	.00	.00	180.00	180.00	.0
35-35-5010 FICA MATCH	225.21	1,076.42	3,100.00	2,023.58	34.7
35-35-5013 WORKER'S COMPENSATION	51.51	382.60	1,100.00	717.40	34.8
35-35-5014 UNEMPLOYMENT	.75	3.18	175.00	171.82	1.8
35-35-6145 FUEL	84.28	257.89	1,000.00	742.11	25.8
35-35-6185 MISCELLANEOUS	324.90	563.15	1,000.00	436.85	56.3
35-35-6186 BANK CHARGES	.00	18.50	.00	( 18.50)	.0
35-35-6188 CREDIT CARD PROCESSING FEES	3,925.78	11,576.24	27,500.00	15,923.76	42.1
35-35-6192 SOFTWARE SERVICE AND SUPPORT	676.97	10,826.42	27,500.00	16,673.58	39.4
35-35-6195 OPERATING SUPPLIES	818.17	1,913.30	2,500.00	586.70	76.5
35-35-6265 TELEPHONE	487.08	2,932.46	5,500.00	2,567.54	53.3
35-35-6290 ADMINISTRATIVE CHARGE	479.17	2,395.85	5,750.00	3,354.15	41.7
35-35-8041 ALLOWANCE FOR ADDITIONAL CAPIT	.00	.00	4,000.00	4,000.00	.0
35-35-9500 TRANSFERS OUT	19,333.33	96,666.65	232,000.00	135,333.35	41.7
TOTAL PARKING FUND EXPENDITURE	29,350.99	142,683.14	352,305.00	209,621.86	40.5
TOTAL FUND EXPENDITURES	29,350.99	142,683.14	352,305.00	209,621.86	40.5
NET REVENUE OVER EXPENDITURES	1,489.36	9,823.86	2,695.00	( 7,128.86)	364.5

TOWN OF JEROME  
 BALANCE SHEET  
 NOVEMBER 30, 2024

Item A.

FIRE DEPT PENSION & RETIREMENT

<u>ASSETS</u>			
40-00-1000	CASH - COMBINED FUND	13,301.40	
40-00-1010	INVESTMENTS - PENSION & RELIEF	189,886.42	
40-00-1011	PENSION FUND CASH	18,162.07	
		<hr/>	
	TOTAL ASSETS		221,349.89
			<hr/> <hr/>
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
40-00-2001	ACCOUNTS PAYABLE	( 4,236.09)	
		<hr/>	
	TOTAL LIABILITIES		( 4,236.09)
<u>FUND EQUITY</u>			
40-00-3002	UNRESTRICTED FUND BALANCE	227,585.98	
	REVENUE OVER EXPENDITURES - YTD	( 2,000.00)	
		<hr/>	
	BALANCE - CURRENT DATE	( 2,000.00)	
		<hr/>	
	TOTAL FUND EQUITY		225,585.98
			<hr/> <hr/>
	TOTAL LIABILITIES AND EQUITY		221,349.89
			<hr/> <hr/>

TOWN OF JEROME  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 5 MONTHS ENDING NOVEMBER 30, 2024

*Item A.*

FIRE DEPT PENSION & RETIREMENT

		<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEARNED</u>	<u>PCNT</u>
<u>FIRE DEPT P&amp;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	.00	10,000.00	10,000.00	.0
	<b>TOTAL FIRE DEPT P&amp;R REVENUE</b>	<u>.00</u>	<u>.00</u>	<u>27,750.00</u>	<u>27,750.00</u>	<u>.0</u>
	<b>TOTAL FUND REVENUE</b>	<u>.00</u>	<u>.00</u>	<u>27,750.00</u>	<u>27,750.00</u>	<u>.0</u>

TOWN OF JEROME  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 5 MONTHS ENDING NOVEMBER 30, 2024

Item A.

FIRE DEPT PENSION & RETIREMENT

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>FIRE DEPT P&amp;R EXPENDITURE</u>					
40-60-6235 RETIREMENT EXP FD P&R	.00	2,000.00	27,750.00	25,750.00	7.2
TOTAL FIRE DEPT P&R EXPENDITURE	.00	2,000.00	27,750.00	25,750.00	7.2
TOTAL FUND EXPENDITURES	.00	2,000.00	27,750.00	25,750.00	7.2
NET REVENUE OVER EXPENDITURES	.00	( 2,000.00)	.00	2,000.00	.0

TOWN OF JEROME  
 BALANCE SHEET  
 NOVEMBER 30, 2024

Item A.

OPERATING GRANTS REVENUE

<u>ASSETS</u>			
50-00-1000	CASH - COMBINED FUND	110,620.23	
50-00-1800	INVENTORY	13,193.06	
		<hr/>	
	TOTAL ASSETS		123,813.29
			<hr/> <hr/>
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
50-00-2755	DEFERRED REVENUE - OPR GRANTS	73,062.12	
		<hr/>	
	TOTAL LIABILITIES		73,062.12
<u>FUND EQUITY</u>			
50-00-3002	UNRESTRICTED FUND BALANCE	36,592.44	
	REVENUE OVER EXPENDITURES - YTD	14,158.73	
		<hr/>	
	BALANCE - CURRENT DATE	14,158.73	
		<hr/>	
	TOTAL FUND EQUITY		50,751.17
			<hr/> <hr/>
	TOTAL LIABILITIES AND EQUITY		123,813.29
			<hr/> <hr/>

TOWN OF JEROME  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 5 MONTHS ENDING NOVEMBER 30, 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	15,000.00	15,000.00	.00	( 15,000.00)	.0
50-40-4067 POLICE DEPT REV - OPR GRANTS	.00	.00	20,000.00	20,000.00	.0
50-40-4068 FIRE DEPT REV - OPR GRANTS	.00	.00	43,000.00	43,000.00	.0
50-40-4101 USDA SEARCH GRANT WWTP	.00	.00	32,000.00	32,000.00	.0
50-40-4102 YAVAPAI COUNTY STORM DRAINAGE/	.00	.00	30,000.00	30,000.00	.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	25,000.00	25,000.00	.0
TOTAL OPERATING GRANTS REVENUE	15,000.00	15,000.00	515,000.00	500,000.00	2.9
TOTAL FUND REVENUE	15,000.00	15,000.00	515,000.00	500,000.00	2.9

TOWN OF JEROME  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 5 MONTHS ENDING NOVEMBER 30, 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	25,000.00	25,000.00	.0
50-40-6101 USDA SEARCH GRANT (WWTP ENGINE	.00	.00	32,000.00	32,000.00	.0
50-40-6102 YAVAPAI COUNTY STORM DRAINAGE/	.00	.00	30,000.00	30,000.00	.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	.00	350,000.00	350,000.00	.0
50-40-6237 POLICE DEPT EXP - OPR GRANTS	.00	.00	20,000.00	20,000.00	.0
50-40-6238 FIRE DEPT EXP - OPR GRANTS	240.06	841.27	43,000.00	42,158.73	2.0
<b>TOTAL OPERATING GRANTS EXPENDITURE</b>	<b>240.06</b>	<b>841.27</b>	<b>525,000.00</b>	<b>524,158.73</b>	<b>.2</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>240.06</b>	<b>841.27</b>	<b>525,000.00</b>	<b>524,158.73</b>	<b>.2</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>14,759.94</b>	<b>14,158.73</b>	<b>( 10,000.00)</b>	<b>( 24,158.73)</b>	<b>141.6</b>



TOWN OF JEROME  
 BALANCE SHEET  
 NOVEMBER 30, 2024

Item A.

CAPITAL GRANTS FUND

<u>ASSETS</u>			
60-00-1000	CASH - COMBINED FUND	849,307.38	
	TOTAL ASSETS		849,307.38
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
60-00-2755	DEFERRED REVENUE - CAP GRANTS	717,751.43	
	TOTAL LIABILITIES		717,751.43
<u>FUND EQUITY</u>			
60-00-3001	RESTRICTED FUND BALANCE	291,647.29	
60-00-3002	UNRESTRICTED FUND BALANCE	( 153,891.34)	
	REVENUE OVER EXPENDITURES - YTD	( 6,200.00)	
	BALANCE - CURRENT DATE	( 6,200.00)	
	TOTAL FUND EQUITY		131,555.95
	TOTAL LIABILITIES AND EQUITY		849,307.38

TOWN OF JEROME  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 5 MONTHS ENDING NOVEMBER 30, 2024

Item A.

CAPITAL GRANTS FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>CAPITAL GRANTS REVENUE</u>					
60-70-4105 CDBG DECEPTIOWATERLINE REVENUE	.00	.00	400,000.00	400,000.00	.0
60-70-4107 YAVAPAI APACHE GAMING DONATION	.00	.00	16,000.00	16,000.00	.0
60-70-4108 FREEPORT MCMORAN - SOCIAL INVE	.00	.00	25,000.00	25,000.00	.0
60-70-4111 LEGISLATIVE FUNDING-CENTER AVE	.00	.00	500,000.00	500,000.00	.0
60-70-4185 MISCELLANEOUS CAPITAL GRANTS	.00	.00	500,000.00	500,000.00	.0
60-70-4200 FEDERAL GRANTS	.00	.00	2,500,000.00	2,500,000.00	.0
TOTAL CAPITAL GRANTS REVENUE	.00	.00	3,941,000.00	3,941,000.00	.0
TOTAL FUND REVENUE	.00	.00	3,941,000.00	3,941,000.00	.0

TOWN OF JEROME  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 5 MONTHS ENDING NOVEMBER 30, 2024

Item A.

CAPITAL GRANTS FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL GRANTS EXPENDITURE</u>					
60-70-6105 CDBG DECEPTIWATERLINE EXPENSES	.00	.00	400,000.00	400,000.00	.0
60-70-6107 YAVAPAI APACHE GRANT EXPENSES	.00	.00	16,000.00	16,000.00	.0
60-70-6108 FREEPORT MCMORAN - SOCIAL INVE	.00	.00	25,000.00	25,000.00	.0
60-70-6111 LEGISTATIVE FUNDING-CENTERAVE	.00	.00	500,000.00	500,000.00	.0
60-70-6185 MISC EXP - CAP GRANTS	6,200.00	6,200.00	500,000.00	493,800.00	1.2
60-70-6200 FEDERAL RAISE GRANT EXP	.00	.00	2,500,000.00	2,500,000.00	.0
TOTAL CAPITAL GRANTS EXPENDITURE	6,200.00	6,200.00	3,941,000.00	3,934,800.00	.2
TOTAL FUND EXPENDITURES	6,200.00	6,200.00	3,941,000.00	3,934,800.00	.2
NET REVENUE OVER EXPENDITURES	( 6,200.00)	( 6,200.00)	.00	6,200.00	.0

TOWN OF JEROME  
 BALANCE SHEET  
 NOVEMBER 30, 2024

Item A.

GENERAL FUND CONTINGENCIES FND

ASSETS

70-00-1000	CASH - COMBINED FUND	(	362,779.32)
	TOTAL ASSETS		( 362,779.32)

LIABILITIES AND EQUITY

FUND EQUITY

70-00-3002	UNRESTRICTED FUND BALANCE	(	323,855.22)
	REVENUE OVER EXPENDITURES - YTD	(	38,924.10)
	BALANCE - CURRENT DATE	(	38,924.10)
	TOTAL FUND EQUITY		( 362,779.32)
	TOTAL LIABILITIES AND EQUITY		( 362,779.32)

TOWN OF JEROME  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 5 MONTHS ENDING NOVEMBER 30, 2024

*Item A.*

GENERAL FUND CONTINGENCIES FND

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEARNED</u>	<u>PCNT</u>
<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	.00	10,000.00	2,350,000.00	2,340,000.00	.4
TOTAL GENERAL FUND CONTINGENCIES RE	.00	10,000.00	2,425,000.00	2,415,000.00	.4
TOTAL FUND REVENUE	.00	10,000.00	2,425,000.00	2,415,000.00	.4

TOWN OF JEROME  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 5 MONTHS ENDING NOVEMBER 30, 2024

*Item A.*

GENERAL FUND CONTINGENCIES FND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GNERLA FUND CONTINGENCIES EXP</u>					
70-25-6276 WILDLANDS EXP - CONTINGENCY	843.59	48,592.89	75,000.00	26,407.11	64.8
70-25-6295 EXPENSE - GF CONTINGENCIES	.00	331.21	2,350,000.00	2,349,668.79	.0
<b>TOTAL GNERLA FUND CONTINGENCIES EXP</b>	<b>843.59</b>	<b>48,924.10</b>	<b>2,425,000.00</b>	<b>2,376,075.90</b>	<b>2.0</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>843.59</b>	<b>48,924.10</b>	<b>2,425,000.00</b>	<b>2,376,075.90</b>	<b>2.0</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>( 843.59)</b>	<b>( 38,924.10)</b>	<b>.00</b>	<b>38,924.10</b>	<b>.0</b>

TOWN OF JEROME  
BALANCE SHEET  
NOVEMBER 30, 2024

Item A.

UTILITIES CONTINGENCIES FUND

<u>ASSETS</u>			
80-00-1000	CASH - COMBINED FUND	75,480.48	
	TOTAL ASSETS		75,480.48
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
80-00-3002	ENDING FUND BALANCE	75,480.48	
	TOTAL FUND EQUITY		75,480.48
	TOTAL LIABILITIES AND EQUITY		75,480.48

TOWN OF JEROME  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 5 MONTHS ENDING NOVEMBER 30, 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	500,000.00	500,000.00	.0
TOTAL UTILITIES CONTINGENCIES REV	.00	.00	500,000.00	500,000.00	.0
 TOTAL FUND REVENUE	 .00	 .00	 500,000.00	 500,000.00	 .0



TOWN OF JEROME  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 5 MONTHS ENDING NOVEMBER 30, 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	500,000.00	500,000.00	.0
TOTAL UTILITIES CONTINGENCIES EXP	.00	.00	500,000.00	500,000.00	.0
TOTAL FUND EXPENDITURES	.00	.00	500,000.00	500,000.00	.0
NET REVENUE OVER EXPENDITURES	.00	.00	.00	.00	.0

TOWN OF JEROME  
 BALANCE SHEET  
 NOVEMBER 30, 2024

Item A.

CAPITAL FUND

ASSETS

90-00-1000	CASH - COMBINED FUND	(	741,668.13)	
90-00-1021	OAZ CAPITAL IMPROVEMENTS		71,490.45	
90-00-1023	ONEAZ WWTP CHECKING		69,738.87	
			<u>          </u>	
	TOTAL ASSETS			( 600,438.81)
				<u>          </u>

LIABILITIES AND EQUITY

FUND EQUITY

90-00-3002	UNRESTRICTED FUND BALANCE	(	518,571.80)	
	REVENUE OVER EXPENDITURES - YTD	(	81,867.01)	
			<u>          </u>	
	BALANCE - CURRENT DATE	(	81,867.01)	
			<u>          </u>	
	TOTAL FUND EQUITY			( 600,438.81)
				<u>          </u>
	TOTAL LIABILITIES AND EQUITY			( 600,438.81)
				<u>          </u>

TOWN OF JEROME  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 5 MONTHS ENDING NOVEMBER 30, 2024

Item A.

CAPITAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>CAPITAL FUND REVENUES</u>					
90-57-4300 BANK INTEREST - CAPITAL FUND	75.44	164.93	225.00	60.07	73.3
90-57-4303 INTEREST - WWTP	6.96	48.26	575.00	526.74	8.4
90-57-4515 INTERIM WWTP LOAN	.00	.00	2,000,000.00	2,000,000.00	.0
TOTAL CAPITAL FUND REVENUES	82.40	213.19	2,000,800.00	2,000,586.81	.0
TOTAL FUND REVENUE	82.40	213.19	2,000,800.00	2,000,586.81	.0

TOWN OF JEROME  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 5 MONTHS ENDING NOVEMBER 30, 2024

*Item A.*

CAPITAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL FUND EXPENDITURES</u>					
90-57-7027 WASTEWATER TREATMENT DESIGN EX	15,746.50	82,080.20	.00	( 82,080.20)	.0
90-57-7030 INTERIM WWTP LOAN EXP	.00	.00	2,000,000.00	2,000,000.00	.0
TOTAL CAPITAL FUND EXPENDITURES	15,746.50	82,080.20	2,000,000.00	1,917,919.80	4.1
TOTAL FUND EXPENDITURES	15,746.50	82,080.20	2,000,000.00	1,917,919.80	4.1
NET REVENUE OVER EXPENDITURES	( 15,664.10)	( 81,867.01)	800.00	82,667.01	(10233

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	111324MS1	Fuel Charges for October 2	1	11/13/2024	377.79	.00	377.79	101608	11/13/2024
		111324MS1	Fuel Charges for October 2	2	11/13/2024	84.28	.00	84.28	101608	11/13/2024
		111324MS1	Fuel Charges for October 2	3	11/13/2024	221.00	.00	221.00	101608	11/13/2024
		111324MS1	Fuel Charges for October -	4	11/13/2024	39.31	.00	39.31	101608	11/13/2024
		111324MS1	Fuel Charges for October 2	5	11/13/2024	277.57	.00	277.57	101608	11/13/2024
Total 1000:						999.95	.00	999.95		
1031	ALL-MED EQUIPMENT &	111324MS2	Inv 804174 Monthly Tank R	1	11/13/2024	99.20	.00	99.20	101609	11/13/2024
Total 1031:						99.20	.00	99.20		
1050	APS	110624MS2	Acct 4533627223 - Public	1	11/06/2024	1.75	.00	1.75	101584	11/06/2024
		110624MS2	Acct 9438060000 - Hull Ro	2	11/06/2024	.00				
		112724KM11	Acct 1490440000 Street Li	1	11/27/2024	1,226.65	.00	1,226.65	101637	11/27/2024
Total 1050:						1,228.40	.00	1,228.40		
1056	ARIZONA BUG COMPANY	111324MS3	Inv 217231 - Monthly Pest	1	11/13/2024	50.00	.00	50.00	101610	11/13/2024
Total 1056:						50.00	.00	50.00		
1123	BEDROCK LANDSCAPE	110624MS3	Inv 180614 - 1 Yard concre	1	11/06/2024	197.73	.00	197.73	101585	11/06/2024
Total 1123:						197.73	.00	197.73		
1170	CASELLE	110624MS4	INV 136919 - Monthly Sup	1	11/06/2024	1,030.00	.00	1,030.00	101586	11/06/2024
		110624MS4	INV 136919 - Monthly Sup	2	11/06/2024	343.45	.00	343.45	101586	11/06/2024
		110624MS4	INV 136919 - Monthly Sup	3	11/06/2024	343.45	.00	343.45	101586	11/06/2024
		110624MS4	INV 136919 - Monthly Sup	4	11/06/2024	343.45	.00	343.45	101586	11/06/2024
		110624MS4	INV 136919 - Monthly Sup	5	11/06/2024	114.46	.00	114.46	101586	11/06/2024
		110624MS4	INV 136919 - Monthly Sup	6	11/06/2024	114.46	.00	114.46	101586	11/06/2024
Total 1170:						2,289.27	.00	2,289.27		
1174	CDW GOVERNMENT, INC	112024MS1	Inv CB00796915 M365 Bu	1	11/20/2024	757.74	.00	757.74	101622	11/20/2024
Total 1174:						757.74	.00	757.74		
1178	CENTURY LINK	112024MS2	Inv 712432964 - Switched	1	11/20/2024	3.24	.00	3.24	101623	11/20/2024
Total 1178:						3.24	.00	3.24		
1195	CITY OF COTTONWOOD	111324MS4	Inv 0007956 - PD Dispatch	1	11/13/2024	3,835.32	.00	3,835.32	101611	11/13/2024
		111324MS4	Inv 0007962 FD Dispatch F	2	11/13/2024	648.67	.00	648.67	101611	11/13/2024
Total 1195:						4,483.99	.00	4,483.99		
1213	CONTRACT WASTEWATE	111324MS5	Inv 1016060 - Operator/Ma	1	11/13/2024	1,025.00	.00	1,025.00	101612	11/13/2024
		111324MS5	Inv 1016060 - Operator/Ma	2	11/13/2024	3,325.00	.00	3,325.00	101612	11/13/2024
		111324MS5	Inv 1016060 Sample Tran	3	11/13/2024	130.00	.00	130.00	101612	11/13/2024
		111324MS5	Inv 1016060 - Shipping Fe	4	11/13/2024	170.12	.00	170.12	101612	11/13/2024
		111324MS5	Inv 1016060 - Repair Parts	5	11/13/2024	51.15	.00	51.15	101612	11/13/2024

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 1213:						4,701.27	.00	4,701.27		
1217	COTTONWOOD EXPRES	111324MS6	Inv 102568 - Full Service O	1	11/13/2024	64.00	.00	64.00	101613	11/13/2024
		111324MS6	Inv 102568 - Full Service O	2	11/13/2024	6.96	.00	6.96	101613	11/13/2024
Total 1217:						70.96	.00	70.96		
1264	DIESEL DIRECT WEST	110624MS5	INV 86175517 - Diesel Fue	1	11/06/2024	137.16	.00	137.16	101587	11/06/2024
		110624MS5	INV 86175517 - Diesel Fue	2	11/06/2024	17.14	.00	17.14	101587	11/06/2024
		110624MS5	INV 86175517 - Diesel Fue	3	11/06/2024	17.14	.00	17.14	101587	11/06/2024
		112024MS3	INV 86201758 - Diesel Fue	1	11/20/2024	192.35	.00	192.35	101624	11/20/2024
		112024MS3	INV 86201758 - Diesel Fue	2	11/20/2024	24.04	.00	24.04	101624	11/20/2024
		112024MS3	INV 86201758 - Diesel Fue	3	11/20/2024	24.04	.00	24.04	101624	11/20/2024
Total 1264:						411.87	.00	411.87		
1322	FOUR-D LLC	110624MS7	Inv 00000918 - Monthly ser	1	11/06/2024	280.00	.00	280.00	101589	11/06/2024
Total 1322:						280.00	.00	280.00		
1412	JANICE PONTIOUS	111324MS7	Reimbursement For PD Su	1	11/13/2024	68.97	.00	68.97	101614	11/13/2024
Total 1412:						68.97	.00	68.97		
1419	JC CULLEN INC	110624MS9	Inv 156842 - 911 IP Port S	1	11/06/2024	35.49	.00	35.49	101591	11/06/2024
		110624MS9	Inv 156842 - 911 IP Port S	2	11/06/2024	35.48	.00	35.48	101591	11/06/2024
Total 1419:						70.97	.00	70.97		
1503	LEGEND	110624MS10	Inv 2417337 - Testing servi	1	11/06/2024	75.00	.00	75.00	101592	11/06/2024
		110624MS10	Inv 2417123 - Testing Servi	2	11/06/2024	527.40	.00	527.40	101592	11/06/2024
		111324MS8	Inv 2417887 - Testing Servi	1	11/13/2024	75.00	.00	75.00	101615	11/13/2024
		112024MS5	Inv 2418327 - Testing Servi	1	11/20/2024	75.00	.00	75.00	101627	11/20/2024
		112724KM10	Inv. 2418694 WW Testing	1	11/27/2024	277.00	.00	277.00	101640	11/27/2024
		112724KM10	Inv. 2418694 WWTP Sink	2	11/27/2024	15.00	.00	15.00	101640	11/27/2024
Total 1503:						1,044.40	.00	1,044.40		
1507	LIFE & PROPERTY SAFE	110624MS11	INV 13056 - Water/Air gau	1	11/06/2024	39.95	.00	39.95	101593	11/06/2024
		110624MS11	INV 13056 - control valve s	2	11/06/2024	19.98	.00	19.98	101593	11/06/2024
		110624MS11	INV 13056 - LED Emergen	3	11/06/2024	64.99	.00	64.99	101593	11/06/2024
		110624MS11	INV 13056 - Wilkins rubber	4	11/06/2024	73.00	.00	73.00	101593	11/06/2024
		110624MS11	INV 13056 - Back Flow Lab	5	11/06/2024	105.00	.00	105.00	101593	11/06/2024
Total 1507:						302.92	.00	302.92		
1520	LYLE KEITH	112724KM2	Reimburse Lyle for Boots P	1	11/27/2024	33.33	.00	33.33	101642	11/27/2024
		112724KM2	Reimburse Lyle for Boots P	2	11/27/2024	33.33	.00	33.33	101642	11/27/2024
		112724KM2	Reimburse Lyle for Boots P	3	11/27/2024	33.33	.00	33.33	101642	11/27/2024
		112724KM2	Reimburse Lyle for Boots P	4	11/27/2024	33.33	.00	33.33	101642	11/27/2024
		112724KM2	Reimburse Lyle for Boots P	5	11/27/2024	33.33	.00	33.33	101642	11/27/2024
		112724KM2	Reimburse Lyle for Boots P	6	11/27/2024	33.35	.00	33.35	101642	11/27/2024
Total 1520:						200.00	.00	200.00		
1576	NAPA AUTO PARTS	110624MS12	INV 362913 - Battery, Start	1	11/06/2024	205.40	.00	205.40	101594	11/06/2024

