



TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331
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AGENDA

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

TUESDAY, MAY 14, 2024, AT 7:00 PM

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

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

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

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

1. CALL TO ORDER/ROLL CALL

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

2. Proclamations and Presentations

A. Fire Mitigation / Summer Readiness Presentation

Representatives from APS will be on hand for a brief presentation.

3. FINANCIAL REPORTS

Discussion/Possible Action

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

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

4. STAFF AND COUNCIL REPORTS

Discussion/Possible Action

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

Council will consider and may approve the staff reports.

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

Information/Council Review

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

6. APPROVAL OF MINUTES

Discussion/Possible Action

- A. Consider Approval of the April 9, 2024, Regular Council Meeting; and April 15, 2024, Special Council Meeting Minutes**

Council will consider and may approve the April 9th Regular Council Meeting; and April 15th Special Council Meeting minutes.

7. PETITIONS FROM THE PUBLIC

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

8. ORDINANCES AND RESOLUTIONS

Discussion/Possible Action

- A. Consideration of First Reading of Ordinance No. 490, Amending the Jerome Zoning Ordinance Section 502(K) by Adding Section 502.1, General Provisions - Exterior Lighting**

Council will consider and may approve the first reading of Ordinance No. 490.

9. UNFINISHED BUSINESS

Discussion/Possible Action

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

Council will be provided an update regarding the solicitation of interest along with the one application received, and provide staff input for an appointment, expanding the search, or any other action.

10. NEW BUSINESS

Discussion/Possible Action

- A. Consideration of an Agreement for Library Support Services Between Yavapai County Free Library District and the Town of Jerome Public Library**

Council will consider and may approve the agreement.

- B. Consideration of a Special Event Permit Application for "Nikki's 40th Birthday Party"**

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

C. Consideration of a Special Event Permit Application for Jerome Chamber's Art in the Park

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

D. Consideration of a Special Event Permit Application for Jerome Chamber's Music and Arts Festival

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

E. Fiscal Year 2024-2025 Budget - Near Final Draft Review

Council will review the 2024-2025 budget, including review of a near-final draft budget. All aspects of the budget may be discussed and Council may provide staff direction regarding the 2024-2025 budget.

11. TO AND FROM THE COUNCIL

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

12. ADJOURNMENT

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

CERTIFICATION OF POSTING OF NOTICE

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

Kristen Muenz, Deputy Town Clerk

File Attachments for Item:

A. Fire Mitigation / Summer Readiness Presentation

Representatives from APS will be on hand for a brief presentation.



APS Wildfire Safety and Fire Mitigation

Providing you with safe, reliable energy is our top priority. We work year-round to prepare for and reduce the risk of wildfire in our communities.

As an energy provider, our role includes partnering with communities, first responders and customers to reduce wildfire risk and prepare for emergencies.

We play our part through long-term planning and ongoing system maintenance to keep people, property and land safe around electricity.

Our year-round wildfire preparedness and efforts involve:

- Maintaining more than 38,000 miles of power lines to ensure safety and reliability.
- Creating defensible space by removing vegetation around poles and substations.
- Using advanced technology to troubleshoot issues more quickly, reduce the number of customers impacted and decrease the duration of outages.
- Working with communities on their emergency preparedness specific to wildfires.
- Keeping customers informed during any power outages that may be necessary to reduce wildfire risk or keep first responders safe.
- Communicating to our partners and the public about our work to prevent wildfires and to promptly restore power after an outage.



Here are ways you can prepare for wildfire season:

- Create an account online by visiting aps.com/login. If you already have an account, sign in to be sure your information is current in case we need to reach you.
- Get emergency alerts through local resources and visit ein.az.gov to create an emergency preparedness plan. Get emergency alerts and more information for Yavapai County by visiting yavapai.az.gov/ready.
- Keep grass, weeds, trees and shrubs trimmed. Dispose of trimmings and trash properly.
- Have flashlights, batteries, a portable cellphone charger and water handy.

Integrated Vegetation Management Program

Each year, we inspect transmission and distribution lines and clear overgrowth around our equipment within rights of way.

Protocols During Elevated Fire Conditions

During elevated fire conditions, power outages may be extended until crews can perform visual inspections of lines and remove any potential hazards from around our equipment that could pose fire risks. In the event of a wildfire or during extreme fire risk conditions, power lines may be temporarily taken out of service to protect firefighters, which could result in outages that might last longer than usual. We continue to invest in specialized equipment on our lines to help reduce outage durations for customers.

Line Inspections and Public Safety Patrols

We conduct an annual patrol of nearly 5,000 miles of overhead lines using drones, vehicles and, in heavily vegetated areas, by foot. Each year, we complete a pole-by-pole inspection and identify necessary maintenance to complete the work ahead of elevated fire conditions.

Defensible Space Around Poles (DSAP) Program

Proactively creating defensible space within a 10-foot radius around poles helps protect electrical equipment from the impacts of wildfire and prevent wildfire ignitions.

Customer Communication

We realize that any disruption of power is a major inconvenience to customers. You will receive text or email outage alerts if you have an online account or a cellphone number in our system. If you don't have an online account, create one at aps.com/login to easily manage your preferences. To ensure customers are kept informed, we are reaching out in a variety of ways, including:

- Mailed postcards to customers in areas with high fire risk
- Emails and bill messages
- Radio and newspaper ads
- Online Outage Center (aps.com/outage) and Wildfires (aps.com/wildfires) pages

aps.com/wildfires



PROTECTING YOU & YOUR COMMUNITY FROM WILDFIRE



At APS, our teams work year-round with public safety partners, first responders and wildfire experts in your community to prevent, reduce and respond to wildfires. As part of our efforts, we're reducing the risk of wildfires from our equipment by:

	Inspecting more than 38,000 miles of power lines to clear overgrown vegetation
	Creating defensible space by removing vegetation around poles and substations
	Using advanced technology to troubleshoot issues more quickly, reduce the number of customers impacted and decrease the duration of outages

A NEW TOOL TO REDUCE WILDFIRE RISK

Starting May 2024, we're adding a new way to protect you from wildfire, to be used only during extreme fire risk conditions. It's called **Public Safety Power Shutoff**.

In these conditions, we may shut off power to your area to prevent the electric system from starting or contributing to a wildfire through a downed wire or inadvertent spark. This can include periods of high winds, which can cause trees to contact lines and start a wildfire.

The decision to call a safety shutoff is based on several factors that impact the potential for fire and how fast a fire might grow in the area, such as:



Available flammable material in the area, such as dense, dry brush



Terrain that would impact fire direction and growth



Weather, including high wind speed and gusts

These conditions may be occurring away from your home or business, but near APS power lines that provide you power, so it may not be immediately obvious why there is a safety shutoff.

A TOOL WE EXPECT TO USE RARELY
We recognize safety shutoffs create hardships for our customers and communities. However, we are committed to public safety, and preventing fires is a top priority.



STAY INFORMED IF THERE IS A SAFETY SHUTOFF IN YOUR AREA

We encourage you to create an account online by visiting aps.com/login, or if you already have an account, sign in to be sure your account information is up to date with your email address and cell phone number. You can also update your contact information by calling the APS Customer Experience Center at **(800) 253-9405**. When your contact information is current, it helps us keep you informed during an outage.



Scan to visit
aps.com/login

HOW CAN I STAY SAFE & PREPARED?

	Get emergency alerts in your area and have an emergency plan for your family and pets. Coconino County: coconino.az.gov/ready Gila County: readygila.com Yavapai County: yavapaiaz.gov/ready	<input type="checkbox"/>
	Store important phone numbers for medical providers, family, friends, and APS in your cell phone or near your home phone.	<input type="checkbox"/>
	Make sure your cell phone is fully charged, and if possible, consider buying a portable charger.	<input type="checkbox"/>
	Keep your APS account number readily available.	<input type="checkbox"/>
	Have resources ready like flashlights, batteries, a radio, non-perishable food items that are easy to prepare without power, including pet and baby food and extra water, at least one gallon per person per day.	<input type="checkbox"/>
	Stock utensils and basic tools like a non-electric can opener.	<input type="checkbox"/>
	Make sure you have a basic first-aid kit, medications and toiletries.	<input type="checkbox"/>
	Learn to manually open your automatic garage door or security gates.	<input type="checkbox"/>
	During an outage, check aps.com/outages for cooling shelters, community resources and dry ice reimbursements. During an event, resources will be available on our outage map.	<input type="checkbox"/>

MEDICALLY SENSITIVE CUSTOMERS

In the event of an outage, we will make every effort to notify vulnerable customers on our Medical Care Program who depend on electricity for life-saving medical equipment. If you or someone in your household has a life-threatening illness or uses critical medical equipment, we encourage you to apply for the Medical Care Program. You will need to enroll each year. Learn more at aps.com/medical.

Q&A







WHERE WILL PUBLIC SAFETY POWER SHUTOFFS BE CALLED?

Safety shutoffs could impact customers in the highest fire-risk communities located in northern Arizona. These communities include parts of Coconino, Gila and Yavapai counties.

HOW & WHEN WILL I BE NOTIFIED OF A SAFETY SHUTOFF?

We will communicate with impacted customers often and at regular intervals via email, text or phone call if a safety shutoff is expected or if one occurs. **For example, you'll receive:**

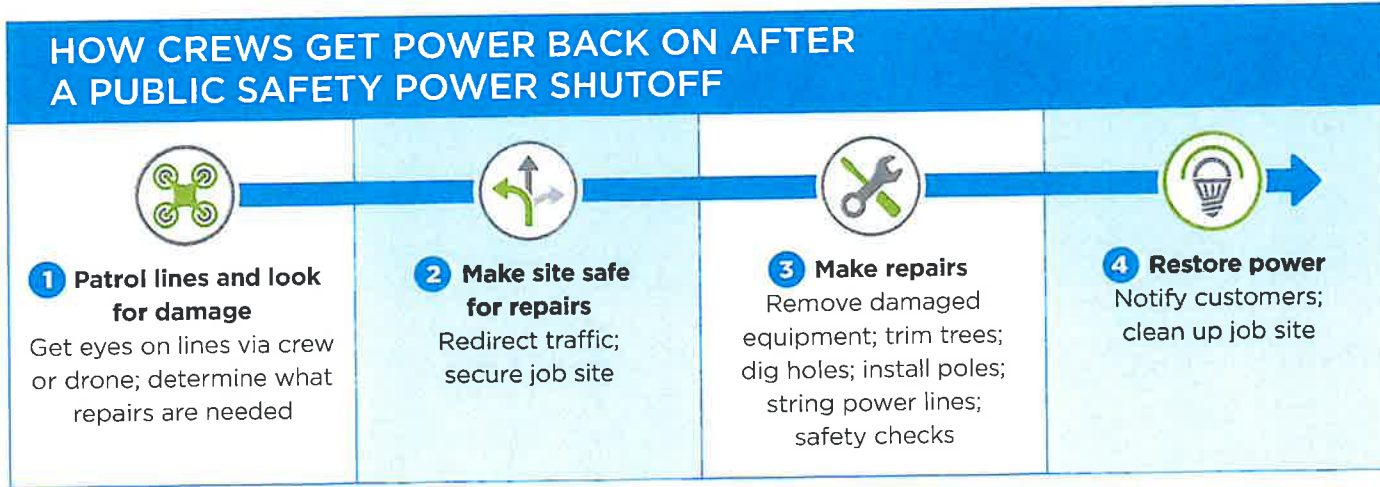
 <p>Planning notification in advance based on extreme weather and fire condition forecasts</p>	 <p>Updated timing each day leading up to a shutoff</p>	 <p>Safety shutoff cancellation, if weather and fire conditions improve</p>	 <p>Status updates with an estimate of when power will turn back on and/or information on resources available</p>
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Please verify your contact information is up to date on your aps.com account. Text and email alerts are the fastest ways for us to reach you.

Note: Extreme weather can be erratic and may impact the exact timing of advance notification.

HOW LONG WILL MY ELECTRICITY BE OUT IF A PUBLIC SAFETY POWER SHUTOFF IS NECESSARY?

The time span of a Public Safety Power Shutoff can depend on how long extreme weather conditions last and extent of damage to electrical lines and equipment. Once extreme fire risk conditions diminish, field crews will inspect the lines that were shut off. If there is no damage, electricity will be restored during daylight hours. In most cases, power will be restored after about 20 hours, but the actual duration will depend on current weather conditions and if any equipment repairs are needed.



Questions? To learn more about Public Safety Power Shutoff, visit aps.com/safetyshtutoff. Our Customer Experience Team is also here to help. Call **(800) 253-9405**.



File Attachments for Item:

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

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

TOWN OF JEROME
 COMBINED CASH INVESTMENT
 APRIL 30, 2024

Item A.

COMBINED CASH ACCOUNTS

99-00-1003	LGIP	1,776.46
99-00-1011	NBA CHECKING	86,621.73
99-00-1013	OAZ CTL BUSINESS SAVINGS	5.00
99-00-1019	ONE AZ CREDIT UNION CHECKING	477,459.44
99-00-1020	OAZ GENERAL SAVINGS	1,197,069.37
	TOTAL COMBINED CASH	1,762,932.00
99-00-1800	CASH CLEARING - UTILITY MGMT	(302.43)
99-00-1810	CASH CLEARING - BUSINESS LICEN	(50.00)
99-00-1000	CASH ALLOCATED TO OTHER FUNDS	(1,762,579.57)
	TOTAL UNALLOCATED CASH	.00

CASH ALLOCATION RECONCILIATION

10	ALLOCATION TO GENERAL FUND	390,178.82
20	ALLOCATION TO UTILITY FUND	1,592,211.32
30	ALLOCATION TO HURF FUND	(418,848.52)
35	ALLOCATION TO PARKING FUND	164,301.78
40	ALLOCATION TO FIRE DEPT PENSION & RETIREMENT	301.40
50	ALLOCATION TO OPERATING GRANTS REVENUE	32,788.32
60	ALLOCATION TO CAPITAL GRANTS FUND	739,062.00
70	ALLOCATION TO GENERAL FUND CONTINGENCIES FND	(286,959.92)
80	ALLOCATION TO UTILITIES CONTINGENCIES FUND	320,000.00
90	ALLOCATION TO CAPITAL FUND	(770,455.63)
	TOTAL ALLOCATIONS TO OTHER FUNDS	1,762,579.57
	ALLOCATION FROM COMBINED CASH FUND - 99-00-1000	(1,762,579.57)
	ZERO PROOF IF ALLOCATIONS BALANCE	.00

TOWN OF JEROME
 BALANCE SHEET
 APRIL 30, 2024

Item A.

GENERAL FUND

ASSETS

10-00-1000	CASH - COMBINED FUND	390,178.82	
10-00-1005	PETTY CASH - GENERAL GOV	275.00	
10-00-1007	COURT - CHECKING & BOND ACCT	78,239.28	
10-00-1008	COURT - JCEF ACCT	14,785.50	
10-00-1009	COURT - FTG ACCT	9,669.23	
10-00-1014	PETTY CASH - FIRE DEPT	150.00	
10-00-1015	PETTY CASH - LIBRARY	150.00	
10-00-1115	FRANCHISE FEES	4,188.14	
10-00-1120	GF ACCOUNTS RECEIVABLE	25,260.45	
	TOTAL ASSETS		522,896.42

LIABILITIES AND EQUITY

LIABILITIES

10-00-2401	FEDERAL WH & FICA	(.03)	
10-00-2403	UNEMPLOYMENT TAXES	29.16	
10-00-2406	HEALTH INSURANCE	1,355.68	
10-00-2409	PSPRS	118.86	
10-00-2410	WAGES PAYABLE	44,689.03	
10-00-2411	GANISHMENTS PAYABLE	1,735.51	
10-00-2413	WORKMAN'S COMP PR LIABILITY	3,028.94	
10-00-2600	CUSTOMER DEPOSITS	7,116.50	
10-00-2940	COURT LIABILITIES	4,842.46	
10-00-2950	FD PER CALL PAYABLE	29,365.00	
	TOTAL LIABILITIES		92,281.11

FUND EQUITY

10-00-3002	UNRESTRICTED FUND BALANCE	376,195.38	
	REVENUE OVER EXPENDITURES - YTD	54,419.93	
	BALANCE - CURRENT DATE	54,419.93	
	TOTAL FUND EQUITY		430,615.31
	TOTAL LIABILITIES AND EQUITY		522,896.42

TOWN OF JEROME
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2024

Item A.

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TAX REVENUE</u>						
10-30-4001	PROPERTY TAXES	1,824.68	35,420.70	47,500.00	12,079.30	74.6
10-30-4005	CITY SALES TAXES	198,057.45	990,509.72	1,400,000.00	409,490.28	70.8
10-30-4010	STATE SALES TAXES	4,649.70	54,522.34	68,000.00	13,477.66	80.2
10-30-4030	VEHICLE LICENSE TAX	3,168.11	30,798.00	41,000.00	10,202.00	75.1
10-30-4055	FRANCHISE FEES	1,988.45	15,010.37	16,250.00	1,239.63	92.4
	TOTAL TAX REVENUE	209,688.39	1,126,261.13	1,572,750.00	446,488.87	71.6
<u>LICENSES, PERMITS&OTHER FEES</u>						
10-31-4040	BUILDING PERMITS	50.00	8,818.00	10,000.00	1,182.00	88.2
10-31-4041	PLANNING & ZONING FEES	.00	1,700.00	3,000.00	1,300.00	56.7
10-31-4045	BUSINESS LICENSES	340.00	3,580.00	5,500.00	1,920.00	65.1
10-31-4050	COMMERCIAL FILMING FEES	.00	.00	500.00	500.00	.0
10-31-4071	FEES-SHORT TERM RENTAL LICENSE	150.00	300.00	300.00	.00	100.0
	TOTAL LICENSES, PERMITS&OTHER FEES	540.00	14,398.00	19,300.00	4,902.00	74.6
<u>INTERGOVERNMENTAL REVENUE</u>						
10-32-4015	URBAN REVENUE SHARE	33,123.94	331,239.40	345,208.00	13,968.60	96.0
	TOTAL INTERGOVERNMENTAL REVENUE	33,123.94	331,239.40	345,208.00	13,968.60	96.0
<u>LIBRARY REVENUE</u>						
10-33-4020	YAVAPAI COUNTY FOR LIBRARY	.00	10,842.09	18,101.00	7,258.91	59.9
10-33-4070	RENTS-LIBRARY	835.56	7,563.72	10,000.00	2,436.28	75.6
10-33-4200	LIBRARY CONTRIBUTIONS	.00	2,172.00	2,000.00	(172.00)	108.6
	TOTAL LIBRARY REVENUE	835.56	20,577.81	30,101.00	9,523.19	68.4
<u>POLICE DEPT REVENUE</u>						
10-34-4061	PD PARKING CITATION REVENUE	2,429.00	25,434.06	37,000.00	11,565.94	68.7
10-34-4062	PD REVENUE FROM PARKING FUND	3,412.50	32,662.50	39,000.00	6,337.50	83.8
10-34-4063	POLICE SMART & SAFE AZ FUND	.00	5,289.09	5,250.00	(39.09)	100.7
10-34-4064	POLICE OFFICER SAFETY EQUIP RE	150.95	1,311.77	2,000.00	688.23	65.6
10-34-4065	POLICE SERVICES	80.00	3,046.51	8,000.00	4,953.49	38.1
	TOTAL POLICE DEPT REVENUE	6,072.45	67,743.93	91,250.00	23,506.07	74.2

TOWN OF JEROME
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2024

Item A.

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>COURT REVENUE</u>						
10-35-4035	FINES AND FORFEITURES	5,493.23	42,506.01	62,000.00	19,493.99	68.6
10-35-4037	COURT SECURITY FUND REVENUE	790.00	6,973.00	10,000.00	3,027.00	69.7
	TOTAL COURT REVENUE	6,283.23	49,479.01	72,000.00	22,520.99	68.7
<u>RENTAL REVENUE</u>						
10-36-4070	RENTS-TOWN PROPERTIES	6,147.44	69,449.50	82,000.00	12,550.50	84.7
10-36-4080	UTILITY REIMBURSEMENTS	493.86	4,615.74	5,000.00	384.26	92.3
	TOTAL RENTAL REVENUE	6,641.30	74,065.24	87,000.00	12,934.76	85.1
<u>FIRE DEPT REVENUE</u>						
10-37-4053	FIRE DEPT SERVICES REV	612.34	29,679.12	7,500.00	(22,179.12)	395.7
10-37-4090	WILDLAND FIRE FEES	3,829.08	41,110.44	55,000.00	13,889.56	74.8
10-37-4091	WILDLANDS WAGE REIMBURSEMENT	9,337.65	51,470.66	32,000.00	(19,470.66)	160.9
10-37-4092	FIREWISE WAGE REIMBURSEMENT	.00	.00	20,000.00	20,000.00	.0
	TOTAL FIRE DEPT REVENUE	13,779.07	122,260.22	114,500.00	(7,760.22)	106.8
<u>GENERAL FUND REVENUE</u>						
10-38-4000	FUND BALANCE RESERVES	35,699.00	356,990.00	428,389.00	71,399.00	83.3
10-38-4300	INTEREST	1,110.34	11,273.86	6,000.00	(5,273.86)	187.9
10-38-4400	SALE OF ASSETS	.00	.00	12,500.00	12,500.00	.0
10-38-4500	MISCELLANEOUS REVENUES	176.00	3,922.24	2,500.00	(1,422.24)	156.9
10-38-4510	INS DIVIDENDS,CLAIMS,REIMBURSM	.00	5,090.71	10,000.00	4,909.29	50.9
	TOTAL GENERAL FUND REVENUE	36,985.34	377,276.81	459,389.00	82,112.19	82.1
<u>ADMINISTRATIVE CHARGES</u>						
10-39-4600	ADMINISTRATIVE CHARGES	15,420.00	154,200.00	185,041.00	30,841.00	83.3
	TOTAL ADMINISTRATIVE CHARGES	15,420.00	154,200.00	185,041.00	30,841.00	83.3
	TOTAL FUND REVENUE	329,369.28	2,337,501.55	2,976,539.00	639,037.45	78.5

TOWN OF JEROME
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2024

Item A.

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GENERAL GOVT EXPENSES</u>						
10-41-5001	SALARIES AND WAGES	19,340.14	207,476.56	275,000.00	67,523.44	75.5
10-41-5006	LONGEVITY BONUS	.00	839.00	1,057.00	218.00	79.4
10-41-5010	FICA MATCH	1,437.54	15,296.64	21,250.00	5,953.36	72.0
10-41-5011	RETIREMENT MATCH	1,787.19	18,113.52	24,475.00	6,361.48	74.0
10-41-5012	HEALTH/LIFE INSURANCE	4,736.64	46,550.22	63,000.00	16,449.78	73.9
10-41-5013	WORKERS COMPENSATION	229.36	1,202.25	1,475.00	272.75	81.5
10-41-5014	UNEMPLOYMENT INSURANCE	.71	28.54	280.00	251.46	10.2
10-41-6101	ACCOUNTING AND AUDITING	23,000.00	23,000.00	18,000.00	(5,000.00)	127.8
10-41-6105	ADVERTISING, PRINTING, & PUBLI	183.29	2,149.96	6,000.00	3,850.04	35.8
10-41-6110	CONTRACT SERVICES	500.00	15,378.00	36,000.00	20,622.00	42.7
10-41-6115	CONVENTIONS AND SEMINARS	.00	385.00	3,000.00	2,615.00	12.8
10-41-6116	TRAINING & EDUCATION	45.00	642.06	2,500.00	1,857.94	25.7
10-41-6125	DUES, SUBS & MEMBERSHIPS	150.00	6,988.06	7,500.00	511.94	93.2
10-41-6130	ELECTION EXPENSES	.00	.00	2,500.00	2,500.00	.0
10-41-6145	FUEL	.00	448.38	250.00	(198.38)	179.4
10-41-6155	INSURANCE	(1,182.46)	38,050.14	22,500.00	(15,550.14)	169.1
10-41-6170	LEGAL EXP - GEN GOV	517.50	4,845.00	14,500.00	9,655.00	33.4
10-41-6185	MISCELLANEOUS	.00	2,255.63	4,000.00	1,744.37	56.4
10-41-6186	BANK FEES - GEN ADMIN	144.40	1,576.58	2,000.00	423.42	78.8
10-41-6188	BANK FEES / MERCH SVCS	155.04	1,438.24	7,500.00	6,061.76	19.2
10-41-6190	OFFICE SUPPLIES	922.89	7,291.44	8,500.00	1,208.56	85.8
10-41-6191	COPIER & EQUIP LEASE EXPENSE	357.51	4,301.41	7,000.00	2,698.59	61.5
10-41-6192	SOFTWARE SUPPORT EXP - GG	2,817.36	22,135.76	26,000.00	3,864.24	85.1
10-41-6193	COMPUTER HARDWARE & SERVICE	.00	347.50	1,000.00	652.50	34.8
10-41-6195	OPERATING SUPPLIES - GEN GOV	.00	139.40	1,500.00	1,360.60	9.3
10-41-6200	POSTAGE	246.51	2,677.44	4,000.00	1,322.56	66.9
10-41-6220	REP AND MAINT - VEHICLES	.00	5,493.66	500.00	(4,993.66)	1098.7
10-41-6245	SHUTTLE EXPENSES	181.86	2,990.33	3,000.00	9.67	99.7
10-41-6250	SMALL TOOLS AND EQUIPMENT	.00	.00	10,000.00	10,000.00	.0
10-41-6265	TELEPHONE	44.12	2,013.66	2,750.00	736.34	73.2
10-41-6275	TRAVEL	.00	47.49	1,500.00	1,452.51	3.2
10-41-6285	TOURISM 1% BED TAX	.00	.00	10,000.00	10,000.00	.0
10-41-6286	COMMUNITY HEALTH	.00	.00	500.00	500.00	.0
10-41-9500	TRANSFERS OUT	43,465.33	434,653.30	521,584.00	86,930.70	83.3
	TOTAL GENERAL GOVT EXPENSES	99,079.93	868,755.17	1,110,621.00	241,865.83	78.2

TOWN OF JEROME
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2024

Item A.

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MAGISTRATE COURT EXPENSES</u>					
10-42-5001 SALARIES AND WAGES	4,976.27	56,692.69	66,300.00	9,607.31	85.5
10-42-5006 LONGEVITY BONUS	160.00	220.00	220.00	.00	100.0
10-42-5010 FICA AND MEDICARE	376.13	4,169.01	5,250.00	1,080.99	79.4
10-42-5011 RETIREMENT	513.63	3,908.65	3,500.00	(408.65)	111.7
10-42-5012 HEALTH/LIFE INSURANCE	1,339.94	14,739.34	12,000.00	(2,739.34)	122.8
10-42-5013 WORKER'S COMPENSATION	29.57	179.67	230.00	50.33	78.1
10-42-5014 UNEMPLOYMENT	.00	9.04	150.00	140.96	6.0
10-42-6037 COURT SECURITY FUND EXPENSES	52.97	821.17	10,000.00	9,178.83	8.2
10-42-6110 CONTRACT SERVICES	726.71	1,769.87	6,000.00	4,230.13	29.5
10-42-6115 CONVENTIONS AND SEMINARS	.00	.00	500.00	500.00	.0
10-42-6116 TRAINING & EDUCATION	475.00	475.00	500.00	25.00	95.0
10-42-6125 DUES AND SUBSCRIPTIONS	.00	313.32	500.00	186.68	62.7
10-42-6185 MISCELLANEOUS	.00	.00	250.00	250.00	.0
10-42-6190 OFFICE SUPPLIES	.00	.00	300.00	300.00	.0
10-42-6191 COPIER & EQUIP LEASE EXP	.00	3,587.40	3,000.00	(587.40)	119.6
10-42-6195 OPERATING SUPPLIES - COURT	.00	169.84	200.00	30.16	84.9
10-42-6265 TELEPHONE	.00	673.70	900.00	226.30	74.9
10-42-6275 TRAVEL	.00	489.87	750.00	260.13	65.3
TOTAL MAGISTRATE COURT EXPENSES	8,650.22	88,218.57	110,550.00	22,331.43	79.8

TOWN OF JEROME
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2024

Item A.

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>POLICE DEPT EXPENSES</u>					
10-43-5001 SALARIES AND WAGES	29,404.14	354,487.60	406,000.00	51,512.40	87.3
10-43-5006 LONGEVITY BONUS	.00	1,219.00	1,955.00	736.00	62.4
10-43-5010 FICA AND MEDICARE	2,188.68	26,545.42	31,900.00	5,354.58	83.2
10-43-5011 RETIREMENT	2,899.61	29,565.64	43,050.00	13,484.36	68.7
10-43-5012 HEALTH INSURANCE	5,596.56	60,368.99	70,000.00	9,631.01	86.2
10-43-5013 WORKER'S COMPENSATION	4,264.79	24,179.66	22,400.00	(1,779.66)	107.9
10-43-5014 UNEMPLOYMENT	1.63	46.28	650.00	603.72	7.1
10-43-6105 ADVERTISING, PRINTING, & PUBLI	285.36	470.55	.00	(470.55)	.0
10-43-6110 CONTRACT SERVICES	12.50	431.34	1,000.00	568.66	43.1
10-43-6116 TRAINING & EDUCATION	.00	2,197.00	7,500.00	5,303.00	29.3
10-43-6120 DISPATCH FEES	3,652.69	36,526.90	44,000.00	7,473.10	83.0
10-43-6125 DUES AND SUBSCRIPTIONS	.00	1,369.71	1,250.00	(119.71)	109.6
10-43-6145 FUEL	966.92	7,970.01	13,500.00	5,529.99	59.0
10-43-6172 PROSECUTOR EXP	2,000.00	18,000.00	24,000.00	6,000.00	75.0
10-43-6185 MISCELLANEOUS	10.00	303.70	500.00	196.30	60.7
10-43-6192 SOFTWARE SERVICE & SUPPORT	491.06	4,583.43	10,800.00	6,216.57	42.4
10-43-6193 COMPUTER HARDWARE & SERVICE	.00	.00	5,000.00	5,000.00	.0
10-43-6195 OPERATING SUPPLIES - POLICE	155.11	1,225.11	3,000.00	1,774.89	40.8
10-43-6200 POSTAGE	9.50	19.10	200.00	180.90	9.6
10-43-6220 REP AND MAINT - VEHICLES	102.93	7,509.99	5,000.00	(2,509.99)	150.2
10-43-6225 REP AND MAINT - EQUIPMENT	652.69	652.69	5,000.00	4,347.31	13.1
10-43-6234 POLICE OFFICER SAFETY EQUIP EX	1,687.70	1,687.70	2,500.00	812.30	67.5
10-43-6250 SMALL TOOLS AND EQUIPMENT	159.40	1,226.11	7,000.00	5,773.89	17.5
10-43-6265 TELEPHONE	418.48	6,494.44	6,000.00	(494.44)	108.2
10-43-6280 UNIFORMS	.00	2,854.78	2,500.00	(354.78)	114.2
10-43-7025 VEHICLES, CAP OUTLAY, POLICE	.00	.00	19,000.00	19,000.00	.0
TOTAL POLICE DEPT EXPENSES	54,959.75	589,935.15	733,705.00	143,769.85	80.4

TOWN OF JEROME
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2024

Item A.

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>FIRE DEPT EXPENSES</u>					
10-44-5001 SALARIES AND WAGES	17,184.60	197,206.09	249,500.00	52,293.91	79.0
10-44-5002 WILDLAND PERSONNEL	.00	38,177.50	35,000.00	(3,177.50)	109.1
10-44-5003 VOLUNTEER-EMPLOYEE PER CALL PE	2,370.00	17,190.00	35,000.00	17,810.00	49.1
10-44-5006 LONGEVITY BONUS	.00	924.00	1,360.00	436.00	67.9
10-44-5007 PAYMENT IN LIEU OF BENEFITS	562.76	6,190.36	7,400.00	1,209.64	83.7
10-44-5010 FICA AND MEDICARE	1,319.82	18,295.76	25,350.00	7,054.24	72.2
10-44-5011 RETIREMENT	2,834.56	21,276.82	25,500.00	4,223.18	83.4
10-44-5012 HEALTH INSURANCE	3,713.66	32,724.58	66,500.00	33,775.42	49.2
10-44-5013 WORKER'S COMPENSATION	3,013.40	16,917.76	24,250.00	7,332.24	69.8
10-44-5014 UNEMPLOYMENT	.34	30.21	800.00	769.79	3.8
10-44-6116 TRAINING & EDUCATION	3,168.00	4,086.94	7,500.00	3,413.06	54.5
10-44-6120 DISPATCH FEES	.00	7,413.00	7,000.00	(413.00)	105.9
10-44-6125 DUES AND SUBSCRIPTIONS	(220.12)	499.88	750.00	250.12	66.7
10-44-6145 FUEL	532.17	6,142.50	9,000.00	2,857.50	68.3
10-44-6170 LEGAL EXP - FIRE	.00	202.50	500.00	297.50	40.5
10-44-6180 MEDICAL EXPENSES	.00	404.53	500.00	95.47	80.9
10-44-6181 MEDICAL SUPPLIES EXP	407.70	2,518.34	5,000.00	2,481.66	50.4
10-44-6185 MISCELLANEOUS	205.91	389.30	1,000.00	610.70	38.9
10-44-6192 SOFTWARE SERVICE & SUPPORT	257.78	1,485.18	1,200.00	(285.18)	123.8
10-44-6193 COMPUTER HARDWARE AND SERVICE	.00	1,826.05	2,500.00	673.95	73.0
10-44-6195 OPERATING SUPPLIES - FIRE DEPT	.00	846.44	1,500.00	653.56	56.4
10-44-6220 REP AND MAINT - VEHICLES	19.21	4,859.63	16,000.00	11,140.37	30.4
10-44-6225 REP AND MAINT - EQUIPMENT	198.00	1,597.18	4,000.00	2,402.82	39.9
10-44-6250 SMALL TOOLS AND EQUIPMENT	475.80	8,447.46	10,000.00	1,552.54	84.5
10-44-6265 TELEPHONE	176.87	2,782.21	3,500.00	717.79	79.5
10-44-6270 TRAINING CENTER ASSESSMENT	.00	2,692.00	2,750.00	58.00	97.9
TOTAL FIRE DEPT EXPENSES	36,220.46	395,126.22	543,360.00	148,233.78	72.7

TOWN OF JEROME
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2024

Item A.

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>LIBRARY EXPENSES</u>						
10-45-5001	SALARIES AND WAGES	6,127.13	67,783.73	89,000.00	21,216.27	76.2
10-45-5006	LONGEVITY BONUS	60.00	598.00	600.00	2.00	99.7
10-45-5007	LIBRARY BENEFIT STIPEND	549.56	6,045.16	7,200.00	1,154.84	84.0
10-45-5010	FICA AND MEDICARE	514.82	5,687.84	7,400.00	1,712.16	76.9
10-45-5011	RETIREMENT	410.88	4,664.20	6,100.00	1,435.80	76.5
10-45-5012	HEALTH INSURANCE	41.88	460.68	710.00	249.32	64.9
10-45-5013	WORKER'S COMPENSATION	48.97	263.92	350.00	86.08	75.4
10-45-5014	UNEMPLOYMENT	1.04	13.85	250.00	236.15	5.5
10-45-6110	CONTRACT SERVICES	.00	1,589.12	1,250.00	(339.12)	127.1
10-45-6185	MISCELLANEOUS	.00	.00	250.00	250.00	.0
10-45-6190	OFFICE SUPPLIES	.00	.00	250.00	250.00	.0
10-45-6195	OPERATING SUPPLIES - LIBRARY	479.16	4,353.87	4,500.00	146.13	96.8
10-45-6205	PRINT AND NON-PRINT MATERIALS	307.04	1,078.20	3,000.00	1,921.80	35.9
10-45-6225	REP AND MAINT - EQUIPMENT	.00	.00	100.00	100.00	.0
10-45-6250	SMALL TOOLS AND EQUIPMENT	.00	1,295.90	1,000.00	(295.90)	129.6
10-45-6265	TELEPHONE	.00	773.19	1,250.00	476.81	61.9
10-45-6266	E-RATE EXP	49.00	375.95	750.00	374.05	50.1
TOTAL LIBRARY EXPENSES		8,589.48	94,983.61	123,960.00	28,976.39	76.6
<u>PLANNING & ZONING EXP</u>						
10-46-5001	SALARIES AND WAGES	4,919.46	51,065.45	65,800.00	14,734.55	77.6
10-46-5006	LONGEVITY BONUS	.00	228.00	370.00	142.00	61.6
10-46-5010	FICA AND MEDICARE	372.01	3,876.29	5,100.00	1,223.71	76.0
10-46-5011	RETIREMENT	388.78	4,326.38	5,200.00	873.62	83.2
10-46-5012	HEALTH INSURANCE	928.78	10,216.58	9,100.00	(1,116.58)	112.3
10-46-5013	WORKER'S COMPENSATION	75.05	384.67	570.00	185.33	67.5
10-46-5014	UNEMPLOYMENT	.51	9.78	125.00	115.22	7.8
10-46-6105	ADVERTISING, PRINTING, & PUBLI	.00	.00	100.00	100.00	.0
10-46-6115	CONVENTIONS AND SEMINARS	.00	.00	250.00	250.00	.0
10-46-6116	TRAINING AND EDUCATION	.00	.00	1,000.00	1,000.00	.0
10-46-6170	LEGAL EXP - P&Z	1,620.00	4,635.00	16,000.00	11,365.00	29.0
10-46-6175	MAP UPGRADES / COPIES	1,771.97	1,771.97	.00	(1,771.97)	.0
10-46-6185	MISCELLANEOUS	.00	1,593.01	5,000.00	3,406.99	31.9
10-46-6192	SOFTWARE MAINTENANCE & SUPPORT	222.30	1,861.00	1,600.00	(261.00)	116.3
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	93.08	478.94	600.00	121.06	79.8
10-46-6275	TRAVEL	.00	.00	250.00	250.00	.0
10-46-6310	HISTORIC PRESERVATION EXP	32.94	199.43	3,000.00	2,800.57	6.7
TOTAL PLANNING & ZONING EXP		10,424.88	80,646.50	114,265.00	33,618.50	70.6

TOWN OF JEROME
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2024

Item A.

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PARKS EXPENSES</u>					
10-47-5001 SALARIES AND WAGES	498.54	6,067.78	7,600.00	1,532.22	79.8
10-47-5006 LONGEVITY BONUS	5.93	24.50	25.00	.50	98.0
10-47-5010 FICA AND MEDICARE	36.31	441.44	585.00	143.56	75.5
10-47-5011 RETIREMENT	50.45	595.22	765.00	169.78	77.8
10-47-5012 HEALTH INSURANCE	196.06	2,072.50	2,400.00	327.50	86.4
10-47-5013 WORKER'S COMPENSATION	51.95	341.49	360.00	18.51	94.9
10-47-5014 UNEMPLOYMENT	.00	.87	10.00	9.13	8.7
10-47-6145 FUEL	26.08	366.92	1,500.00	1,133.08	24.5
10-47-6170 LEGAL	.00	.00	250.00	250.00	.0
10-47-6185 MISCELLANEOUS	205.27	361.02	300.00	(61.02)	120.3
10-47-6192 SOFTWARE SERVICE & SUPPORT	.00	.00	100.00	100.00	.0
10-47-6195 OPERATING SUPPLIES - PARKS	.00	293.38	300.00	6.62	97.8
10-47-6215 REP AND MAINT - BUILDING	.00	.00	100.00	100.00	.0
10-47-6220 REP AND MAINT - VEHICLES	63.72	1,706.11	1,250.00	(456.11)	136.5
10-47-6225 REP AND MAINT - EQUIPMENT	.00	523.36	750.00	226.64	69.8
10-47-6230 REP AND MAINT - INFRASTRUCTURE	107.61	145.13	2,000.00	1,854.87	7.3
10-47-6250 SMALL TOOLS AND EQUIPMENT	.00	157.06	1,250.00	1,092.94	12.6
10-47-6280 UNIFORM EXP PARKS	.00	259.97	450.00	190.03	57.8
10-47-6285 UTILITIES	228.57	2,181.10	2,750.00	568.90	79.3
10-47-8040 LEASE PAYMENTS	.00	108.18	275.00	166.82	39.3
TOTAL PARKS EXPENSES	1,470.49	15,646.03	23,020.00	7,373.97	68.0
<u>PROPERTIES EXPENSES</u>					
10-48-5001 SALARIES AND WAGES	3,085.95	37,563.07	47,000.00	9,436.93	79.9
10-48-5006 LONGEVITY BONUS	36.71	151.67	220.00	68.33	68.9
10-48-5010 FICA AND MEDICARE	224.73	2,732.11	3,650.00	917.89	74.9
10-48-5011 RETIREMENT	312.25	3,684.66	4,750.00	1,065.34	77.6
10-48-5012 HEALTH INSURANCE	1,214.19	12,833.43	13,700.00	866.57	93.7
10-48-5013 WORKER'S COMPENSATION	301.23	2,053.60	2,150.00	96.40	95.5
10-48-5014 UNEMPLOYMENT	.00	5.44	58.00	52.56	9.4
10-48-6110 CONTRACT SERVICES	1,311.20	5,899.96	10,000.00	4,100.04	59.0
10-48-6140 ENGINEERING FEES	.00	4,406.50	7,500.00	3,093.50	58.8
10-48-6145 FUEL	26.08	1,063.92	1,500.00	436.08	70.9
10-48-6185 MISCELLANEOUS	133.86	932.30	2,000.00	1,067.70	46.6
10-48-6195 OPERATING SUPPLIES - PROPERTIE	.00	703.37	2,000.00	1,296.63	35.2
10-48-6215 R&M BUILDING - PROPERTIES	3,656.75	35,584.34	40,000.00	4,415.66	89.0
10-48-6220 REP AND MAINT - VEHICLES	63.71	1,716.74	1,200.00	(516.74)	143.1
10-48-6225 REP AND MAINT - EQUIPMENT	.00	1,061.22	500.00	(561.22)	212.2
10-48-6230 REP AND MAINT - INFRASTRUCTURE	.00	307.30	35,000.00	34,692.70	.9
10-48-6250 SMALL TOOLS AND EQUIPMENT	59.16	1,414.15	1,200.00	(214.15)	117.9
10-48-6280 UNIFORM EXP PROPERTIES	.00	259.95	350.00	90.05	74.3
10-48-6285 UTILITIES	4,179.33	37,288.46	44,000.00	6,711.54	84.8
10-48-8040 LEASE PAYMENTS	.00	108.18	280.00	171.82	38.6
TOTAL PROPERTIES EXPENSES	14,605.15	149,770.37	217,058.00	67,287.63	69.0

TOWN OF JEROME
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 10 MONTHS ENDING APRIL 30, 2024

Item A.