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date	
		110624MS12	INV 363169 - Steering Col	2	11/06/2024	71.39	.00	71.39	101594	11/06/2024	
		110624MS12	INV 363837 - Wiper Blade	3	11/06/2024	28.54	.00	28.54	101594	11/06/2024	
		110624MS12	INV 362400 & 362487 - Hy	4	11/06/2024	55.82	.00	55.82	101594	11/06/2024	
		110624MS12	INV 362400 & 362487 - Hy	5	11/06/2024	55.82	.00	55.82	101594	11/06/2024	
		110624MS12	INV 362400 & 362487 - Hy	6	11/06/2024	55.82	.00	55.82	101594	11/06/2024	
		110624MS12	INV 362400 & 362487 - Hy	7	11/06/2024	55.82	.00	55.82	101594	11/06/2024	
		110624MS12	INV 362400 & 362487 - Hy	8	11/06/2024	55.82	.00	55.82	101594	11/06/2024	
		110624MS12	INV 362400 & 362487 - Hy	9	11/06/2024	55.83	.00	55.83	101594	11/06/2024	
		Total 1576:					640.26	.00	640.26		
1578	NATIONAL LEAGUE OF CI	112024MS7	INV 190327 - Annual Mem	1	11/20/2024	309.00	.00	309.00	101629	11/20/2024	
		Total 1578:					309.00	.00	309.00		
1598	NORTHERN CHEMICAL C	110624MS13	Inv 707765-00 - Public Res	1	11/06/2024	1,421.41	.00	1,421.41	101595	11/06/2024	
		Total 1598:					1,421.41	.00	1,421.41		
1603	ODP BUSINESS SOLUTIO	112724KM4	Inv. 3959185760012 Staple	1	11/27/2024	11.61	.00	11.61	101644	11/27/2024	
		Total 1603:					11.61	.00	11.61		
1611	PACIFIC ADVANCED CIVI	112024MS16	Inv #9340 B614 Jerome W	1	11/20/2024	12,446.50	.00	12,446.50	1021	11/20/2024	
		Total 1611:					12,446.50	.00	12,446.50		
1615	FLOWBIRD AMERICA, IN	110624MS6	INV AI000109 - Parkfolio al	1	11/06/2024	435.01	.00	435.01	101588	11/06/2024	
		110624MS6	INV AI000104 - Flowbird tr	2	11/06/2024	18.13	.00	18.13	101588	11/06/2024	
		Total 1615:					453.14	.00	453.14		
1626	PETE'S DIESEL SERVICE	110624MS14	Inv 495571 - repair/replace	1	11/06/2024	1,335.78	.00	1,335.78	101596	11/06/2024	
		Total 1626:					1,335.78	.00	1,335.78		
1637	POSTMASTER	110624MS1	Postage Bulk Newsletter N	1	11/06/2024	84.15	.00	84.15	101597	11/06/2024	
		Total 1637:					84.15	.00	84.15		
1643	PRESCOTT LAW GROUP,	110624MS16	INV 9053 - Prosecutor serv	1	11/06/2024	2,000.00	.00	2,000.00	101598	11/06/2024	
		Total 1643:					2,000.00	.00	2,000.00		
1647	FlexPrint, LLC	110624MS15	INV4966676-INT - Novemb	1	11/06/2024	357.51	.00	357.51	101599	11/06/2024	
		Total 1647:					357.51	.00	357.51		
1677	REESE'S TIRE & AUTOTI	112024MS8	Inv 106050 New Tires, Dis	1	11/20/2024	1,002.67	.00	1,002.67	101630	11/20/2024	
		112024MS8	Inv 106050 - Labor	2	11/20/2024	96.00	.00	96.00	101630	11/20/2024	
		Total 1677:					1,098.67	.00	1,098.67		
1725	SEAN BAUER	112724KM5	Reimbursement for Revers	1	11/27/2024	138.52	.00	138.52	101645	11/27/2024	
		Total 1725:					138.52	.00	138.52		

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
1735	SHAW LAW FIRM, PLLC	112724KM6	Inv. 26879 CM2024-00001	1	11/27/2024	840.00	.00	840.00	101646	11/27/2024
		112724KM6	Inv. 26875 CM2024-00000	2	11/27/2024	202.50	.00	202.50	101646	11/27/2024
		112724KM6	Inv. 26876 CM2024-00000	3	11/27/2024	127.50	.00	127.50	101646	11/27/2024
		112724KM6	Inv. 26880 CM2023-00022	4	11/27/2024	600.00	.00	600.00	101646	11/27/2024
Total 1735:						1,770.00	.00	1,770.00		
1740	SIMS MACKIN, LTD	112024MS10	INV 41035 - Legal Services	1	11/20/2024	360.00	.00	360.00	101631	11/20/2024
		112024MS10	INV 41035 - Legal Services	2	11/20/2024	45.00	.00	45.00	101631	11/20/2024
		112024MS17	INV 41035 - Legal Services	1	11/20/2024	3,150.00	.00	3,150.00	1022	11/20/2024
Total 1740:						3,555.00	.00	3,555.00		
1751	SOUTHWESTERN ENVIR	112024MS9	Inv 2024-286 SEC Proj #23	1	11/20/2024	6,200.00	.00	6,200.00	101632	11/20/2024
Total 1751:						6,200.00	.00	6,200.00		
1783	TAPCO	111324MS10	Inv I785725 - Traffic Sign -	1	11/13/2024	170.62	.00	170.62	101617	11/13/2024
Total 1783:						170.62	.00	170.62		
1812	TOWN OF JEROME - UTIL	110624MS18	7002.01 Town Hall Utilities	1	11/06/2024	224.90	.00	224.90	101601	11/06/2024
		110624MS18	7060.01 Public Works Yard	2	11/06/2024	210.83	.00	210.83	101601	11/06/2024
		110624MS18	7015-01 Fire Station	3	11/06/2024	210.83	.00	210.83	101601	11/06/2024
		110624MS18	7054.01 Jerome PD Utilitie	4	11/06/2024	177.32	.00	177.32	101601	11/06/2024
Total 1812:						823.88	.00	823.88		
1813	TOWN OF JEROME PR	110624MS24	Payroll Transfer 2- Novemb	1	11/06/2024	90,000.00	.00	90,000.00	101602	11/06/2024
		112024MS15	Payroll Transfer for Decem	1	11/20/2024	90,000.00	.00	90,000.00	101634	11/20/2024
Total 1813:						180,000.00	.00	180,000.00		
1827	UNISOURCE ENERGY SE	112024MS13	6937260000 303 Main St -	1	11/20/2024	24.85	.00	24.85	101636	11/20/2024
		112024MS13	0559820000 101 N Main St	2	11/20/2024	85.29	.00	85.29	101636	11/20/2024
		112024MS13	4353340000 201 Perkinsvil	3	11/20/2024	120.90	.00	120.90	101636	11/20/2024
		112024MS13	7505930000 600 Clark St -	4	11/20/2024	165.56	.00	165.56	101636	11/20/2024
		112024MS13	2353340000 502 N Main St	5	11/20/2024	66.40	.00	66.40	101636	11/20/2024
Total 1827:						463.00	.00	463.00		
1835	USA BLUE BOOK	110624MS19	Inv00530308 - Chlorine sol	1	11/06/2024	117.80	.00	117.80	101603	11/06/2024
Total 1835:						117.80	.00	117.80		
1836	USDA FOREST SERVICE	112724KM9	Bill BF030905AF21 Payer	1	11/27/2024	429.44	.00	429.44	101647	11/27/2024
Total 1836:						429.44	.00	429.44		
1851	VERDE VALLEY HARDWA	111324MS11	Inv 73105 - Air Chucks	1	11/13/2024	43.92	.00	43.92	101618	11/13/2024
		111324MS11	Inv 73226 - Shovel	2	11/13/2024	31.85	.00	31.85	101618	11/13/2024
		111324MS11	Inv 73354 - Glazing/Markin	3	11/13/2024	40.60	.00	40.60	101618	11/13/2024
		111324MS11	Inv 73554 - Weed Trimmer	4	11/13/2024	177.91	.00	177.91	101618	11/13/2024
		111324MS11	Inv 73838 & 73839 - Weed	5	11/13/2024	147.08	.00	147.08	101618	11/13/2024
		111324MS11	Inv 73850 - Trash Bags	6	11/13/2024	59.30	.00	59.30	101618	11/13/2024
		111324MS11	Inv 73907 - Toilet Parts	7	11/13/2024	39.52	.00	39.52	101618	11/13/2024



Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 1851:						540.18	.00	540.18		
1859	VERIZON WIRELESS	110624MS20	Acct 870476021-00001 FD	1	11/06/2024	173.01	.00	173.01	101604	11/06/2024
		110624MS20	Acct 870476021-00001 GG	2	11/06/2024	40.78	.00	40.78	101604	11/06/2024
		110624MS20	Acct 870476021-00001 PD	3	11/06/2024	80.02	.00	80.02	101604	11/06/2024
		110624MS20	Acct 870476021-00001 PZ	4	11/06/2024	40.88	.00	40.88	101604	11/06/2024
		110624MS20	Acct 870476021-00002 PD	5	11/06/2024	52.98	.00	52.98	101604	11/06/2024
		110624MS20	Acct 870476021-00002 PZ	6	11/06/2024	52.98	.00	52.98	101604	11/06/2024
		110624MS20	Acct 870476021-00002 Kio	7	11/06/2024	160.04	.00	160.04	101604	11/06/2024
		111324MS12	Acct 870476021-00003 Kio	1	11/13/2024	327.04	.00	327.04	101619	11/13/2024
		111324MS12	Acct 870476021-00003 PD	2	11/13/2024	240.06	.00	240.06	101619	11/13/2024
Total 1859:						1,167.79	.00	1,167.79		
1878	WASTE MANAGEMENT O	110624MS21	Inv 2419455-1586-4 - 20 y	1	11/06/2024	396.23	.00	396.23	101605	11/06/2024
		111324MS13	Inv 0000092-4655-4 - Tras	1	11/13/2024	2,008.00	.00	2,008.00	101620	11/13/2024
Total 1878:						2,404.23	.00	2,404.23		
1903	WM CORPORATE SERVI	112724KM12	Inv. 2420251-1586-4 Trash	1	11/27/2024	704.73	.00	704.73	101648	11/27/2024
Total 1903:						704.73	.00	704.73		
1914	YAVAPAI CO. EDUCATION	110624MS22	Inv 24-2529 - Library E-rat	1	11/06/2024	42.00	.00	42.00	101606	11/06/2024
		110624MS22	Inv 24-2528 Municipal Inter	2	11/06/2024	324.00	.00	324.00	101606	11/06/2024
		110624MS22	Inv 24-2528 Municipal Inter	3	11/06/2024	503.00	.00	503.00	101606	11/06/2024
		110624MS22	Inv 24-2528 Municipal Inter	4	11/06/2024	324.00	.00	324.00	101606	11/06/2024
		110624MS22	Inv 24-2528 Municipal Inter	5	11/06/2024	503.00	.00	503.00	101606	11/06/2024
Total 1914:						1,696.00	.00	1,696.00		
1916	YAVAPAI COLLEGE	110624MS23	INV S0060774 - Y0229684	1	11/06/2024	2,076.00	.00	2,076.00	101607	11/06/2024
		110624MS23	INV S0060774 - Y0235430	2	11/06/2024	1,668.00	.00	1,668.00	101607	11/06/2024
Total 1916:						3,744.00	.00	3,744.00		
1951	BUSINESS SOLUTIONS G	112724KM8	INV. 16775 Laser Check P	1	11/27/2024	400.57	.00	400.57	101638	11/27/2024
Total 1951:						400.57	.00	400.57		
1956	MARTIN MARIETTA	111324MS9	Inv 44184006 - Mag ABC	1	11/13/2024	267.27	.00	267.27	101616	11/13/2024
		111324MS9	Inv 44214718 - Mag ABC	2	11/13/2024	163.23	.00	163.23	101616	11/13/2024
		111324MS9	Inv 44265254 - Mag ABC	3	11/13/2024	394.14	.00	394.14	101616	11/13/2024
		112024MS6	Inv 44317569 - MAG ABC	1	11/20/2024	277.77	.00	277.77	101628	11/20/2024
Total 1956:						1,102.41	.00	1,102.41		
1974	MOYER'S HEATING & CO	112724KM7	INV. 0000128238 Quarterly	1	11/27/2024	1,021.00	.00	1,021.00	101643	11/27/2024
Total 1974:						1,021.00	.00	1,021.00		
2006	Wired Up Systems LLC	111324MS14	Inv 113088 - Security Monit	1	11/13/2024	52.97	.00	52.97	101621	11/13/2024
Total 2006:						52.97	.00	52.97		
2016	T2 SYSTEMS, INC.	110624MS17	INV MP000003310 Overag	1	11/06/2024	1,178.47	.00	1,178.47	101600	11/06/2024

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
		110624MS17	INV MP000003230 - Mobil	2	11/06/2024	91.54	.00	91.54	101600	11/06/2024
		110624MS17	INV UPS00054502 - Auto	3	11/06/2024	127.50	.00	127.50	101600	11/06/2024
		112024MS11	INVSTD0000068582 - High	1	11/20/2024	647.55	.00	647.55	101633	11/20/2024
Total 2016:						2,045.06	.00	2,045.06		
2048	LIMITED JURISDICTION J	112724KM1	Inv. 00844 Annual Member	1	11/27/2024	100.00	.00	100.00	101641	11/27/2024
Total 2048:						100.00	.00	100.00		
2054	TRENCH-ADE, LLC	112024MS12	Inv TA584768 - Road Plate	1	11/20/2024	950.90	.00	950.90	101635	11/20/2024
Total 2054:						950.90	.00	950.90		
2058	KB Valuation Services LLC	112024MS4	INV 2024-KB0169 - Severa	1	11/20/2024	150.00	.00	150.00	101626	11/20/2024
Total 2058:						150.00	.00	150.00		
2060	GROUND PENETRATING	110624MS8	Inv 801016 - Leak Detectio	1	11/06/2024	2,375.00	.00	2,375.00	101590	11/06/2024
Total 2060:						2,375.00	.00	2,375.00		
2061	JOHN KRMPOTICH	112024MS14	Wildland Wages - OSC Pre	1	11/20/2024	5,073.15	.00	5,073.15	101625	11/20/2024
Total 2061:						5,073.15	.00	5,073.15		
2062	INFINITE-DATA LLC	112724KM3	INV. 1647 Easy CIP-Plan a	1	11/27/2024	1,072.17	.00	1,072.17	101639	11/27/2024
		112724KM3	INV. 1647 Easy CIP-Plan a	2	11/27/2024	649.80	.00	649.80	101639	11/27/2024
		112724KM3	INV. 1647 Easy CIP-Plan a	3	11/27/2024	649.80	.00	649.80	101639	11/27/2024
		112724KM3	INV. 1647 Easy CIP-Plan a	4	11/27/2024	227.43	.00	227.43	101639	11/27/2024
		112724KM3	INV. 1647 Easy CIP-Plan a	5	11/27/2024	324.90	.00	324.90	101639	11/27/2024
		112724KM3	INV. 1647 Easy CIP-Plan a	6	11/27/2024	324.90	.00	324.90	101639	11/27/2024
Total 2062:						3,249.00	.00	3,249.00		
Grand Totals:						257,864.16	.00	257,864.16		

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 December 10, 2024

## MONTHLY STAFF REPORT TO THE MAYOR AND COUNCIL

*Brett Klein, Town Manager/Clerk*

*My activities have included:*

- Continued work on our Zoning Code Update. It is still very early but hope to have something for the Council and begin Council and public involvement by the end of 2025.
- Worked with Michele and the League to begin work on a RFP for Legal Services and Issued the RFP.
- Met with Freeport McMoran and Mayor / Vice Mayor to discuss the water system. More information to follow.
- Met with JHS representatives to discuss the potential property exchange.
- Worked on updating job descriptions, and recruitment materials for a deputy chief. Worked on compensation and employment terms for the new Chief of Police
- Worked on a purchase offer for 621 Main Street.
- Participated in bi-weekly WWTP design status update meetings (Minutes Included)
- Met with Condemnation Counsel to discuss the holdup with the remaining easements.
- Worked with staff to schedule Chief Muma's retirement and the employee holiday appreciation luncheon.
- Worked with various individuals on their special event requests.
- Facilitated public records requests.
- Continued working on the CDBG Grant with NACOG and submitted remaining grant documentation.
- Continued Preparation for our annual audit of the Town's Financial Statements and the CPA firm was on site to complete the audit.
- Coordinated with IT for cyber security and security of all Town records and information.
- Worked on a risk and resilience assessment consultant – USDA Letter of Conditions Requirement, and worked on numerous other LOC requirements so once the Verde Ex easement issue is resolved we are ready to roll.
- Worked on drainage grants and began work on the onsite planning and design for Verde Avenue.
- Worked on the easements necessary for the WWTP that should have no objections from the two property owners.

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

**\*\* Nobody Hired in December currently employed\*\*.**

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

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

	<b>FY2025 Actual - (based on to-date DOR website)</b>	<b>FY2024 Actual - (based on DOR website)</b>	<b>Actually Received Thus Far</b>
July	110,631	106,085	31,365
August	89,419	130,622	160,198
September	91,512	79,411	257,718
October	120,090	115,250	343,309
November		78,059	
December		116,459	
January		106,378	
February		89,204	
March		105,419	
April		150,319	
May		130,160	
June		109,691	
<b>Total YTD</b>	<b>411,652</b>	<b>1,317,058</b>	<b>343,309</b>

**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)		
	FY2025 actual	FY2024 actual	+/- Compared to Last Yr	FY2025 actual	FY2024 actual	+/-	FY2025 actual	FY2024 actual	+/-
July	38302	34,660	3,642	16719	17,969	(1,250)	39902	36,125	3,777
August	35053	37,999	(2,946)	15495	16,130	(635)	30,560	65,439	(34,879)
September	38,469	30,432	8,037	18570	14,875	3,695	25196	27,037	(1,841)
October	40220	43,194	(2,974)	17090	17,207	(117)	45030	39,382	5,648
November		52,665			24,990			42,307	
December		38,505			18,188			43,845	
January		38,694			15,472			43,489	
February		29,730			13,973			28,100	
March		41,146			16,248			36,289	
April		50,719			26,020			52,465	
May		47,169			21,601			50,136	
June		45,893			20,289			34,359	
<b>Total YTD</b>	<b>152,044</b>	<b>490,806</b>	<b>5,759</b>	<b>67,874</b>	<b>222,962</b>	<b>1,693</b>	<b>140,688</b>	<b>498,973</b>	<b>(27,295)</b>

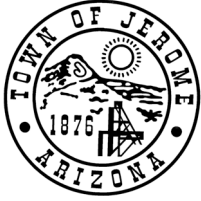
*Added 1% Bed Tax*

	<u>Monthly total</u>	<u>TOTAL TO DATE</u>
July	2,572	2,572
August	2,384	4,956
September	2,915	7,871
October	2,629	10,500
November		
December		
January		
February		
March		
April		
May		
June		

**WATER FLOWS REPORT**

Item A.

Reading Date	WALNUT GPM	VERDE GPM
6-Nov	101	214
13-Nov	101	206
20-Nov	101	225
27-Nov	89	215
4-Dec	95	214
11-Dec	108	220
18-Dec	101	222
26-Dec	101	223
2024 02-Jan	101	226
08-Jan	101	223
16-Jan	101	248
22-Jan	95	140
29-Jan	95	140
05-Feb	95	140
12-Feb	75	136
20-Feb	75	139
26-Feb	75	140
4-Mar	88	140
11-Mar	88	231
18-Mar	88	233
25-Mar	171	244
1-April	83	250
8-April	171	328
16-April	95	211
22-April	82	163
30-April	201	144
6-May	157	131
13-May	83	116
20-May	153	124
28-May	83	260
3-June	68	250
10-June	71	240
17-June	66	235
24-June	66	230
1-July	57	219
8-July	52	210
15-July	57	262
22-July	55	427
29-July	57	312
5-Aug	57	302
12-Aug	57	292
19-Aug	61	295
26-Aug	61	295
3-Sept	61	281
9-Sept	61	345
16-Sept	57	320
23-Sept	57	288
1-Oct	57	306
7-Oct	57	300
14-Oct	57	300
21-Oct	66	289
28-Oct	57	295
4-Nov	61	300
12-Nov	57	275
18-Nov	57	275
25-Nov	57	275
2-Dec	61	275



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

**December 2024 Staff Report for November Activity submitted by Kristen Muenz, Finance Director & Deputy Clerk**

- ⚙️ Posted town notices and meeting agendas throughout the month at the three locations in town (Gulch Road, Post Office, Town Hall).
- ⚙️ Assembled packets for and attended Town Council meetings. Posted audio recordings of meetings on Municode and Soundcloud.
- ⚙️ 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.
- ⚙️ Processed Payables, Payroll, New Employee Set-Up & Employee Modifications, Check & Cash Deposits, Journal Entries and Bank Reconciliation.
- ⚙️ Maintained files from FY 2024 per the Secretary of State's Retention Schedule, including filing documents in the long-term file room for safety.
- ⚙️ Processed annual Fire Per-Call payments for employees and non-employee volunteers; processed annual PTO Buy-Back payments for qualifying employees who requested it.
- ⚙️ Worked with CPA Brandi Suda to prep for Annual Audit, including creating/updating spreadsheets for Grant Revenues & Expenses and Wildland Assignments Expenses.
- ⚙️ Worked with representatives of Colby & Powell for the Annual Audit.
- ⚙️ Supervised a paper shredding event at Town Hall on Saturday, November 16<sup>th</sup>.
- ⚙️ Signed up for and saved an Arizona Dept. of Liquor License & Control Processes, Procedures, & Best Practices training put on by the City of Tolleson; this counts towards AMCA training.
- ⚙️ Permits and Licensing activities for November:
  - Business Licenses**
    - 11 Businesses were sent renewal notices.
    - 6 Businesses sent in their renewal application.
    - 2 Business License renewals were issued.
    - 9 Business Licenses are pending approval, including 1 tour business.
    - Spreadsheet of Tour & Mobile Food Vendor License updates attached.
  - STR Licenses**
    - 0 new STR/Vacation Rental Licenses were issued and no applications are pending.
    - 18 Total STR Licenses issued currently.



- The total Jerome STR housing units (whole house or separately available units within the same property) is now 26.
- Note: 1 currently licensed location is up for sale (Paradise Lane).
- 511 School Street (permit #12) was sold in November and the new owner has stated that they will not be using it as a STR currently, but may wish to rent the lower units at a later time.
- I was informed by Fire that the unlicensed (application was pending) STR at 222 First Avenue was converted to a long-term rental a few months ago.
- The owner of 715 Clark Street currently has the lower unit available for a long-term rental and, if a renter can be found, will be converted to a long-term rental beginning January of 2025.

Note: this is the first time that the total number of STR units has reduced in number since the beginning of the STR permitting ordinance was put into place.

### **Special Event Permits**

- 1 New Special Event permit was approved for the Annual Cocodona Race; the permit issuance is pending receiving updated COI documents.



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# TOWN OF JEROME, ARIZONA

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

Item A.