	GENERAL FUND				
	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
TOTAL FUND EXPENDITURES	234,000.36	2,283,081.62	2,976,539.00	693,457.38	76.7
NET REVENUE OVER EXPENDITURES	95,368.92	54,419.93	.00	(54,419.93)	.0

TOWN OF JEROME
 BALANCE SHEET
 APRIL 30, 2024

Item A.

UTILITY FUND

ASSETS

20-00-1000	CASH - COMBINED FUND	1,592,211.32	
20-00-1015	UTILITIES A/R	49,862.07	
20-00-1016	BOND ACCOUNT	(900,000.00)	
20-00-1125	MISCELLANEOUS	27.21	
20-00-1190	ALLOWANCE FOR DOUBTFUL ACCTS	(15,000.00)	
20-00-1515	BUILDINGS-PROP, PLANT, EQUIP	2,166,541.66	
20-00-1518	INFRASTRUCTURE	1,811,983.15	
20-00-1520	OPERATING EQUIPMENT-PROP, PLAN	235,211.78	
20-00-1540	CONSTRUCTION WIP	53,193.16	
20-00-1550	BUILDINGS-ACC DEPRECIATION	(1,757,985.78)	
20-00-1555	OPERATING EQUIPMENT-ACC DEPREC	(180,365.18)	
	TOTAL ASSETS		<u>3,055,679.39</u>

LIABILITIES AND EQUITY

LIABILITIES

20-00-2450	ACCRUED PAYROLL	7,406.39	
20-00-2500	SALES TAX PAYABLE	1,361.97	
20-00-2600	CUSTOMER DEPOSITS	31,039.02	
20-00-2700	COMPENSATED ABSENCES	5,751.97	
20-00-2950	OTHER LIABILITIES	745.84	
	TOTAL LIABILITIES		46,305.19

FUND EQUITY

20-00-3002	UNRESTRICTED FUND BALANCE	2,152,098.64	
20-00-3051	UNRESTRICTED FUND BALANCE	735,636.33	
20-00-3052	UNRESTRICTED FUND BALANCE	(177,665.00)	
	REVENUE OVER EXPENDITURES - YTD	<u>299,304.23</u>	
	BALANCE - CURRENT DATE	<u>299,304.23</u>	
	TOTAL FUND EQUITY		<u>3,009,374.20</u>
	TOTAL LIABILITIES AND EQUITY		<u>3,055,679.39</u>

TOWN OF JEROME
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2024

Item A.

UTILITY FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>WATER REVENUE</u>						
20-50-4010	FUND BALANCE RESERVES	9,166.66	91,666.62	110,000.00	18,333.38	83.3
20-50-4085	WATER USAGE FEES	15,438.70	140,968.46	175,000.00	34,031.54	80.6
20-50-4100	WATER CONNECTION FEES	.00	.00	5,000.00	5,000.00	.0
20-50-4500	MISCELLANEOUS	45.00	860.00	2,750.00	1,890.00	31.3
20-50-4900	TRANSFERS IN	27,183.83	271,838.30	326,208.00	54,369.70	83.3
	TOTAL WATER REVENUE	51,834.19	505,333.38	618,958.00	113,624.62	81.6
<u>SEWER REVENUE</u>						
20-51-4050	CONNECTION FEES	.00	.00	5,500.00	5,500.00	.0
20-51-4085	SEWER USAGE FEES	14,696.90	136,311.49	161,450.00	25,138.51	84.4
20-51-4900	TRANSFERS IN	9,628.00	96,280.00	115,538.00	19,258.00	83.3
	TOTAL SEWER REVENUE	24,324.90	232,591.49	282,488.00	49,896.51	82.3
<u>SANITATION REVENUE</u>						
20-52-4085	SANITATION USAGE FEES	14,652.61	146,691.84	180,000.00	33,308.16	81.5
20-52-4500	MISCELLANEOUS	.00	.00	750.00	750.00	.0
20-52-4900	TRANSFERS IN	5,307.75	53,077.50	63,693.00	10,615.50	83.3
	TOTAL SANITATION REVENUE	19,960.36	199,769.34	244,443.00	44,673.66	81.7
	TOTAL FUND REVENUE	96,119.45	937,694.21	1,145,889.00	208,194.79	81.8

TOWN OF JEROME
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2024

Item A.

UTILITY FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>WATER EXPENDITURES</u>						
20-50-5001	SALARIES AND WAGES	5,443.36	66,256.80	83,500.00	17,243.20	79.4
20-50-5006	LONGEVITY BONUS	64.75	267.52	425.00	157.48	63.0
20-50-5010	FICA AND MEDICARE	396.44	4,819.09	6,400.00	1,580.91	75.3
20-50-5011	RETIREMENT	550.80	6,499.29	8,400.00	1,900.71	77.4
20-50-5012	HEALTH INSURANCE	2,141.63	22,635.45	26,000.00	3,364.55	87.1
20-50-5013	WORKER'S COMPENSATION	674.44	4,029.30	4,675.00	645.70	86.2
20-50-5014	UNEMPLOYMENT	.00	9.61	100.00	90.39	9.6
20-50-6110	CONTRACT SERVICES	1,025.00	9,225.00	20,000.00	10,775.00	46.1
20-50-6116	TRAINING AND EDUCATION	.00	.00	500.00	500.00	.0
20-50-6135	PERMIT FEE EXP - WATER	.00	420.59	1,250.00	829.41	33.7
20-50-6140	ENGINEERING FEES	.00	.00	4,000.00	4,000.00	.0
20-50-6145	FUEL	298.91	3,280.04	3,000.00	(280.04)	109.3
20-50-6155	INSURANCE	.00	12,637.74	7,750.00	(4,887.74)	163.1
20-50-6170	LEGAL EXP - WATER	45.00	517.50	35,000.00	34,482.50	1.5
20-50-6185	MISCELLANEOUS	10.33	117.08	800.00	682.92	14.6
20-50-6192	SOFTWARE SUPPORT EXP - WATER	275.25	4,154.11	6,000.00	1,845.89	69.2
20-50-6195	OPERATING SUPPLIES - WATER	.00	2,401.66	5,000.00	2,598.34	48.0
20-50-6215	R&M BUILDING - WATER	.00	.00	250.00	250.00	.0
20-50-6220	REP AND MAINT - VEHICLES	77.07	2,200.88	2,000.00	(200.88)	110.0
20-50-6225	REP AND MAINT - EQUIPMENT	.00	1,244.91	1,500.00	255.09	83.0
20-50-6230	REP AND MAINT - INFRASTRUCTURE	.00	41,548.99	331,200.00	289,651.01	12.5
20-50-6232	SPRINGS SECURITY EXP	93.37	864.14	8,000.00	7,135.86	10.8
20-50-6240	SERVICE TESTS/SYSTEM TESTING	15.00	135.00	750.00	615.00	18.0
20-50-6250	SMALL TOOLS AND EQUIPMENT	.00	231.62	2,750.00	2,518.38	8.4
20-50-6271	DWR FEE	.00	.00	900.00	900.00	.0
20-50-6280	UNIFORM EXP WATER	.00	259.96	350.00	90.04	74.3
20-50-6285	UTILITIES EXP - WATER	35.76	326.18	500.00	173.82	65.2
20-50-6290	ADMINISTRATIVE CHARGE	4,751.00	47,798.00	57,008.00	9,210.00	83.8
20-50-8040	LEASE PAYMENTS	.00	378.67	950.00	571.33	39.9
	TOTAL WATER EXPENDITURES	15,898.11	232,259.13	618,958.00	386,698.87	37.5

TOWN OF JEROME
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2024

Item A.

UTILITY FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SEWER EXPENDITURES</u>						
20-51-5001	SALARIES AND WAGES	2,951.87	35,929.01	45,000.00	9,070.99	79.8
20-51-5006	LONGEVITY BONUS	35.11	145.06	225.00	79.94	64.5
20-51-5010	FICA AND MEDICARE	214.96	2,613.17	3,500.00	886.83	74.7
20-51-5011	RETIREMENT	298.72	3,524.42	4,550.00	1,025.58	77.5
20-51-5012	HEALTH INSURANCE	1,161.46	12,274.93	14,000.00	1,725.07	87.7
20-51-5013	WORKER'S COMPENSATION	347.28	2,131.23	2,350.00	218.77	90.7
20-51-5014	UNEMPLOYMENT	.00	5.20	55.00	49.80	9.5
20-51-6110	CONTRACT SERVICES	3,325.00	29,925.00	50,000.00	20,075.00	59.9
20-51-6135	PERMIT FEE EXP - SEWER	.00	1,485.94	2,000.00	514.06	74.3
20-51-6140	ENGINEERING FEES	.00	.00	15,000.00	15,000.00	.0
20-51-6145	FUEL	133.04	1,357.09	3,000.00	1,642.91	45.2
20-51-6155	INSURANCE	.00	12,637.74	10,000.00	(2,637.74)	126.4
20-51-6170	LEGAL EXP - SEWER	.00	220.50	1,000.00	779.50	22.1
20-51-6185	MISCELLANEOUS	10.33	490.32	500.00	9.68	98.1
20-51-6192	SOFTWARE SUPPORT EXP - SEWER	275.25	4,154.11	5,750.00	1,595.89	72.3
20-51-6195	OPERATING SUPPLIES - SEWER	.00	8,604.80	12,000.00	3,395.20	71.7
20-51-6220	REP AND MAINT - VEHICLES	66.10	2,435.56	1,750.00	(685.56)	139.2
20-51-6225	REP AND MAINT - EQUIPMENT	.00	492.11	250.00	(242.11)	196.8
20-51-6230	REP AND MAINT - INFRASTRUCTURE	.00	35,330.48	35,000.00	(330.48)	100.9
20-51-6240	SERVICE TESTS/SYSTEM TESTING	882.40	9,264.00	14,000.00	4,736.00	66.2
20-51-6250	SMALL TOOLS & EQUIPMENT (UNDER	.00	43.88	1,500.00	1,456.12	2.9
20-51-6280	UNIFORM EXP SEWER	.00	259.97	400.00	140.03	65.0
20-51-6285	UTILITIES	186.97	1,835.37	2,750.00	914.63	66.7
20-51-6290	ADMINISTRATIVE CHARGE	4,751.00	47,510.00	57,008.00	9,498.00	83.3
20-51-8040	LEASE PAYMENTS	.00	378.67	900.00	521.33	42.1
	TOTAL SEWER EXPENDITURES	14,639.49	213,048.56	282,488.00	69,439.44	75.4

TOWN OF JEROME
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2024

Item A.

UTILITY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SANITATION EXPENDITURES</u>					
20-52-5001 SALARIES AND WAGES	4,696.49	57,164.16	72,000.00	14,835.84	79.4
20-52-5006 LONGEVITY BONUS	55.86	230.79	350.00	119.21	65.9
20-52-5010 FICA AND MEDICARE	342.04	4,157.79	5,500.00	1,342.21	75.6
20-52-5011 RETIREMENT	475.23	5,607.33	7,200.00	1,592.67	77.9
20-52-5012 HEALTH INSURANCE	1,847.90	19,530.07	22,200.00	2,669.93	88.0
20-52-5013 WORKER'S COMPENSATION	983.11	4,559.07	6,700.00	2,140.93	68.1
20-52-5014 UNEMPLOYMENT	.00	8.32	85.00	76.68	9.8
20-52-6111 RECYCLING CONTRACT EXP	240.00	1,320.00	1,750.00	430.00	75.4
20-52-6116 TRAINING & EDUCATION	.00	.00	300.00	300.00	.0
20-52-6142 EQUIPMENT RENTALS	.00	.00	1,000.00	1,000.00	.0
20-52-6145 FUEL	515.84	5,082.71	9,000.00	3,917.29	56.5
20-52-6155 INSURANCE	.00	12,637.74	10,000.00	(2,637.74)	126.4
20-52-6165 LANDFILL TIPPING FEES	1,670.00	14,515.20	21,000.00	6,484.80	69.1
20-52-6185 MISCELLANEOUS	10.34	285.00	300.00	15.00	95.0
20-52-6192 SOFTWARE SUPPORT EXP - TRASH	275.25	3,412.63	5,500.00	2,087.37	62.1
20-52-6195 OPERATING SUPPLIES - TRASH	72.46	208.77	500.00	291.23	41.8
20-52-6220 REP AND MAINT - VEHICLES	182.85	6,043.36	10,000.00	3,956.64	60.4
20-52-6225 REP AND MAINT - EQUIPMENT	.00	511.85	500.00	(11.85)	102.4
20-52-6230 R&M TRASH - INFRASTRUCTURE	.00	37.52	.00	(37.52)	.0
20-52-6250 SMALL TOOLS AND EQUIPMENT	.00	.00	3,200.00	3,200.00	.0
20-52-6280 UNIFORM EXP TRASH	.00	259.98	350.00	90.02	74.3
20-52-6290 ADMINISTRATIVE CHARGE	4,751.00	47,510.00	57,008.00	9,498.00	83.3
20-52-9500 TRANSFERS OUT	.00	10,000.00	10,000.00	.00	100.0
TOTAL SANITATION EXPENDITURES	16,118.37	193,082.29	244,443.00	51,360.71	79.0
TOTAL FUND EXPENDITURES	46,655.97	638,389.98	1,145,889.00	507,499.02	55.7
NET REVENUE OVER EXPENDITURES	49,463.48	299,304.23	.00	(299,304.23)	.0

TOWN OF JEROME
 BALANCE SHEET
 APRIL 30, 2024

Item A.

HURF FUND

ASSETS

30-00-1000	CASH - COMBINED FUND	(418,848.52)	
30-00-1015	HURF ACCOUNTS RECEIVABLE		4,787.72	
30-00-1022	OAZ HURF SAVINGS		754,545.59	
	TOTAL ASSETS			340,484.79

LIABILITIES AND EQUITY

LIABILITIES

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

FUND EQUITY

30-00-3002	UNRESTRICTED FUND BALANCE		265,178.23	
	REVENUE OVER EXPENDITURES - YTD	73,240.37		
	BALANCE - CURRENT DATE		73,240.37	
	TOTAL FUND EQUITY			338,418.60
	TOTAL LIABILITIES AND EQUITY			340,484.79

TOWN OF JEROME
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 10 MONTHS ENDING APRIL 30, 2024

Item A.

HURF FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>HURF REVENUE</u>						
30-30-4020	HURF REVENUE	4,079.29	35,355.42	48,500.00	13,144.58	72.9
30-30-4300	INTEREST AND INVESTMENT EARNIN	309.92	3,074.84	1,000.00	(2,074.84)	307.5
30-30-4900	TRANSFERS IN	16,678.75	166,787.50	200,145.00	33,357.50	83.3
	TOTAL HURF REVENUE	21,067.96	205,217.76	249,645.00	44,427.24	82.2
	TOTAL FUND REVENUE	21,067.96	205,217.76	249,645.00	44,427.24	82.2

TOWN OF JEROME
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2024

Item A.

HURF FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>HURF EXPENDITURE</u>					
30-30-5001 SALARIES AND WAGES	3,896.68	45,098.32	39,000.00	(6,098.32)	115.6
30-30-5006 LONGEVITY BONUS	29.64	387.46	200.00	(187.46)	193.7
30-30-5010 FICA AND MEDICARE	288.92	3,355.80	3,500.00	144.20	95.9
30-30-5011 RETIREMENT	252.19	2,975.54	3,900.00	924.46	76.3
30-30-5012 HEALTH INSURANCE	980.52	10,362.25	12,000.00	1,637.75	86.4
30-30-5013 WORKER'S COMPENSATION	303.65	2,022.57	1,850.00	(172.57)	109.3
30-30-5014 UNEMPLOYMENT	.70	8.56	100.00	91.44	8.6
30-30-6140 ENGINEERING FEES	.00	2,415.00	2,500.00	85.00	96.6
30-30-6142 EQUIPMENT RENTALS	.00	.00	750.00	750.00	.0
30-30-6145 FUEL	292.74	1,407.70	1,500.00	92.30	93.9
30-30-6155 INSURANCE	.00	8,425.16	5,250.00	(3,175.16)	160.5
30-30-6185 MISCELLANEOUS	10.34	544.59	500.00	(44.59)	108.9
30-30-6192 SOFTWARE SERVICE & SUPPORT	91.75	1,248.81	1,600.00	351.19	78.1
30-30-6195 OPERATING SUPPLIES - HURF	.00	45.70	500.00	454.30	9.1
30-30-6210 PUBLIC RESTROOM SUPPLIES	1,406.87	2,607.33	3,000.00	392.67	86.9
30-30-6215 REPAIR & MAINTENANCE - BUILDIN	.00	.00	500.00	500.00	.0
30-30-6220 REP AND MAINT - VEHICLES	63.73	1,753.12	1,500.00	(253.12)	116.9
30-30-6225 REP AND MAINT - EQUIPMENT	.00	1,071.24	500.00	(571.24)	214.3
30-30-6230 REP AND MAINT - INFRASTRUCTURE	9,326.52	23,716.83	140,000.00	116,283.17	16.9
30-30-6250 SMALL TOOLS AND EQUIPMENT	2,665.18	2,665.18	650.00	(2,015.18)	410.0
30-30-6255 STREET LIGHTS	1,228.16	11,528.34	13,750.00	2,221.66	83.8
30-30-6260 STREET SUPPLIES	966.52	2,959.69	7,500.00	4,540.31	39.5
30-30-6280 UNIFORM EXP - HURF	.00	259.97	400.00	140.03	65.0
30-30-6290 ADMINISTRATIVE CHARGE	701.00	7,010.00	8,420.00	1,410.00	83.3
30-30-8040 LEASE PAYMENTS	.00	108.23	275.00	166.77	39.4
TOTAL HURF EXPENDITURE	22,505.11	131,977.39	249,645.00	117,667.61	52.9
TOTAL FUND EXPENDITURES	22,505.11	131,977.39	249,645.00	117,667.61	52.9
NET REVENUE OVER EXPENDITURES	(1,437.15)	73,240.37	.00	(73,240.37)	.0

TOWN OF JEROME
 BALANCE SHEET
 APRIL 30, 2024

Item A.

PARKING FUND

ASSETS

35-00-1000	CASH - COMBINED FUND	164,301.78	
	TOTAL ASSETS		164,301.78

LIABILITIES AND EQUITY

FUND EQUITY

35-00-3002	UNRESTRICTED FUND BALANCE	120,680.79	
	REVENUE OVER EXPENDITURES - YTD	43,620.99	
	BALANCE - CURRENT DATE	43,620.99	
	TOTAL FUND EQUITY		164,301.78
	TOTAL LIABILITIES AND EQUITY		164,301.78

TOWN OF JEROME
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 10 MONTHS ENDING APRIL 30, 2024

Item A.

PARKING FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>PARKING FUND REVENUE</u>					
35-35-4042 PARKING KIOSK REVENUE	45,968.50	309,399.00	347,000.00	37,601.00	89.2
TOTAL PARKING FUND REVENUE	45,968.50	309,399.00	347,000.00	37,601.00	89.2
TOTAL FUND REVENUE	45,968.50	309,399.00	347,000.00	37,601.00	89.2

TOWN OF JEROME
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2024

Item A.

PARKING FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PARKING FUND EXPENDITURE</u>					
35-35-5001 SALARIES AND WAGES	2,113.08	21,734.97	40,000.00	18,265.03	54.3
35-35-5006 LONGEVITY BONUS	.00	90.00	150.00	60.00	60.0
35-35-5010 FICA MATCH	161.65	1,669.56	2,980.00	1,310.44	56.0
35-35-5013 WORKER'S COMPENSATION	153.15	776.82	1,025.00	248.18	75.8
35-35-5014 UNEMPLOYMENT	1.05	5.98	168.00	162.02	3.6
35-35-6145 FUEL	26.61	359.76	1,000.00	640.24	36.0
35-35-6185 MISCELLANEOUS	.00	.00	1,030.00	1,030.00	.0
35-35-6186 BANK CHARGES	.00	.00	50.00	50.00	.0
35-35-6188 CREDIT CARD PROCESSING FEES	4,265.08	21,181.59	32,000.00	10,818.41	66.2
35-35-6192 SOFTWARE SERVICE AND SUPPORT	587.89	22,660.53	25,000.00	2,339.47	90.6
35-35-6195 OPERATING SUPPLIES	.00	2,258.79	1,500.00	(758.79)	150.6
35-35-6265 TELEPHONE	692.97	4,550.01	3,500.00	(1,050.01)	130.0
35-35-6290 ADMINISTRATIVE CHARGE	466.00	4,660.00	5,597.00	937.00	83.3
35-35-8041 ALLOWANCE FOR ADDITIONAL CAPIT	.00	.00	10,000.00	10,000.00	.0
35-35-9500 TRANSFERS OUT	18,583.00	185,830.00	223,000.00	37,170.00	83.3
TOTAL PARKING FUND EXPENDITURE	27,050.48	265,778.01	347,000.00	81,221.99	76.6
TOTAL FUND EXPENDITURES	27,050.48	265,778.01	347,000.00	81,221.99	76.6
NET REVENUE OVER EXPENDITURES	18,918.02	43,620.99	.00	(43,620.99)	.0

TOWN OF JEROME
 BALANCE SHEET
 APRIL 30, 2024

Item A.

FIRE DEPT PENSION & RETIREMENT

<u>ASSETS</u>			
40-00-1000	CASH - COMBINED FUND		301.40
40-00-1010	INVESTMENTS - PENISON & RELIEF		199,397.14
40-00-1180	DUE FROM STATE PENSION		3,270.70
40-00-1900	DUE FROM OTHER FUNDS	(27,802.32)
			<u>175,166.92</u>
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
40-00-2990	DUE TO OTHER FUNDS	(27,802.32)
			<u>(27,802.32)</u>
<u>FUND EQUITY</u>			
40-00-3002	UNRESTRICTED FUND BALANCE		214,698.54
	REVENUE OVER EXPENDITURES - YTD	(11,729.30)
			<u>202,969.24</u>
	BALANCE - CURRENT DATE	(11,729.30)
			<u>202,969.24</u>
	TOTAL FUND EQUITY		<u>202,969.24</u>
	TOTAL LIABILITIES AND EQUITY		<u>175,166.92</u>

TOWN OF JEROME
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 10 MONTHS ENDING APRIL 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&R REVENUE</u>						
40-60-4250	TOWN CONTRIBUTION	(15,000.00)	(15,000.00)	15,000.00	30,000.00	(100.0)
40-60-4255	STATE PENSION CONTRIBUTION	.00	.00	2,750.00	2,750.00	.0
40-60-4256	RETIREMENT REV FD P&R	.00	3,270.70	10,000.00	6,729.30	32.7
	TOTAL FIRE DEPT P&R REVENUE	<u>(15,000.00)</u>	<u>(11,729.30)</u>	<u>27,750.00</u>	<u>39,479.30</u>	<u>(42.3)</u>
	TOTAL FUND REVENUE	<u>(15,000.00)</u>	<u>(11,729.30)</u>	<u>27,750.00</u>	<u>39,479.30</u>	<u>(42.3)</u>

TOWN OF JEROME
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 10 MONTHS ENDING APRIL 30, 2024

Item A.

FIRE DEPT PENSION & RETIREMENT

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>FIRE DEPT P&R EXPENDITURE</u>					
40-60-6235 RETIREMENT EXP FD P&R	.00	.00	27,750.00	27,750.00	.0
TOTAL FIRE DEPT P&R EXPENDITURE	.00	.00	27,750.00	27,750.00	.0
TOTAL FUND EXPENDITURES	.00	.00	27,750.00	27,750.00	.0
NET REVENUE OVER EXPENDITURES	(15,000.00)	(11,729.30)	.00	11,729.30	.0

TOWN OF JEROME
 BALANCE SHEET
 APRIL 30, 2024

Item A.

OPERATING GRANTS REVENUE

<u>ASSETS</u>			
50-00-1000	CASH - COMBINED FUND	32,788.32	
50-00-1800	INVENTORY	13,193.06	
		<u> </u>	
	TOTAL ASSETS		<u>45,981.38</u>
 <u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
50-00-2755	DEFERRED REVENUE - OPR GRANTS	73,672.58	
		<u> </u>	
	TOTAL LIABILITIES		73,672.58
 <u>FUND EQUITY</u>			
50-00-3002	UNRESTRICTED FUND BALANCE	31,474.15	
	REVENUE OVER EXPENDITURES - YTD	(59,165.35)	
		<u> </u>	
	BALANCE - CURRENT DATE	(59,165.35)	
		<u> </u>	
	TOTAL FUND EQUITY		(27,691.20)
			<u> </u>
	TOTAL LIABILITIES AND EQUITY		<u>45,981.38</u>

TOWN OF JEROME
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 10 MONTHS ENDING APRIL 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	.00	.00	4,500.00	4,500.00	.0
50-40-4067 POLICE DEPT REV - OPR GRANTS	.00	22,452.77	.00	(22,452.77)	.0
50-40-4068 FIRE DEPT REV - OPR GRANTS	.00	8,396.25	100,000.00	91,603.75	8.4
50-40-4101 USDA SEARCH GRANT WWTP	.00	.00	32,000.00	32,000.00	.0
50-40-4102 YAVAPAI COUNTY STORM DRAINAGE/	(7,147.00)	(7,147.00)	.00	7,147.00	.0
50-40-4105 COMMUNITY & FOUNDATION GRANT R	.00	.00	20,000.00	20,000.00	.0
50-40-4150 POLICE: PROP 207 FUNDING	.00	.00	(5,000.00)	(5,000.00)	.0
50-40-4185 MISCELLANEOUS GRANTS	.00	.00	350,000.00	350,000.00	.0
50-40-4200 MISC. JUDICIAL GRANTS	.00	.00	23,500.00	23,500.00	.0
TOTAL OPERATING GRANTS REVENUE	(7,147.00)	23,702.02	525,000.00	501,297.98	4.5
TOTAL FUND REVENUE	(7,147.00)	23,702.02	525,000.00	501,297.98	4.5

TOWN OF JEROME
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 10 MONTHS ENDING APRIL 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	23,500.00	23,500.00	.0
50-40-6101 USDA SEARCH GRANT (WWTP ENGINE	.00	.00	32,000.00	32,000.00	.0
50-40-6102 YAVAPAI COUNTY STORM DRAINAGE/	.00	3,270.00	.00	(3,270.00)	.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	32,691.36	78,701.49	350,000.00	271,298.51	22.5
50-40-6236 RICO EXP - OPR GRANTS	.00	.00	4,500.00	4,500.00	.0
50-40-6238 FIRE DEPT EXP - OPR GRANTS	.00	895.88	100,000.00	99,104.12	.9
TOTAL OPERATING GRANTS EXPENDITURE	32,691.36	82,867.37	535,000.00	452,132.63	15.5
TOTAL FUND EXPENDITURES	32,691.36	82,867.37	535,000.00	452,132.63	15.5
NET REVENUE OVER EXPENDITURES	(39,838.36)	(59,165.35)	(10,000.00)	49,165.35	(591.7)

TOWN OF JEROME
 BALANCE SHEET
 APRIL 30, 2024

Item A.

CAPITAL GRANTS FUND

<u>ASSETS</u>			
60-00-1000	CASH - COMBINED FUND	739,062.00	
	TOTAL ASSETS		739,062.00
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
60-00-2755	DEFERRED REVENUE - CAP GRANTS	633,289.66	
	TOTAL LIABILITIES		633,289.66
<u>FUND EQUITY</u>			
60-00-3001	RESTRICTED FUND BALANCE	291,647.29	
60-00-3002	UNRESTRICTED FUND BALANCE	(194,191.24)	
	REVENUE OVER EXPENDITURES - YTD	8,316.29	
	BALANCE - CURRENT DATE	8,316.29	
	TOTAL FUND EQUITY		105,772.34
	TOTAL LIABILITIES AND EQUITY		739,062.00

TOWN OF JEROME
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 10 MONTHS ENDING APRIL 30, 2024

Item A.

CAPITAL GRANTS FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>CAPITAL GRANTS REVENUE</u>					
60-70-4107 YAVAPAI APACHE GAMING DONATION	.00	8,481.29	24,000.00	15,518.71	35.3
60-70-4108 FREEPORT MCMORAN - SOCIAL INVE	.00	.00	25,000.00	25,000.00	.0
60-70-4185 MISCELLANEOUS CAPITAL GRANTS	.00	.00	500,000.00	500,000.00	.0
60-70-4195 AMERICAN RESCUE FUND AZ STATE	.00	.00	10,000.00	10,000.00	.0
60-70-4200 FEDERAL GRANTS	.00	.00	1,750,000.00	1,750,000.00	.0
TOTAL CAPITAL GRANTS REVENUE	.00	8,481.29	2,309,000.00	2,300,518.71	.4
TOTAL FUND REVENUE	.00	8,481.29	2,309,000.00	2,300,518.71	.4

TOWN OF JEROME
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 10 MONTHS ENDING APRIL 30, 2024

Item A.

CAPITAL GRANTS FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL GRANTS EXPENDITURE</u>					
60-70-6107 YAVAPAI APACHE GRANT EXPENSES	.00	.00	24,000.00	24,000.00	.0
60-70-6108 FREEPORT MCMORAN - SOCIAL INVE	.00	.00	25,000.00	25,000.00	.0
60-70-6185 MISC EXP - CAP GRANTS	.00	165.00	500,000.00	499,835.00	.0
60-70-6195 AMERICAN RESCUE FUND AZ STATE	.00	.00	10,000.00	10,000.00	.0
60-70-6200 FEDERAL RAISE GRANT EXP	.00	.00	1,750,000.00	1,750,000.00	.0
TOTAL CAPITAL GRANTS EXPENDITURE	.00	165.00	2,309,000.00	2,308,835.00	.0
TOTAL FUND EXPENDITURES	.00	165.00	2,309,000.00	2,308,835.00	.0
NET REVENUE OVER EXPENDITURES	.00	8,316.29	.00	(8,316.29)	.0

TOWN OF JEROME
 BALANCE SHEET
 APRIL 30, 2024

Item A.

GENERAL FUND CONTINGENCIES FND

ASSETS

70-00-1000	CASH - COMBINED FUND	(286,959.92)
	TOTAL ASSETS		(286,959.92)

LIABILITIES AND EQUITY

FUND EQUITY

70-00-3002	UNRESTRICTED FUND BALANCE	(328,574.16)
	REVENUE OVER EXPENDITURES - YTD		41,614.24
	BALANCE - CURRENT DATE		41,614.24
	TOTAL FUND EQUITY	(286,959.92)
	TOTAL LIABILITIES AND EQUITY	(286,959.92)

TOWN OF JEROME
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 10 MONTHS ENDING APRIL 30, 2024

Item A.

GENERAL FUND CONTINGENCIES FND

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

TOWN OF JEROME
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 10 MONTHS ENDING APRIL 30, 2024

Item A.

GENERAL FUND CONTINGENCIES FND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GENERAL FUND CONTINGENCIES EXP</u>					
70-25-6276 WILDLANDS EXP - CONTINGENCY	3,387.74	10,135.79	75,000.00	64,864.21	13.5
70-25-6295 EXPENSE - GF CONTINGENCIES	2,210.00	14,183.22	2,382,500.00	2,368,316.78	.6
TOTAL GENERAL FUND CONTINGENCIES EXP	5,597.74	24,319.01	2,457,500.00	2,433,180.99	1.0
TOTAL FUND EXPENDITURES	5,597.74	24,319.01	2,457,500.00	2,433,180.99	1.0
NET REVENUE OVER EXPENDITURES	(5,597.74)	41,614.24	.00	(41,614.24)	.0

TOWN OF JEROME
BALANCE SHEET
APRIL 30, 2024

Item A.

UTILITIES CONTINGENCIES FUND

ASSETS

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

LIABILITIES AND EQUITY

FUND EQUITY

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

TOWN OF JEROME
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 10 MONTHS ENDING APRIL 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	200,000.00	200,000.00	.0
TOTAL UTILITIES CONTINGENCIES REV	.00	.00	200,000.00	200,000.00	.0
TOTAL FUND REVENUE	.00	.00	200,000.00	200,000.00	.0

TOWN OF JEROME
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 10 MONTHS ENDING APRIL 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	200,000.00	200,000.00	.0
TOTAL UTILITIES CONTINGENCIES EXP	.00	.00	200,000.00	200,000.00	.0
TOTAL FUND EXPENDITURES	.00	.00	200,000.00	200,000.00	.0
NET REVENUE OVER EXPENDITURES	.00	.00	.00	.00	.0

TOWN OF JEROME
 BALANCE SHEET
 APRIL 30, 2024

Item A.

CAPITAL FUND

ASSETS

90-00-1000	CASH - COMBINED FUND	(770,455.63)	
90-00-1021	OAZ CAPITAL IMPROVEMENTS		71,281.20	
90-00-1023	ONEAZ WWTP CHECKING		317,481.17	
			<u>317,481.17</u>	
	TOTAL ASSETS			(381,693.26)
				<u><u>381,693.26</u></u>

LIABILITIES AND EQUITY

FUND EQUITY

90-00-3002	UNRESTRICTED FUND BALANCE		85,414.61	
	REVENUE OVER EXPENDITURES - YTD	(<u>467,107.87)</u>	
	BALANCE - CURRENT DATE		<u>467,107.87)</u>	
	TOTAL FUND EQUITY			(381,693.26)
	TOTAL LIABILITIES AND EQUITY			<u><u>381,693.26</u></u>

TOWN OF JEROME
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 10 MONTHS ENDING APRIL 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	21.79	230.63	200.00	(30.63)	115.3
90-57-4303 INTEREST - WWTP	35.29	521.54	500.00	(21.54)	104.3
90-57-4515 INTERIM WWTP LOAN	.00	.00	2,000,000.00	2,000,000.00	.0
TOTAL CAPITAL FUND REVENUES	57.08	752.17	2,000,700.00	1,999,947.83	.0
TOTAL FUND REVENUE	57.08	752.17	2,000,700.00	1,999,947.83	.0

TOWN OF JEROME
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 10 MONTHS ENDING APRIL 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	120,633.39	460,542.54	.00	(460,542.54)	.0
90-57-7030 INTERIM WWTP LOAN EXP	.00	7,317.50	2,000,700.00	1,993,382.50	.4
TOTAL CAPITAL FUND EXPENDITURES	120,633.39	467,860.04	2,000,700.00	1,532,839.96	23.4
TOTAL FUND EXPENDITURES	120,633.39	467,860.04	2,000,700.00	1,532,839.96	23.4
NET REVENUE OVER EXPENDITURES	(120,576.31)	(467,107.87)	.00	467,107.87	.0

Report Criteria:
Detail report type printed

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
1000	#1 FOOD STORE	041024KM13	March 2024 Fuel-Fire Dept	1	04/10/2024	532.17	.00	532.17	101076	04/10/2024
		041024KM13	March 2024 Fuel- PD Rang	2	04/10/2024	26.61	.00	26.61	101076	04/10/2024
Total 1000:						558.78	.00	558.78		
1026	ALERT	42424MS10	Inv 24-1047 - RADAR Certi	1	04/24/2024	652.69	.00	652.69	101107	04/24/2024
Total 1026:						652.69	.00	652.69		
1031	ALL-MED EQUIPMENT &	42424MS16	Inv 778447 - Monthly Tank	1	04/24/2024	109.12	.00	109.12	101108	04/24/2024
		42424MS16	Inv 779018 - O2 D Cylinder	2	04/24/2024	136.00	.00	136.00	101108	04/24/2024
Total 1031:						245.12	.00	245.12		
1050	APS	040324KM4	Acct 0421621000 Fire Dept	1	04/03/2024	505.17	.00	505.17	101056	04/03/2024
		040324KM4	Acct 3216010000 201 Main	2	04/03/2024	36.99	.00	36.99	101056	04/03/2024
		040324KM4	Acct 8468241000 301 Hull	3	04/03/2024	37.13	.00	37.13	101056	04/03/2024
		040324KM4	Acct 8061950000 Sunshin	4	04/03/2024	35.76	.00	35.76	101056	04/03/2024
		040324KM4	Acct 6109570000 201 Perk	5	04/03/2024	146.64	.00	146.64	101056	04/03/2024
		040324KM4	Acct 2353720000 Gulch Fir	6	04/03/2024	111.44	.00	111.44	101056	04/03/2024
		040324KM4	Acct 0024240000 Lower P	7	04/03/2024	37.30	.00	37.30	101056	04/03/2024
		040324KM4	Acct 6506951000 Police D	8	04/03/2024	204.63	.00	204.63	101056	04/03/2024
		040324KM4	Acct 23839010000 Upper	9	04/03/2024	46.36	.00	46.36	101056	04/03/2024
		040324KM4	Acct 5613490000 Park 201	10	04/03/2024	57.90	.00	57.90	101056	04/03/2024
		040324KM4	Acct 4246290000 600 Cem	11	04/03/2024	186.97	.00	186.97	101056	04/03/2024
		040324KM4	Acct 7575770000 Civic Ce	12	04/03/2024	995.00	.00	995.00	101056	04/03/2024
		040324KM4	Acct 7575770000 Civic Ce	13	04/03/2024	312.50	.00	312.50	101056	04/03/2024
		040324KM4	Acct 3601574879 Upper P	14	04/03/2024	49.88	.00	49.88	101056	04/03/2024
		040324KM4	Acct 2839800000 201 Main	15	04/03/2024	146.17	.00	146.17	101056	04/03/2024
		040324KM4	Acct 1976520000 201 Main	16	04/03/2024	190.59	.00	190.59	101056	04/03/2024
041024KM1	Acct 9438060000 Hull St R	1	04/10/2024	14.32	.00	14.32	101077	04/10/2024		
42424MS13	Acct 1490440000 Street Li	1	04/24/2024	1,228.16	.00	1,228.16	101109	04/24/2024		
Total 1050:						3,717.91	.00	3,717.91		
1056	ARIZONA BUG COMPANY	41724MS5	Inv 208655 Monthly Pest C	1	04/17/2024	50.00	.00	50.00	101092	04/17/2024
Total 1056:						50.00	.00	50.00		
1074	ARIZONA SUPREME COU	41724MS1	Inv. ESD-2024-854 2024 J	1	04/17/2024	475.00	.00	475.00	101093	04/17/2024
Total 1074:						475.00	.00	475.00		
1088	AT&T	040324KM16	INV. 287307080989X0326	1	04/03/2024	246.21	.00	246.21	101057	04/03/2024
		040324KM16	INV. 287307080989X0326	2	04/03/2024	246.22	.00	246.22	101057	04/03/2024
Total 1088:						492.43	.00	492.43		
1158	CANDACE GALLAGHER	41724MS7	Codification & Web Service	1	04/17/2024	500.00	.00	500.00	101094	04/17/2024
Total 1158:						500.00	.00	500.00		
1165	CARL WHITING	040324KM1	Reimbursement for Truck	1	04/03/2024	2,210.00	.00	2,210.00	101059	04/03/2024