## December 2024 Staff Report for November Activity Submitted by Michele Sharif, Accounting Clerk/Administrative Specialist

- ❖ Took and transcribed minutes from Regular and Special Council meetings for November 12<sup>th</sup>.
- ❖ Transcribed e-session minutes from Special Council meeting of November 12<sup>th</sup>.
- ❖ Assisted Utilities clerk with monthly receiving and posting payments.
- ❖ Updated late-fee billing analysis since starting to use Caselle.
- ❖ Processed weekly payables as needed to assist Finance Director.
- ❖ Processed bank reconciliations in Caselle.
- ❖ Monthly reconciliation of Petty Cash and Cash Drawer.
- ❖ Prepared and mailed notifications for residents and business owners according to AZDEQ and EPA requirements for the lead service line inventory project.
- ❖ Assisted Town Manager with various projects and forms as requested.
- ❖ Performed monthly elevator maintenance testing for November.
- ❖ Answered phones and assisted at office window as needed.
- ❖ Continued upkeep and organization of both office and public bulletin boards.
- ❖ Water Line inventory updated and re-submitted for AZDEQ/EPA project according to AZDEQ recommendation.
- ❖ Continued rough drafting of new Town Shuttle Policy.
- ❖ Attended zoom meeting for Easy CIP with Town Manager.
- ❖ Completed registration for Newly Elected Official Training for Councilmember Sharif.
- ❖ Attend EMT school Tuesdays and Thursdays (upcoming Finals December 5<sup>th</sup> and 10<sup>th</sup>)



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# TOWN OF JEROME, ARIZONA

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(928) 634-7943

Item A.

December 2024 staff report for November activity submitted by Terri Card.

- Current debt (45 days past due):

14 accounts were on the shut-off list at the beginning of November. 9 accounts were sent Yellow Tags, and 0 accounts were shut off because accounts were paid in full or payments were made.

Balance owed on shut-off accounts from November billing: \$2329.76

Balance owed at end of October: \$5868.56

Late fees: \$140.00

- A copy of the December 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	11/30/2024	10/31/2024	09/30/2024	08/31/2024	Last Pmt Date	Last Pmt Amount	Msg	Final Bill Date
1000.01	79.59	78.62	.97	.00	.00	10/23/24	89.53-		
1001.03	845.12-	845.12-	.00	.00	.00	11/06/24	1,183.24-		
1003.02	114.00	114.00	.00	.00	.00	11/12/24	114.00-		
1006.02	138.07-	174.96-	35.86	1.03	.00	06/04/24	700.00-		
1007.02	143.48	143.48	.00	.00	.00	11/06/24	286.96-		
1008.02	84.53	84.53	.00	.00	.00	11/12/24	84.53-		
1009.05	92.82	46.41	46.41	.00	.00	10/07/24	149.23-		
1010.01	84.53	84.53	.00	.00	.00	11/20/24	84.53-		
1011.01	130.73-	130.73-	.00	.00	.00	08/21/24	500.00-		
1013.01	84.53	84.53	.00	.00	.00	11/04/24	169.06-		
1014.03	114.00	114.00	.00	.00	.00	11/07/24	456.00-		
1015.01	84.53	84.53	.00	.00	.00	11/25/24	84.51-		
1016.01	46.41	46.41	.00	.00	.00	11/19/24	46.41-		
1018.03	143.48	143.48	.00	.00	.00	11/13/24	143.48-		
1021.01	44.77-	44.77-	.00	.00	.00		.00		
1022.01	726.22	84.53	84.53	84.53	472.63	10/21/24	154.74-		
1024.01	16.21-	16.21-	.00	.00	.00	11/12/24	105.11-		
1025.01	84.53	84.53	.00	.00	.00	11/19/24	84.53-		
1026.01	84.06	84.06	.00	.00	.00	11/14/24	85.00-		
1027.01	263.59	94.53	84.53	84.53	.00	09/23/24	84.53-		
1028.04	84.53	84.53	.00	.00	.00	11/12/24	84.53-		
1029.01	430.44	143.48	143.48	143.48	.00	09/23/24	440.44-		
1031.03	.02	.00	.00	.00	.02		.00	Final	06/01/12
1031.11	114.00	113.87	.13	.00	.00	11/06/24	228.00-		
1032.01	169.06	84.53	84.53	.00	.00	10/07/24	84.53-		
1036.09	228.00	114.00	114.00	.00	.00	10/28/24	114.00-		
1038.02	82.18	82.18	.00	.00	.00	11/07/24	85.00-		
1040.01	17.34	17.34	.00	.00	.00	11/18/24	17.34-		
1042.01	269.19	269.19	.00	.00	.00	11/18/24	269.19-		
1044.02	167.17	167.17	.00	.00	.00		.00		
1051.02	1,604.62-	1,770.15-	54.78	54.78	55.97	07/08/24	2,672.64-		
1055.05	252.87	.00	.00	.00	252.87		.00	Final	12/12/19
1055.06	84.53	84.53	.00	.00	.00	11/25/24	84.53-		
1056.02	84.53	84.53	.00	.00	.00	11/07/24	84.53-		
1057.01	84.53	84.53	.00	.00	.00	11/18/24	84.53-		
1058.05	84.53	84.53	.00	.00	.00	11/26/24	84.53-		
1060.02	84.53	84.53	.00	.00	.00	11/18/24	84.53-		
1061.01	114.00	114.00	.00	.00	.00	11/19/24	114.00-		
1062.03	46.41	46.41	.00	.00	.00	11/20/24	61.41-		
1063.02	169.06	84.53	84.53	.00	.00	10/07/24	263.59-		
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	152.17	152.17	.00	.00	.00	11/06/24	466.51-		
1065.01	78.78-	78.78-	.00	.00	.00		.00		
1069.02	114.00	114.00	.00	.00	.00	11/19/24	114.00-		
1071.04	228.00	114.00	114.00	.00	.00	10/21/24	228.00-		
1074.01	84.53	84.53	.00	.00	.00	11/06/24	84.53-		
1075.01	38.46	38.46	.00	.00	.00	11/18/24	50.00-		
1076.01	73.47	.00	.00	.00	73.47		.00	Final	04/26/22
1076.02	92.82-	92.82-	.00	.00	.00		.00	Final	10/31/22
1076.04	149.23	.00	.00	.00	149.23	09/28/23	149.23-	Final	12/01/23
1076.05	317.70	158.85	158.85	.00	.00	10/28/24	158.85-		

Customer Number	Balance	11/30/2024	10/31/2024	09/30/2024	08/31/2024	Last Pmt Date	Last Pmt Amount	Msg	Final Bill Date
1077.01	64.05	64.05	.00	.00	.00	11/12/24	64.05-		
1078.02	64.05	64.05	.00	.00	.00	11/14/24	63.05-		
1079.02	305.22	305.22	.00	.00	.00	11/18/24	305.22-		
1080.01	128.10	64.05	64.05	.00	.00	10/07/24	64.05-		
1081.01	65.44	65.44	.00	.00	.00	11/18/24	65.44-		
1082.01	37.46	37.46	.00	.00	.00	10/23/24	100.00-		
1083.05	139.44	57.43	47.43	34.58	.00	09/05/24	100.00-		
1084.01	39.38	39.38	.00	.00	.00	11/06/24	101.00-		
1085.02	42.56-	42.56-	.00	.00	.00		.00	Final	10/02/13
1085.04	94.86	47.43	47.43	.00	.00	10/29/24	152.29-		
1086.02	130.88	65.44	65.44	.00	.00	10/28/24	65.44-		
1087.01	47.43	47.43	.00	.00	.00	11/18/24	47.43-		
1088.05	94.86	47.43	47.43	.00	.00	11/04/24	47.43-		
1090.04	106.00	103.35	2.65	.00	.00	11/25/24	360.00-		
1093.02	65.44	65.44	.00	.00	.00	11/04/24	130.88-		
1094.01	47.43	47.43	.00	.00	.00	11/18/24	47.43-		
1096.02	65.44	65.44	.00	.00	.00	11/12/24	65.44-		
1097.03	65.44	65.44	.00	.00	.00	11/13/24	65.44-		
1098.01	42.56	.00	.00	.00	42.56		.00	Final	06/24/13
1098.02	1.84-	1.84-	.00	.00	.00		.00	Final	12/23/21
1098.03	197.60	.00	.00	.00	197.60	02/26/24	100.00-	Final	03/31/24
1098.04	343.76	83.44	93.44	83.44	83.44	08/15/24	166.88-		
1099.02	84.53	84.00	.53	.00	.00	11/12/24	84.53-		
1100.02	65.44	65.44	.00	.00	.00	11/18/24	65.44-		
1104.08	19.45	.00	.00	.00	19.45		.00	Final	07/01/22
1109.01	61.74	31.60	27.39	2.75	.00	08/13/24	300.00-		
1125.03	57.96-	57.96-	.00	.00	.00	10/23/24	100.00-		
1131.01	64.05	64.05	.00	.00	.00	11/19/24	28.05-		
1132.01	84.53	84.53	.00	.00	.00	11/20/24	84.53-		
1133.01	84.53	84.53	.00	.00	.00	11/21/24	84.53-		
1135.02	417.41	.00	.00	.00	417.41		.00	Final	01/01/14
1135.03	305.56	65.44	75.44	75.44	89.24	10/29/24	80.00-		
1139.01	253.59	84.53	84.53	84.53	.00	09/23/24	263.59-		
1150.04	320.12	.00	.00	.00	320.12		.00	Final	08/31/20
1150.06	47.43	47.43	.00	.00	.00	11/12/24	47.43-		
1151.02	47.43	47.43	.00	.00	.00	11/19/24	94.86-		
1160.02	169.06-	169.06-	.00	.00	.00	06/13/24	591.71-		
1162.03	114.00	114.00	.00	.00	.00	11/19/24	114.00-		
1163.01	163.76	.00	.00	.00	163.76		.00	Final	07/01/15
1165.04	84.53	84.53	.00	.00	.00	11/12/24	84.53-		
1166.02	90.87	90.87	.00	.00	.00	11/12/24	90.87-		
1167.01	1.00	1.00	.00	.00	.00	11/19/24	82.44-		
1167.16	82.44-	82.44-	.00	.00	.00	08/19/24	82.44-	Final	07/01/22
1168.01	84.53	84.53	.00	.00	.00	11/12/24	84.53-		
1169.02	114.00	114.00	.00	.00	.00	11/25/24	114.00-		
1170.01	128.10-	128.10-	.00	.00	.00	11/18/24	256.20-		
1171.05	84.53	84.53	.00	.00	.00	11/04/24	84.53-		
1173.06	87.58-	87.58-	.00	.00	.00	11/06/24	77.74-		
1174.02	84.53	84.53	.00	.00	.00	11/27/24	84.53-		
1176.01	114.00-	114.00-	.00	.00	.00	11/26/24	342.00-		
1177.01	536.65	.00	.00	.00	536.65		.00	Final	10/31/16
1178.01	84.53	84.53	.00	.00	.00	11/12/24	84.53-		
1312.04	522.70	.00	.00	.00	522.70		.00	Final	08/21/12
1312.10	342.00	114.00	114.00	114.00	.00	09/23/24	370.00-		
1313.04	557.60	.00	.00	.00	557.60		.00	Final	03/01/12
1313.10	3.81	.00	3.81	.00	.00	10/14/24	57.00-	Final	10/01/24
1313.11	184.06	84.53	99.53	.00	.00		.00		
1314.05	65.44	65.44	.00	.00	.00	11/19/24	65.44-		

Customer Number	Balance	11/30/2024	10/31/2024	09/30/2024	08/31/2024	Last Pmt Date	Last Pmt Amount	Msg	Final Bill Date
1332.01	94.58	10.00	30.99	53.59	.00	10/08/24	100.00-		
1334.01	762.67	.00	.00	.00	762.67		.00	Final	01/01/22
1341.01	261.26-	261.26-	.00	.00	.00		.00	Final	01/01/22
1342.05	48.52	48.52	.00	.00	.00	11/19/24	48.52-		
1343.03	152.17	152.17	.00	.00	.00	11/06/24	152.17-		
2000.01	150.69	150.69	.00	.00	.00	11/14/24	150.69-		
2001.01	467.24	.00	.00	.00	467.24		.00	Final	10/01/18
2001.02	865.20	153.48	153.48	153.48	404.76	11/26/24	40.00-		
2002.03	46.41	46.41	.00	.00	.00	11/18/24	46.41-		
2003.02	84.53	84.53	.00	.00	.00	11/13/24	84.53-		
2004.01	352.00	124.00	114.00	114.00	.00	09/25/24	114.00-		
2005.01	84.53	84.53	.00	.00	.00	11/04/24	84.53-		
2006.03	114.00	114.00	.00	.00	.00	11/07/24	114.00-		
2007.02	169.06	169.06	.00	.00	.00	11/19/24	169.06-		
2008.01	114.00	114.00	.00	.00	.00	11/12/24	114.00-		
2009.01	114.00	113.86	.14	.00	.00	11/14/24	114.00-		
2010.03	113.99	113.99	.00	.00	.00	11/04/24	114.00-		
2011.05	84.53	84.53	.00	.00	.00	11/27/24	84.53-		
2013.01	114.00	114.00	.00	.00	.00	11/14/24	114.00-		
2014.01	114.00	114.00	.00	.00	.00	11/13/24	114.00-		
2015.02	384.25-	540.50-	35.86	35.86	84.53	03/21/24	1,400.00-		
2016.05	206.10	.00	.00	.00	206.10		.00	Final	02/02/20
2016.06	114.00	114.00	.00	.00	.00	11/21/24	114.00-		
2017.01	84.53	84.53	.00	.00	.00	11/25/24	84.53-		
2018.01	84.53	84.53	.00	.00	.00	11/19/24	84.53-		
2019.02	143.48	143.48	.00	.00	.00	11/18/24	143.48-		
2020.01	143.48	143.48	.00	.00	.00	11/12/24	143.96-		
2021.06	471.26	.00	.00	.00	471.26		.00	Final	08/30/20
2021.07	53.34-	53.34-	.00	.00	.00	11/12/24	122.89-		
2022.01	143.48	143.48	.00	.00	.00	11/06/24	143.48-		
2023.03	114.00	114.00	.00	.00	.00	11/12/24	114.00-		
2024.01	114.00	114.00	.00	.00	.00	11/12/24	114.00-		
2025.02	84.53	84.53	.00	.00	.00	11/21/24	84.53-		
2026.02	228.00	114.00	114.00	.00	.00	10/31/24	352.00-		
2028.01	113.92	113.92	.00	.00	.00	11/12/24	114.03-		
2029.01	114.00	114.00	.00	.00	.00	11/12/24	114.00-		
2030.01	84.53	84.53	.00	.00	.00	11/21/24	263.59-		
2031.01	150.69	150.69	.00	.00	.00	11/25/24	150.69-		
2032.03	263.60	94.53	84.53	83.34	1.20	08/28/24	253.58-		
2034.01	84.53	84.53	.00	.00	.00	11/07/24	84.53-		
2037.03	114.00	114.00	.00	.00	.00	11/18/24	114.00-		
2038.01	84.53	84.53	.00	.00	.00	11/25/24	84.53-		
2042.01	55.29-	55.29-	.00	.00	.00		.00	Final	04/22/21
2042.02	228.00	113.91	114.00	.09	.00	10/30/24	352.00-		
2043.03	114.00	114.00	.00	.00	.00	11/12/24	114.00-		
2044.01	84.53	84.53	.00	.00	.00	11/19/24	84.53-		
2046.02	58.60-	58.60-	.00	.00	.00		.00	Final	11/10/12
2046.05	1,457.87	.00	.00	.00	1,457.87		.00	Final	05/27/21
2046.07	67.19	67.19	.00	.00	.00	11/26/24	211.57-		
2047.02	143.48	143.48	.00	.00	.00	11/18/24	143.48-		
2054.01	633.02	152.17	162.17	152.17	166.51	09/05/24	300.00-		
2055.01	145.64	84.53	61.11	.00	.00	11/19/24	77.74-		
2058.02	46.41	46.41	.00	.00	.00	11/12/24	46.41-		
2059.01	114.00	114.00	.00	.00	.00	11/21/24	134.00-		
2061.02	150.69	150.69	.00	.00	.00	11/12/24	150.69-		
2062.01	65.44	65.44	.00	.00	.00	11/12/24	65.44-		
2063.01	65.44	65.44	.00	.00	.00	11/12/24	65.44-		
2065.04	94.86	47.43	47.43	.00	.00	10/17/24	94.86-		

Customer Number	Balance	11/30/2024	10/31/2024	09/30/2024	08/31/2024	Last Pmt Date	Last Pmt Amount	Msg	Final Bill Date
2067.02	272.81-	272.81-	.00	.00	.00		.00		
2068.01	65.44	65.44	.00	.00	.00	11/27/24	65.43-		
2070.01	116.29-	116.29-	.00	.00	.00	11/19/24	65.43-		
2073.02	319.84	108.73	118.73	92.38	.00	11/21/24	200.00-		
2077.01	62.87	62.87	.00	.00	.00	11/12/24	50.00-		
2078.01	90.87	90.87	.00	.00	.00	11/25/24	90.87-		
2079.03	152.29	57.43	47.43	47.43	.00	09/19/24	94.86-		
2080.01	92.82	46.41	46.41	.00	.00	10/21/24	46.41-		
2081.01	42.00	42.00	.00	.00	.00	07/15/24	300.00-		
2083.01	329.29-	329.29-	.00	.00	.00	10/23/24	500.00-		
2084.01	114.00	114.00	.00	.00	.00	11/13/24	114.00-		
2085.02	372.34	372.34	.00	.00	.00	11/19/24	372.34-		
2086.01	84.53	84.53	.00	.00	.00	11/14/24	84.53-		
2089.03	304.40-	304.40-	.00	.00	.00	11/07/24	304.37-		
2093.02	397.02	198.51	198.51	.00	.00	10/30/24	605.53-		
2100.01	119.10-	119.10-	.00	.00	.00	11/12/24	60.40-		
2102.09	311.78	.00	.00	.00	311.78		.00	Final	07/29/15
2102.13	114.00	114.00	.00	.00	.00	11/25/24	114.00-		
2103.01	228.00	114.00	114.00	.00	.00	10/09/24	114.00-		
2104.08	84.53	84.51	.02	.00	.00	11/27/24	84.53-		
2105.03	.38-	.38-	.00	.00	.00		.00	Final	02/05/21
2105.04	152.17	147.19	4.98	.00	.00	10/16/24	304.34-		
2106.01	79.75	79.75	.00	.00	.00	11/12/24	105.11-		
2107.01	122.34	61.17	61.17	.00	.00	10/21/24	61.17-		
2109.03	84.53	84.53	.00	.00	.00	11/18/24	84.53-		
2110.01	1,532.78-	1,532.78-	.00	.00	.00	08/07/23	3,000.00-		
2113.01	114.00	114.00	.00	.00	.00	11/18/24	114.00-		
2115.01	114.00	114.00	.00	.00	.00	11/19/24	114.00-		
2119.05	114.00	114.00	.00	.00	.00	11/20/24	114.00-		
2120.01	228.00	114.00	114.00	.00	.00	11/04/24	228.00-		
2121.01	65.14-	65.14-	.00	.00	.00	11/12/24	65.29-		
2122.05	198.51	198.51	.00	.00	.00	11/18/24	198.51-		
2123.01	78.16-	78.16-	.00	.00	.00	11/19/24	105.11-		
2124.01	114.00	114.00	.00	.00	.00	11/19/24	114.00-		
2125.02	65.44	65.44	.00	.00	.00	11/06/24	65.44-		
2126.06	169.06	84.53	84.53	.00	.00	10/21/24	169.06-		
2127.06	84.53	70.85	13.68	.00	.00	11/18/24	263.59-		
2128.02	616.22	124.00	124.00	124.00	244.22	10/31/24	114.00-		
2130.06	198.51	198.51	.00	.00	.00	11/07/24	84.53-		
2131.02	583.02	.00	.00	.00	583.02		.00	Final	11/01/11
2131.04	42.56-	42.56-	.00	.00	.00		.00	Final	11/01/12
2131.09	89.87	.00	.00	.00	89.87	01/02/24	283.93-	Final	03/31/24
2131.10	65.44	65.44	.00	.00	.00	11/25/24	65.44-		
2132.02	114.00	114.00	.00	.00	.00	11/14/24	114.00-		
3000.03	176.10	176.10	.00	.00	.00	11/26/24	176.10-		
3001.02	437.87	.00	.00	.00	437.87		.00	Final	05/31/21
3001.04	405.55	.00	.00	.00	405.55		.00	Final	10/31/22
3003.01	84.53	84.53	.00	.00	.00	11/21/24	84.53-		
3004.01	290.68	.00	.00	.00	290.68		.00	Final	11/05/13
3004.07	48.52	48.52	.00	.00	.00	11/19/24	48.52-		
3005.02	228.00	114.00	114.00	.00	.00	10/15/24	228.00-		
3007.01	64.05	64.05	.00	.00	.00	11/26/24	64.05-		
3009.01	143.48	143.48	.00	.00	.00	11/18/24	143.48-		
3010.01	228.00	114.00	114.00	.00	.00	10/16/24	352.00-		
3011.01	228.00	114.00	114.00	.00	.00	10/28/24	124.98-		
3012.03	1.74-	1.74-	.00	.00	.00	10/15/24	266.49-		
3013.01	114.00	114.00	.00	.00	.00	11/12/24	114.00-		
3014.01	84.53	84.53	.00	.00	.00	11/19/24	84.53-		

Customer Number	Balance	11/30/2024	10/31/2024	09/30/2024	08/31/2024	Last Pmt Date	Last Pmt Amount	Msg	Final Bill Date
3015.01	167.54	167.54	.00	.00	.00	11/18/24	167.54-		
3016.01	113.84	113.84	.00	.00	.00	11/14/24	114.00-		
3017.01	460.82	.00	.00	.00	460.82		.00	Final	03/20/13
3017.03	209.06	94.53	94.53	20.00	.00	11/20/24	84.53-		
3018.01	114.00	114.00	.00	.00	.00	11/18/24	114.00-		
3019.01	92.13	92.13	.00	.00	.00	11/13/24	92.13-		
3021.01	47.43	47.43	.00	.00	.00	11/19/24	47.43-		
3022.03	66.24	65.44	.80	.00	.00	11/13/24	65.44-		
3023.01	294.89	.00	.00	.00	294.89		.00	Final	05/01/11
3023.05	61.17	61.17	.00	.00	.00	11/07/24	61.17-		
3024.02	46.41	46.41	.00	.00	.00	11/19/24	46.41-		
3025.02	114.00	114.00	.00	.00	.00	11/19/24	114.00-		
3026.01	84.53	84.53	.00	.00	.00	11/19/24	84.53-		
3030.08	169.06	84.53	84.53	.00	.00	10/28/24	84.53-		
3032.12	152.17	152.17	.00	.00	.00	11/18/24	152.17-		
3034.01	168.59	84.53	84.06	.00	.00	10/07/24	85.00-		
3035.01	167.00	114.00	53.00	.00	.00	11/19/24	115.00-		
3038.01	114.00	114.00	.00	.00	.00	11/19/24	114.00-		
3039.02	266.20-	266.20-	.00	.00	.00		.00	Final	04/01/17
3039.04	200.86	200.86	.00	.00	.00	11/18/24	200.86-		
3040.01	223.56	111.78	111.78	.00	.00	10/14/24	111.78-		
4000.01	152.17	152.17	.00	.00	.00	11/18/24	152.17-		
4001.01	528.96	.00	.00	.00	528.96		.00	Final	02/22/18
5000.04	456.00-	456.00-	.00	.00	.00	10/23/24	912.00-		
5001.01	421.66	210.83	210.83	.00	.00	10/15/24	210.83-		
5005.01	44.72	44.72	.00	.00	.00	11/12/24	44.72-		
5006.01	210.83	210.83	.00	.00	.00	11/18/24	210.83-		
5007.01	433.81	433.81	.00	.00	.00	11/25/24	568.08-		
5008.03	210.83	210.83	.00	.00	.00	11/19/24	210.83-		
5009.02	238.83	238.83	.00	.00	.00	11/19/24	238.83-		
5010.01	235.53	235.53	.00	.00	.00	11/18/24	235.53-		
5011.02	210.83	210.83	.00	.00	.00	11/06/24	210.83-		
5012.01	210.83	210.83	.00	.00	.00	11/14/24	210.83-		
5013.01	464.77	464.77	.00	.00	.00	11/14/24	464.77-		
5014.01	210.83	210.83	.00	.00	.00	11/14/24	210.83-		
5016.01	395.74	395.74	.00	.00	.00	11/14/24	395.74-		
5016.02	87.96	87.96	.00	.00	.00	11/21/24	87.96-		
5016.03	84.53	84.53	.00	.00	.00	11/12/24	84.53-		
5017.04	210.83	210.83	.00	.00	.00	11/12/24	210.83-		
5018.03	785.73	785.73	.00	.00	.00	11/21/24	815.92-		
5019.03	218.19	218.19	.00	.00	.00	11/19/24	218.19-		
5020.01	89.44	44.72	44.72	.00	.00	10/28/24	44.72-		
5021.01	114.00	114.00	.00	.00	.00	11/12/24	114.00-		
5022.01	44.72	44.72	.00	.00	.00	11/13/24	44.72-		
5023.02	210.83	210.83	.00	.00	.00	11/19/24	210.83-		
5025.01	114.00	114.00	.00	.00	.00	11/18/24	114.00-		
5027.01	44.50	44.50	.00	.00	.00	11/26/24	44.50-		
5029.01	411.06	411.06	.00	.00	.00	11/12/24	569.41-		
5031.06	210.83	182.98	27.85	.00	.00	11/18/24	642.49-		
5039.01	210.83	210.83	.00	.00	.00	11/12/24	210.83-		
5041.03	255.55	255.55	.00	.00	.00	11/12/24	255.55-		
5043.01	1,291.95	1,291.95	.00	.00	.00	11/12/24	1,450.28-		
5046.03	166.11	166.11	.00	.00	.00	11/18/24	166.11-		
5046.04	44.72	44.72	.00	.00	.00	11/18/24	44.72-		
5047.01	1,173.14	1,173.14	.00	.00	.00	11/12/24	1,173.14-		
5049.04	210.83	210.83	.00	.00	.00	11/18/24	210.83-		
5052.06	44.72	44.72	.00	.00	.00	11/20/24	44.72-		
5055.01	1,463.12-	1,463.12-	.00	.00	.00	11/18/24	5,000.00-		