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 1165:						2,210.00	.00	2,210.00		
1170	CASELLE	041024KM10	INV. 132293 Contract Supp	1	04/10/2024	825.75	.00	825.75	101078	04/10/2024
		041024KM10	INV. 132293 Contract Supp	2	04/10/2024	275.25	.00	275.25	101078	04/10/2024
		041024KM10	INV. 132293 Contract Supp	3	04/10/2024	275.25	.00	275.25	101078	04/10/2024
		041024KM10	INV. 132293 Contract Supp	4	04/10/2024	275.25	.00	275.25	101078	04/10/2024
		041024KM10	INV. 132293 Contract Supp	5	04/10/2024	91.75	.00	91.75	101078	04/10/2024
		041024KM10	INV. 132293 Contract Supp	6	04/10/2024	91.75	.00	91.75	101078	04/10/2024
		041024KM10	INV. 130382 HR Software	7	04/10/2024	550.00	.00	550.00	101078	04/10/2024
Total 1170:						2,385.00	.00	2,385.00		
1178	CENTURY LINK	41724MS11	ACCT 88707005 Monthly	1	04/17/2024	3.38	.00	3.38	101096	04/17/2024
Total 1178:						3.38	.00	3.38		
1195	CITY OF COTTONWOOD	41724MS3	Inv 7166 PD Dispatch for F	1	04/17/2024	3,652.69	.00	3,652.69	101097	04/17/2024
Total 1195:						3,652.69	.00	3,652.69		
1206	COLBY & POWELL, PLC	42424MS6	Inv 7244 Prep of Audited Fi	1	04/24/2024	23,000.00	.00	23,000.00	101111	04/24/2024
Total 1206:						23,000.00	.00	23,000.00		
1213	CONTRACT WASTEWATE	041024KM12	Inv. 1015841 Water Syste	1	04/10/2024	1,025.00	.00	1,025.00	101080	04/10/2024
		041024KM12	Inv. 1015841 WWTP Maint	2	04/10/2024	3,325.00	.00	3,325.00	101080	04/10/2024
		041024KM12	Inv. 1015841 Sample Trans	3	04/10/2024	130.00	.00	130.00	101080	04/10/2024
Total 1213:						4,480.00	.00	4,480.00		
1217	COTTONWOOD EXPRES	040324KM12	Ticket 96883 Oil Chage for	1	04/03/2024	94.00	.00	94.00	101061	04/03/2024
		040324KM12	Ticket 96883 Oil Chage for	2	04/03/2024	8.93	.00	8.93	101061	04/03/2024
Total 1217:						102.93	.00	102.93		
1264	DIESEL DIRECT WEST	040324KM20	INV. 85753290 Fuel	1	04/03/2024	67.38	.00	67.38	101062	04/03/2024
		040324KM20	INV. 85753290 Fuel	2	04/03/2024	8.42	.00	8.42	101062	04/03/2024
		040324KM20	INV. 85753290 Fuel	3	04/03/2024	8.42	.00	8.42	101062	04/03/2024
		42424MS3	INV 85781636 - Fuel	1	04/24/2024	302.86	.00	302.86	101112	04/24/2024
		42424MS3	INV 85781636 - Fuel	2	04/24/2024	37.86	.00	37.86	101112	04/24/2024
		42424MS3	INV 85781636 - Fuel	3	04/24/2024	37.86	.00	37.86	101112	04/24/2024
Total 1264:						462.80	.00	462.80		
1273	DOOLEY ENTERPRISES,	42424MS9	Inv 67601 - PO 127226 - A	1	04/24/2024	1,687.70	.00	1,687.70	101113	04/24/2024
Total 1273:						1,687.70	.00	1,687.70		
1322	FOUR-D LLC	041024KM3	Inv. 00000906 IT Services f	1	04/10/2024	840.00	.00	840.00	101081	04/10/2024
Total 1322:						840.00	.00	840.00		
1412	JANICE PONTIOUS	42424MS1	Reimbursement For PD Su	1	04/24/2024	155.11	.00	155.11	101114	04/24/2024
Total 1412:						155.11	.00	155.11		

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
1419	JC CULLEN INC	040324KM9	Inv. 155223 911 IP Port Ser	1	04/03/2024	35.49	.00	35.49	101064	04/03/2024
		040324KM9	Inv. 155223 911 IP Port Ser	2	04/03/2024	35.48	.00	35.48	101064	04/03/2024
Total 1419:						70.97	.00	70.97		
1428	JEROME CHAMBER OF C	041024KM4	INV. 982 Annual Dues	1	04/10/2024	150.00	.00	150.00	101082	04/10/2024
		Total 1428:						150.00	.00	150.00
1473	KERRY LEE	42424MS12	officeMax Reimbursement	1	04/24/2024	64.80	.00	64.80	101115	04/24/2024
		Total 1473:						64.80	.00	64.80
1503	LEGEND	040324KM13	Inv. 2404766 Testing Serv	1	04/03/2024	75.00	.00	75.00	101065	04/03/2024
		040324KM13	Inv. 2405148 Testing Serv	2	04/03/2024	75.00	.00	75.00	101065	04/03/2024
		42424MS14	Inv 2406101 Testing Serv	1	04/24/2024	75.00	.00	75.00	101116	04/24/2024
		42424MS14	Inv 2405869 Testing Serv	2	04/24/2024	527.40	.00	527.40	101116	04/24/2024
		42424MS14	Inv 2405869 - WWTP Sink	3	04/24/2024	15.00	.00	15.00	101116	04/24/2024
Total 1503:						767.40	.00	767.40		
1576	NAPA AUTO PARTS	42424MS2	INV 344100 - Starter for F	1	04/24/2024	19.21	.00	19.21	101118	04/24/2024
		42424MS2	INV 345104 - Switch & Oil -	2	04/24/2024	119.14	.00	119.14	101118	04/24/2024
		42424MS2	INV 345307, 346207, 3463	3	04/24/2024	63.71	.00	63.71	101118	04/24/2024
		42424MS2	INV 345307, 346207, 3463	4	04/24/2024	63.72	.00	63.72	101118	04/24/2024
		42424MS2	INV 345307, 346207, 3463	5	04/24/2024	63.71	.00	63.71	101118	04/24/2024
		42424MS2	INV 345307, 346207, 3463	6	04/24/2024	63.72	.00	63.72	101118	04/24/2024
		42424MS2	INV 345307, 346207, 3463	7	04/24/2024	63.71	.00	63.71	101118	04/24/2024
		42424MS2	INV 345307, 346207, 3463	8	04/24/2024	63.73	.00	63.73	101118	04/24/2024
Total 1576:						520.65	.00	520.65		
1584	NEXTCARE URGENT CA	040324KM8	Shots for Crew Member	1	04/03/2024	10.33	.00	10.33	101068	04/03/2024
		040324KM8	Shots for Crew Member	2	04/03/2024	10.33	.00	10.33	101068	04/03/2024
		040324KM8	Shots for Crew Member	3	04/03/2024	10.34	.00	10.34	101068	04/03/2024
		040324KM8	Shots for Crew Member	4	04/03/2024	10.33	.00	10.33	101068	04/03/2024
		040324KM8	Shots for Crew Member	5	04/03/2024	10.33	.00	10.33	101068	04/03/2024
		040324KM8	Shots for Crew Member	6	04/03/2024	10.34	.00	10.34	101068	04/03/2024
Total 1584:						62.00	.00	62.00		
1598	NORTHERN CHEMICAL C	041024KM11	Inv. 705211-00 Bathroom S	1	04/10/2024	1,406.87	.00	1,406.87	101083	04/10/2024
		Total 1598:						1,406.87	.00	1,406.87
1603	ODP BUSINESS SOLUTIO	041024KM9	Inv. 361288086001 Index I	1	04/10/2024	48.57	.00	48.57	101084	04/10/2024
		041024KM9	Inv. 359896403001 Sings	2	04/10/2024	86.55	.00	86.55	101084	04/10/2024
		041024KM9	Inv. 361263812001 Tissues	3	04/10/2024	23.57	.00	23.57	101084	04/10/2024
		41724MS12	Inv 362094475001 - Pens	1	04/17/2024	15.81	.00	15.81	101099	04/17/2024
		41724MS12	Inv 362094476001 - Envel	2	04/17/2024	25.51	.00	25.51	101099	04/17/2024
		41724MS12	Inv 362093751001 - Assort	3	04/17/2024	57.98	.00	57.98	101099	04/17/2024
		41724MS12	Inv 360664735001 - Ink/Co	4	04/17/2024	38.00	.00	38.00	101099	04/17/2024
		41724MS12	Inv 360670594001 - wired	5	04/17/2024	24.97	.00	24.97	101099	04/17/2024
		42424MS15	Inv 360813804001 - Office	1	04/24/2024	16.17	.00	16.17	101119	04/24/2024
		42424MS15	Inv 360813395001 -Batteri	2	04/24/2024	25.51	.00	25.51	101119	04/24/2024

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 1603:						362.64	.00	362.64		
1607	O'REILLY AUTOMOTIVE, I	040324KM5	Transaction 3492245169 G	1	04/03/2024	2.38	.00	2.38	101069	04/03/2024
		040324KM5	Inv. 3492-262190 Link Bus	2	04/03/2024	13.36	.00	13.36	101069	04/03/2024
Total 1607:						15.74	.00	15.74		
1611	PACIFIC ADVANCED CIVI	41724MS16	Inv #8183 B614 Jerome W	1	04/17/2024	29,419.60	.00	29,419.60	1015	04/17/2024
		41724MS16	Inv #8435 B614 Jerome W	2	04/17/2024	91,213.79	.00	91,213.79	1015	04/17/2024
Total 1611:						120,633.39	.00	120,633.39		
1615	FLOWBIRD AMERICA, IN	040324KM19	INV. IV142304 Parkfolio AI	1	04/03/2024	408.64	.00	408.64	101063	04/03/2024
Total 1615:						408.64	.00	408.64		
1618	PATRIOT DISPOSAL, INC.	041024KM5	INV. 4033 Trash Hauling	1	04/10/2024	1,670.00	.00	1,670.00	101085	04/10/2024
Total 1618:						1,670.00	.00	1,670.00		
1647	PROCOPY	040324KM11	Inv. INV4586321 Contract	1	04/03/2024	357.51	.00	357.51	101070	04/03/2024
Total 1647:						357.51	.00	357.51		
1707	RUGGED DEPOT	41724MS9	INV 78987 - Laptops x6	1	04/17/2024	32,691.36	.00	32,691.36	101100	04/17/2024
Total 1707:						32,691.36	.00	32,691.36		
1728	SEDONA RECYCLES, INC	041024KM15	INV. JRME 324 Recycling	1	04/10/2024	240.00	.00	240.00	101086	04/10/2024
Total 1728:						240.00	.00	240.00		
1735	SHAW LAW FIRM, PLLC	42424MS5	Inv 26098 - Court CM 2024	1	04/24/2024	600.00	.00	600.00	101120	04/24/2024
Total 1735:						600.00	.00	600.00		
1740	SIMS MACKIN, LTD	41724MS15	INV 39326 - Legal Services	1	04/17/2024	1,620.00	.00	1,620.00	101101	04/17/2024
		41724MS15	INV 39326 - Legal Services	2	04/17/2024	517.50	.00	517.50	101101	04/17/2024
		41724MS15	INV 39326 - Legal Services	3	04/17/2024	45.00	.00	45.00	101101	04/17/2024
Total 1740:						2,182.50	.00	2,182.50		
1751	SOUTHWESTERN ENVIR	42424MS8	Inv 2024-070 SEC Proj #23	1	04/24/2024	7,147.00	.00	7,147.00	101121	04/24/2024
Total 1751:						7,147.00	.00	7,147.00		
1774	SUPERIOR COURT YAVA	42424MS4	Inv 3 2324 J Pro Tem Wee	1	04/24/2024	126.71	.00	126.71	101122	04/24/2024
Total 1774:						126.71	.00	126.71		
1802	THYSSENKRUPP ELEVAT	041024KM8	INV. 3007833405 Elevator	1	04/10/2024	1,261.20	.00	1,261.20	101087	04/10/2024
Total 1802:						1,261.20	.00	1,261.20		
1812	TOWN OF JEROME - UTIL	040324KM18	Acct. 7060 Town Yard	1	04/03/2024	210.83	.00	210.83	101072	04/03/2024
		040324KM18	Acct 7054 Police Station	2	04/03/2024	177.32	.00	177.32	101072	04/03/2024

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
		040324KM18	Acct. 7015 Fire Station	3	04/03/2024	210.83	.00	210.83	101072	04/03/2024
		040324KM18	Acct 7002 Town Hall	4	04/03/2024	224.90	.00	224.90	101072	04/03/2024
Total 1812:						823.88	.00	823.88		
1813	TOWN OF JEROME PR	041024KM14	Payroll Transfer for April 20	1	04/10/2024	90,000.00	.00	90,000.00	101088	04/10/2024
		42424MS7	Payroll Transfer - April 202	1	04/24/2024	90,000.00	.00	90,000.00	101123	04/24/2024
Total 1813:						180,000.00	.00	180,000.00		
1827	UNISOURCE ENERGY SE	41724MS13	0559820000 101 N Main St	1	04/17/2024	226.87	.00	226.87	101103	04/17/2024
		41724MS13	4353340000 201 Perkinsvil	2	04/17/2024	273.31	.00	273.31	101103	04/17/2024
		41724MS13	7505930000 600 Clark St -	3	04/17/2024	594.25	.00	594.25	101103	04/17/2024
		41724MS13	6937260000 303 Main St -	4	04/17/2024	40.15	.00	40.15	101103	04/17/2024
		41724MS13	2353340000 502 N Main St	5	04/17/2024	182.42	.00	182.42	101103	04/17/2024
Total 1827:						1,317.00	.00	1,317.00		
1851	VERDE VALLEY HARDWA	041024KM16	Ref. 65242 Fuels Supplies	1	04/10/2024	69.16	.00	69.16	101089	04/10/2024
		041024KM16	Ref. 65472 Tow Straps	2	04/10/2024	100.13	.00	100.13	101089	04/10/2024
		041024KM16	Ref. 65510 Adhesive	3	04/10/2024	40.83	.00	40.83	101089	04/10/2024
		041024KM16	Ref. 65529 Degreaser	4	04/10/2024	37.49	.00	37.49	101089	04/10/2024
		041024KM16	Ref. 65700 Chainsaw Parts	5	04/10/2024	79.06	.00	79.06	101089	04/10/2024
		041024KM16	Ref. 65747 Striping Paint	6	04/10/2024	65.18	.00	65.18	101089	04/10/2024
		041024KM16	Ref. 65778 Solder Cones	7	04/10/2024	19.75	.00	19.75	101089	04/10/2024
		041024KM16	Ref. 65835 Chain Catcher	8	04/10/2024	11.50	.00	11.50	101089	04/10/2024
		041024KM16	Ref. 65946 Paint	9	04/10/2024	155.66	.00	155.66	101089	04/10/2024
		041024KM16	Ref. 66054 Paint	10	04/10/2024	205.91	.00	205.91	101089	04/10/2024
		041024KM16	Ref. 66060 Safety Cones	11	04/10/2024	228.31	.00	228.31	101089	04/10/2024
		041024KM16	Ref. 66156 Paint	12	04/10/2024	21.95	.00	21.95	101089	04/10/2024
		041024KM16	Ref. 66527 Trash Bags	13	04/10/2024	72.46	.00	72.46	101089	04/10/2024
		041024KM16	Ref. 66564 Gypsum	14	04/10/2024	107.61	.00	107.61	101089	04/10/2024
		041024KM16	Ref. 66742 Fuels Supplies	15	04/10/2024	205.44	.00	205.44	101089	04/10/2024
		041024KM16	Ref. 65260 Saws	16	04/10/2024	16.02	.00	16.02	101089	04/10/2024
Total 1851:						1,436.46	.00	1,436.46		
1854	VERDE VALLEY NEWSPA	040324KM10	INV. 174903 Publication of	1	04/03/2024	141.57	.00	141.57	101073	04/03/2024
Total 1854:						141.57	.00	141.57		
1855	VERVE EVENTS & TENTS	040324KM7	INV. 96546-2 Plate Tamp fo	1	04/03/2024	118.64	.00	118.64	101075	04/03/2024
Total 1855:						118.64	.00	118.64		
1859	VERIZON WIRELESS	040324KM15	Acct 870476021-00003 Kio	1	04/03/2024	326.72	.00	326.72	101074	04/03/2024
		040324KM15	Acct 870476021-00001 PZ	2	04/03/2024	40.84	.00	40.84	101074	04/03/2024
		040324KM15	Acct 870476021-00001 FD	3	04/03/2024	56.84	.00	56.84	101074	04/03/2024
		040324KM15	Acct 870476021-00001 GG	4	04/03/2024	40.74	.00	40.74	101074	04/03/2024
		040324KM15	Acct 870476021-00001 PD	5	04/03/2024	40.01	.00	40.01	101074	04/03/2024
		040324KM15	Acct 870476021-00001 FD	6	04/03/2024	40.01	.00	40.01	101074	04/03/2024
		040324KM15	Acct 870476021-00001 FD	7	04/03/2024	40.01	.00	40.01	101074	04/03/2024
		040324KM15	Acct 870476021-00001 PD	8	04/03/2024	40.01	.00	40.01	101074	04/03/2024
		040324KM15	Acct 870476021-00001 FD	9	04/03/2024	40.01	.00	40.01	101074	04/03/2024
		040324KM15	Acct 870476021-00002 PZ	10	04/03/2024	52.24	.00	52.24	101074	04/03/2024
		040324KM15	Acct 870476021-00002 PD	11	04/03/2024	92.25	.00	92.25	101074	04/03/2024
		040324KM15	Acct 870476021-00002 Kio	12	04/03/2024	120.03	.00	120.03	101074	04/03/2024

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 1859:						929.71	.00	929.71		
1914	YAVAPAI CO. EDUCATION	041024KM7	Inv. 23-2290 Internet Serv	1	04/10/2024	74.10	.00	74.10	101090	04/10/2024
		041024KM7	Inv. 23-2290 Internet Serv	2	04/10/2024	74.10	.00	74.10	101090	04/10/2024
		041024KM7	Inv. 23-2290 Internet Serv	3	04/10/2024	148.20	.00	148.20	101090	04/10/2024
		041024KM7	Inv. 23-2290 Internet Serv	4	04/10/2024	177.84	.00	177.84	101090	04/10/2024
		041024KM7	Inv. 23-2290 Internet Serv	5	04/10/2024	148.20	.00	148.20	101090	04/10/2024
		041024KM7	Inv. 23-2290 Internet Serv	6	04/10/2024	148.20	.00	148.20	101090	04/10/2024
		041024KM7	Inv. 23-2290 Internet Serv	7	04/10/2024	296.40	.00	296.40	101090	04/10/2024
		041024KM7	Inv. 23-2290 Internet Serv	8	04/10/2024	296.40	.00	296.40	101090	04/10/2024
		041024KM7	Inv. 23-2264 Library E-Rate	9	04/10/2024	49.00	.00	49.00	101090	04/10/2024
Total 1914:						1,412.44	.00	1,412.44		
1916	YAVAPAI COLLEGE	041024KM6	INV. S0060271 EMT Class	1	04/10/2024	3,168.00	.00	3,168.00	101091	04/10/2024
Total 1916:						3,168.00	.00	3,168.00		
1956	MARTIN MARIETTA	040324KM6	Inv. 41816496 Aggregate B	1	04/03/2024	205.67	.00	205.67	101066	04/03/2024
		040324KM6	Inv. 41860272 Aggregate B	2	04/03/2024	196.45	.00	196.45	101066	04/03/2024
		040324KM6	Inv. 41954402 Aggregate B	3	04/03/2024	198.67	.00	198.67	101066	04/03/2024
		42424MS17	Inv 42106744 - Concrete,	1	04/24/2024	1,354.63	.00	1,354.63	101117	04/24/2024
		42424MS17	Inv 41979706 - MAG ABC	2	04/24/2024	84.38	.00	84.38	101117	04/24/2024
		42424MS17	Inv 42034391 - MAG ABC	3	04/24/2024	74.71	.00	74.71	101117	04/24/2024
		42424MS17	Inv 42034386 - MAG ABC	4	04/24/2024	1,581.13	.00	1,581.13	101117	04/24/2024
		42424MS17	Inv 42072844 - MAG ABC	5	04/24/2024	197.18	.00	197.18	101117	04/24/2024
Total 1956:						3,892.82	.00	3,892.82		
1963	WILLIAM BLODGETT	41724MS4	Reimbursement - Engineeri	1	04/17/2024	41.72	.00	41.72	101104	04/17/2024
		41724MS4	Reimbursement - Waterpro	2	04/17/2024	32.94	.00	32.94	101104	04/17/2024
Total 1963:						74.66	.00	74.66		
1968	COAST TO COAST	041024KM2	Inv. A2648344 Toner Cartri	1	04/10/2024	560.25	.00	560.25	101079	04/10/2024
Total 1968:						560.25	.00	560.25		
1981	JOHN C. HEATH, ATTORN	41724MS8	INV 752 March Town Prose	1	04/17/2024	2,000.00	.00	2,000.00	101098	04/17/2024
Total 1981:						2,000.00	.00	2,000.00		
1984	AZ Municipal Risk Retentio	040324KM17	Worker's Comp QTR 1 202	1	04/03/2024	161.60	.00	161.60	101058	04/03/2024
		040324KM17	Worker's Comp QTR 1 202	2	04/03/2024	18.62	.00	18.62	101058	04/03/2024
		040324KM17	Worker's Comp QTR 1 202	3	04/03/2024	3,001.89	.00	3,001.89	101058	04/03/2024
		040324KM17	Worker's Comp QTR 1 202	4	04/03/2024	2,202.08	.00	2,202.08	101058	04/03/2024
		040324KM17	Worker's Comp QTR 1 202	5	04/03/2024	34.26	.00	34.26	101058	04/03/2024
		040324KM17	Worker's Comp QTR 1 202	6	04/03/2024	47.66	.00	47.66	101058	04/03/2024
		040324KM17	Worker's Comp QTR 1 202	7	04/03/2024	36.49	.00	36.49	101058	04/03/2024
		040324KM17	Worker's Comp QTR 1 202	8	04/03/2024	205.54	.00	205.54	101058	04/03/2024
		040324KM17	Worker's Comp QTR 1 202	9	04/03/2024	485.55	.00	485.55	101058	04/03/2024
		040324KM17	Worker's Comp QTR 1 202	10	04/03/2024	245.75	.00	245.75	101058	04/03/2024
		040324KM17	Worker's Comp QTR 1 202	11	04/03/2024	689.59	.00	689.59	101058	04/03/2024
		040324KM17	Worker's Comp QTR 1 202	12	04/03/2024	201.81	.00	201.81	101058	04/03/2024
		040324KM17	Worker's Comp QTR 1 202	13	04/03/2024	116.17	.00	116.17	101058	04/03/2024