Customer Number	Balance	11/30/2024	10/31/2024	09/30/2024	08/31/2024	Last Pmt Date	Last Pmt Amount	Msg	Final Bill Date
5057.01	538.79	538.79	.00	.00	.00	11/12/24	538.79-		
5058.02	279.94	279.94	.00	.00	.00	11/19/24	240.35-		
5059.04	210.83	210.83	.00	.00	.00	11/12/24	210.83-		
5061.01	166.11	166.11	.00	.00	.00	11/18/24	166.11-		
5062.01	172.14	172.14	.00	.00	.00	11/13/24	180.54-		
5064.02	228.17	228.17	.00	.00	.00	11/19/24	228.17-		
5066.03	44.72	44.72	.00	.00	.00	11/07/24	44.72-		
5074.06	2,664.93-	2,664.93-	.00	.00	.00	10/08/24	450.00-		
5076.01	712.63	712.63	.00	.00	.00	11/12/24	712.63-		
5077.03	210.83	210.83	.00	.00	.00	11/06/24	210.83-		
5078.02	234.23	.00	.00	.00	234.23		.00	Final	07/01/15
5080.01	421.66	210.83	210.83	.00	.00	10/15/24	642.49-		
5083.09	106.37	106.37	.00	.00	.00		.00		
5089.01	130.10	100.07	30.03	.00	.00	02/07/24	2,551.00-		
5092.01	210.83	210.83	.00	.00	.00	11/21/24	210.83-		
5093.01	1,466.35	.00	.00	.00	1,466.35		.00	Final	09/15/12
5093.04	1,699.26	.00	.00	.00	1,699.26	06/24/24	500.00-	Final	10/01/24
5093.05	107.82	46.41	61.41	.00	.00		.00		
5094.02	222.55	222.55	.00	.00	.00	11/12/24	222.55-		
5095.02	19.99	19.99	.00	.00	.00	11/12/24	1,305.39-		
5096.03	210.83	60.96	149.87	.00	.00	11/20/24	210.83-		
5097.01	642.49	220.83	210.83	185.46	25.37	08/26/24	421.66-		
5098.05	210.80	210.80	.00	.00	.00	11/27/24	210.86-		
5100.04	75.10-	75.10-	.00	.00	.00		.00	Final	07/01/12
5100.06	114.00	114.00	.00	.00	.00	11/21/24	114.00-		
6000.02	341.53	341.53	.00	.00	.00	11/20/24	341.53-		
6001.01	253.59	253.59	.00	.00	.00	11/13/24	253.59-		
6003.01	304.34	152.17	152.17	.00	.00	10/23/24	466.51-		
6004.02	84.53	84.53	.00	.00	.00	11/12/24	84.53-		
6005.03	114.00	114.00	.00	.00	.00	11/19/24	114.00-		
6006.01	253.59	253.59	.00	.00	.00	11/14/24	253.59-		
6007.02	255.55	255.55	.00	.00	.00	11/14/24	255.55-		
6008.01	553.66	553.66	.00	.00	.00	11/12/24	553.66-		
6009.03	236.87	236.87	.00	.00	.00	11/19/24	236.87-		
6010.03	46.41	46.41	.00	.00	.00	11/12/24	46.41-		
6011.02	227.99	227.99	.00	.00	.00	11/14/24	227.99-		
6012.01	84.53	84.53	.00	.00	.00	11/19/24	84.53-		
6013.02	114.00	114.00	.00	.00	.00	11/12/24	114.00-		
6014.01	192.84	143.48	49.36	.00	.00	11/27/24	175.00-		
6015.01	83.44	83.44	.00	.00	.00	11/13/24	83.44-		
6016.08	84.53	84.53	.00	.00	.00	11/18/24	84.53-		
6017.02	169.06	169.06	.00	.00	.00	11/14/24	169.06-		
6018.01	270.22	270.22	.00	.00	.00	11/07/24	280.12-		
6019.02	269.19	269.19	.00	.00	.00	11/18/24	269.19-		
6020.05	114.00	114.00	.00	.00	.00	11/12/24	114.00-		
6021.03	46.41	46.41	.00	.00	.00	11/07/24	46.41-		
6022.02	114.00	114.00	.00	.00	.00	11/18/24	228.00-		
6023.01	110.32	109.10	1.22	.00	.00	10/21/24	125.00-		
6023.02	153.39	153.39	.00	.00	.00	11/26/24	228.00-		
6025.03	87.51	.00	.00	.00	87.51	01/09/24	125.02-	Final	01/01/24
6025.04	94.86	47.43	47.43	.00	.00	11/04/24	47.43-		
6026.02	3,793.99	.00	.00	.00	3,793.99		.00	Final	12/02/10
6026.04	1,838.28	1,838.28	.00	.00	.00	11/25/24	3,706.78-		
6027.02	144.89	.00	.00	.00	144.89		.00	Final	12/01/17
6027.04	206.32	75.44	65.44	65.44	.00	09/05/24	65.44-		
6028.08	169.06	84.53	84.53	.00	.00	10/08/24	263.59-		
6029.01	159.00-	159.00-	.00	.00	.00	11/19/24	80.00-		
6031.02	169.06	84.53	84.53	.00	.00	10/15/24	169.06-		

Customer Number	Balance	11/30/2024	10/31/2024	09/30/2024	08/31/2024	Last Pmt Date	Last Pmt Amount	Msg	Final Bill Date
6032.01	236.87	236.87	.00	.00	.00	11/14/24	236.87-		
6033.03	210.83	210.83	.00	.00	.00	11/12/24	210.83-		
6033.04	255.55	255.55	.00	.00	.00	11/12/24	255.55-		
6040.03	697.60	.00	.00	.00	697.60		.00	Final	10/01/11
6040.04	263.59	94.53	84.53	84.53	.00	09/23/24	263.19-		
6041.02	114.00	114.00	.00	.00	.00	11/19/24	114.00-		
7001.06	242.12	143.48	98.64	.00	.00	11/06/24	132.52-		
7002.01	224.90	224.90	.00	.00	.00	11/06/24	224.90-		
7004.01	87.35	2.82	84.53	.00	.00	10/30/24	84.53-		
7005.04	670.09	.00	.00	.00	670.09		.00	Final	05/03/12
7005.05	37.27-	37.27-	.00	.00	.00		.00	Final	11/01/13
7006.01	62.51-	62.51-	.00	.00	.00	04/17/23	62.51-	Final	09/08/11
7006.11	93.16-	93.16-	.00	.00	.00	07/09/24	500.00-		
7009.01	94.86	47.43	47.43	.00	.00	10/03/24	189.72-		
7010.01	523.87	523.87	.00	.00	.00	11/14/24	533.77-		
7015.01	210.83	210.83	.00	.00	.00	11/06/24	210.83-		
7017.02	53.27-	53.27-	.00	.00	.00	10/07/24	105.00-		
7022.01	44.72	44.72	.00	.00	.00	11/12/24	44.72-		
7024.02	198.83	.00	.00	.00	198.83		.00	Final	12/31/22
7025.01	84.53	84.53	.00	.00	.00	11/19/24	84.53-		
7026.04	114.00	114.00	.00	.00	.00	11/25/24	114.00-		
7029.01	26.30	.00	.00	.00	26.30	02/02/23	92.82-	Final	02/17/23
7029.02	114.00	114.00	.00	.00	.00	11/26/24	114.00-		
7040.03	440.77	.00	.00	.00	440.77		.00	Final	02/02/17
7040.05	89.44	44.72	44.72	.00	.00	10/21/24	144.16-		
7044.02	44.72	44.72	.00	.00	.00	11/18/24	44.72-		
7046.02	304.34	152.17	152.17	.00	.00	10/29/24	313.94-		
7047.01	44.72	44.72	.00	.00	.00	11/14/24	44.72-		
7052.02	84.53	72.22	12.31	.00	.00	11/13/24	169.06-		
7053.02	320.01	.00	.00	.00	320.01		.00	Final	12/01/18
7053.07	114.00	114.00	.00	.00	.00	11/12/24	114.00-		
7054.01	177.32	177.32	.00	.00	.00	11/06/24	177.32-		
7057.02	26.04	26.04	.00	.00	.00	11/13/24	26.04-		
7058.01	296.17	.00	.00	.00	296.17		.00	Final	12/01/13
7059.01	46.86-	46.86-	.00	.00	.00		.00	Final	11/01/13
7059.02	463.21	.00	.00	.00	463.21		.00	Final	03/12/20
7059.03	6.59-	6.59-	.00	.00	.00	11/19/24	47.41-		
7060.01	210.83	210.83	.00	.00	.00	11/06/24	210.83-		
8001.01	2,088.98	2,088.98	.00	.00	.00	11/12/24	2,064.43-		
8004.03	1,404.50	1,404.50	.00	.00	.00	11/07/24	1,378.82-		
8010.01	52.98-	52.98-	.00	.00	.00	09/09/24	100.00-		
8012.03	52.97	30.56	22.41	.00	.00	11/20/24	52.97-		
8014.03	290.84	290.84	.00	.00	.00	11/18/24	882.52-		
8022.03	2,844.00	2,844.00	.00	.00	.00	11/06/24	2,844.00-		
8023.03	267.52	267.52	.00	.00	.00	10/29/24	267.52-		
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
10100.01	114.00	114.00	.00	.00	.00	11/18/24	114.00-		
Grand Totals:									
	57,927.72	26,215.58	6,373.36	1,974.86	23,363.92				

In town	CC	Name of FOOD VENDOR Business	TF	Business Type	Expires	App submitted	TPT?	Scanned/ HC to Fire Insp.	\$ received	Payment Rcvd Y/N	Certificate to Manager	Color/Y ear	Issued	Notes
0	7	# (Senor Garcia's) Cheese Stop	#	Food Truck	March	1/0/1900	0	1/0/1900	1/0/1900	0	1/0/1900	Gray	1/0/1900	Food Vendor-needs health and fire certifications
0	1	# Mad Honey Food Truck (NEW 2023)	#	Food Truck	June	8/27/2024	2024	8/27/2024	8/27/2024	X	9/9/2024	Beige	9/10/2024	need fire inspection, insurance, etc
0	1	# Merkins Vineyard Kebab Wagon	#	Food Truck	Sept	9/12/2024	2024	9/16/2024	9/12/2024	X	9/30/2024	Gray	9/30/2024	Temp license issued 9/13 expired 9/16. Reg permit issued 9-30
0	24	# Frosty Cauldron-NEW	#	Food Truck	Sep	8/29/2024	2024	29-Aug	9/3/2024	X	9/24/2024	Beige	25-Sep	Provided temp Health Cert & Food handlers
0	1	# Green River Food	#	Food Truck	Nov	1/0/1900	0	0-Jan	1/0/1900	0	1/0/1900	0	0-Jan	0

In town	CC	Name of TOUR Business	TF	Business Type	Expires	App submitted	TPT?	Scanned/ HC to Fire Insp.	\$ received	Payment Rcvd Y/N	Certificate to Manager	Color/Y ear	Issued	Notes
0	1	# Elevated Wine Tours of Sedona	na	TOUR	May	5/13/2024	na	5/13/2024	5/13/2024	X	9/9/2024	Beige	9/25/2024	Tour Co- approved by Council 5-9-23 RCVD INSURANCE
x	2	# Haunted Tours of Jerome	#	TOUR	June	7/30/2024	2024	7/30/2024	7/30/2024	X	TBD	TBD	TBD	0
0	1	# Sip Sedona	#	TOUR	June	10/2/2024	2024	10/3/2024	10/2/2024	X	10/8/2024	Sugar	10/9/2024	Approved by council 6-13-23
0	2	# Wine Tours of Sedona	na	TOUR	June	8/20/2024	0	8/20/2024	10/2/2024	X	9/9/2024	Beige	10/2/2024	Approved by council 6-13-23 INSURANCE + PAYMENT RCVD 10/2/24
x	1	20 Jerome Ghost Tours	#	TOUR	Dec	1/0/1900	0	0-Jan	1/0/1900	0	1/0/1900	Green	0-Jan	0
		# US Ghost Adventures (new-not approved yet)	#	TOUR							TBD	TBD	TBD	consideration tabled

KEY:
Current
Due to Renew
New Activity
Pending
Expired
Food Truck
Tour Company
0=No OR No Data
X=Yes



## JEROME MUNICIPAL COURT

**Hon. Angela M. Bradshaw Napper, Magistrate**

P. O. Box 335 / 600 Clark Street

Jerome, AZ 86331

Phone (928) 649-3250

Item A.

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TO: Jerome Town Council

FROM: Angela M. Bradshaw Napper, Magistrate

SUBJECT: Monthly Staff Report

DATE: November 21, 2024

We are pleased to announce the successful installation of new security equipment which will enhance security for the Court as well as other departments in Town Hall. Our vendor was responsive to our needs in providing estimates, working with our grant budget, and installing the system – even with some last-minute changes in specifications.

As the year-end approaches, there are always some administrative tasks to be done. Court staff continues to work with other town staff members on matters related to our Security and Emergency Preparedness Committee (SEPC) and the newly formed, Court Space Improvement Committee.

Post-election we are be taking direction from AOC about Prop 311: Death Benefit; Assault; First Responders which will require a new \$20.00 First Responder Death Benefit Penalty Fee on all criminal convictions. The Court may not waive or mitigate the penalty. Attached is an example of how fines will be impacted.

The Court is also working with Yavapai County to review and update as necessary the Court's Language Access Plan, which nicely dovetails with finishing touches needed to update our policies and procedures prior to the end of the calendar year.

As always, I am grateful to be of service, particularly to swear in the Town Council members at the November meeting. Thank you for your service and in turn, the opportunity to serve.

Example of Total Amount & Breakdown- Eff. 7/1/2025			
Receivable/Cost Type	Criminal Fine (Non-Traffic)	Criminal Traffic Fine	Civil Traffic Fine
Base Fine	\$100	\$100	\$100
68% Surcharge	\$68.00	\$68.00	\$68.00
10% Clean Elections Surcharge	\$10.00	\$10.00	\$10.00
1% Clean Elections Surcharge	\$1.00	\$1.00	\$1.00
\$20 Probation Surcharge	\$20.00	\$20.00	\$20.00
<b>NEW- \$20.00 First Responder Death Benefit</b>	<b>\$20.00</b>	<b>\$20.00</b>	--
\$13 Additional Assessment	\$13.00	\$13.00	\$13.00
\$9 Victims Rights Assessment	\$9.00	\$9.00	\$9.00
\$4 Officer Training Equipment (Traffic only)	--	\$4.00	\$4.00
\$2 Victim Rights Enf. Assessment	\$2.00	\$2.00	\$2.00
<b>Total Amount</b>	<b>\$243.00</b>	<b>\$247.00</b>	<b>\$227.00</b>

**SUBTOTALS:** 14.00 4,776.54 5,170.06 39.21

JCEF 14.00 5,013.12 Gen Fund  
FTG 0.00 156.94 Solits

**9,999.00**

FUND	CODE	GL ACCT	OTH AGY	STATE	TOWN	COUNTY	
Jud Collect Enhan Fnd (Local TPF 12-116 - \$7 Court)	ZJCL	4-13-03	14.00				
Jud Collect Enhan Fnd (LOCAL T22) (Other Fees)	ZJCLF	4-13-02					
Jud Collect Enhan Fnd (LOCAL T22) (Filing and Answer Fees)	ZJCLF	4-13-01					
Fill the Gap Revenue (MFTG)	FTGREV	4-98-03					(S2 WRITE-IN)
ADPS Forensic Fund	ZADPS	2-14-08		193.46			193.46 ZADPS & ZDNAS
Arson Detection Reward Fund - Title 22 Fees	ZADRF	2-13-05					0.00 ZADRF
Arson Detection Reward Fund	ZADRF	2-11-05					
Address Confidentiality Program Assmt 12-116.05	ZCAA1	2-15-33					0.00 ZCAA1, ZDVSF & ZTECH
Citz Clean Elect Fund (10% Base) - 16-949D, 954C (NOT Photo)	ZCEF	2-14-03		322.60			
Crim Jstc Enhnc Fnd Penalty (47% Base) - 12-116.01A, 41-2401	ZCJEF	2-14-01		1,355.17			
Child Passenger Restraint Fund 28-907C	ZCPRF	2-11-11					
Drug & Gang Enforcement Acct - 13-34xx, 13-811C	ZDECJ	2-11-25					
DNA 3% of Base Fine - 12-116.01C	ZDNAS	2-14-05					
DUI Abatement Fnd - 28-1304A, 1382,3 (Extrm DUI, \$250)	ZDUIA	2-15-11					
DV Shelter Services Fund (DV Assmt) 12-116.06, 12-284.03A2	ZDVSF	2-15-34					(S2 WRITE-IN)
FARE Fee Special Collections (19%) AO 2003-126	ZFAR1	2-13-23					55.13 ZFAR 1 & 3
FARE Delinquency Fee (\$35.00 Fee) AO 2003-126	ZFAR2	2-13-22					19.00 ZFAR 2 & 4
FARE Enhanced Spec Collection Fee	ZFAR3	2-13-25		55.13			
FARE Enhanced Delinquency Fee	ZFAR4	2-13-24		19.00			
FTG Penalty Assmt (7% of Base) - 12-116.01B, 41-2421J	ZFTGS	2-14-04		225.85			
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		22.00			26.00 ZJCS 52 & ZJCS 53
Jud Collect Enhan Fnd (ST TP - \$2 PubDef Trng) 12-116	ZJCS	2-13-53		4.00			
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		419.38			
2011 Additional Assmt (\$8) 12-116.04C	ZOS1	2-15-31		313.91			510.06 ZOS 1-99
Prison Construction & Operations Fnd 5-395.01A4, 41-1651	ZPCOF	2-15-13		333.68			
Peace Officer Training Equip Fnd (2019-\$4) 12-116.10, 41-1731	ZPOTE	2-15-42		146.67			
Probation Surcharge (\$5) 12-114.01	ZPRSU/6/9	2-14-06		784.64			
Public Safety Equipment Fnd 5-395-397, 28-1381-88, 41-1723	ZPSEF	2-15-14		120.00			120.00 ZGFUDU & ZPSEF
Drug Tech Registration Fnd (Drug lab) 13-3423, 28-737.....	ZTECH	2-15-35					
Victim Rights Penalty (2019 - \$9) 12-116.08 (37.6%)	ZVCAF	2-15-43		132.62			353.11 ZVCAF & ZVRF
Victims Rights Enforcement Fund (\$2) 12-116.09, 41-1722	ZVREA	2-15-37		78.46			
Victim Rights Penalty (2019 - \$9) 12-116.08 (62.4%)	ZVRF	2-15-44		220.49			
Forfeited Overpayments		4-91-04					
Installment Payment Fee		4-39-08					
Attorney Reimbursement Fees (Indigent Defense)	ZATT	2-31-01					0.00 ZATT & ZPUBZ
Confidential Address Assmt - LOCAL DV/Sx (5%) 12-116.05	ZCAA2	4-29-22					
Court Enhancement Fee	ZCE	4-30-04					3,279.75 ZCAA2 & ZFINES
Defensive Driving School Fee 28-3396	ZDDS	4-31-01			440.00		
Default Fees - LOCAL	ZDEFF	4-32-01					200.00 ZDEFF & ZWARF
Deferred Prosecution Fees	ZDFEE	4-31-02					
Fines - CT Penalties - 13-811A & 28-1554B	ZFINE	4-21-10			1,000.62		
Fines - CR (NT) Penalties - 13-811A & 28-1554B	ZFINE	4-22-30			316.82		3,279.75 ALL ZFINES
Fines - CR T (DUI) Penalties - 13-811A & 28-1554B	ZFINE	4-22-10			138.14		
Fines - CR T (NDUI) Penalties - 13-811A & 28-1554B	ZFINE	4-22-20			153.27		
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			1,670.90		
TITLE 22 OTHER FEES ( LOCAL JCEF)	ZJCLF	4-13-02					
COURT SECURITY FEE	ZMCSF	4-30-25			820.00		
Miscellaneous (T22) Filing/Answer Fees 22-281C3	ZMISC	4-11-01					820.00 ZJCL & ZMISC
Miscellaneous (T22) Other Fees 22-281C3	ZMISC	4-11-02					
2011 Additional Assmt - Citing Agcy Share	ZOS	2-51-03					
Officer Safety Equip - LOCAL PD 12-116.04D	ZOS3	4-23-03			156.94		
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/Dispay) 28-4139	ZSLPX/ZHRFC	4-23-02			273.37		
Warrant Fee	ZWARF	4-32-03			200.00		
Jail (incarceration) Fees	ZJF	4-33-21					
2011 Additional Assmt - Justice Courts Share	ZOS2	2-21-53				39.21	
CITIZENS CLEAN ELCTIONS FUND 1%	ZCEF2	2-14-09		29.48			352.08 ZCEF & ZCEF2



# JEROME MUNICIPAL COURT

## CITY/TOWN DISBURSEMENT

### 45566

TOWN OF JEROME	CODE	GL	AMOUNT
Forfeited Overpayments		4-91-04	0.00
Confidential Address Assmt - LOCAL DV/Sx (5%) 12-116.05	ZCAA2	4-29-22	0.00
Defensive Driving School Fee 28-3396	ZDDS	4-31-01	440.00
Default Fees - LOCAL	ZDEFF	4-32-01	0.00
Deferred Prosecution Fees	ZDFEE	4-31-02	0.00
Fines - CT Penalties - 13-811A & 28-1554B	ZFINE	4-21-10	1,000.62
Fines - CR (NT) Penalties - 13-811A & 28-1554B	ZFINE	4-22-30	316.82
Fines - CR T (DUI) Penalties - 13-811A & 28-1554B	ZFINE	4-22-10	138.14
Fines - CR T (NDUI) Penalties - 13-811A & 28-1554B	ZFINE	4-22-20	153.27
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	1,670.90
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	820.00
Miscellaneous (T22) Filing/Answer Fees 22-281C3	ZMISC	4-11-01	0.00
Miscellaneous (T22) Other Fees 22-281C3	ZMISC	4-11-02	
Non-Refundable Overpayments	ZOVF	4-91-02	0.00
License Plate Violation (Susp/Dispaly) 28-4139	ZSLPX/ZHRFC	4-23-02	273.37
Warrant Fee	ZWARF	4-32-03	200.00
OTHER CLERK FEES	ZLCL	4-39-09	0.00
<b>SUBTOTAL - City/Town, General Fund</b>			<b>\$5,013.12</b>
Attorney Reimbursement Fees (Indigent Defense)	ZATT	2-31-01	0.00
Public Defender Fees	ZPUBZ	4-39-71	0.00
			<b>0.00</b>
Court Enhancement Fee	ZCE	4-30-04	<b>0.00</b>
Officer Safety Equip - LCOAL PD 12-116.04D	ZOS3	4-23-03	<b>156.94</b>
2011 Additional Assmt - Citing Agcy Share	ZOS	2-51-03	
<b>SUBTOTAL - City/Town, Split Accounts</b>			<b>\$156.94</b>
<b>City/Town TOTAL:</b>			<b>\$5,170.06</b>