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 1984:						7,447.01	.00	7,447.01		
2006	Wired Up Systems LLC	41724MS2	Inv 104016 Monthly Securit	1	04/17/2024	52.97	.00	52.97	101105	04/17/2024
Total 2006:						52.97	.00	52.97		
2016	T2 SYSTEMS, INC.	040324KM14	INV. UPS00053256 Autom	1	04/03/2024	87.50	.00	87.50	101071	04/03/2024
		41724MS6	INV MP000002619 Mobile	1	04/17/2024	1,305.60	.00	1,305.60	101102	04/17/2024
Total 2016:						1,393.10	.00	1,393.10		
2031	CBJ CONTRACTORS LLC	040324KM2	INV. 41241 Crack Sealing	1	04/03/2024	6,000.00	.00	6,000.00	101060	04/03/2024
Total 2031:						6,000.00	.00	6,000.00		
2032	NANCY DRIVER	040324KM3	Reimbursement for Purcha	1	04/03/2024	277.08	.00	277.08	101067	04/03/2024
Total 2032:						277.08	.00	277.08		
2033	CCS	41724MS10	INV CCS009173 - Citation	1	04/17/2024	12.50	.00	12.50	101095	04/17/2024
Total 2033:						12.50	.00	12.50		
2034	Yavapai County	41724MS14	2024 PANT Distribution	1	04/17/2024	629.59	.00	629.59	101106	04/17/2024
Total 2034:						629.59	.00	629.59		
2035	CHARLES SCHWAB	42424MS11	ACCT# 1816-2372 - Jerom	1	04/24/2024	15,000.00	.00	15,000.00	101110	04/24/2024
Total 2035:						15,000.00	.00	15,000.00		
Grand Totals:						443,098.60	.00	443,098.60		

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 May 14, 2024

MONTHLY STAFF REPORT TO THE MAYOR AND COUNCIL

Brett Klein, Town Manager/Clerk

My activities have included:

- Facilitated all staff open enrollment with our benefits partner Kairos.
- Participated in bi-weekly WWTP design status update meetings (Minutes Included)
- Worked on the Home Rule Option for the Alternative Expenditure Limitation (every 4-years), which will be on the ballot in July and submitted analyses to the Auditor General. Began work on Publicity Pamphlet.
- Participated in a meeting with Jerome Verde Ex representatives regarding necessary easements for the WWTP. Participated in a follow-up meeting with Verde Ex and the State Parks to facilitate the easements necessary.
- Worked with various individuals on their special event requests.
- Worked on the revised CDBG funding application.
- Completed the FY 2024-25 budget pending Council approval.
- Participated in a Verde Avenue pre-bid design meeting with ADOT representatives.
- Worked on the CDBG Grant with NACOG and submitted remaining grant documentation.
- Facilitated multiple public records requests.
- Solicited quotes / proposals for replacing windows at Hotel Jerome – Artists Coop off of Main Street..
- Began work on bid documents for Verde Central line replacement.
- Met with engineer for project update and ensure approved projects are progressing.
- Finalized ballots and ballot language with Yavapai County Elections.
- Continued work on title research and coordinated the Condition of Title for the Town’s “Cemetery Land” in anticipation of an appraisal.

**** CONGRATULATIONS TO ****

Lyle Keith (Public Works) on completing 7 years of service effective May 1, 2024.

Jason Lohman (Police) on completing 7 years of service effective May 4, 2024.

Barry Wolstencroft (Planning) on completing 11 years of service effective May 9, 2024.

Zach MacGregor (Police) on completing 1 year of service effective May 11, 2024

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

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

	FY2024 Actual - (based on to-date DOR website)	FY2023 Actual - (based on DOR website)	Actually Received	% of Budget Year / % Actual
July	106,085	104,350	89,433	8.3 / 6.4
August	130,622	74,612	21,622	17 / 7.9
September	79,411	115,431	151,329	25 / 19
October	115,250	114,937	21,722	33 / 22
November	78,059	139,121	90,946	41 / 28 **
December	116,459	96,194	159,734	50 / 40
January	106,378	132,403	78,097	58 / 46
February	89,204	78,212	60,801	66 / 51
March	105,419	97,338	198,057	75 / 65
April		132,605		
May		135,359		
June		113,922		
Total YTD	926,888	1,334,484	871,741	

TOWN OF JEROME, AZ

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

	RESTAURANTS/BARS (Bus Class 11)			ACCOMMODATION (Bus Class 44/144)			RETAIL (Bus Class 17)		
	FY2024 actual	FY2023 actual	+/- Compared to Last Yr	FY2024 actual	FY2023 actual	+/-	FY2024 actual	FY2023 actual	+/-
July	34660	38,001	(3,341)	17969	18,295	(326)	36125	32,588	3,537
August	37999	31,508	6,491	16130	4,896	11,234	65,439	18,230	47,209
September	30,432	32,105	(1,673)	14875	14,925	(50)	27037	33,655	(6,618)
October	43194	39,918	3,276	17207	18,989	(1,782)	39382	36,563	2,819
November	52665	48,302	4,363	24990	3,844	21,146	42307	57,373	(15,066)
December	38505	36,015	2,490	18188	18,502	(314)	43845	37,136	6,709
January	38694	38,684	10	15472	15,966	(494)	43489	53,008	(9,519)
February	29730	28,441	1,289	13973	14,328	(355)	28100	26,837	1,263
March	41,146	34,550	6,596	16248	16,857	(609)	36289	35,868	421
April	0	46,274			24,338			45,268	
May	0	48,192			21,152			56,620	
June	0	42,861			19,104			45,228	
Total YTD	347,025	464,852	19,500	155,052	191,196	28,450	362,013	478,374	30,755

Added 1% Bed Tax

	<u>Monthly total</u>	<u>TOTAL TO DATE</u>
July	2,764	2,764
August	2,481	5,245
September	3,163	8,408
October	2,647	11,055
November	3,844	14,899
December	2,798	17,697
January	2,380	20,077
February	2,150	22,227
March	2,500	24,727
April		
May		
June		

WATER FLOWS REPORT

Item A.

Reading Date	WALNUT GPM	VERDE GPM
14-Feb	71	101
21-Feb	83	100
27-Feb	83	139
06-Mar	95	244
13-Mar	233	326
20-Mar	115	270
27-Mar	71	356
03-Apr	154	253
17-Apr	146	311
24-Apr	115	157
01-May	231	112
08-May	200	92
15-May	172	75
22-May	190	72
29-May	162	64
5-June	154	130
12-June	154	126
19-June	130	114
26-June	137	338
03-July	115	326
10-July	123	331
17-July	115	320
24-July	108	300
31-July	108	300
7-Aug	123	292
14-Aug	110	284
21-Aug	101	174
28-Aug	88	280
5-Sept	88	267
11-Sept	89	267
18-Sept	89	260
25-Sept	89	252
2-Oct	89	266
9-Oct	89	257
17-Oct	95	241
23-Oct	95	242
30-Oct	95	230
6-Nov	101	214
13-Nov	101	206
20-Nov	101	225
27-Nov	89	215
4-Dec	95	214
11-Dec	108	220
18-Dec	101	222
26-Dec	101	223
2024 02-Jan	101	226
08-Jan	101	223
16-Jan	101	248
22-Jan	95	140
29-Jan	95	140
05-Feb	95	140
12-Feb	75	136
20-Feb	75	139
26-Feb	75	140
4-Mar	88	140
11-Mar	88	231
18-Mar	88	233
25-Mar	171	244
1-April	83	250
8-April	171	328
16-April	95	211
22-April	82	163
30-April	201	144
6-May	157	131



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

MEETING MINUTES

Date: April 8, 2024

PACE Job No. B614

Meeting Date: April 8, 2024 at 10:00AM

Location: Microsoft Teams

Meeting called by / Organizer: Taylor Pierce (PACE)

Subject: Jerome WWTP Improvements Design Meeting #14 Agenda

Attendance:

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

Discussion Topics:

1. Introductions
2. Review of Previous Meeting Minutes
3. Next Deliverable and Upcoming Dates
 - a. 90% Design Submittal (Internal Submission Date: 4/29/2024)
 - b. 100% Design Submittal (ADEQ Submission Date: 6/25/2024)

4. Current Scope of Work:

TASK	DISCUSSION	RESPONSIBLE PARTY
Final Design (90%)	a. 60% Design Comments and Corrections b. Technical Specifications	PACE, SEC, Wright, PKA
Permitting	a. 4.01 NOI b. APP c. AZPDES	PACE

5. 90% Design Progress

a. Mechanical Plan Review

i. Dewatering Pad Area

1. Pad and equipment layout are acceptable, Henry expressed concern that a 4-yd dumpster would be too small, and that the bagger is not elevated such that full bags can be easily rolled off the pad and into a dumpster.
2. The Town wants to utilize a 20-yd dumpster for dried sludge and bags. Lifting bags into the dumpster is not preferred, PACE will review bagger unit elevation. A dolly would be a suitable alternative to move filled bags to the dumpster. Henry to provide photos of similar installation.
3. Marty mentions that the driveway must be twice the length of the dumpster to accommodate during pickup (Team confirmed there is more than enough space to accommodate the pickup truck)

ii. Drying Beds and Lift Station

1. The lift station will be moved to the south side of the drying beds to accommodate the flood plain elevations (within which no land can be built up due to flood plain regulations).
2. Existing barriers will be used to anchor the liner. Henry requested further evaluation of the drying beds outer wall height to allow for better air flow and improved sludge drying. Existing barriers are 2'6". PACE will investigate raising the bed grade

iii. Air Line and Retrievable Diffusers

1. Air line will run along the north side of the basins to allow ease of access for maintenance.
2. Rock trap & headworks to be relocated farther over the basins to facilitate access.

3. PACE is exploring options for influent monitoring. Current options:
metering manhole or influent weir & level transducer.
 - iv. Overflow Basins and Lift Station
 1. Convert three wetlands into one large equalization basins. The basin should primarily be used as emergency overflow and it is recommended that water be allowed to evaporate rather than using the package lift station that will be installed at the basin.
 - v. Phased Demolition Plans
 - b. Structural Plan Review
 - c. Electrical Plan Review
 - d. Civil Plan Review
 - i. HDPE Sewer Line:
 1. Min. 200ft radius of curvature
 2. Manhole count: 11
 - ii. Access Driveway
 1. Traditional Concrete Trucks simulation
 - a. Simulation works with traditional 30' concrete trucks. Pumper trucks can most likely be accommodated, but trailer mounted equipment is a suitable alternative.
6. Easements
- a. Width of new sewer easements w/ additional construction easement TBD
 - b. Site driveway – Cemetery Rd easement
 - i. 30' permanent access road easement with additional slope easement on Verde
Ex property
 - c. North Drive/Cemetery Rd easement - Leachman and Crosby
 - i. Existing dimensions
 - ii. Property Owner Discussions
 - iii. Site Walk Updates

- d. Sewer line easement – Verde Ex
 - i. Width of new sewer easements w/ additional construction easement TBD
 - ii. Sewer Easement and Roadway Easement exhibits provided on 2/28
 - iii. Sewer easement request provided to Verde Rep on 2/1 with standard language document. Preliminary Discussion Update
 - iv. **Brett: Verde Ex wants to bring Town personnel to Prescott for a meeting, which is causing delays for the easements. Brett suggests Taylor, Krishan, Jane, Town Attorney, & Neil attend the meeting. The attorney for Verde Ex has suggested that a plan exists for Verde Ex to pay for the sewer, and then easements will provide the easements. Town to propose various dates for meeting via Doodle poll.**

- 7. On-going discussion topics and potential construction issues:
 - a. Bypass piping around new WWTP structure
 - b. Temporary routing of existing sewer laterals
 - c. Construction vehicle turn-around/access
 - d. Concrete Truck simulation
 - e. Access Gate Location
 - i. **No updates**
 - f. Waste Location for Excess material
 - 1. **No updates**
 - ii. Verde Ex Discussions
 - iii. Neighboring property
 - iv. Cemetery parking area

- 8. Outstanding Items

- 9. Coordination Items
 - a. AZPDES Meeting Summary – Submit application at 90% progress
 - i. Confirmed that permit will remain with major modification for new process and discharge.

- b. APP application – Submit at 90% progress
 - c. 4.01 Notice of Intent to Discharge – Submit at 90% progress
 - i. Include: Town of Jerome, PACE, SEC, Wright, PKA
10. Feedback from the Town
11. Reporting
- a. Next Consent Order Status Report on or before April 19, 2024, to include 60% design package.
 - i. **Prior to submittal, Henry to provide testing samples for ADEQ monitoring.**
12. Action items:

ITEM	RESPONSIBLE PARTY	DUE
cemetery road and sewer line easements	Town of Jerome	4/29/2024



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

MEETING MINUTES

Date: May 6, 2024

PACE Job No. B614

Meeting Date: May 6, 2024 at 10:00AM

Location: Microsoft Teams

Meeting called by / Organizer: Taylor Pierce (PACE)

Subject: Jerome WWTP Improvements Design Meeting #15 Agenda

Attendance:

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

Discussion Topics:

1. Introductions
2. Review of Previous Meeting Minutes
3. Next Deliverable and Upcoming Dates
 - a. 90% Design Submittal
 - b. 100% Design Submittal (ADEQ Submission Date: 6/25/2024)

4. Current Scope of Work:

TASK	DISCUSSION	RESPONSIBLE PARTY
Final Design (90%)	a. 60% Design Comments and Corrections b. Technical Specifications	PACE, SEC, Wright, PKA
Permitting	a. 4.01 NOI b. APP c. AZPDES	PACE

5. 90% Design Progress

a. Mechanical Plan Review

i. Dewatering Pad Area Update

1. Yard piping changes to reduce total pipe length. As a result, polymer dosing unit no longer doses to drying beds.
2. Currently there is 2.4 feet of clearance to the retaining wall, which is sufficient for any required maintenance.

ii. Drying Beds and Emergency Overflow Basin Update

1. No updates

iii. Influent/Effluent Monitoring

1. Effluent monitoring is provided by the flow meter on the surge basin outfall.
2. Influent flow meter will also be added to the project scope within SBR manufacturer scope

iv. Effluent Outfall

1. Small precast box at the outfall pipe can be used for outfall and to sample plant effluent w/ flat area nearby for installation of autosampler unit.

v. Phased Demolition Plans

1. No updates

b. Structural Plan Update

- i. Structural and electrical should be returned from subs the week of 5/20.

c. Electrical Plan Update

d. Civil Plan Update

- i. FPVC vs HDPE Sewer Line:

1. Min. 275ft vs 200ft radius of curvature
 2. Manhole count: 11
 - ii. Fusible PVC may be a more appropriate alternative for sections of the new sewer main, although it has a reduced bending radius. Some sections may need to be constructed with HDPE to accommodate the radii of curvature. SEC will prepare some preliminary analysis of FPVC feasibility.
6. Easements
- a. Status of agreement between Verde Ex/Development / AZ State Parks / Town of Jerome
 - i. Verde Ex, Town, and State Parks will hold a meeting later this week to discuss the easements and agreement between parties. The State Park will be served by the Town's WWTP in the future in exchange for the easements; the new sewer construction will be completed as part of a separate project w/ funding secured by AZ state parks.
 - b. Site driveway – Cemetery Rd easement – Verde Ex
 - i. 30' permanent access road easement with additional slope easement on Verde Ex property
 - c. North Drive/Cemetery Rd easement - Leachman and Crosby
 - i. Existing dimensions
 - ii. Property Owner Discussions
 - iii. Site Walk Updates
 - d. Sewer line easement – Verde Ex
 - i. Sewer Easement and Roadway Easement exhibits provided on 2/28
 - ii. Sewer easement request provided to Verde Rep on 2/1 with standard language document. Preliminary Discussion Update
 - iii. First meeting w/ Verde on 4/15
7. On-going discussion topics and potential construction issues:
- a. Bypass piping around new WWTP structure

- b. Temporary routing of existing sewer laterals
 - c. Construction vehicle turn-around/access
 - d. Concrete Truck simulation
 - e. Access Gate Location
 - f. Waste Location for Excess material
 - i. Verde Ex Discussions
 - ii. Neighboring property
 - iii. Cemetery parking area
 - iv. **No updates**
8. Outstanding Items
9. Coordination Items
- a. Applications being finalized for AZPDES, APP, 4.01 Notice of Intent to Discharge
 - i. **Andrea will reach out to the Town for any items required for the permit applications.**
 - ii. Include: Town of Jerome, PACE, SEC, Wright, PKA
 - b. **Andrea is preparing the bid documents for the project and anticipates completion later this week. Once complete, the bid documents will be sent to the Town’s attorney for review.**
10. Feedback from the Town
- a. **Cement truck updates: no updates from Martin Marietta at this time, however, Taylor will reach out again.**
11. Reporting
- a. Next Consent Order Status Report on or before July 19, 2024, to include ADEQ on 90% design package.
12. Action items:

ITEM	RESPONSIBLE PARTY	DUE
cemetery road and sewer line easements	Town of Jerome	



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Incorporated 1899

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

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

- ⚙ Assisted Zoning Administrator Will Blodgett with BOA, P&Z and DRB-related business.
- ⚙ Posted town notices and meeting agendas throughout the month at the three locations in town (Gulch Road, Post Office, Town Hall).
- ⚙ Assembled packets for and attended Town Council meetings. 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.
- ⚙ Completed annual State Budget Forms in preparation for submittal.
- ⚙ Attended the regional AMCA meeting in Clarkdale and the AMCA's Spring Best Practices webinar.
- ⚙ Permits and Licensing activities for April:
 - Business Licenses**
 - 6 Businesses were sent renewal notices.
 - 10 Businesses sent in their renewal application, including 3 that were overdue.
 - 1 Businesses applied for a NEW Business License.
 - 16 Business License renewals were issued.
 - 10 Business Licenses are pending approval.
 - STR Licenses**
 - 1 new STR/Vacation Rental License was issued, bringing an unlicensed STR into compliance.
 - 1 STR License is pending approval.
 - 20 Total STR Licenses issued to date.
 - The total of Jerome STR housing units (whole house or separately available units within the same property) is now 29.
 - Special Event Permits**
 - 1 new Special Event Permit was issued for Sk8 4Life.



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TOWN OF JEROME, ARIZONA

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

Item A.

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

- Current debt (45 days past due):

9 accounts were on the shut-off list at the beginning of April. 6 accounts were sent Yellow Tags, and 0 accounts were shut off because all made payments or paid in full. 1 account has made payments arrangements by May 16th.

Balance owed on shut-off accounts from April billing: \$791.75

Balance owed at end of March: \$2714.38

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

Rentals

All renters made their rental payments and are on track.