**October 2024 \$\$\$ RECONCILIATION**

**FOOTHILLS Bank - Jerome Municipal Court acct XXX-3419**

ending balance on 9/30/2024: \$ 83,228.65

Deposits to account, per bank stmt: \$ 10,089.81 (SABA deposits in AJACS) (money in transit)  
\$ 10,239.81 \$ 150.00

Checks cleared & charge-back debits: date cleared:

#2347	10/3/2024	\$	42.00	Jerome JCEF
#2346	10/11/2024	\$	4,642.07	Town of Jerome
#2344	10/18/2024	\$	8,037.14	State of Arizona
#2345	10/15/2024	\$	30.79	Yavapai County
<b>TOTAL:</b>		<b>\$</b>	<b>12,752.00</b>	

Ending Balance from 10/31/24 stmt: \$ 80,566.46

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

JCEF \$ 16,733.25  
Fill the Gap \$ 10,524.95

**2023-2024**

	<u>Gross</u>	<u>ZOS3 4-23-03</u> <u>off. safety equip.</u>	<u>ZMCSF 4-30-25</u> <u>ct. security fee</u>	<u>June - May</u> <u>NET to Town</u>
July	\$ 4,374.15	\$ 105.19	\$ 606.00	\$ 3,662.96
August	\$ 5,096.00	\$ 112.05	\$ 663.68	\$ 4,320.27
Sept	\$ 5,467.64	\$ 106.00	\$ 645.32	\$ 4,716.32
October	\$ 3,883.25	\$ 79.56	\$ 550.00	\$ 3,253.69
November	\$ 5,177.20	\$ 129.73	\$ 704.68	\$ 4,342.79
December	\$ 4,115.67	\$ 110.83	\$ 600.32	\$ 3,404.52
2024				
January	\$ 4,858.42	\$ 102.17	\$ 695.00	\$ 4,061.25
February	\$ 6,865.80	\$ 173.28	\$ 1,050.00	\$ 5,642.52
March	\$ 6,414.18	\$ 130.95	\$ 790.00	\$ 5,493.23
April	\$ 5,218.46	\$ 142.72	\$ 770.68	\$ 4,305.06
May	\$ 5,145.97	\$ 106.07	\$ 575.99	\$ 4,463.91
June	\$ 6,435.85	\$ 145.70	\$ 920.00	\$ 5,370.15
<b>TOTAL</b>	<b>\$ 63,052.59</b>	<b>\$ 1,444.25</b>	<b>\$ 8,571.67</b>	<b>\$ 53,036.67</b>

**2024-2025**

	<u>Gross</u>	<u>ZOS3 4-23-03</u> <u>off. safety equip.</u>	<u>ZMCSF 4-30-25</u> <u>ct. security fee</u>	<u>June - May</u> <u>NET to Town</u>
July	\$ 4,964.02	\$ 125.26	\$ 671.00	\$ 4,167.76
August	\$ 4,116.59	\$ 91.39	\$ 565.00	\$ 3,460.20
Sept	\$ 4,642.07	\$ 123.13	\$ 539.00	\$ 3,979.94
October	\$ 5,170.06	\$ 156.94	\$ 820.00	\$ 4,193.12
November				
December				
2025				
January				
February				
March				
April				
May				
June				
<b>TOTAL</b>	<b>\$ 18,892.74</b>	<b>\$ 496.72</b>	<b>\$ 2,595.00</b>	<b>\$ 15,801.02</b>

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

<b>2024</b>		<b>2025</b>	
JULY	\$ 125.26	JAN	
AUG	\$ 91.39	FEB	
SEPT	\$ 123.13	MAR	
OCT	\$ 156.94	APR	
NOV		MAY	
DEC		JUNE	
		<b>YTD (fiscal)</b>	\$ 496.72



# Jerome Fire Department

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

## Fire Department Report Month: November Year: 2024

Calls by Type	Number	Resident	Non-Resident
EMS Calls	4	3	1
Residential Fire	0	0	0
Commercial Fire	1	1	0
Wildland	1	0	1
Still Assignment	1	1	0
Station Staffing	1	1	0
Citizen Assist	5	2	3
Agency Assist	6	4	2
Special Duty	5	5	0
Snake Removal	0	0	0
Tech Rope Rescue	0	0	0
MVA/Rescue	0	0	0
HazMat	0	0	0
Dispatch Error	0	0	0
<b>Totals:</b>	<b>24</b>	<b>17</b>	<b>7</b>
<b>Total Calls Chief on Scene</b>	<b>17</b>		

Department Meetings and Drills	Number
Officer's Meeting	1
Work Session	1
Rope Drill	1
Drills	3
<b>Total JFD Meetings Chief Attended</b>	<b>6</b>

JVFD Hours Worked (No Salaried Hours Included in these totals)	181.75
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Meetings	Date
Chief's Meeting (Blair, Whiting)	11/6
PAWUIC (Whiting)	11/7
3AM (Hernandez)	11/18
Verde Valley Fire Ops Meeting (Whiting)	
County wide Fire Marshal's Meeting (Blair, Whiting)	Canceled

### Education

- Michele Sharif is continuing in the Yavapai College Emergency Medical Technician course for the fall semester and Eric Jackson is continuing the Yavapai College Fire 1 and 2 Academy. Both will be graduating in December.

## Training

- November 7<sup>th</sup>: Business meeting, EMS - Muma
- November 9<sup>th</sup>: Work Session - Blair
- November 14<sup>th</sup>: Carbon Monoxide poisoning, Lighting, Hose extension – Giles/ Hernandez
- November 21<sup>st</sup>: Extrication - Whiting
- November 28<sup>th</sup>: Thanksgiving Dinner - Hernandez

## Departmental Affairs

- November call volume totaled 24 calls. Down by 26 to last Novembers 50. The total call volume is 456 for the year. Compared to last year's 481 we are down by 25 calls for the year. Our Fire Department personnel perform their tasks in a professional manner with no injuries occurring.
- JFD does maintain a supply of coloring books, stickers and plastic fire Helmets for children visiting the station and public education events. We now have kids fire helmet with Jerome junior firefighter on them.
- The Red Cross has donated a new supply of smoke detectors for those in the community that are in need. It is nice to have them in stock once again.
- This year Rick has once again hosted a Thanksgiving Dinner Potluck for the Department's Members and Families. This is always a great way to celebrate the holiday, as well as providing a fun way to appreciate our members and all they do for us here in the department.

## Prevention

- 32 Firewise activities with 99 loads of trimmings, slash, and brush to the burn pile. A total of 38 combined Jerome's citizen hours, 60 hours from our Fuels Crew For a total of 121 hours
- 4 Business license inspections were completed.

## Wildland

During the month of November, the Fire department accepted an assignment to California. This assignment was a preposition in Frazier Park. The engine crew did respond to one fire while there. The crew was able to participate in several trainings with both John Krmpotich and Matt Garnes receiving certificates for their S-131(FFT1) and the S-212 (wildland fire chainsaw operation) these certificates are mandatory for advancement and the knowledge is extremely beneficial to them.

The Fire Department Wildland crew is back and will not be available until the spring of 2025. Listed below is a comparison between 2023-2024 and the 2024-2025 seasonal numbers for the wildland truck and crew. These numbers represent only half of the 2024-2025 season.

Wildland Fiscal Year 2023-2024							
Assignment	Assignment Date	Invoiced Date	E-126 Total(minus expenses)	Total Invoiced	Wage Reimbursement	Expenses	Admin
DFFM Preparedness	6/22/23-7/3/23	7/7/2023					
Two Sides		7/6/2023					
Diamond		7/9/2023					
The above were billed together			\$ 15,266.90	\$ 34,588.46	\$15,791.90	543.19	133.74
Happy Camp Complex		9/6/2023	\$ 21,886.78	\$ 48,221.51	22,769.42	2550.72	241.11
Maid			\$ 10,944.35	\$ 22,632.14	11,557.14	530.65	113.16
Wildcat		5/30/2024	\$ 14,850.11	\$ 34,008.04	15870.6	584.89	170.65
DFFM Preparedness		6/10/2024	\$ 28,989.00	\$ 7,035.70	3180.9		34.84
Table		6/10/2024	\$ 2,776.60	\$ 6,239.45	2066.06	359.4	29.32
Totals			\$ 94,713.74	\$ 152,725.30	\$ 87,027.77	\$ 4,568.85	\$ 722.82
Wages, truck, Admin total		\$181,741.51					
Old Truck		\$37,153.68					
New Truck		\$57,560.06					
Truck		\$ 94,713.74					
Wages		\$87,027.77					
budget for truck		\$ 55,000.00					
budget for wages		\$ 32,000.00					
Admin total		\$722.82					

Wildland Fiscal Year 2024-2025							
Assignment	Assignment Date	Invoiced Date	E-126 Total(minus expenses)	Total Invoiced	Wage Reimbursement	Expenses	Admin
Hillside	7/11/24-7/11/24	7/25/2024	\$ 1,176.84	\$ 2,201.79	1014.84		10.95
Freeman	7/12/24-7/15/24	7/25/2024	\$ 5,845.73	\$ 13,252.24	7730.95	426.27	70.28
Black	7/16/24-7/20/24	7/25/2024	\$ 6,735.76	\$ 14,218.13	7309.13	173.24	71.09
OSC Preposition	8/24/24-8/24/24	9/12/2024	See line fire				
SQF Preposition	8/25/24-8/25/24	9/12/2024	See line fire				
BDF preposition	8/25/24-9/01/24	9/12/2024	See line fire				
Record Fire	9/2/24-9/05/24	9/12/2024	See line fire				
Line Fire	09/05/24-09/09/24	9/12/2024	\$ 22,165.64	\$ 60,525.32	28888.72	6698.18	301.12
LPF Support	11/02/24-11/18/24	11/11/2024	\$ 19,600.35	\$ 50,354.75	22,169.64	1420.65	250.52
Totals			\$ 55,524.32	\$ 140,552.23	\$ 67,113.28	\$ 8,718.34	\$ 703.96
Total for year		\$122,637.60	Wages and truck				
Budget for truck		\$65,000					
Budget for wages		\$52,000					
Truck		\$ 55,524.32					
Wages		\$67,113.28					
To meet budget for truck		\$ 9,475.68					
To meet budget for wages		\$ (15,113.28)					
Admin total		\$703.96					

### November Fire and EMS Report:

Incident	Date	Time	Day	Select Type	Additional Info	#
24-126	11/2/24	12:00	Sat	Wildland	Preposition Assignment	3
24-127	11/2/24	15:54	Sat	Special Duty Resident	Water Leak	4
J-308	11/3/24	15:30	Sun	Station Staffing	Station Staffing	1
J-309	11/4/24	12:30	Mon	Citizen Assist Resident	Appliance Removal	2
J-310	11/7/24	11:00	Thu	Special Duty Resident	Remove Road Hazard	1
J-311	11/11/24	20:22	Mon	Commercial Fire	Gas Leak	2
J-312	11/12/24	13:00	Tue	Special Duty Resident	Removed Hazard	2
J-313	11/13/24	11:30	Wed	Still Assignment Resident	Put out Ashtray	1
J-314	11/14/24	6:30	Thu	Agency Assist Resident	JPW - Water Leak	1
J-315	11/14/24	12:30	Thu	Agency Assist Non-Resident	JPD W/ Oversized Vehicle	2

J-316	11/15/24	9:30	Fri	Agency Assist Resident	APS W/ Traffic Control	2
J-317	11/15/24	19:45	Fri	EMS Resident	79 YOF - Lift Assist	2
J-318	11/15/24	12:30	Fri	Agency Assist Non-Resident	JPD W/ Oversized Vehicle	2
J-319	11/15/24	12:45	Fri	Special Duty Resident	Remove Hazards from Highway	2
24-128	11/16/24	15:14	Sat	EMS Non-Resident	Psych Issues	5
24-129	11/21/24	10:41	Thu	EMS Resident	84 YOF - Abdominal Pain	7
J-320	11/23/24	16:30	Sat	Citizen Assist Non-Resident	Vehicle Lock Out	2
J-321	11/23/24	17:00	Sat	Agency Assist Resident	JPD W/ Activated Alarm	2
J-322	11/23/24	17:30	Sat	Agency Assist Resident	Check on Water Leak for JPW	1
J-323	11/24/24	10:30	Sun	Citizen Assist Non-Resident	Disabled Vehicle - Jumpstart	2
J-324	11/24/24	16:30	Sun	Citizen Assist Non-Resident	Disabled Vehicle - Jumpstart	2
24-130	11/29/24	8:55	Fri	EMS Resident	82 YOF - Nausea / Vomiting	6
J-325	11/30/24	10:00	Sat	Special Duty Resident	Assist W/ Light up the Mountain	2
J-326	11/30/24	16:00	Sat	Citizen Assist Resident	Vehicle Lock Out / Jumpstart	1

### October 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.
11/1/2024	100 Hill St.				0	1	1	2	2
11/2/2024	100 Hill St.				0	1	2	2	4
11/3/2024	School/Main		1	1	1				0
11/3/2024	300 Level Perkinsville rd.		1	1	1				0
11/3/2024	Gulch Rd.		1	1	1	1			0
11/4/2024	300 Level Perkinsville rd.		1	7	7				0
11/5/2024	300 Level Perkinsville rd.		1	4	4				0
11/6/2024	Sunshine Hill		1	4	4				0
11/6/2024	Gulch Rd.		1	2	2	8			0
11/7/2024	659 Hill St.				0	1	1	2	2
11/7/2024	711 Clark St.				0	1	1	2	2
11/7/2024	Town Yard		1	4	4				0
11/9/2024	141 North				0	2	1	3	3
11/11/2024	203 3rd				0	1	1	3	3
11/11/2024	89A, North, Dundee		1	5	5	8			0
11/12/2024	110 Dundee		1	1	1	2			0
11/14/2024	110 Dundee				0	3	2	5	10
11/14/2024	619 Center				0	10	3	8	24
11/14/2024	659 Giroux				0	3	1	5	5
11/17/2024	North		1	1	1	2			0
11/19/2024	500 Level -Town Crew		2	4	8	2			0
11/24/2024	North, Dundee		2	3	6	8			0
11/25/2024	725 East Ave.				0	1	1	2	2
11/26/2024	29 Magnolia				0	1	1	2	2
11/26/2024	Dundee		2	2	4	6			0

Item A.

11/26/2024	Sunshine Hill		2	5	10				0
11/27/2024	29 Magnolia				0	1	1	2	2
11/27/2024	Mine Office / Sunshine Hill		2	6	12	20			0
11/27/2024	Perkinsville Rd.		2	2	4				0
11/30/2024	Mine Office / Sunshine Hill		2	5	10	16			0
11/30/2024	300 Level Perkinsville rd.		2	1	2				0
11/30/2024	101 Main		2	1	2				0
<b>Totals</b>		<b>0</b>	<b>29</b>	<b>60</b>	<b>89</b>	<b>99</b>	<b>16</b>	<b>38</b>	<b>61</b>
<b>Town Firewise hours 121</b>		Adult Prob.	Firewise	FW Hrs.	Firewise Total Hrs.	# Loads	JC# Crew	JC# Hrs.	JC Total Hrs.

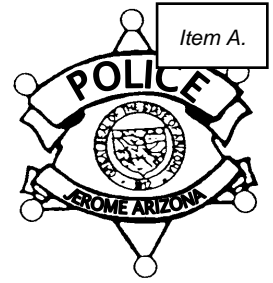
**Thank you for your continuing support.  
Rusty Blair Chief JFD**





# JEROME POLICE DEPARTMENT

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



December 2, 2024

TO: Honorable Mayor and Jerome Town Council

FROM: Allen L. Muma, Chief of Police

Attached please find the police activity reports for November 2024.

During the month of November, the police department responded to 148 calls for service. We handled one disorderly case with a resisting suspect. During this incident there was a witness who is a retired detective from an agency in the Phoenix area. The retired detective was impressed with our de-escalation of the incident. In another incident, we handled a domestic violence assault and disorderly case. The incident was minor in nature and officers did an excellent job in follow-up investigation, with video evidence obtained from a local establishment.

Jerome Police Officers and Parking Officers conducted several enforcement actions over the month of November. There were 358 parking citations written and 17 parking violation warnings. There were 58 citations and 20 warnings for various moving traffic violations. There was one felony fleeing case. This incident involved a motorcyclist who fled from Jerome Police and was later apprehended by Prescott Valley Police.

For the November 2024 status report, here are the kiosk totals:

November 2024: \$33,481.35

November 2023: \$30,330.50

Current Fiscal year total (July 1, 2024-June 30, 2025): \$154,435.70

Respectfully,

Allen L. Muma  
Chief of Police

**JEROME POLICE DEPARTMENT**  
**305 MAIN STREET**

JEROME, AZ 86331  
 (928) 634-8992

Date : 12/02/2024  
 Page : Item A.  
 Agency : JPD

**Calls For Service Totals By Call Type**

11/01/2024 to 11/30/2024

Call Type	Totals
10-34 Motorist Assist	1
205 Trespass	10
247 Civil Problem	1
415F Domestic Disturbance	2
459A Burglar Alarm	3
487 Theft	1
500 Welfare Check	1
903 Follow-Up	32
908F Found Property	4
908L Lost or Stolen Property	5
918 Mentally Ill Person	1
961 Accident - No injuries	1
AA Agency Assist	2
ACPD Assist Clarkdale PD	2
ADPS Assist DPS	1
AYCSO Assist YCSO	1
BI Background Investigation	2
CA Citizen Assist	2
CO Call Out	1
CRT Court Appearance	1
CSEC Court Security	1
DIS Disorderly Conduct	1
HR Hit & Run Accident	1
HUC 911 Hang Up Call	1
INFO Information	9
OA Officer Assist	2
OT Oversize Truck	4
PARK Parking Complaint	3
PARKV Parking Violation	1
PE Parking Enforcement	23
PKM Parking Kiosk Maintenance	1
REC Reckless Driver	3
SC Security Check	11
SF Shots Fired	1
SLC Street Light Check	2
SS Suspicious Situation	2
T/S Traffic Stop	1
TO Traffic Offense	1

Printed By/On: 804 / 12/02/2024 11:26:54

CrimeStar® Law Enforcement Records Management System  
 Licensed to: JEROME POLICE DEPARTMENT

CFS-002

# JEROME POLICE DEPARTMENT

305 MAIN STREET

JEROME, AZ 86331

(928) 634-8992

Date : 12/02/2024

Page :

Item A.

Agency :

JPD

## Calls For Service Totals By Call Type

11/01/2024 to 11/30/2024

Call Type		Totals
TRN	Training	6
<b>Grand Total for all calls</b>		<b>148</b>

Printed By/On: 804 / 12/02/2024 11:26:54

CrimeStar® Law Enforcement Records Management System

Licensed to: JEROME POLICE DEPARTMENT

CFS-002



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

### November 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

- Grade Lower Parking area
- Fix and tape off the hand railing above the basketball courts.
- Grade a section of the flume ditch by hand to prevent seepage on School St.
- ‘Pot hole’ for a couple days to locate the water leak on the Mine road going to the 500 level.
- Dig up the water leak of the 12-inch line and repair. (Picture included)
- Back fill the water line hole, compact, and grade road. Still have a little grading to do, and to repair the protective “barricade” that we had to cut to dig up the line.
- Asphalt patch potholes on Holly and County Rd.
- Dig up and fix a water leak on the hydrant on Giroux St.
- Repair brakes on the blue Side by Side
- Pull the rotors off of the old town van, have them turned, replace pads and reinstall
- Replace front wheel rotors on the Joey truck.

- Help the fire department pull tires off the rims and replace them with new.

## Regulators

County Rd.

2" 11-7-2024, rebuild and replaced rubber disc and CRD yoke

Grand Hotel

2" 11-27-2024, rebuild and replaced, no parts needed.

**File Attachments for Item:**

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



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## Town of Jerome, Zoning Administrators Report

---

Town Council: Tuesday, December 10, 2024  
Prepared by: William Blodgett, Zoning Administrator

**Planning & Zoning Commission-** The regular meeting of the Planning & Zoning Commission was cancelled due to a lack of items to review.

**Design Review Board-** The Regular meeting of the town of Jerome's Design Review Board for November was cancelled due to unexpected illness, and the items will be reviewed at a special meeting in December.

### **Code Enforcement-**

Minor Code Enforcement issues in November with nothing noteworthy to report. Attempting to problem solve for long-term solutions to a number of grey areas within Code Enforcement responsibilities and will update the council as this takes shape.

### **Administrative Approvals-**

Administrative approval issued for maintenance and repairs on a number of Residential and Commercial buildings as end-of-year maintenance and projects get started. One such example is maintenance and repair work underway at the United Verde Apartment building.

### **Other Business-**

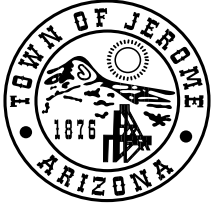
Work continues on a wide range of projects which are all moving forward. Parking inventory, parking-zones (These are for use by JPD when they roll out the new digital parking system, which required identifying and bounding the zones.) Design review guides, and historical document preservation. For the sake of time I wont expand on these here as there is a lot to each of these projects, but I am available and happy to explain and share this with members of the council at any time should questions arise or curiosity bite.

**File Attachments for Item:**

**A. Consider Approval of the November 12, 2024, Regular and Special Council Meeting Minutes and November 25, 2024, Special Council Meeting Minutes**

Council will consider and may approve the November 12th Regular and Special Council Meeting minutes, and November 25th Special Council Meeting Minutes.





# TOWN OF JEROME

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

Item A.

## MINUTES

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

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

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

### 7:06PM (0:26) 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 Councilmembers Dr. Jack Dillenberg, Izzy Sharif and Sonia Sheffield.*

*Staff present included Town Manager Brett Klein, Zoning Administrator Will Blodgett, Deputy Clerk Kristen Muenz, and Administrative Specialist Michele Sharif.*

### 7:07PM 2. REORGANIZATION

#### 7:07PM (0:39) A. Oath of Office

Councilmembers-elect will Take the Oath of Office Issued by Town Magistrate Angela Bradshaw Napper.

*Town Magistrate, Angela Bradshaw Napper issued the Oath of Office to all councilmembers simultaneously. Councilmembers expressed their gratitude to the magistrate and congratulated each other on being voted into office.*

#### 7:09PM (2:36) B. Consider the Selection of a Mayor and Vice-Mayor

Council will select the Mayor and Vice-Mayor by Nomination and Vote.

*Ms. Barber introduced Item B to consider the section of Mayor and Vice Mayor.*

*Ms. Moore made the motion to nominate Ms. Alex Barber, receiving the highest number of votes, as the mayor.*

*Ms. Sheffield seconded the motion.*

*Ms. Barber made the motion to nominate Ms. Jane Moore, receiving the second highest number of votes, as the Vice Mayor.*

*Ms. Sheffield and Mr. Sharif seconded the motion.*

*Ms. Moore clarified that there couldn't be two motions on the floor at once.*

*Ms. Barber broke up the two motions for voting.*

*Ms. Barber called the question for Ms. Moore's nomination of Ms. Barber as Mayor; with 5 Ayes, Ms. Barber retained her placement as Mayor for another term.*

**Motion to appoint Alex Barber, having received the highest number of votes, to the seat of Mayor.**

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

*Ms. Barber reintroduced the second motion, reiterating she nominated Ms. Moore for the seat of Vice Mayor, which was seconded by Ms. Sheffield. She called the question on the second vote and with 5 ayes, Ms. Moore retained her placement as Vice Mayor for another term.*

**Motion to appoint Jane Moore, receiving the second highest vote count, to the seat of Vice Mayor.**

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

Council members congratulated each other, recalling how many years of service each of them has behind the dais on behalf of the community.

Dr. Dillenberg thanks Ms. Barber and Ms. Moore for continuing to do the work they do, sharing that the whole council is committed to helping them succeed on behalf of the whole Town of Jerome.

**(4:23) C. Consider Resolution No. 675, Designating Signatories for the Town Bank Accounts**

Council will consider and may approve Resolution No. 675.

Ms. Barber introduced the item for consideration. She moved to approve Resolution No. 675 designating Alex Barber, Jane Moore and Brett Klein as the signatories for the bank accounts.

Ms. Sheffield seconded the motion.

Ms. Barber called the question, and the motion was approved unanimously.

**Motion to approve Resolution No. 675 designating Ms. Alex Barber, Ms. Jane Moore and Mr. Brett Klein as the account signatories.**

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

After the vote Dr. Dillenberg made a statement thanking all of the Veterans for their service on behalf of the Town and Council.

Ms. Barber expressed her thanks to all of our town veterans as well.

**7:12PM 3. FINANCIAL REPORTS**

Discussion/Possible Action

**7:12PM (5:58) A. Financial Report and Detail Invoice Register Report for October, 2024**

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

Ms. Barber introduced the item asking if everyone had a chance to review them. She asked if there were any questions. Ms. Sheffield asked why the parking citation revenue, on page 9, was negative for this period.

Mr. Klein shared this is money transferred and is not indicative of the parking revenue. He shared the parking fund information that can be found on page 27 which is on pace with the budget.

Ms. Barber clarified if there was a lag, or if funds are moved from one to the other.

Mr. Klein answered funds are moved from one account to the other.

Ms. Barber pointed out that there is a little bit of a lag with the sales tax.

Ms. Moored commented that it's a month or more behind sometimes.

Ms. Muenz clarified that we are still receiving sales taxes from September, so sometimes it's two months behind. She also shared that there were some year-end journal entries that needed to be done so next month's financials will look a little more normal.

Ms. Barber moved to accept the Financial reports for October 2024

Dr. Dillenberg seconded the motion.

Ms. Barber called the question and the financial reports for October 2024 were approved unanimously.

**Motion to approve financial reports for October 2024.**

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

**7:15PM 4. STAFF AND COUNCIL REPORTS**

Discussion/Possible Action

**7:15PM (8:56) 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 introduced item number 4 and deferred to Mr. Klein for additional introduction of his report.  
 Mr. Klein said in addition to his written report, zoning code updates continue to be worked on, and will likely be presented to Council in 8-12 months, adding it will still be in early stage still at that point. He shared that we were recommended to proceed with the water grant, which was a 100% grant. He said a formal decision will come next week with a meeting to discuss the project that has been recommended to move forward.  
 Dr. Dillenberg requested a write up be done regarding the grant to promote the work being done in the Town of Jerome, which could set the stage for further funding.  
 Ms. Barber extended her congratulations to Tamara Penn on the Police Department for 4 years of service as of November 27<sup>th</sup>. She asked if there were any other questions, or if council members had a report to make.  
 Dr. Dillenberg moved to approve.  
 Mr. Sharif seconded the motion.  
 Ms. Barber called the question, and the staff and council reports were approved.*

**Motion to approve staff and council reports.**

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

**7:18PM 5. ZONING ADMINISTRATOR'S REPORT/PLANNING & ZONING AND DESIGN REVIEW BOARD MINUTES**

Information/Council Review

**7:18 (11:04) A. Report Provided by the Zoning Administrator. Minutes are Provided for Information only and do Not Require any Action**

*Ms. Barber introduced the Zoning Administrator's minutes asking if everyone had a chance to look over them. She asked if there were any questions or comments, there were none.  
 Mr. Blodgett said in addition to his written report, it's been busy but that some things are slow rolling and are not ready to be presented to council. He said hopefully it will be ready in the next few months, adding right now everything is working as it should and is now just the grind of getting things done.  
 Ms. Barber noted in the minutes that a Zoning Handbook being given to the Planning and Zoning commission. She recalled that the minutes also said if anyone else wanted a copy he'd be happy to share it with them. Ms. Barber requested a copy for review, adding she doesn't need to keep it.  
 Mr. Blodgett shared that he'd be happy to provide digital copies or printed copies.  
 Ms. Barber said sending it to her email would be perfect.  
 Ms. Moore shared that it might be good to send it to the whole council.  
 Mr. Blodgett confirmed he'd send the handbook to everyone on Council.  
 Ms. Barber asked if there were any other questions and deferred to Ms. Moore for her question.  
 Ms. Moore recalled Mr. Blodgett saying there would be an update for them at this meeting. She asked if he did or did not have one.  
 Mr. Blodgett confirmed he does not, adding he had more questions than answers to give them and felt that any update may add more confusion rather than enlightenment.  
 Ms. Barber thanked Mr. Blodgett and moved on to the next item.*

**7:20 PM 6. APPROVAL OF MINUTES**

Discussion/Possible Action

**7:20PM (13:23) A. Consider Approval of the October 8, 2024, Regular Council Meeting Minutes**  
 Council will consider and may approve the October 8th Regular Council Meeting minutes.

Ms. Barber introduced the minutes asking if everyone had a chance to review them. General consensus was yes. asked if there were any corrections needed.

Ms. Moore made the motion to approve Tuesday October 8<sup>th</sup>, 2024's meeting minutes.

Ms. Sheffield seconded the motion.

Ms. Barber called the question, and the meeting minutes were approved.

**Motion to approve meeting minutes for Tuesday October 8<sup>th</sup>, 2024, Regular Council Meeting.**

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

**7:20PM 7. PETITIONS FROM THE PUBLIC**

There were none.

**7:20PM 8. ORDINANCES AND RESOLUTIONS**

Discussion/Possible Action

**7:20PM (14:16) A. Consider First Reading of Ordinance No. 491, Amending Article 3-1, "Officers in General", Section 3-1-1, "Officers" to Allow for the Police Chief to Reside Within 15 Miles of the Town of Jerome**

Council will consider and may approve Ordinance No. 491.

Mayor Barber introduced Item 8A amending Ordinance 491 to allow the Police Chief to reside within 15 miles of Town. Ms. Moore state she would like to see the Police Chief live in town. She added that she would like to table this until that can be looked into further, asking if that was a reasonable request.

Ms. Barber clarified that Ms. Moore wanted to table this item and deferred to Mr. Klein for further input.

Mr. Klein said in light of the previous executive session, they could call the question get no motion, in which case the item would die, rather than need to be brought back on another agenda.

Ms. Moore reiterated that she would like to go on record stating that she thinks the Police Chief should live in town.

Ms. Barber and Mr. Sharif expressed their agreement.

Ms. Barber asked if anyone wanted to make a motion on this, otherwise with the lack of a motion they would move on. No motion was made, and no vote was called.

**7:22PM 9. UNFINISHED BUSINESS**

Discussion/Possible Action

**7:22PM (15:49) A. Consider Taking the Item from the Table and Discussion and Update / Possible Direction Regarding the Proposed Community Garden and the Community Garden Shed**

Council will be provided an update regarding the proposed community garden and shed, and may provide staff direction

Mayor Barber introduced Item 9 asking to have it brought back up in February, adding then it is more like springtime, and they'll have a better idea of what to do. She reminded everyone that APS gave the Town a \$500 gift certificate, that does not expire, from Verde Valley Growers for the garden. She said there had been talk about fruit trees adding, if we do that then we should have a water line going down in there so that whoever is in charge of the community garden is not saddled with keeping the fruit trees alive. She said there are already sprinklers in the garden, but this would be more of a permanent fixture and would also be food. She clarified that she isn't saying this is what should be done but wants everyone to be aware that this is some of the discussion that should be had in February when this item is brought back up. She shared that she has the gift certificate in her possession and has had it since Ms. Sage Harvey gave it to her. She clarified with Mr. Klein how long we've had the certificate.

Mr. Klein confirmed it's been about 2 years.

Ms. Barber shared the garden had people interested in it, but it's the end of garden season right now. She said the last time she spoke with the person in charge they wanted the shed moved to the top but could get no further solidified details on where it should go. She moved to table the item until February.

Dr. Dillenberg seconded the motion.

Ms. Barber asked if there was any further discussion, there was none. She called the question, and the motion to table this item until February was approved.

**Motion to table until February 2025 meeting.**

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

**7:24PM 10. NEW BUSINESS**

Discussion/Possible Action

**7:24PM (17:55) A. Consider Councilmember Appointment to the PSPRS Board**

Council may approve the appointment of the Mayor or the Mayor's designee as the Chair of the PSPRS Board in Accordance with Arizona Revised Statutes.

*Ms. Barber introduced the item. She questioned if Council were just members or acted as the Chair.*

*Mr. Klein confirmed that State Law has a councilmember serve as Chair.*

*Ms. Sheffield confirmed she had just attended the recent meeting in October and was the Chair.*

*Ms. Barber asked if she would like to continue to do it. Ms. Sheffield answered yes. Ms. Barber then moved to appoint*

*Ms. Sheffield as the Mayor's designee, to serve as the chair for the PSPRS Board. She asked if anyone else wanted to step up to take that job from Ms. Sheffield. General council consensus was no.*

*Dr. Dillenberg seconded the motion for Ms. Sheffield's appointment.*

*Ms. Barber called the question and Ms. Sheffield is appointed as the Chair of the PSPRS Board.*

**Motion to appoint Sonia Sheffield as Chair of the PSPRS Board.**

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

**7:25PM (19:09) B. Consideration of the Aravapai Running Special Event Permit Application for the Annual Cocodona Race Event**

Council will consider and may approve the special event permit.

*Ms. Barber introduced the item for consideration sharing, this is the third year this has happened. She pointed out on the application regarding outreach to neighboring businesses or residences, reading the response on the application to "partner with hotels in Jerome as we expect all rooms to be booked by the 120-mile runners the night of Tuesday May 6<sup>th</sup>, and would also like to potentially partner with a restaurant to hold a pre-race dinner." She asked if they need to do this neighboring outreach every year and is it something they've done in the past.*

*Mr. Klein answered that they did solicit public input, mostly from coming here. He said, being good public stewards they reach out to the Police Chief, the Fire Chief and Town Hall. He thinks their answer is stating that they're a team player and will utilize businesses in Jerome. They heard a couple complaints last year and are addressing those, adding they've done a good job of responding to any questions of concerns, and they will continue to be diligent in addressing anything for next year as well.*

*Ms. Moore asked if Mr. Klein could share what those complaints were.*

*Mr. Klein answered one of them was utilizing the sidewalks. He said they said wherever possible they will do that but sometimes they have runners running side by side and are unable to do that. He said there was also one bathroom issue that was resolved.*

*Ms. Barber pointed out that the application stated to follow up with Chief Muma to coordinate. She said Chief Muma will not be here so we'll need to let him know that it will be a different person to contact. She asked how council members felt about this race.*

*Mr. Sharif asked about course signage, noting the use of stickers and signage, he asked if street signage and stickers would be peeled up and removed by them.*

*Mr. Klein shared yes, they do a good job of removing the signage after the race otherwise they know they won't be allowed back.*

*Ms. Barber said last year the stickers did their job, and when race staff came around and peeled them up, everything they peeled it off of stayed put. Ms. Barber then asked if she heard a motion and a second.*

*Dr. Dillenberg moved to approve.*

Ms. Moore seconded the motion.

Ms. Barber called the question and the special event application for Cocodona 2025 was approved.

**Motion to approve Aravapai Running Special Event Permit for Cocodona 2025 event.**

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

Between Items B & C Item 12A and 12B were moved up in the agenda.

**8:23PM (24:41) C. Consideration of a Tour Company Business License Application for US Ghost Adventures LLC**

Council will consider and may approve the Tour Company Business License.

Ms. Barber introduced the item for consideration. She asked if council had a chance to review this.

Ms. Moore asked if there was a representative to contact, noting she did not see a person here.

Ms. Muenz confirmed that a representative was not present, but did provide a phone number for a contact. She shared the representative she spoke to, Samantha, was made aware that if no one was available to answer questions then their application could be tabled. She said the contact would be available at that number to be called on speakerphone.

Ms. Moore asked if it was too late to call them, adding she has some questions that need to be answered by an attorney.

Mr. Sharif shared he has so many questions.

Dr. Dillenberg suggested that it be postponed.

Ms. Muenz said that she was informed to be available between 7 and 9 p.m.

Ms. Barber asked if they would like to ask the Attorney legal questions before speaking with the representative. She added council can cross the T's and dot the I's before proceeding forward.

Mr. Sharif moved to table adding he has many questions.

Ms. Barber confirmed the motion to table.

Dr. Dillenberg seconded the motion.

Ms. Moore asked if anyone else had any thoughts about it.

**Motion to table until next meeting for legal advice.**

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

After the vote Mr. Klein asked Council to funnel their questions to legal counsel through him. He invited council members to speak with Mr. Blodgett first if they'd like. He said he knows there are some grey areas in the code language, and likely those are the areas that questions might need addressed by legal counsel. He said if all legal questions can be funneled to him then he will get them taken care of.

Ms. Barber clarified that Mr. Klein is the point of contact for legal questions.

**8:25PM (27:35) D. Discussion and Possible Staff Direction Regarding a Potential Property Exchange with the Jerome Historical Society**

Council will consider options with regard to a property exchange with the Jerome Historical Society and may provide staff direction.

Ms. Barber introduced the item. She shared she attends Historical Society meetings. She shared there is a small piece of land down on Rich St. that is mostly owned by Town and could be potential parking for Hotel Jerome, but the Historical Society owns a little piece of property within there. She said she brought it up to the Historical Society and the then President felt that it should just be given to Town. She shared that in further discussion it was uncovered that this is property that is parking for the New State Motor Company. She said they still need to have parking somewhere so they cannot just give it to Town. She then introduced, what we've tried to do is a like for like exchange for a piece of property the Town owns, that could be exchanged to them. She reiterated that the Historical Society has already offered to give the property to the Town but if we could exchange it for a piece of property the same size it would give them parking closer to the New State Building and would free up room to utilize the whole area of land for parking. She said she thinks this is something the Council should pursue with the Historical Society. She further clarified, the Historical Society

property to be exchanged is assessed at 0.07 acres and is 2 streets over from the building they're accommodating this parking. The parcel the Town owns is between Lil's place and the Cuban Queen, is much closer to their area, and is like for like as far as acres of 0.07. She asked the Council if they have any questions or input about this. There were none.

Ms. Barber said she thinks it's something that should be brought to the Historical Society, preferably before Mr. Muma is no longer a board member. She shared that some of the other members of the Historical Society thought that Allen would be leaving his seat on the board because he is moving away. She further shared a similar situation happened with the Treasurer position, which is now back in the hands of Jay Kinsella. She said she believes time is of the essence, and is bringing this to the table again, because we need the entirety of the area as parking.

Dr. Dillenberg moved to approve.

Mr. Sharif seconded the motion.

Ms. Barber acknowledged the motion and the second and deferred to Ms. Moore for further discussion.

Ms. Moore shared her agreement. She said it seems like that parcel is beneficial to them being near Spook Hall and we could certainly use their property to our benefit.

Dr. Dillenberg expressed his agreement.

Ms. Barber agreed and said it seemed like a win-win for all parties involved. She confirmed the motion and the second.

Mr. Klein suggested the motion be to direct staff to approach Jerome Historical Society in an expeditious manner to discuss the potential for exchanging Town owned parcel 401-06-126 as seen on page 126, for the Jerome Historical Society owned parcel 401-06-086A, and to bring to a Council meeting the documentation to effectuate that.

Mr. Sharif and Dr. Dillenberg amended their motion and second.

Ms. Barber asked if there was any further discussion.

Ms. Sheffield declared she was recusing herself from the vote due to her affiliation with the Jerome Historical Society.

Ms. Barber acknowledged Ms. Sheffield's abstention from voting and reconfirmed the Town owned parcel to be exchanged prior to calling the question.

Mr. Klein confirmed the Town owned parcel to be exchanged.

Ms. Barber called the question and with 4 ayes and 1 abstention the motion was passed.

**Motion to direct staff to approach the Historical Society to discuss the potential for exchange parcel 401-06-126 for 401-06-086A.**

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

**8:31PM (33:47) 11. TO AND FROM THE COUNCIL**

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

Ms. Barber introduced the item, starting at the far end of the dais, she asked if the other Council members had anything to bring up or share.

Mr. Sharif and Ms. Moore both said they had nothing to share.

Ms. Barber brought up amending the Ordinance for Tour Codes to include vehicle identification. She said it would go hand in hand with what was tabled, adding when you see a tour or van, obviously giving a tour, but there is nothing on their vehicle, but even their license plate says "ghost". She said we should have some kind of vehicle identification included in our ordinance that way everyone is apples to apples, and we know what we're looking at.

Dr. Dillenberg and Ms. Sheffield both said they had nothing further to share, so Ms. Barber moved on to item 13.

**7:29PM 12. EXECUTIVE SESSION**

On a public majority vote of the members, Council may enter into executive session in accordance with ARS § 38-431.03 (A)(3) ;(4); and (7)

**7:29PM (23:13) A. Discussion and Possible Staff Direction Regarding the Necessary Easements for the New Wastewater Treatment Plant Upgrade**

Council will discuss and may provide staff direction regarding the easements necessary for completing the wastewater treatment plant upgrade.

Ms. Barber introduced the item.

Ms. Sheffield motioned to move into executive session.

Mr. Sharif and Ms. Barber seconded the motion.

Ms. Barber called the question and the motion to move to executive session was approved.

**Motion to enter executive session at 7:29**

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

After the vote Ms. Barber reiterated Council would be entering into executive session for discussion with legal counsel. She informed the audience that they would have to vacate the room until they come back into the regular session, both apologizing and thanking them for attending the meeting.

**8:22PM (24:03) B. Council Will Return to Open Session and May Take Action Through a Motion as a Result of Discussions During Executive Session if Necessary, Including Possible Direction to Retain Condemnation Counsel**

Ms. Barber announced the return to regular session at 8:22p.m. She made the motion to give the Town Manager Direction to retain Condemnation Counsel, Berry Riddell, LLC. Dr. Dillenberg seconded the motion. Ms. Barber called the question and the motion was approved.

**Motion directing the Town Manager to retain Condemnation Counsel, Berry Riddell, LLC**

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

After the vote Ms. Moore stated, "Time is of the essence." Councilmembers expressed their agreement. The meeting then returned to item New Business 10C.

**8:33PM (34:54) 13. ADJOURNMENT**

Ms. Barber introduced adjournment making the motion to adjourn at 8:33p.m. Dr. Dillenberg seconded the motion. Ms. Barber called the question, and the meeting was adjourned at 8:33 p.m.

**Motion to adjourn at 8:33p.m.**

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

APPROVE:

ATTEST:

Alex Barber, Mayor

Brett Klein, Town Manager





# TOWN OF JEROME

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

## MINUTES

**SPECIAL COUNCIL MEETING EXECUTIVE SESSION OF THE TOWN OF JEROME  
COUNCIL CHAMBERS, JEROME TOWN HALL  
600 CLARK STREET, JEROME, ARIZONA**

**TUESDAY, NOVEMBER 12, 2024, AT 6:30 PM**

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

### 6:31PM (0:27) 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, Izzy Sharif and Sonia Sheffield.*

*Staff present included Town Manager Brett Klein, Zoning Administrator Will Blodgett, Deputy Clerk Kristen Muenz and Administrative Specialist Michele Sharif*

### 6:31PM (0:39) 2. EXECUTIVE SESSION

**On a public majority vote of the members, Council may enter into executive session in accordance with ARS § 38-431.03 (A)(1)**

#### **A. Motion to Adjourn to Executive Session**

Discussion regarding the administrative staffing of the police department, involving Lieutenant Russell San Felice and police chief succession planning.

*Ms. Barber introduced item 2 and made the motion to move into executive session.*

*Dr. Dillenberg seconded.*

*Ms. Barber read the description regarding what the executive session was for. She asked if there was any additional discussion from Council and called the question. With 5 Ayes Council entered executive session.*

*Audio recording was stopped to be resumed at the conclusion of the executive session.*

#### **Motion to move into executive session.**

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

### 7:03PM (1:14) 3. NEW BUSINESS

Discussion/Possible Action

#### **A. Consideration of Any Action to be Taken from Executive Session Discussion**

Council may take action through a motion and / or may direct staff to prepare an action item for a subsequent meeting.

*Council exits executive session.*

*Ms. Barber made the motion to direct staff for the December agenda to appoint the Chief of police for Jerome.*

*Mr. Sharif seconded the motion.*

*Ms. Barber clarified with Mr. Klein if a motion was needed.*

*Mr. Klein shared that what they had done with the motion and the second was correct.*

*Ms. Barber called the question, and the motion passed unanimously.*

**Motion to add appointment of Chief of Police to the December agenda.**

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

**7:04PM (1:51) 4. ADJOURNMENT**

*Ms. Barber made the motion to adjourn the special meeting.*

*Ms. Sheffield seconded the motion.*

*Ms. Barber called the question and with 5 Ayes the meeting was adjourned at 7:04p.m.*

**Motion to adjourn at 7:04p.m.**

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

APPROVE:

ATTEST:

\_\_\_\_\_  
Alex Barber, Mayor

\_\_\_\_\_  
Brett Klein, Town Manager



# TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331  
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## DRAFT MINUTES

### SPECIAL COUNCIL MEETING - CAPITAL ITEM BUDGET WORK SESSION OF THE TOWN OF JEROME COUNCIL CHAMBERS, JEROME TOWN HALL 600 CLARK STREET, JEROME, ARIZONA

**MONDAY, NOVEMBER 25, 2024, AT 4:00 PM**

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

#### **4:00 PM (0:01) 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 Councilmembers Dr. Jack Dillenberg, Issam (Izzy) Sharif, & Sonia Sheffield*

*Staff present included Town Manager/Clerk Brett Klein and Finance Director/Deputy Clerk Kristen Muenz*

*Mayor Barber explained that the Executive Session would be moved up in the agenda order for the convenience of those present. The items are presented here as originally agendized.*

#### **2. NEW BUSINESS**

Discussion/Possible Action

#### **4:15 PM (6:27) A. Discussion, Consideration and Possible Staff Direction Regarding the Council Prioritization of Capital Improvements for Potential Inclusion in Fiscal Year 2026 Budget**

Council will engage in a work session type discussion and may prioritize capital projects for budget purposes and provide staff direction regarding the same.

*(2:15) Mayor Barber introduced item 2A, Capital Improvements for Fiscal Year 2026 Budget. Town Manager Klein asked that we discuss Item 2B first, which was agreed upon.*

*(6:27) Town Manager Brett Klein said that historically, we were one of the later communities to start working on the budget. He explained that it is difficult to fit the meetings in around the holidays, but we will start looking at what needs to be ready by March as the capital items in addition to personnel costs are the highest costs of our budgeted expenses. He said he would forgo going through each item one by one because, as we can see, it is the same list as last year, but things change from year to year. If you would like something to be a higher priority, now is the opportunity.*

*Dr. Dillenberg said that he would like to state that some of the roads are very bad; he pointed out the curve on Holly and East Avenues. He said he would like to get thoughts on making roads safer.*

*Ms. Barber commented most of the roads need work, and that it's because of the cobblestones.*

*Dr. Dillenberg if you drive down the road, it's unbelievable.*

*Ms. Barber replied that you can tell people turn (vehicles) around there, where they shouldn't. She asked if he would like to add streets as a top priority.*

*Dr. Dillenberg responded, yes.*

*Ms. Barber agreed and added that the top of Gulch is really bad, as is Rich Street. She said that we have been avoiding doing topical repairs in any areas where we will be digging for repairs to infrastructure. She said that she agreed that work needed to be done.*

Dr. Dillenberg said it is only going to get worse as people drive into Arizona. We love to have the visitors, but driving down that road is just bad.

Ms. Barber agreed. We all live off the main street, and people like to drive around the little roads, but if you do and someone else is coming, you can't get around. She said that we are a National Historic Landmark and lots of people want to look around these areas, and again she agreed that we need to do the work.

Ms. Moore suggested that a lot of them could get temporary fixes. She said that there is a problem where the blacktop and dirt meet that could only take a half hour.

Ms. Barber asked if she was referring to the top of Gulch and Ms. Moore said yes.

Ms. Barber agreed that it needed work, and it would also need drainage improvements. She said this is in the list of Community Block Grant funding.

Mr. Klein replied yes, there is a high priority on our streets. He listed Deception and Gulch, Holly and Dundee, Verde Avenue, and County road. He said we will look at roads that can be fixed simply, perhaps with milling, though there aren't many of those, and we will look at that section of East.

Ms. Barber said that what Jack (Dillenberg) is talking about might be patching but the other work that Mr. Klein had mentioned, milling, would be to have fill added to it.