Town of Jerome

Aging Report - Acct number only
Report Date: 04/30/2024

May 01, 2024 8:17AM

Report Criteria:

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

Customer Number	Balance	04/30/2024	03/31/2024	02/29/2024	01/31/2024	Last Pmt Date	Last Pmt Amount	Msg	Final Bill Date
1000.01	5.00-	5.00-	.00	.00	.00	04/03/24	84.53-		
1001.03	169.06	169.06	.00	.00	.00	04/15/24	169.06-		
1003.02	114.00	114.00	.00	.00	.00	04/16/24	114.00-		
1006.02	236.07-	236.07-	.00	.00	.00	02/05/24	700.00-		
1007.02	143.48	143.48	.00	.00	.00	04/01/24	143.48-		
1008.02	84.53	84.53	.00	.00	.00	04/11/24	84.53-		
1009.05	46.41	46.41	.00	.00	.00	04/23/24	92.82-		
1010.01	84.53	84.53	.00	.00	.00	04/15/24	84.53-		
1011.01	222.44-	222.44-	.00	.00	.00	04/15/24	400.00-		
1013.01	84.53	84.53	.00	.00	.00	04/11/24	246.80-		
1014.03	228.00	114.00	114.00	.00	.00	04/22/24	114.00-		
1015.01	84.53	84.53	.00	.00	.00	04/30/24	84.53-		
1016.01	46.41	46.41	.00	.00	.00	04/16/24	46.41-		
1018.03	142.96	142.96	.00	.00	.00	04/03/24	144.00-		
1021.01	44.77-	44.77-	.00	.00	.00		.00		
1022.01	443.99	84.53	84.53	84.53	190.40	04/15/24	77.74-		
1024.01	78.44-	78.44-	.00	.00	.00	04/16/24	105.11-		
1025.01	84.53	84.53	.00	.00	.00	04/16/24	84.53-		
1026.01	84.53	84.53	.00	.00	.00	04/08/24	84.53-		
1027.01	169.06	84.53	84.53	.00	.00	03/14/24	162.27-		
1028.04	84.53	84.53	.00	.00	.00	04/15/24	84.53-		
1029.01	286.96	143.48	143.48	.00	.00	04/03/24	276.00-		
1030.02	15.66	15.66	.00	.00	.00	04/29/24	182.85-		
1031.03	.02	.00	.00	.00	.02		.00	Final	06/01/12
1032.01	84.53	84.53	.00	.00	.00	04/08/24	84.53-		
1036.09	114.00	114.00	.00	.00	.00	04/01/24	333.11-		
1038.02	78.25	78.25	.00	.00	.00	04/08/24	80.00-		
1040.01	17.34	17.34	.00	.00	.00	04/16/24	17.34-		
1042.01	269.19	269.19	.00	.00	.00	04/22/24	221.49-		
1044.01	84.53	84.53	.00	.00	.00	04/23/24	84.53-		
1051.02	115.40-	115.40-	.00	.00	.00	07/17/23	1,866.48-		
1055.05	252.87	.00	.00	.00	252.87		.00	Final	12/12/19
1055.06	98.11	84.53	13.58	.00	.00	04/22/24	77.74-		
1056.02	84.51	84.51	.00	.00	.00	04/04/24	84.55-		
1057.01	84.53	84.53	.00	.00	.00	04/17/24	84.53-		
1058.05	84.53	84.53	.00	.00	.00	04/29/24	84.53-		
1059.02	.22-	.22-	.00	.00	.00	04/30/24	114.00-		
1060.02	84.53	84.53	.00	.00	.00	04/10/24	84.53-		
1061.01	114.00	114.00	.00	.00	.00	04/16/24	114.00-		
1063.02	85.53	84.53	1.00	.00	.00	04/23/24	168.06-		
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	04/11/24	304.34-		
1065.01	78.78-	78.78-	.00	.00	.00		.00		
1066.01	9.81	9.81	.00	.00	.00	04/23/24	77.74-		
1069.02	114.00	114.00	.00	.00	.00	04/16/24	114.00-		
1071.03	131.78	114.00	17.78	.00	.00	04/10/24	105.11-		
1073.01	114.00	114.00	.00	.00	.00	04/15/24	114.00-		
1075.01	44.23	44.23	.00	.00	.00	04/16/24	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

Customer Number	Balance	04/30/2024	03/31/2024	02/29/2024	01/31/2024	Last Pmt Date	Last Pmt Amount	Msg	Final Bill Date
1076.04	149.23	.00	.00	.00	149.23	09/28/23	149.23-	Final	12/01/23
1076.05	317.70	158.85	158.85	.00	.00	03/18/24	158.85-		
1077.01	66.60	64.05	2.55	.00	.00	04/11/24	64.05-		
1078.02	64.05	64.05	.00	.00	.00	04/24/24	64.05-		
1079.02	305.22	305.22	.00	.00	.00	04/22/24	306.66-		
1080.01	128.10	64.05	64.05	.00	.00	03/04/24	125.55-		
1081.01	65.44	65.44	.00	.00	.00	04/22/24	65.44-		
1082.01	9.27	9.27	.00	.00	.00	04/11/24	100.00-		
1083.05	47.43	47.43	.00	.00	.00	04/04/24	112.06-		
1084.01	51.63-	51.63-	.00	.00	.00	04/08/24	124.00-		
1085.02	42.56-	42.56-	.00	.00	.00		.00	Final	10/02/13
1085.04	47.43	47.43	.00	.00	.00	04/29/24	140.06-		
1086.02	71.33	65.44	5.89	.00	.00	04/17/24	62.50-		
1087.01	47.43	47.43	.00	.00	.00	04/15/24	47.43-		
1088.05	47.43	47.43	.00	.00	.00	04/11/24	47.43-		
1090.04	247.11	103.35	114.00	29.76	.00	01/08/24	200.00-		
1091.02	90.87	90.87	.00	.00	.00	04/08/24	90.87-		
1093.02	130.88	65.44	65.44	.00	.00	03/25/24	65.44-		
1094.01	47.43	47.43	.00	.00	.00	04/04/24	47.43-		
1096.02	66.83	65.44	1.39	.00	.00	04/16/24	64.05-		
1097.03	65.44	65.44	.00	.00	.00	04/04/24	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	83.44	114.16	02/26/24	100.00-	Final	03/31/24
1098.04	98.44	98.44	.00	.00	.00		.00		
1099.02	84.53	84.53	.00	.00	.00	04/11/24	84.53-		
1100.02	65.44	65.44	.00	.00	.00	04/22/24	65.44-		
1104.08	19.45	.00	.00	.00	19.45		.00	Final	07/01/22
1109.01	229.97-	229.97-	.00	.00	.00	04/10/24	350.00-		
1125.03	17.17	17.17	.00	.00	.00	12/18/23	100.00-		
1131.01	53.21	53.02	.19	.00	.00	03/12/24	138.94-		
1132.01	84.53	84.53	.00	.00	.00	04/17/24	91.32-		
1133.01	84.53	84.53	.00	.00	.00	04/24/24	84.53-		
1135.02	417.41	.00	.00	.00	417.41		.00	Final	01/01/14
1135.03	287.48	65.44	65.44	65.44	91.16	03/28/24	100.00-		
1139.01	81.33	81.33	.00	.00	.00	04/15/24	250.00-		
1150.04	320.12	.00	.00	.00	320.12		.00	Final	08/31/20
1150.06	47.43	47.43	.00	.00	.00	04/10/24	47.43-		
1151.02	47.43	47.43	.00	.00	.00	04/15/24	47.43-		
1160.02	169.06-	169.06-	.00	.00	.00	03/12/24	338.12-		
1162.03	131.78	114.00	17.78	.00	.00	04/10/24	105.11-		
1163.01	163.76	.00	.00	.00	163.76		.00	Final	07/01/15
1165.04	84.53	84.53	.00	.00	.00	04/10/24	84.53-		
1166.02	94.46	90.87	3.59	.00	.00	04/17/24	90.87-		
1167.01	25.73-	25.73-	.00	.00	.00	04/17/24	72.00-		
1168.01	91.32	84.53	6.79	.00	.00	04/10/24	84.53-		
1169.02	114.00	114.00	.00	.00	.00	04/23/24	114.00-		
1170.01	64.05-	64.05-	.00	.00	.00	03/11/24	256.20-		
1171.05	84.53	84.53	.00	.00	.00	04/03/24	84.53-		
1173.06	135.11-	135.11-	.00	.00	.00	04/08/24	77.74-		
1174.02	84.53	84.53	.00	.00	.00	04/17/24	169.06-		
1176.01	131.78	104.33	27.45	.00	.00	02/12/24	315.33-		
1177.01	536.65	.00	.00	.00	536.65		.00	Final	10/31/16
1178.01	84.53	84.53	.00	.00	.00	04/08/24	84.53-		
1312.04	522.70	.00	.00	.00	522.70		.00	Final	08/21/12
1312.10	114.00	114.00	.00	.00	.00	04/22/24	228.00-		
1313.04	557.60	.00	.00	.00	557.60		.00	Final	03/01/12
1313.09	167.71	84.53	83.18	.00	.00	03/27/24	150.00-		

Customer Number	Balance	04/30/2024	03/31/2024	02/29/2024	01/31/2024	Last Pmt Date	Last Pmt Amount	Msg	Final Bill Date
1314.05	65.44	65.44	.00	.00	.00	04/15/24	65.44-		
1332.01	165.85	84.53	81.32	.00	.00	03/14/24	10.00-		
1334.01	762.67	.00	.00	.00	762.67		.00	Final	01/01/22
1341.01	261.26-	261.26-	.00	.00	.00		.00	Final	01/01/22
1342.05	48.52	48.52	.00	.00	.00	04/10/24	48.52-		
1343.03	152.15	145.41	6.74	.00	.00	01/25/24	445.57-		
2000.01	150.69	150.69	.00	.00	.00	04/08/24	150.69-		
2001.01	467.24	.00	.00	.00	467.24		.00	Final	10/01/18
2001.02	200.84	143.48	57.36	.00	.00	04/01/24	300.00-		
2002.03	46.41	46.41	.00	.00	.00	04/22/24	46.41-		
2003.02	84.53	84.53	.00	.00	.00	04/10/24	84.53-		
2004.01	114.00	114.00	.00	.00	.00	04/03/24	228.00-		
2005.01	84.53	84.53	.00	.00	.00	04/03/24	84.53-		
2006.03	114.00	114.00	.00	.00	.00	04/08/24	114.00-		
2007.02	169.06	169.06	.00	.00	.00	04/09/24	169.06-		
2008.01	114.00	114.00	.00	.00	.00	04/08/24	114.00-		
2010.03	.01	.01	.00	.00	.00	04/30/24	114.00-		
2011.05	84.53	84.53	.00	.00	.00	04/17/24	84.53-		
2013.01	114.00	114.00	.00	.00	.00	04/09/24	114.00-		
2014.01	114.00	114.00	.00	.00	.00	04/11/24	114.00-		
2015.02	1,182.25-	1,182.25-	.00	.00	.00	03/21/24	1,400.00-		
2016.05	206.10	.00	.00	.00	206.10		.00	Final	02/02/20
2016.06	342.00	114.00	114.00	114.00	.00	02/15/24	210.22-		
2017.01	84.53	84.53	.00	.00	.00	04/22/24	84.53-		
2018.01	84.53	84.53	.00	.00	.00	04/17/24	84.53-		
2019.01	48.90	48.90	.00	.00	.00	04/02/24	228.00-		
2020.01	143.48	143.48	.00	.00	.00	04/11/24	143.48-		
2021.06	471.26	.00	.00	.00	471.26		.00	Final	08/30/20
2021.07	8.89	8.89	.00	.00	.00	04/16/24	122.89-		
2022.01	143.48	143.48	.00	.00	.00	04/08/24	143.48-		
2023.03	114.00	114.00	.00	.00	.00	04/15/24	114.00-		
2024.01	114.00	114.00	.00	.00	.00	04/15/24	114.00-		
2025.02	46.41	46.41	.00	.00	.00	04/10/24	48.94-		
2026.02	114.00	114.00	.00	.00	.00	04/29/24	333.11-		
2028.01	114.02	114.00	.02	.00	.00	04/10/24	113.99-		
2029.01	114.00	114.00	.00	.00	.00	04/17/24	114.00-		
2030.01	84.53	84.53	.00	.00	.00	04/23/24	169.06-		
2031.01	150.69	150.69	.00	.00	.00	04/29/24	150.69-		
2032.03	169.06	84.53	84.53	.00	.00	03/27/24	162.27-		
2034.01	114.00	114.00	.00	.00	.00	04/08/24	114.00-		
2037.03	114.00	114.00	.00	.00	.00	04/15/24	114.00-		
2038.01	84.53	84.53	.00	.00	.00	04/22/24	84.53-		
2042.01	55.29-	55.29-	.00	.00	.00		.00	Final	04/22/21
2042.02	218.00	113.91	104.09	.00	.00	03/28/24	229.11-		
2043.03	46.41	46.41	.00	.00	.00	04/16/24	46.41-		
2044.01	77.74	77.74	.00	.00	.00	04/17/24	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	201.57	67.19	67.19	67.19	.00	02/22/24	46.41-		
2047.02	143.48	143.48	.00	.00	.00	04/10/24	143.48-		
2054.01	152.17	152.17	.00	.00	.00	04/04/24	152.17-		
2055.01	98.11	84.53	13.58	.00	.00	04/17/24	77.74-		
2059.01	352.00	114.00	114.00	114.00	10.00	02/14/24	210.22-		
2061.02	150.69	150.69	.00	.00	.00	04/16/24	150.69-		
2062.01	65.44	65.44	.00	.00	.00	04/08/24	65.44-		
2063.01	65.44	65.44	.00	.00	.00	04/17/24	65.44-		
2065.04	94.86	47.43	47.43	.00	.00	03/21/24	92.63-		
2067.02	272.81-	272.81-	.00	.00	.00		.00		

Customer Number	Balance	04/30/2024	03/31/2024	02/29/2024	01/31/2024	Last Pmt Date	Last Pmt Amount	Msg	Final Bill Date
2068.01	65.43	65.43	.00	.00	.00	04/16/24	65.45-		
2069.02	47.43	41.68	5.75	.00	.00	03/25/24	94.86-		
2070.01	116.36-	116.36-	.00	.00	.00	04/22/24	65.43-		
2071.01	51.89	47.43	4.46	.00	.00	02/07/24	135.60-		
2073.02	108.73	108.73	.00	.00	.00	04/11/24	217.46-		
2077.01	47.43	47.43	.00	.00	.00	04/22/24	47.43-		
2078.01	90.87	90.87	.00	.00	.00	04/15/24	90.87-		
2079.03	47.43	47.43	.00	.00	.00	04/04/24	47.43-		
2080.01	46.99	46.99	.00	.00	.00	04/11/24	94.86-		
2081.01	116.08-	116.08-	.00	.00	.00	03/19/24	300.00-		
2083.01	161.30-	161.30-	.00	.00	.00	09/11/23	500.00-		
2084.01	114.00	114.00	.00	.00	.00	04/10/24	114.00-		
2085.02	372.34	372.34	.00	.00	.00	04/10/24	372.34-		
2086.01	84.53	84.53	.00	.00	.00	04/10/24	84.53-		
2089.02	81.06	81.06	.00	.00	.00	04/29/24	169.06-		
2093.02	198.51	198.51	.00	.00	.00	04/29/24	579.87-		
2100.01	80.77	67.19	13.58	.00	.00	04/16/24	60.40-		
2102.09	311.78	.00	.00	.00	311.78		.00	Final	07/29/15
2102.12	114.00	114.00	.00	.00	.00	04/16/24	114.00-		
2103.01	114.00	114.00	.00	.00	.00	04/17/24	114.00-		
2104.08	84.06	84.06	.00	.00	.00	04/29/24	85.00-		
2105.03	.38-	.38-	.00	.00	.00		.00	Final	02/05/21
2105.04	152.17	152.17	.00	.00	.00	04/10/24	152.17-		
2106.01	26.41	26.41	.00	.00	.00	04/11/24	105.11-		
2107.01	61.17	61.17	.00	.00	.00	04/16/24	61.17-		
2109.03	84.53	84.53	.00	.00	.00	04/15/24	91.32-		
2110.01	2,124.49-	2,124.49-	.00	.00	.00	08/07/23	3,000.00-		
2113.01	114.00	114.00	.00	.00	.00	04/10/24	114.00-		
2115.01	114.00	114.00	.00	.00	.00	04/15/24	113.00-		
2119.05	114.00	114.00	.00	.00	.00	04/22/24	114.00-		
2121.01	66.83	65.44	1.39	.00	.00	04/15/24	63.90-		
2122.05	198.51	198.51	.00	.00	.00	04/15/24	198.51-		
2123.01	87.61	87.61	.00	.00	.00	04/17/24	105.11-		
2124.01	114.00	114.00	.00	.00	.00	04/03/24	228.00-		
2125.02	65.44	65.44	.00	.00	.00	04/04/24	65.44-		
2126.06	169.06	84.53	84.53	.00	.00	03/25/24	162.27-		
2127.06	84.53	70.85	13.68	.00	.00	04/08/24	169.06-		
2128.02	402.22	114.00	114.00	114.00	60.22	03/28/24	150.00-		
2130.06	198.51	198.51	.00	.00	.00	04/08/24	198.51-		
2131.02	583.02	.00	.00	.00	583.02		.00	Final	11/01/11
2131.04	42.56-	42.56-	.00	.00	.00		.00	Final	11/01/12
2131.09	89.87	.00	.00	79.85	10.02	01/02/24	283.93-	Final	03/31/24
2132.02	114.00	114.00	.00	.00	.00	04/11/24	114.00-		
3000.03	228.37	176.10	52.27	.00	.00	04/08/24	114.00-		
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	04/22/24	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	04/10/24	48.52-		
3005.02	228.00	114.00	114.00	.00	.00	03/28/24	114.00-		
3007.01	64.05	64.05	.00	.00	.00	04/30/24	66.60-		
3009.01	143.48	143.48	.00	.00	.00	04/17/24	143.48-		
3010.01	228.00	114.00	114.00	.00	.00	03/05/24	219.11-		
3011.01	84.53	84.53	.00	.00	.00	04/23/24	84.53-		
3012.03	162.22	108.00	54.22	.00	.00	03/05/24	390.00-		
3013.01	114.00	114.00	.00	.00	.00	04/08/24	114.00-		
3014.01	84.53	84.53	.00	.00	.00	04/17/24	84.53-		
3015.01	167.54	167.54	.00	.00	.00	04/04/24	167.54-		

Customer Number	Balance	04/30/2024	03/31/2024	02/29/2024	01/31/2024	Last Pmt Date	Last Pmt Amount	Msg	Final Bill Date
3016.01	113.84	113.84	.00	.00	.00	04/03/24	114.00-		
3017.01	460.82	.00	.00	.00	460.82		.00	Final	03/20/13
3017.03	169.06	84.53	84.53	.00	.00	04/02/24	84.53-		
3018.01	114.00	114.00	.00	.00	.00	04/16/24	114.00-		
3019.01	92.13	92.13	.00	.00	.00	04/10/24	92.13-		
3021.01	47.43	47.43	.00	.00	.00	04/10/24	47.43-		
3022.03	65.44	65.44	.00	.00	.00	04/30/24	67.90-		
3023.01	294.89	.00	.00	.00	294.89		.00	Final	05/01/11
3023.05	61.17	61.17	.00	.00	.00	04/08/24	61.17-		
3024.02	46.41	46.41	.00	.00	.00	04/17/24	46.41-		
3025.02	114.00	114.00	.00	.00	.00	04/30/24	114.00-		
3026.01	84.53	84.53	.00	.00	.00	04/15/24	114.00-		
3029.01	162.22	610.48-	78.14	78.14	616.42	03/05/24	390.00-		
3030.08	84.53	84.53	.00	.00	.00	04/23/24	84.53-		
3032.11	46.41	46.41	.00	.00	.00	04/23/24	46.41-		
3034.01	84.53	84.53	.00	.00	.00	04/16/24	84.54-		
3035.01	104.00	104.00	.00	.00	.00	04/29/24	128.00-		
3038.01	114.00	114.00	.00	.00	.00	04/17/24	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	04/10/24	200.86-		
3040.01	111.78	111.78	.00	.00	.00	04/29/24	111.78-		
4000.01	152.17	152.17	.00	.00	.00	04/09/24	152.17-		
4001.01	528.96	.00	.00	.00	528.96		.00	Final	02/22/18
5000.04	114.00	114.00	.00	.00	.00	04/11/24	228.00-		
5001.01	270.49	210.83	59.66	.00	.00	03/05/24	615.76-		
5005.01	44.72	44.72	.00	.00	.00	04/08/24	44.72-		
5006.01	210.82	210.82	.00	.00	.00	04/15/24	210.84-		
5007.01	257.56	257.56	.00	.00	.00	04/16/24	274.35-		
5008.03	46.41	46.41	.00	.00	.00	04/10/24	46.41-		
5009.02	238.83	238.83	.00	.00	.00	04/16/24	238.83-		
5010.01	235.53	235.53	.00	.00	.00	04/15/24	235.53-		
5011.02	210.83	210.83	.00	.00	.00	04/23/24	210.83-		
5012.01	210.83	210.83	.00	.00	.00	04/11/24	210.83-		
5013.01	464.77	464.77	.00	.00	.00	04/11/24	464.77-		
5014.01	210.83	210.83	.00	.00	.00	04/11/24	210.83-		
5016.01	470.75	470.75	.00	.00	.00	04/11/24	477.42-		
5016.02	114.00	114.00	.00	.00	.00	04/15/24	95.46-		
5016.03	384.55	384.55	.00	.00	.00	04/17/24	15.00-		
5017.04	250.42	250.42	.00	.00	.00	04/11/24	230.63-		
5018.03	686.76	686.76	.00	.00	.00	04/16/24	736.25-		
5019.03	218.19	218.19	.00	.00	.00	04/17/24	218.19-		
5020.01	44.72	44.72	.00	.00	.00	04/23/24	44.72-		
5021.01	114.00	114.00	.00	.00	.00	04/16/24	228.00-		
5022.01	44.72	44.72	.00	.00	.00	04/15/24	44.72-		
5023.02	210.83	210.83	.00	.00	.00	04/09/24	210.83-		
5025.01	114.00	114.00	.00	.00	.00	04/15/24	114.00-		
5027.01	44.50	44.50	.00	.00	.00	04/22/24	44.50-		
5029.01	312.09	312.09	.00	.00	.00	04/11/24	321.99-		
5031.06	46.41	18.56	27.85	.00	.00	04/08/24	97.35-		
5039.01	210.83	210.83	.00	.00	.00	04/17/24	210.83-		
5041.03	255.55	255.55	.00	.00	.00	04/08/24	255.55-		
5043.01	1,291.95	1,291.95	.00	.00	.00	04/16/24	1,262.25-		
5046.03	332.22	166.11	166.11	.00	.00	03/18/24	166.11-		
5046.04	44.72	44.72	.00	.00	.00	04/15/24	28.42-		
5047.01	1,173.14	1,173.14	.00	.00	.00	04/15/24	1,173.14-		
5049.04	210.83	210.83	.00	.00	.00	04/16/24	210.83-		
5052.06	54.72-	54.72-	.00	.00	.00	04/15/24	144.16-		
5055.01	308.62-	308.62-	.00	.00	.00	04/08/24	2,500.00-		