Ms. Moore commented that anywhere blacktop meets dirt is a problem from people hitting it, spinning their tires, drainage, water, and erosion.

Ms. Barber there's a huge pothole where it meets the apron. As much as we can do with patches, she doesn't know what to do with the curve by East.

There was discussion about people using that curve as a U-turn, despite signage.

Mr. Klein said that he knows the council is reluctant to give staff more work, but to text or email him about these types of things. The crew do a lot of that work in the winter, but it can be done anytime.

Ms. Moore asked if anyone had looked at North Drive. She has gotten a lot of complaints.

Ms. Sheffield replied that she had not been down there in a while, but she has heard the same.

Mr. Sharif commented that, regarding comments about the danger of the surface having compacted almost like ball bearings, it's almost like you need to strip and grade it down.

Ms. Barber asked if we try to fix that?

Mr. Klein replied yes, but to really fix it we need a full reconstruction and grant funding

Ms. Moore clarified that she was talking about further down where the roads meet.

There was further discussion as to exactly the area Ms. Moore was referring to. She said that she would like someone to look at it.

Ms. Barber asked if the residents in the affected area had reached out.

Mr. Klein answered, yes, they have.

Ms. Barber said that she would like to see things listed as in progress that the Zoning Administrator is doing get done. Also, she liked the list of items that we got done.

Ms. Sheffield said, as more light poles get replaced with newer ones, folks wonder why we can't modify them. We have talked about why APS won't do it for us because of the nature of the fixtures, but she thought it was something we could focus on because more and more the lights are getting bothersome.

Mr. Klein replied that he talked to Steve Knowlton about that and we are going to try to retrofit a shield and talk to APS to see if they will approve it. He believes that Mr. Knowlton can design something serviceable without doing anything to the integrity of the posts.

Ms. Barber added that she reached out to Rebecca Rudd (of APS), and they can't bring the old style back because they don't have any of those streetlights yet. Down on Holly there is a new streetlight that people have complained about with no guard. She said that APS has said that if there is no guard they can't put a bulb in and if we want to do it instead, we become the owner of the streetlight and we didn't want to do that. If they are replacing streetlights, that means that they have the bulb to put back. She said that the other thing she would like to add is they are supposed to be Dark Sky bulbs, they are supposed to be darker than we have. She thanked APS for what they have done so far. She asked what had happened with the new bulbs they said could be put in.

Mr. Klein explained that the lights were Dark Sky compliant, but they are much brighter than what we had previously. In the meantime, if we are able to retrofit shields, it will direct the light downward.

Ms. Barber said that the lights do make it safer and easier to walk in certain areas. The retro fitting of shields can be helpful, but she would like to get us to the point of being a Dark Sky recognized community.

Mr. Klein said that we have passed an ordinance on Dark Sky compliance, but to be recognized we may need to do what other communities have done and have an incentive program for people to update existing fixtures.

Ms. Barber asked Mr. Klein to see what we need to do to get recognized.

Mr. Sharif added that, even with the lighting ordinance, do we have means to go back to APS and ask about a different kelvin scale of bulb?

Ms. Barber asked if that would be less bright, because that is what she meant too.

Mr. Sharif explained that it is not about the wattage, it is the kelvin because that determines the warmth. Incandescent is a 3,000 kelvin, which is an amber color, and what they put in now is a 5,000 kelvin, which is bright.

Ms. Moore said that she thought we had identified the wattage that we wanted.

Mr. Klein replied that we had selected what we wanted from what they could provide.

Ms. Barber said that it was because (APS) had said they could not provide a bulb that would fit, so they would have to have one made so that we wouldn't have to replace all of the infrastructure.

Mr. Klein said yes, and they had 2 options to which Ms. Barber asked, and we went with the more ochre color? He again said yes, we did, but it is still brighter than the bulb we had previously.

Ms. Barber asked if it was a Dark Sky compliant bulb, which was confirmed. Ms. Barber asked if there were any other Capital Improvements anyone would like to discuss.

Mr. Sharif asked if we could discuss the possible increase in kiosks as far as the cost is concerned. Maybe raising it a dollar or so to help with our infrastructure. Another item he would like to bring up is the possible implimentation of infrastructure tax that can be applied across commerce.

Ms. Barber asked Mr. Sharif to gather information on that topic.

Mr. Sharif said that he has collected some information because he has talked to the Tourist of Arizona, and spoke to someone in the city for the Cardinals Stadium and how they have managed their infrastructure taxation. So, he would like to bring that up and how do we help ourselves with the weight of tourism to help ourselves.

Ms. Barber said she would like to bring up Friends of Jerome; do we have a website for Friends of Jerome where people can buy merch or give us donations?

Ms. Sheffield wished to add to the parking discussion. She said that she supports increasing the parking rate for visitors, however she felt that we should come up with some sort of accommodation for locals.

She and Lt. San Felice have talked briefly, and he said he was willing to sit on a committee to try to get locals to get limited permits for running errands, getting a quick meal, or something similar type of exemption because a lot of the locals do end up having to pay to park. She said she herself has to dart in and out of town several times a day.

Mr. Sharif said that he agreed, he would like to maybe see something for the workforce.

Ms. Barber said it could be brought up again. There is a 10–15-minute parking spot which should be utilized for that, but she has sometimes noticed an out-of-state plate parked there, so she is willing to discuss it.

Ms. Moore said she talked to Eric Jurisin about how many employees he has, and they are always trying to park in front of the shop and leave their vehicles there all day. One of the areas behind the Chamber trolley, if we could get that road fixed, that could probably hold up to 8 vehicles.

Ms. Barber commented that most people, even locals, think they have to pay to go down there. But there is a spot where you don't have to pay. She said that she understands what Sonia is saying, because rather than going out to the parking lot, most people want front parking. She said that people in Jerome already have to walk pretty far, and she has had to walk from the parking lot, but people don't understand where they can park for free. Ms. Barber said, when our parking is full, our town is full. If we put in a huge parking garage and got a thousand more people in, there would be nowhere for everyone to go. On a busy Saturday, there is an hour's wait for a hamburger. But we will talk about it, and talk about raising the kiosk prices. She asked how long the kiosks have been implemented, which has been over a year, so she said it is not unreasonable to raise it a dollar.

Mr. Sharif agreed and said that Ms. Sheffield had a good idea to look for a way to take care of the locals. When Lt. San Felice looks into it, there could be a code.

There was more discussion on the parking situation in the center of town, and possible ideas for solutions for employee parking, such as permits and utilizing the town shuttle.

Ms. Barber concluded that we need to figure out how to sustain the tourism that we are getting, she is pretty sure we are getting 2 million a year, and it is taking a toll. She said that we also need to keep moving forward on the wastewater treatment plant, which should be at the top of the list. She said that every year there is another project to be added to the list.

Mr. Klein said that the wastewater treatment plant continues to be a top priority.

Ms. Barber said she would also like to see movement on item 2 of the list, the parking inventory.

Deputy Clerk Muenz explained that Zoning Administrator Will Blodgett had been making progress on that item recently.

Ms. Barber said we are lucky to have our volunteers and paid staff, and Jerome survives to fight another day. She asked if there had been any momentum on the plate glass windows on the Hotel Jerome.

Mr. Klein said that he had called several companies, but only 1 would come out, Cottonwood Glass. But they will need a contractor. When he followed up, they said they were waiting on us to provide a contractor. One of the roofing companies works with them, so he is going to call them to see if they will work with the casings.

Ms. Barber said that is the problem with the old buildings, because we want to save them, but the contractors don't want to have their name on an old building without a lot of work because they are liable for it. She said that she would like to, on the record, thank Steve Knowlton for all of the work he had done for us. She said, with the caliber of work he has done with his old buildings, they are not renovations, they are rehabilitations. He has helped this town, and we are lucky to have him as a member of this community.

Ms. Moore asked, regarding retaining walls, what is being done.

Mr. Klein said we have done inventory and identified a structural engineer and now it is just about funding. He is pursuing some grants and while there are not a lot of opportunities for structural engineering grants, we could work with several entities to pursue grants.

Ms. Barber said the Freeport McMoran used to do a grant cycle, and we may have more monies in restricted funds that we could use.

Mr. Klein said we are grateful for those grants, but community grants can be rather small, so we would need to seek larger grant funding to complete the projects.

There was some additional discussion of funding and future improvements.

Ms. Barber asked if we have had any luck with asking ADOT to red-stripe the entrance to Rich Street.

Mr. Klein said that we were in contact, and there was some discussion about other roads that may need safety improvements. The pull-off and 89A and the new striping close to Clarkdale were both discussed. Going back to parking kiosks, Ms. Moore wondered about adding a shade structure or something to stand under when using the kiosks.

Mr. Klein explained that should be worked out when we go to all texting ones. A lot of entities only do payment by phone, but we will keep a kiosk for those without phones and we could provide shade for that one.

Ms. Barber said she didn't believe any town does it (provides shade structures). She described a dirt lot that she parked in for a concert in Phoenix where you could only pay via phone. Ms. Barber asked Mr. Klein to describe the run-down for budget planning.

Mr. Klein explained that we usually have 4 or 5 meetings. After which, the budget will be more fine-tuned to come to you. There will be meetings in February and March, and by April or May, we should have a draft budget.

Ms. Barber asked, then we can add any extra if needed?

Mr. Klein confirmed this.

Ms. Barber expressed that she liked the plan. She explained that her work schedule had changed, but she was willing to attend special meetings and asked if everyone was in agreement.

Ms. Sheffield said she would like to discuss the library windows, and wanted to know if something could be done, such as seal them with plastic.

There was discussion on ways to seal the existing windows to retain heat for the winter.

Mr. Klein we've spent money on HVAC, which has made a difference, but they do still need windows. Sealing them could be a stopgap.

Mr. Sharif said that he sees that a new project is a court security camera system, and he would be interested in seeing the fees.

Mr. Klein said the cost of the cameras was being paid by a court grant and the service fees were minimal, but we could certainly share those invoices.

Ms. Moore said she talked to Marty (Boland) about improvements to water lines and everything going into School Street. That is something that has been identified for years.  
 Ms. Barber asked her to elaborate.  
 Ms. Moore said that she believed that the valve might be leaking on that water line, and the valve box.  
 Mr. Klein we are doing a valve replacement program every year.  
 Ms. Moore asked if that would satisfy the problems that are going on.  
 Mr. Klein said, ultimately, no, we are losing a lot and that is why we qualify for grant funds.  
 Ms. Moore asked if that would be for School Street, and Mr. Klein said it will be for just the regulators on School Street.  
 Ms. Moore asked if it could wait, and Mr. Klein said that he would discuss that with staff.  
 Ms. Barber asked if there was anything further, and reminded the council members that we have many more opportunities to talk. She thanked Mr. Klein and Ms. Muenz, and said we are lucky to have everyone who works for the town. She asked for reminders for the employee appreciation lunch and the going-away party for Chief Muma.  
 Mr. Klein confirmed that notices both events have been posted.

**4:12 PM (3:05) B. Discussion and Possible Staff Direction Regarding Legal Services, Including Potential Issuance of a RFP**

Council will discuss and may provide staff direction regarding the issuance of a RFP or other method for Legal Services.

Ms. Barber asked how long Bill Sims has been the town’s legal representative?  
 Mr. Klein replied, over 10 years.  
 Ms. Barber asked when his contract was due.  
 Mr. Klein explained it was open-ended. He then explained that the best practices were to check market rates to review every 3 to 5 years. He did not believe this had been done for legal services in quite some time. He commented that we had recently done something similar for the town engineering contractor and this was our opportunity to do the same; to make sure pricing was competitive, perhaps someone who is more familiar with the town, or might be closer, or perhaps council would prefer to maintain the current legal counsel, William Sims.  
 Ms. Barber commented that she did not think we’ve ever done this in the past 10 years, and this is something she thinks we should do.  
 Councilmember Sheffield said, agreed.  
 Ms. Moore stated that she would like to say we have some difficult things coming up and she would like to see more attention paid to these things in the presence of an attorney. She would like to look for that in a new attorney or continuing with the current attorney.  
 Ms. Barber agreed and commented that it was fair and reasonable.  
 Ms. Sheffield also agreed.  
 Ms. Barber moved to issue the RFP for legal services.

**Motion to Issue an RFP regarding Legal Services**

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

**3. EXECUTIVE SESSION**

On a public majority vote of the members, Council may enter into executive session in accordance with ARS § 38-431.03 (A)(7)

**4:02 PM () A. Motion to Adjourn to Executive Session**

On a Public Majority Vote of Council Members Constituting a Quorum, the Town Council May Enter into an Executive Session pursuant to ARS § 38-431.03(A)(7); *discussion or consultation with designated representatives of the public body in order to consider its position and instruct its representatives regarding negotiations for the purchase, sale or lease of real property. Discussion and instruction will center around potential acquisition of 621 Main Street for Town employee / workforce housing.*

*Council member Sharif moved to enter an Executive Session, which was seconded by Vice Mayor Moore. The motion was approved unanimously. Mayor Barber read the agenda item description, and the council entered into Executive Session at 4:02 P.M.*

**Motion to enter into Executive Session at 4:02 P.M.**

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

**4:10 PM (1:55) B. Return to Regular Open Session and Consideration of Any Action to be Taken from Executive Session Discussion**

Council may take action through a motion and / or may direct staff to prepare an action item for a subsequent meeting.

*The meeting returned to an Open Session at 4:10 P.M. Mayor Barber gave staff direction to pursue the purchase of 621 Main Street for town employee workforce housing.*

**4. ADJOURNMENT**

**Motion to adjourn at 5:07 P.M.**

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

APPROVE:

ATTEST:

\_\_\_\_\_  
Alex Barber, Mayor

\_\_\_\_\_  
Brett Klein, Town Manager



**File Attachments for Item:**

**A. Petition from Lee Christensen will be Entered into Record**

NOV. 7 '24

Mayor & Council for the Town of JEROME

TOWN of JEROME

P.O. BOX 335

JEROME, AZ 86331

Dear Mayor and Council Members,

Regarding the new parking lot lights installed at Town Hall it's important to take into account that we have an astronomical observatory situated due west of us on the Rim. I believe they negotiated with Candace Gallagher when she was Town Manager to get the owners of the Grand Hotel in the old hospital building to turn off most of their lights at 11:00 A.M. to reduce interference with their night-time observations of outer space.

Sedona, Flagstaff and Yavapai County have all adopted dark-sky ordinances. We should seriously consider doing the same. Those ordinances are all available "on-line" so it would be simple to address the major points which include: not allowing any light to spill over property lines, no light sources exceeding 60 watts to shine upwards, a specific number of lumens allowed per property and the selection of outside fixtures which are shielded to prevent horizontal light exposure.

This is an important issue, so I hope you'll take time to consider it carefully.

Another item concerning the parking lot is the

change in water retention caused by paving it. The new pavement is very useful especially as regards water infiltrating behind the tall stone walls on the north end. Some time ago a 30 year old engineer-type recommended that the pedestrian access from School Street to the School House be fenced off in case the wall were ever to collapse. The new parking lot pavement greatly reduces the chances of that ever happening. It would be historically correct and much more convenient if the chain-link fence were to be removed and access restored. It would be much more attractive as well. (That same engineer recommended that the concrete walls of the old laundry building be razed since it could be a public hazard. The Design Review Board denied Phil Tovey's request to remove that structure as it constituted an important part of the historic fabric of Seacom. It's too bad no one with any longevity in Town was consulted if not the DRB itself.)

Thank you for your consideration. Please let me know if I can provide any additional information.

Sincerely,

Phil H. Christensen

Architect, A.L.A. emeritus

NCAHB

FORMER CHAIR DRB

FORMER CHAIR Planning & Zoning Commission

**File Attachments for Item:**

**A. Review of the Jerome Historical Society's Response and Possible Staff Direction Regarding a Potential Property Exchange with the Jerome Historical Society**

Council will consider the response from the Jerome Historical Society regarding a potential property exchange and may provide staff direction.

Yavapai County Print Parcel



<b>Parcel ID</b>	401-06-086A	<b>Check Digit</b>	3
<b>Owner</b>	Jerome Historical Society		
<b>Owner's Mailing Address</b>	PO Box 156 Jerome, AZ 86331-0156		
<b>Secondary Owner</b>			
<b>Recorded Date</b>	9/7/2001 12:00:00 AM		
<b>Last Transfer Doc Docket</b>	3861	<b>Last Transfer Doc Page</b>	505
<b>Physical Address</b>	N/A	<b>Incorporated Area</b>	Town of Jerome

<b>Assessor Acres</b>	0.07	<b>Subdivision</b>	Jerome	<b>Subdivision Type</b>	M
<b>School District</b>	Clarkdale-Jerome Elem SD #3			<b>Fire District</b>	N/A
<b>Improvements (0)</b>	No Improvements found.			<b>Local Zoning</b>	Town Of Jerome C-1

**Assessment**

Starting with the 2015 tax year, the Limited Property Value is the only value considered for taxation purposes, the Full Cash Value is no longer used for taxation.

Tax Year	2025	2024
Assessed Value(ALV)	\$7,980	\$7,600
Limited Value(LPV)	\$53,200	\$50,667
Full Cash(FCV)	\$64,535	\$51,621
Legal Class	Vacant or Other	Vacant Or Other
Assessment Ratio	15%	15%
Usage Code	9110 ?	9110 ?

**Taxes**

<b>Tax Area Code</b>	380	<b>2023 Taxes Billed</b>	\$
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**Recorded Documents & Sales (3)**

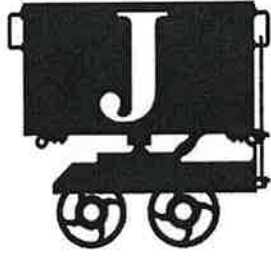
Date	Book/Page	Type	Cost
9/7/2001	3861-505	Warranty Deed	\$21,750
9/7/2001	3861-505	Warranty Deed	\$0
12/16/1999	3213368	Joint Tenants	\$11,000

**Disclaimer:** Map and parcel information is believed to be accurate but accuracy is not guaranteed. No portion of the information should be considered to be, or used as, a legal document. Users should independently research, investigate and verify all information.

By using this website, the user knowingly assumes all risk of inaccuracy and waives any and all claims for damages against Yavapai County and its officers and employees that may arise from the use of this data and agrees to indemnify and hold harmless Yavapai County and its officers and employees to the fullest extent permitted by law. By using this website, the user also agrees that data and use of this website may not be used for commercial purposes.

Yavapai County Print Parcel

	<b>Parcel ID</b>	<b>Check Digit</b>	
	401-06-126	7	
	<b>Owner</b>	Town of Jerome	
	<b>Owner's Mailing Address</b>	PO Box 335 Jerome, AZ 86331-0335	
	<b>Secondary Owner</b>		
	<b>Recorded Date</b>	N/A	
	<b>Last Transfer Doc Docket</b>	<b>Last Transfer Doc Page</b>	
	N/A	N/A	
	<b>Physical Address</b>	<b>Incorporated Area</b>	
	N/A	Town of Jerome	
<b>Assessor Acres</b>	<b>Subdivision</b>	<b>Subdivision Type</b>	
0.07	Jerome	M	
<b>School District</b>	<b>Fire District</b>		
Clarkdale-Jerome Elem SD #3	N/A		
<b>Improvements (0)</b>	<b>Local Zoning</b>		
No Improvements found.	Town Of Jerome C-1		
<b>Assessment</b>			
Starting with the 2015 tax year, the Limited Property Value is the only value considered for taxation purposes, the Full Cash Value is no longer used for taxation.			
<b>Tax Year</b>	<b>2025</b>	<b>2024</b>	
Assessed Value(ALV)	\$2,128	\$2,026	
Limited Value(LPV)	\$14,184	\$13,508	
Full Cash(FCV)	\$64,535	\$51,621	
Legal Class	Vacant or Other	Vacant Or Other	
Assessment Ratio	15%	15%	
Usage Code	9700 ?	9700 ?	
<b>Taxes</b>			
<b>Tax Area Code</b>	<b>2023 Taxes Billed</b>		
380	\$		
<b>Recorded Documents &amp; Sales (0)</b>			
No Recorded Documents were found.			
<p><b>Disclaimer:</b> Map and parcel information is believed to be accurate but accuracy is not guaranteed. No portion of the information should be considered to be, or used as, a legal document. Users should independently research, investigate and verify all information.</p> <p>By using this website, the user knowingly assumes all risk of inaccuracy and waives any and all claims for damages against Yavapai County and its officers and employees that may arise from the use of this data and agrees to indemnify and hold harmless Yavapai County and its officers and employees to the fullest extent permitted by law. By using this website, the user also agrees that data and use of this website may not be used for commercial purposes.</p>			



# Jerome Historical Society

November 22, 2024

*rec'd  
Barr  
11/25/2024*

Town of Jerome  
600 Clark St.  
Jerome, AZ 86331

To the Jerome Town Council and Town Manager,

The Jerome Historical Society board members met and discussed the parcel swap the Town of Jerome is proposing.

The JHS Board is willing to entertain the idea of the land swap. These are their requirements to proceed with the swap:

1. The Town of Jerome to guarantee in writing, in perpetuity, that the Jerome Historical Society retain the right to 5 parking spaces somewhere in the C-1 Zone, 3 of which are already designated parking for the New State Motor Company Building. The 5 C-1 Zone parking spots will be separate from any parking gained by the Society accepting parcel #401-06-126.
2. By completing this transfer, the Town of Jerome recognizes in writing, in perpetuity that the Jerome Historical Society has "inherited" the shell and the scrapped concrete on the lot as a result of this favor to the Town of Jerome. If the Jerome Historical Society wishes to remove these liabilities from the lot then the Town of Jerome will cooperate with these efforts.
3. This transaction to be handled by a title company of the Jerome Historical Society's choice, with all title searches, escrow, recording fees and any other costs incurred will be at the Town of Jerome's expense.

Thank you,

Mary Beth Barr

President

Jerome Historical Society

**File Attachments for Item:**

**B. Consider Taking from the Table and Consideration of a Tour Company Business License Application for US Ghost Adventures LLC**

Council will take the item from the table and then consider and may approve the Tour Company Business License.





Town of Jerome  
Post Office Box 335, Jerome, AZ 86331  
(928) 634-7943 \* [www.jerome.az.com](http://www.jerome.az.com)

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

**TOUR COMPANY BUSINESS LICENSE APPLICATION**

Name of Business US Ghost Adventures LLC

AZ TPT License # N/A **Current TPT License must also be submitted**  on file

Physical Address of Business All tours will meet at 160 Main St, Jerome, AZ. This is a walking tour through public areas.

Mailing Address PO Box 5757, Williamsburg, VA 23188

Business Phone 844-757-5657 Cell \_\_\_\_\_ Email contact@wejunket.com

Type of Tours:  Driving  Walking  Both

**Anyone Operating a Tour Vehicle MUST have a Current Arizona Driver's License**

Estimated gross annual revenue  \$2,500 - \$10,000 (license fee: \$20)  Over \$10,000 (license fee: \$50)

Business Owner(s) Lance Zaal

Signature [Signature] Date 10/7/2024

*By my signature above, I certify, under penalty of law, that the information provided herein is true and correct to the best of my knowledge. This Licensee acknowledges that to operate the above business in accordance with Section 8-5-1 of the Jerome Town Code, it is subject to Licensee's compliance with all laws, ordinances, regulations, and requirements regarding Licensee's activities, including, but not limited to, zoning regulations, building code requirements, and fire code requirements. Issuance of this license shall not be construed as evidence of Licensee's compliance with such regulations and requirements, and it is the responsibility of the Licensee to assure such compliance prior to commencing business operations.*

**Checklist of requirements:**

The proposed routes of all tours, including a legible map of the Town clearly showing all routes, stopping points, pick-up and drop-off points, and the business's parking area.

Comments \_\_\_\_\_

Acceptable evidence of liability insurance naming the Town of Jerome as an additional insured. The minimum limit of liability for each applicable coverage shall be \$1,000,000.00.

Comments \_\_\_\_\_

A copy of the State of Arizona license of any driver who will be operating a tour vehicle.

Comments \_\_\_\_\_

**All documentation must be provided no later than two (2) full weeks before the next Council Meeting.**

Next Council Meeting \_\_\_\_\_ Deadline \_\_\_\_\_

Secondary (Back-up) Council Meeting \_\_\_\_\_ Deadline \_\_\_\_\_

Continuance (if applicable) \_\_\_\_\_ Deadline \_\_\_\_\_

**COUNCIL DECISION**

Approved       Denied      Date of Council Approval \_\_\_\_\_

***If denied, provide comments:***

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**For Town Staff Only**

Date application submitted \_\_\_\_\_ Accepted by \_\_\_\_\_  Access  Excel  Scanned

Payment:  \$20  \$50  Cash  Credit Card  Check # \_\_\_\_\_ Payment Date \_\_\_\_\_

Utilities/Classification \_\_\_\_\_ Status:  Current  30 days Past Due  30+ Days

Approved  Denied \_\_\_\_\_ Date \_\_\_\_\_  
*Zoning Administrator*

Approved  Denied \_\_\_\_\_ Date \_\_\_\_\_  
*Fire Chief*

Approved  Denied \_\_\_\_\_ Date \_\_\_\_\_  
*Building Official*

Approved  Denied \_\_\_\_\_ Date \_\_\_\_\_  
*Town Manager*

***If denied, reason for denial:***

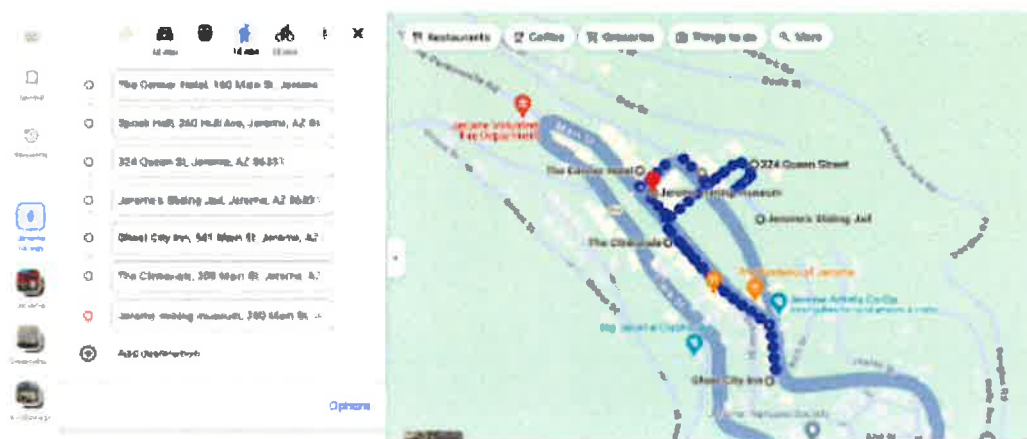
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date Issued \_\_\_\_\_ Expiration Date \_\_\_\_\_

*\*Attach hard copies of all required documents and file in Business License folders.*

# Jerome Ghosts

## Standard Tour



Map Link: <https://maps.app.goo.gl/m7sSGzkeFTGfgkm6>

Distance: 0.6 mile, 7 stops (1 bonus story), 60 minutes

**Meeting Location:** The Connor Hotel, 160 Main St, Jerome, AZ 86331

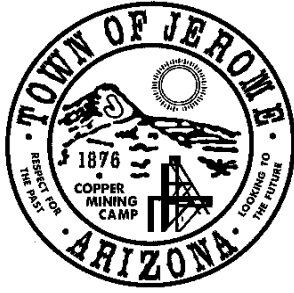
1. **The Connor Hotel** | 160 Main St **(Photo Op)**
2. **Spook Hall** | 260 Hull Ave
3. **Cuban Queen Bordello** | 324 Queen St
4. **Jerome's Sliding Jail**
5. **Ghost City Inn** | 541 Main St **(Photo Op)**
6. **The Clinksale** | 309 Main St
7. **Jerome Mining Museum** | 200 Main St

**Bonus Story:** Old Miners Cemetery

**File Attachments for Item:**

**A. Consideration of Russell San Felice's Appointment to the Position of Chief of Police for the Town of Jerome**

Council will consider and may approve the appointment of Russell San Felice as the new Jerome Chief of Police.



# 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: Consideration of a Chief of Police Appointment and Wage Authorization**

**MEETING DATE:** December 10, 2024

---

**Summary:**

Due to the retirement announcement received from Chief Allen Muma, the Town has a Chief of Police opening effective January 1, 2025. Acting Chief / Lieutenant Russell San Felice has extensive police command / supervisory experience and knowledge of the day-to-day operations and administration of the Jerome Police Department. Acting Chief / Lieutenant Russell San Felice has the support of staff and Council, and appointing him to the position of Chief of Police will ensure for the most seamless transition possible.

**Fiscal Impact:**

None. The wage package recommended below will save the Town a minimal amount over his long-tenured predecessor.

**Recommendation**

Staff recommend a starting wage of \$82,500.00 effective December 15<sup>th</sup>, along with a \$50.00 per month phone stipend and a \$400.00 per month in-town residence stipend, credited to his rent amount for Town-owned property within six months of appointment. All other wage and benefits will be the same as any other Town employee with his years of service.

**File Attachments for Item:**

**C. Consideration of a Data Access Exchange Agreement with ADOT for Traffic Crash Data and Records and Authorizing Town Manager Brett Klein and Acting Police Chief Russell San Felice to Execute the Agreement on Behalf of the Town**

Council will consider and may approve the agreement and authority to execute the agreement.

**DATA ACCESS / EXCHANGE AGREEMENT**

**ADOT File No:** 24-0009690-I

Date:

Name of Department: Town of Jerome

Doing Business As: Jerome Police Department

Business Address: 305 Main Street  
Jerome, AZ 86331

Mailing Address: Same as above

Telephone Number: 928.634.8992

Jerome Police Department (AGENCY) hereby requests authorization for connectivity to the Arizona Department of Transportation’s (ADOT or State) (check all that apply):

- CRIS Database to submit electronic crash records.
- CRIS Database to access and retrieve crash data.
- ACIS to query, analyze and retrieve crash data.

ADOT is authorized to enter into this Agreement pursuant to Arizona Revised Statutes (“A.R.S.”) § 28-363 and § 28-401.

Jerome Police Department (AGENCY) is authorized to enter into this Agreement pursuant to A.R.S. § 9-240.

The AGENCY (as defined below) hereby requests authorization for connectivity to the CRIS Database and/or AIDW ACIS of the Arizona Department of Transportation, Transportation Systems Management and Operations Division (TSMO). The AGENCY’s specific access capabilities are set forth and further described in the attached Addendum, which shall be considered a part of this Agreement between the AGENCY and ADOT.

The AGENCY understands and agrees that it shall only access the CRIS Database and/or the AIDW ACIS in accordance with the terms and conditions set forth herein. If at any time ADOT believes the AGENCY is using such access in an unauthorized or unlawful manner, ADOT reserves the right, in its sole discretion, to immediately terminate this Agreement.

This Agreement complies with GITA Statewide Standard P740-S741, Standard 4.7.3.

**Definitions**

“ACIS” means the Arizona Crash Information System.

“ADOT” means the Arizona Department of Transportation.

“AGENCY” means **Jerome Police Department**.

“Agreement” means this Data Access Exchange Agreement.

“Authorized individuals” means those persons who are employed or contracted by AGENCY to perform the activities authorized hereunder.

“Connectivity” means to make and/or maintain a computer connection with ADOT for the purpose of performing the activities authorized under this Agreement.

“CRIS” means the Crash Records Information System.

“Encrypt” means to scramble computerized information to secure data by using special algorithms for transmission or other purposes.

“Parties” means ADOT and the AGENCY, collectively.

“Party” means ADOT or the AGENCY, as the case may be.

“Personal Information” means information that identifies an individual, including without limitation an individual's name, photograph, social security number, driver license number, physical description, race, ethnic origin, sexual orientation, income, blood type, DNA code, fingerprints, marital status, religion, home address, home telephone number, education, financial matters, and medical or employment history readily identifiable to a specific individual but does not include information on vehicular accidents, driving violations, and driver's status.

“RACF” means Resource Access Control Facility, which is a software security product that protects information by controlling access to it.

“Secure location” means an area designated specifically for authorized individuals to access ADOT's database(s) and to which all unauthorized individuals shall be prohibited from entering.

“Sensitive Information” means any state information either in detail or aggregate that may be prejudicial or harmful to the state and its citizens.

**Location of Activities**

AGENCY may conduct authorized activities only at those locations which have been pre-approved by ADOT such as their place of business that adheres to the other guidelines outlined in this Agreement. ADOT reserves the right, in its sole discretion, to disapprove of location.



**Equipment**

AGENCY shall obtain computer equipment and software that is compatible with the information systems and connectivity requirements of ADOT, and which will allow access only to the specific database(s) listed in the Addendum to this Agreement.

**Data Security**

AGENCY shall provide a secure location for all computer equipment used to access ADOT's database(s).

AGENCY shall provide access to ADOT's CRIS Database and/or ACIS only to AGENCY personnel or contractors who are authorized individuals, and to no one else. If at any time ADOT believes that an authorized individual is using such access inappropriately, ADOT reserves the right to immediately terminate that individual's database access and/or to terminate AGENCY authorization under this Agreement.

AGENCY shall comply with all ADOT policies, procedures and directives regarding security and database access, including any future amendments thereto. All subcontractors utilized to perform the activities authorized by this Agreement must abide by the same security and access requirements as AGENCY.

AGENCY must disclose and obtain ADOT approval of any existing and/or contemplated strategic alliances, partnerships, Intergovernmental Agreements or subcontracting arrangements that AGENCY has or will enter into which involve the processing and/or use of ADOT data acquired pursuant to this Agreement.

AGENCY, its officers, agents, employees, contractors and representatives shall not, without the prior written approval of ADOT, disclose, distribute, or utilize in any manner not expressly authorized under this Agreement, any personal or sensitive information which is connected or otherwise associated with or accessed pursuant to this Agreement, either during the term of this Agreement or subsequent to any termination of this Agreement.

AGENCY shall maintain all hard copy information and electronic data related to this Agreement in a secure location at all times.

**Data Privacy**

AGENCY shall not utilize its computer connections with ADOT for any purpose other than the purpose(s) specified in the Addendum to this Agreement.

**Network Security**

AGENCY understands and agrees that any and all personal or sensitive information that it stores or transmits over external or public computer networks, such as the Internet, must be encrypted.

AGENCY computers that are permanently or intermittently connected to internal computer networks must have an ADOT approved, password-based, access control system in order to access ADOT's database(s). This requirement applies to computers with direct connections to data centers, as well as AGENCY "wide area network." Regardless of the network connections, all AGENCY computers which are used to access ADOT information must employ approved, password-based, access control systems.

All in-bound connections to AGENCY computers from external networks must also be protected. All access control systems must utilize user-identifications (i.e. RACF ID's) and passwords unique to each user, as well as user-privilege restriction mechanisms. Password sharing is prohibited.

**Non-exclusivity**

This Agreement shall not preclude ADOT from entering into the same or similar Agreement with other public or private entities, including those performing identical or similar functions as AGENCY.

**Notification**

AGENCY shall assign a contact person for problem resolution and notification of procedural changes. AGENCY shall advise ADOT within two business days of any change in its designated contact person. All notices or demands upon either Party shall be in writing and an original shall be delivered electronically, in person, or sent by mail, addressed as follows:

**To ADOT at:**

ADOT Crash Records Section  
Custodian of State Crash Records  
1615 W. Jackson Street, Mail Drop 064R  
Phoenix, AZ 85007  
Fax: 602.712.3488  
[AZCrashFacts@azdot.gov](mailto:AZCrashFacts@azdot.gov)

**To AGENCY at:**

Jerome Police Department  
ATTN: Russell J. San Felice  
305 Main Street  
Jerome, AZ 86331  
928.300.1234  
[rsanfelice@jeromepd.org](mailto:rsanfelice@jeromepd.org)

**Records**

The AGENCY shall maintain a log or register of all ADOT records it requests and all ADOT records it obtains by virtue of the access provided herein. The AGENCY shall retain this log or register either manually or electronically for a period of five years after the date of request and receipt of the records. All other books, papers, records, data, and accounting records relating to this Agreement ("Records") shall be maintained by AGENCY for a period of five years, or such greater or lesser time as may be required by federal or state law, rule, or the ADOT Records Retention Schedule. The Records shall be subject to inspection and audit by ADOT for five years after termination or completion of this Agreement. The Records shall be produced at the offices designated by ADOT.

It is further agreed that ownership of all records relating to this Agreement resides exclusively with ADOT, except for data retrieved pursuant to this Agreement.

**Compliance**

AGENCY shall comply with all of the terms set forth in this Agreement, together with all applicable state statutes, rules, and regulations. AGENCY shall also comply with all relevant ADOT policies, procedures and directives that ADOT provides to AGENCY throughout the course of this Agreement. All AGENCY subcontractors are held to the same compliance standards, and any failure to comply on the part of the subcontractor will be deemed a failure on the part of AGENCY.

**Non-compliance**

If AGENCY fails to comply with the terms of this Agreement, or with any applicable law, rule or regulation, ADOT reserves the right to take any remedial action that it deems necessary and appropriate, including without limitation the suspension, cancellation, revocation, or termination of this Agreement. In case of a violation of law, the Agreement shall immediately terminate.

**Amendment and Modification of Agreement**

AGENCY shall review and approve in writing any modification of the Agreement. Upon the amendment of any applicable law, rule or regulation, the Agreement shall automatically be modified to reflect such

amendment. Any modification of the Agreement shall be incorporated herein and shall be subject to all other provisions of this Agreement. AGENCY may submit a written request to ADOT if there are any changes it desires be made to the Agreement, and such a request shall be approved or denied at ADOT's sole discretion.

### **Termination**

Either Party may terminate this Agreement for convenience or cause upon 30 days prior written notice to the other Party. Upon any termination of this Agreement, AGENCY shall, at ADOT's request, remove and deliver to TSMO all electronic data stored on any electronic storage devices and shall immediately return all other data and information received in connection herewith to ADOT.

### **Waiver/Severability**

AGENCY agrees that a waiver of any provision of this Agreement shall not act as a waiver of any other provision of this Agreement. If a provision of this Agreement is for any reason declared invalid, illegal, or unenforceable, that declaration shall not affect the remainder of the provisions of the Agreement.

### **Duration**

This Agreement shall commence upon approval by the Division Director and execution by both Parties, and shall thereafter continue in effect for a term of five years, unless previously terminated or canceled as provided herein. Prior to expiration of this five year period, the Parties may mutually agree to extend the term of the Agreement for three, five-year extensions by entering into an amendment to this Agreement.

### **Liability**

The AGENCY shall indemnify, defend, and hold harmless the State, any of its departments, agencies, officers or employees (collectively referred to in this paragraph as the "State") from any and all claims, demands, suits, actions, proceedings, loss, cost and damages of every kind and description, including reasonable attorneys' fees and/or litigation expenses (collectively referred to in this paragraph as the "Claims"), which may be brought or made against or incurred by the State on account of loss of or damage to any property or for injuries to or death of any person, to the extent caused by, arising out of, or contributed to, by reasons of any alleged act, omission, professional error, fault, mistake, or negligence of the AGENCY, its employees, officers, directors, agents, representatives, or contractors, their employees, agents, or representatives in connection with or incident to the performance of this Agreement. The AGENCY's obligations under this paragraph shall not extend to any Claims to the extent caused by the negligence of the State, except the obligation shall apply to any negligence of the AGENCY which may be legally imputed to the State by virtue of this Agreement or the State's ownership of the databases. The AGENCY's obligations under this paragraph shall survive the termination of this Agreement.

### **Limitation of Liability**

ADOT (a) makes no warranty, express or implied, with respect to information provided under this Agreement, including but not limited to, implied warranties of merchantability and fitness for any particular use; (b) assumes no liability for any direct, indirect, or consequential damages arising from any use of any part of this Agreement; (c) assumes no liability for any errors or omissions within the Data Access Exchange. Parties hereby waive, relinquish, and release the State of Arizona and ADOT from any claim for damage or injury arising from any use of the Data Access Exchange or any information derived from it.

**Mandatory Provisions for Arizona State Agencies**

None of the provisions of the Agreement may be waived, changed or altered except with the mutual written consent of both Parties.

Except as permitted by law and provided by this Agreement, ADOT is not authorized to indemnify the AGENCY.

The AGENCY acknowledges and will comply with Title VI of the Civil Rights Act Of 1964.

This Agreement shall be governed by and construed in accordance with Arizona laws.

This Agreement may be canceled in accordance with A.R.S. § 38-511.

This Agreement is subject to all applicable provisions of the Americans with Disabilities Act (Public Law 101-336, 42 U.S.C. 12101-12213) and all applicable federal regulations under the Act, including 28 CFR Parts 35 and 36. The Parties to this Agreement shall comply with Executive Order Number 2009-09, as amended by Executive Order 2023-01, issued by the Governor of the State of Arizona and incorporated in this Agreement by reference regarding "Non-Discrimination."

**Non-Availability of Funds:** Every payment obligation of ADOT under this Agreement is conditioned upon the availability of funds allocated for the payment of such obligation. If funds are not allocated and available for the continuance of this Agreement, this Agreement may be terminated by the State at the end of the period for which funds are available. No liability shall accrue to the State in the event this provision is exercised, and the State shall not be obligated or liable for any future payments or for any damages as a result of termination under this paragraph.

In the event of any controversy, which may arise out of this Agreement, the Parties agree to abide by arbitration as is set forth for public works contracts if required by A.R.S. § 12-1518.

The Parties shall comply with the applicable requirements of A.R.S. § 41-4401.

The Parties shall certify that all contractors comply with the applicable requirements of A.R.S. §§ 35-393.01 and 35-394.

The Parties shall comply with all applicable laws, rules, regulations and ordinances, as may be amended.

**Joint Venturer** – Except as otherwise provided by law, in the performance of duties and activities under this Agreement, the Parties hereto will be acting in their individual governmental capacities and not as agents, employees, partners, joint ventures, or associates of each other. The officers, employees, agents, or subcontractors of one Party shall not be deemed or construed to be the employees or agents of the other Party. Each Party shall remain responsible for the supervision of their respective staff and students and shall maintain adequate insurance coverage as required by law.

AGENCY assigns to ADOT any claim for overcharges resulting from antitrust violations to the extent that such violations concern materials or services supplied by third parties to AGENCY toward fulfillment of this Agreement.

The Parties may execute this Agreement in two or more counterparts, each of which shall be deemed an original and together which shall constitute one and the same document.

**Certification**

On behalf of AGENCY identified below, the undersigned hereby request approval of this Agreement. The undersigned certifies that all of the information set forth herein by AGENCY is true and accurate, and that

any records or information obtained from ADOT's database(s) and system(s) pursuant to this Agreement will be used solely for the purpose(s) specified in the Addendum to this Agreement, and for no other purposes. The undersigned further certifies that the undersigned have the authority to execute this Agreement on behalf of AGENCY. The undersigned understands that the AGENCY must abide by the provisions of this Agreement if approved by the Division Director and executed by both Parties.

### **JEROME POLICE DEPARTMENT**

By \_\_\_\_\_ on \_\_\_\_\_  
**BRETT KLEIN** Date  
 Town Manager

ATTEST:

By \_\_\_\_\_ on \_\_\_\_\_  
**RUSSELL J. SAN FELICE** Date  
 Acting Police Chief

### **FOR ADOT USE ONLY**

Received by \_\_\_\_\_ on \_\_\_\_\_  
**DAVID PORTER** Date  
 AzTraCS Program Coordinator

### **AUTHORIZATION**

On behalf of the Arizona Department of Transportation, the authorization requested by [Jerome Police Department](#) pursuant to this Agreement (including the attached Addendum) is hereby approved.

**ARIZONA DEPARTMENT OF TRANSPORTATION**  
 Transportation Systems Management and Operations

By \_\_\_\_\_ on \_\_\_\_\_  
**GREG BYRES, PE** Date  
 Deputy Director for  
 Transportation/State Engineer

**AGREEMENT ADDENDUM**

THIS ADDENDUM is made and entered into pursuant to A.R.S. §§28-401 et seq. and with GITA Statewide Standard P740-S741, Standard 4.7.3, as part of the foregoing Data Access / Exchange Agreement between the Arizona Department of Transportation (ADOT) and the **Jerome Police Department** (AGENCY).

Subject to ADOT’s right to terminate as set forth in this Agreement:

- I. ADOT <grants/~~does not grant~~> AGENCY authorization to access its CRIS Database via approved direct program-to-program interactions over an approved persistent connection and to thereby submit electronic crash records information contained in such databases according to the terms and conditions stated in this Agreement. Electronic crash records shall be submitted no more than once per day.
- II. ADOT <grants/~~does not grant~~> AGENCY authorization to access its CRIS Database via an approved secure gateway and with two-factor authentication to retrieve pertinent crash records data including vehicle information according to the terms and conditions stated in this Agreement.
- III. ADOT <grants/~~does not grant~~> AGENCY authorization to access its ACIS via an approved secure gateway and with user identifications and passwords unique to each user to run queries and retrieve crash data strictly for the purposes of safety analysis and in accordance with the terms and conditions stated in this Agreement. Data query and retrieval may be done on an as-needed basis.

The foregoing Agreement and Addendum are mutually agreed to:

**JEROME POLICE DEPARTMENT**

**ARIZONA DEPARTMENT OF TRANSPORTATION**  
 Transportation Systems Management and  
 Operations

By \_\_\_\_\_ on \_\_\_\_\_  
**BRETT KLEIN** Date  
 Town Manager

By \_\_\_\_\_ on \_\_\_\_\_  
**GREG BYRES, PE** Date  
 Deputy Director for  
 Transportation/State Engineer

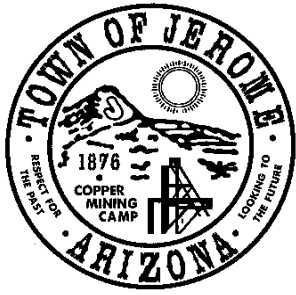
ATTEST:

By \_\_\_\_\_ on \_\_\_\_\_  
**RUSSELL J. SAN FELICE** Date  
 Acting Police Chief

**File Attachments for Item:**

**D. Consideration of a Sole Source Provider Purchase of a 2023 Ford Police Interceptor from JW Auto Sales in the Amount of \$34,000.00**

Council will consider and may approve the purchase through JW Auto Sales.



# 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: Consideration of the Sole Source Purchase of a Police Vehicle**

**MEETING DATE:** December 10, 2024

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**Summary:**

JW Auto Sales has provided the Town with four (4) police vehicles that have all exceeded department expectations. This vendor rebuilds police vehicles and is able to sell an essentially new vehicle to us for more than 50% off of what the same vehicle would cost in a competitive bid, or cooperative purchasing agreement environment. The Town is fortunate to have a relationship with this vendor as they are unique with their offerings and deemed to be a sole source provider. Even though these vehicles are rebuilt and have a salvage title, we are still provided a 12-month, 12,000 mile drive train warranty.

**Fiscal Impact:**

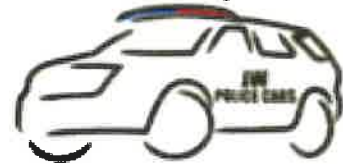
\$34,000.00 fully upfitted which is within the budgeted funds, line item: 10-43-7025.

**Recommendation:**

Staff recommends approval of the JW Auto Sales proposal for a “new” police vehicle in the amount of \$34,000.00.



Item D.



1144 N. Washington St. 417-439-3298  
 Diamond, MO 64840 jwautosales.mo@gmail.com

**JW Auto Sales**

Rusty

Jerome AZ

Vehicle	Description	Price
2023 Ford Police Interceptor Utility Vehicle	700 miles, 3.0-liter turbo AWD, Front bucket seats (cloth), rear bench seat (vinyl), folding mirrors, dual exhaust, 18-inch wheels steel wheels with chrome center cap, black grille, side curtain airbags, locking tailgate, full-size spare tire, tinted rear windows, keyless entry, left-hand LED spotlight, black exterior, and black interior	\$31,500

**EQUIPMENT**

Police Unit Basic for 2023 model	Half cage with factory rear seat, Havis console, Armrest, Cup holder	\$2500
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Item	Description Price	Price
Vehicles	2023 with 700 miles	\$31,500
Equipment Packages	Custom	\$2500
<b>Total</b>		<b>\$34,000</b>

If you have any further questions, please feel free to call me at (417)439-3298, or email me at [jwautosales.mo@gmail.com](mailto:jwautosales.mo@gmail.com). Thank you for your business!!

**James Grube**

Owner, JW Auto Sales