Customer Number	Balance	04/30/2024	03/31/2024	02/29/2024	01/31/2024	Last Pmt Date	Last Pmt Amount	Msg	Final Bill Date
5057.01	538.79	538.79	.00	.00	.00	04/16/24	538.79-		
5058.02	230.45	230.45	.00	.00	.00	04/15/24	230.45-		
5059.04	210.83	210.83	.00	.00	.00	04/23/24	210.83-		
5061.01	166.11	166.11	.00	.00	.00	04/08/24	166.11-		
5062.01	172.14	172.14	.00	.00	.00	04/08/24	172.14-		
5064.02	228.17	228.17	.00	.00	.00	04/10/24	228.17-		
5066.03	44.72	44.72	.00	.00	.00	04/08/24	44.72-		
5067.03	421.66	210.83	210.83	.00	.00	03/11/24	404.91-		
5074.06	4,416.88-	4,416.88-	.00	.00	.00	04/08/24	450.00-		
5076.01	712.63	712.63	.00	.00	.00	04/15/24	712.63-		
5077.03	210.83	210.83	.00	.00	.00	04/04/24	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	03/27/24	598.99-		
5083.08	139.23	46.41	46.41	46.41	.00	02/28/24	139.23-		
5089.01	1,436.85-	1,436.85-	.00	.00	.00	02/07/24	2,551.00-		
5092.01	210.83	210.83	.00	.00	.00	04/11/24	210.83-		
5093.01	1,466.35	.00	.00	.00	1,466.35		.00	Final	09/15/12
5093.04	1,998.29	354.21	389.21	354.21	900.66	03/27/24	550.00-		
5094.02	222.55	222.55	.00	.00	.00	04/16/24	222.55-		
5095.02	1,096.26	1,096.26	.00	.00	.00	04/16/24	405.97-		
5096.03	421.66	252.08-	166.11	166.11	341.52	04/15/24	210.83-		
5097.01	632.49	210.83	210.83	210.83	.00	02/05/24	388.16-		
5098.05	210.83	210.83	.00	.00	.00	04/09/24	210.83-		
5100.04	75.10-	75.10-	.00	.00	.00		.00	Final	07/01/12
5100.06	114.00	114.00	.00	.00	.00	04/02/24	228.00-		
6000.02	341.53	341.53	.00	.00	.00	04/08/24	341.53-		
6001.01	253.59	253.59	.00	.00	.00	04/15/24	223.50-		
6003.01	456.51	152.17	152.17	152.17	.00	02/28/24	282.42-		
6004.02	84.53	84.53	.00	.00	.00	04/08/24	84.53-		
6005.03	114.00	114.00	.00	.00	.00	04/16/24	8.89-		
6006.01	253.59	253.59	.00	.00	.00	04/15/24	253.59-		
6007.02	255.55	255.55	.00	.00	.00	04/08/24	255.55-		
6008.01	553.66	553.66	.00	.00	.00	04/16/24	553.66-		
6009.03	236.87	236.87	.00	.00	.00	04/09/24	236.87-		
6010.03	46.41	46.41	.00	.00	.00	04/16/24	46.41-		
6011.02	227.99	227.99	.00	.00	.00	04/15/24	114.00-		
6012.01	84.53	84.53	.00	.00	.00	04/10/24	84.53-		
6013.02	114.00	114.00	.00	.00	.00	04/08/24	114.00-		
6014.01	143.48	143.48	.00	.00	.00	04/24/24	288.00-		
6015.01	83.44	83.44	.00	.00	.00	04/30/24	86.88-		
6016.08	84.53	84.53	.00	.00	.00	04/15/24	84.53-		
6017.02	169.06	169.06	.00	.00	.00	04/03/24	169.06-		
6018.01	349.40	349.40	.00	.00	.00	04/08/24	408.77-		
6019.02	269.19	269.19	.00	.00	.00	04/22/24	269.19-		
6020.05	122.89	110.58	12.31	.00	.00	04/17/24	8.89-		
6021.03	46.41	46.41	.00	.00	.00	04/08/24	46.41-		
6022.02	114.00	114.00	.00	.00	.00	04/22/24	114.00-		
6023.01	50.97-	50.97-	.00	.00	.00	04/22/24	164.97-		
6025.03	87.51	.00	.00	.00	87.51	01/09/24	125.02-	Final	01/01/24
6025.04	47.43	47.43	.00	.00	.00	04/11/24	47.43-		
6026.02	3,793.99	.00	.00	.00	3,793.99		.00	Final	12/02/10
6026.04	3,362.60	1,547.70	1,814.90	.00	.00	03/04/24	2,903.46-		
6027.02	144.89	.00	.00	.00	144.89		.00	Final	12/01/17
6027.04	65.44	65.44	.00	.00	.00	04/09/24	130.88-		
6028.08	84.53	84.53	.00	.00	.00	04/09/24	169.06-		
6029.01	190.71-	190.71-	.00	.00	.00	04/17/24	80.00-		
6031.02	169.06	84.53	84.53	.00	.00	03/28/24	84.53-		
6032.01	236.87	236.87	.00	.00	.00	04/11/24	236.87-		

Town of Jerome

Aging Report - Acct number only
Report Date: 04/30/2024

May 01, 2024 8:17AM

Customer Number	Balance	04/30/2024	03/31/2024	02/29/2024	01/31/2024	Last Pmt Date	Last Pmt Amount	Msg	Final Bill Date
6033.03	57.22	57.22	.00	.00	.00	04/08/24	456.34-		
6033.04	136.29	136.29	.00	.00	.00	04/17/24	15.00-		
6040.03	697.60	.00	.00	.00	697.60		.00	Final	10/01/11
6040.04	169.06	84.53	84.53	.00	.00	03/26/24	240.01-		
6041.02	114.00	114.00	.00	.00	.00	04/17/24	114.00-		
7001.06	165.40	143.48	21.92	.00	.00	04/04/24	132.52-		
7002.01	224.90	224.90	.00	.00	.00	04/04/24	224.90-		
7004.01	84.53	84.53	.00	.00	.00	04/29/24	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
7005.09	89.44	44.72	44.72	.00	.00	03/28/24	89.44-		
7006.01	62.51-	62.51-	.00	.00	.00	04/17/23	62.51-	Final	09/08/11
7006.11	51.24-	89.76-	35.86	2.66	.00	12/11/23	500.00-		
7009.01	94.86	47.43	47.43	.00	.00	03/26/24	137.83-		
7010.01	642.63	642.63	.00	.00	.00	04/11/24	523.87-		
7015.01	210.83	210.83	.00	.00	.00	04/04/24	210.83-		
7022.01	44.72	44.72	.00	.00	.00	04/08/24	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	04/15/24	84.53-		
7026.04	114.00	114.00	.00	.00	.00	04/09/24	114.00-		
7029.01	26.30	.00	.00	.00	26.30	02/02/23	92.82-	Final	02/17/23
7029.02	342.00	114.00	114.00	114.00	.00	02/22/24	105.11-		
7040.03	440.77	.00	.00	.00	440.77		.00	Final	02/02/17
7040.05	89.44	44.72	44.72	.00	.00	03/21/24	134.16-		
7041.01	44.72-	44.72-	.00	.00	.00	04/10/24	134.16-		
7044.02	89.44	44.72	44.72	.00	.00	03/21/24	44.72-		
7046.02	152.17	152.17	.00	.00	.00	04/29/24	152.17-		
7047.01	44.72	44.72	.00	.00	.00	04/08/24	44.72-		
7052.02	84.53	75.86	8.67	.00	.00	04/16/24	84.53-		
7053.02	320.01	.00	.00	.00	320.01		.00	Final	12/01/18
7054.01	177.32	177.32	.00	.00	.00	04/04/24	177.32-		
7057.02	26.04	26.04	.00	.00	.00	04/15/24	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	.41	.41	.00	.00	.00	04/17/24	47.41-		
7060.01	210.83	210.83	.00	.00	.00	04/04/24	210.83-		
8001.01	2,218.15	2,218.15	.00	.00	.00	04/08/24	2,197.01-		
8004.03	1,408.45	1,408.45	.00	.00	.00	04/08/24	1,446.17-		
8008.01	56.95-	56.95-	.00	.00	.00	04/08/24	170.85-		
8010.01	21.56	21.56	.00	.00	.00	04/08/24	100.00-		
8012.03	52.97	30.56	22.41	.00	.00	04/08/24	52.97-		
8014.03	290.84	290.84	.00	.00	.00	04/08/24	581.68-		
8022.03	2,844.00	2,844.00	.00	.00	.00	04/08/24	2,844.00-		
8028.01	347.36	.00	.00	.00	347.36		.00	Final	03/31/12
9999.01	8,784.02-	8,784.02-	.00	.00	.00		.00	Final	01/01/22
Grand Totals:	55,707.23	25,225.58	6,521.03	1,876.74	22,083.88				



Founded 1876
Incorporated 1899

TOWN OF JEROME, ARIZONA

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

Item A.

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

- ❖ Transcribed minutes from Regular and Special Council meetings for April.
- ❖ Took and transcribed minutes from the Planning and Zoning meeting and public hearing for April.
- ❖ Assisted Utilities clerk with receiving and posting payments.
- ❖ Processed payables and bank reconciliations.
- ❖ Assisted Town Manager, Brett Klein with various projects and forms as needed and requested.
- ❖ Reviewed special event applications for Art in the Park, Jerome Music and Arts Festival and Nikki Check's Birthday.
- ❖ Turns Special Event applications into once complete.
- ❖ Answered phones and assisted at office window as needed.
- ❖ Continued organization of office areas, bulletin boards and bookshelves.
- ❖ Assisted with Budget worksheets.
- ❖ Updated AELR Home Rule and Runbeck timelines with completed tasks.

Jerome Library Report, April 2024

- The Yavapai County Broadband Initiative
- Our Mission : To connect every Yavapai County residence, business, and community anchor institution with high speed internet.
- Arizona received nearly \$1 billion in federal funding to improve infrastructure and enhance internet access in rural and historically neglected areas.
- Our area may qualify for federal funds to help us get high speed internet. Call for a telephone appointment 928-777-7575.

The Library received a generous gift from local businessman Shane Qualls , owner of the Queens Neighbor. Four NEW computers and a high quality color printer.

Our Network specialist Sherryl Masterman worked closely with Shane's team to give them information about the type of equipment that would work best for us.

She then spent several days installing and making everything work perfectly.

The computers are available for public use and the Art room staff is printing handmade books for fundraising with the color printer.

Community Art Program

We are currently offering classes in bookbinding and Mosaic. The mosaic tiles are available due to a recent purchase of an entire Mosaic Studio from a local Jerome family.

Respectfully submitted

Librarian, Kathleen Jarvis



JEROME MUNICIPAL COURT

Hon. Angela M. Bradshaw Napper, Magistrate

P O Box 335
Jerome, AZ 86331

600 Clark Street
Phone (928) 649-3250

Item A.

TO: Jerome Town Council

FROM: Angela M. Bradshaw Napper, Magistrate

SUBJECT: Monthly Staff Report

DATE: April 25, 2024

The Court remains busy with fewer citations filed this month compared to last; however, of those filed, a handful of cases are more serious in nature, specifically DUI cases. Continued use of improved court technology allows access to the Court. Defendants who might not otherwise be able to appear because of transportation limitations or other hardships are able to appear remotely and participate meaningfully in the resolution of their cases.

Our Administrative Office of Courts (AOC) 2024 Court Security Improvements grant application was timely submitted. We are waiting to hear from AOC Court Services Division regarding an award notification.

I recently attended a meeting of the Limited Jurisdiction Court judges in Yavapai County. Agenda items included: training on a recent rule change regarding the appointment of counsel; procedures regarding request for changes of judge; updated information regarding offender education/rehabilitation courses; and a presentation about a new specialized court in Maricopa County.

The Maricopa County Regional Homeless Court is “designed to assist individuals experiencing homelessness to overcome legal barriers by resolving misdemeanor cases and warrants.” Although it is unlikely that our court would have a high number of qualifying participants, I look forward to learning more about the program to determine if and how our Court could participate.

I am grateful for my renewed contract with the Town of Jerome and look forward to my continued service to the community.

MONTHLY REVENUE REMITTANCE

Mar 2024

Item A.

TOTAL DISB **11,022.73**

SUBTOTALS: 77.00 4,498.82 6,414.18 32.73
 JCEF 77.00 6,255.91 Gen Fund
 FTG 0.00 158.27 Splits

FUND	CODE	GL ACCT	OTH AGY	STATE	TOWN	COUNTY	
Jud Collect Enhan Fnd (Local TPF 12-116 - \$7 Court)	ZJCL	4-13-03	77.00				
Jud Collect Enhan Fnd (LOCAL T22) (Other Fees)	ZJCLF	4-13-02					
Jud Collect Enhan Fnd (LOCAL T22) (Filing and Answer Fees)	ZJCLF	4-13-01					
Fill the Gap Revenue (MFTG)	FTGREV	4-98-03					(S2 WRITE-IN)
ADPS Forensic Fund	ZADPS	2-14-08		169.41			183.79 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		306.40			
Crim Jstc Enhnc Fnd Penalty (47% Base) - 12-116.01A, 41-2401	ZCJEF	2-14-01		1,298.90			
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		14.38			
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	ZBVSF	2-15-34					(S2 WRITE-IN)
FARE Fee Special Collections (19%) AO 2003-126	ZFAR1	2-13-23		96.60			289.01 ZFAR 1 & 3
FARE Delinquency Fee (\$35.00 Fee) AO 2003-126	ZFAR2	2-13-22		70.00			168.00 ZFAR 2 & 4
FARE Enhanced Spec Collection Fee	ZFAR3	2-13-25		192.41			
FARE Enhanced Delinquency Fee	ZFAR4	2-13-24		98.00			
FTG Penalty Assmt (7% of Base) - 12-116.01B, 41-2421J	ZFTGS	2-14-04		214.46			
Highway Users Rev Fnd (HURF) (REG 80% Out/ST Plates) 28-2533C	ZHRF3	2-11-36					
Jud Collect Enhan Fnd (ST TP - \$11) 12-113, 12-116	ZJCS	2-13-52		121.00			143.00 ZJCS 52 & ZJCS 53
Jud Collect Enhan Fnd (ST TP - \$2 PubDef Trng) 12-116	ZJCS	2-13-53		22.00			
Jud Collect Enhan Fnd (CVLTP) Title 22-281C1 (18.39% of Fee)	ZJCSF	2-13-51					
Medical Svcs Enhan Fnd (13% Base) 12-116.02F, 36-2219.01	ZMSEF	2-14-02		398.25			
2011 Additional Assmt (\$8) 12-116.04C	ZOS1	2-15-31		261.95			425.63 ZOS 1-99
Prison Construction & Operations Fnd 5-395.01A4, 41-1651	ZPCOF	2-15-13		47.00			
Peace Officer Training Equip Fnd (2019-\$4) 12-116.10, 41-1731	ZPOTE	2-15-42		120.10			
Probation Surcharge (\$5) 12-114.01	ZPRSU/6/9	2-14-06		654.85			
Public Safety Equipment Fnd 5-395-397, 28-1381-88, 41-1723	ZPSEF	2-15-14		50.00			50.00 ZGFDU & ZPSEF
Drug Tech Registration Fnd (Drug lab) 13-3423, 28-737.....	ZTECH	2-15-35					
Victim Rights Penalty (2019 - \$9) 12-116.08 (37.6%)	ZVCAF	2-15-43		102.49			272.88 ZVCAF & ZVRF
Victims Rights Enforcement Fund (\$2) 12-116.09, 41-1722	ZVREA	2-15-37		65.45			
Victim Rights Penalty (2019 - \$9) 12-116.08 (62.4%)	ZVRF	2-15-44		170.39			
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			27.32		3,093.78 ZCAA2 & ZFINES
Defensive Driving School Fee 28-3396	ZDDS	4-31-01			1,430.00		
Default Fees - LOCAL	ZDEFF	4-32-01			813.76		937.26 ZDEFF & ZWARF
Deferred Prosecution Fees	ZDFEE	4-31-02					
Fines - CT Penalties - 13-811A & 28-1554B	ZFINE	4-21-10			1,146.31		
Fines - CR (NT) Penalties - 13-811A & 28-1554B	ZFINE	4-22-30			48.65		3,093.78 ALL ZFINES
Fines - CR.T (DUI) Penalties - 13-811A & 28-1554B	ZFINE	4-22-10			296.39		
Fines - CR T (NDUI) Penalties - 13-811A & 28-1554B	ZFINE	4-22-20			323.20		
Fines - CR T (GBSE) Penalties - 13-811A & 28-1554B	ZFINE	4-21-95			122.27		
Fines - CR Penalties - 13-811A & 28-1554B	ZFINE	4-59-04					
Fines - LOCAL CIVIL TRAFFIC	ZFINE	4-49-07			1,156.96		
TITLE 22 OTHER FEES (LOCAL JCEF)	ZJCLF	4-13-02					
COURT SECURITY FEE	ZMCSF	4-30-25			790.00		
Miscellaneous (T22) Filing/Answer Fees 22-281C3	ZMISC	4-11-01					790.00 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 - LCOAL PD 12-116.04D	ZOS3	4-23-03			130.95		
2014 Additional Assmt - State Citing Agencies	ZOS5	2-15-32					
Non-Refundable Overpayments	ZOVF	4-91-02					
Public Defender Fees	ZPUBZ	4-39-71					(S3 WRITE-IN)
License Plate Violation (Susp/Dispaly) 28-4139	ZSLPX/ZHRFC	4-23-02			4.87		
Warrant Fee	ZWARF	4-32-03			123.50		
Jail (Incarceration) Fees	ZJF	4-33-21					
2011 Additional Assmt - Justice Courts Share	ZOS2	2-21-53					32.73
CITIZENS CLEAN ELCTIONS FUND 1%	ZCEF2	2-14-09					

PASS-THROUGH MONIES:		Received
OVERPAYMENT REPORT		
Carried Forward from Previous Month		\$0.00
RECEIVED in current month	ZOVR 2-72-01	\$0.00
DISBURSED (Hold Rcpt Refund) in current month		\$0.00
Allocation Adjustments		\$0.00
Balance at End of Current Month		\$0.00
UNAPPLIED PAYMENTS REPORT		
Carried Forward from Previous Month		\$0.00
Received, not applied this month	UAP 2-79-11	\$160.00
Allocated During Current month		\$0.00
Balance at End of Current Month		\$160.00
DEFERRED AGENCY ALLOCATIONS REPORT		
Carried Forward from Previous Month		\$0.00
Agency Not Assigned in Current Month	DAA 2-99-02	\$0.00
Allocated During Current month		\$0.00
Balance at End of Current Month		\$0.00
BOND REPORT		
Carried Forward from previous month		\$3,000.00
RECEIVED in current month	ZBND 2-71-01	\$500.00
CONVERTED (Exonerated) to Fines/Fees		\$0.00
DISBURSED in current month		\$3,000.00
FORFEITED in current month		\$0.00
Balance at End of Current Month:		\$500.00
RESTITUTION REPORT		
Carried Forward from previous month		\$0.00
RECEIVED in current month	ZREST 2-41-01	\$0.00
DISBURSED in current month		\$0.00
Balance at End of Current Month		\$0.00

TOTAL REVENUE FOR DISBURSEMENT	\$10,920.95
JCEF account	\$77.00
FTG account	\$0.00
State Revenue	\$4,498.82
City/Town	\$6,414.18
Yavapai County	\$32.73
Other Agencies	
TOTAL DISBURSEMENTS	\$11,022.73
PASS-THROUGH MONIES:	\$660.00
Overpayment Refunds	\$0.00
Unapplied Payments	\$160.00
Bonds (ZBND)	\$500.00
Restitution (ZREST)	\$0.00
Agency Not Assigned - not yet allocated	\$0.00

SABA TOTAL (Total Revenue) \$11,682.73

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

March-24

Signature

Micheala Brewer

Verified by:

Angelita B. Napp

JEROME MUNICIPAL COURT

CITY/TOWN DISBURSEMENT

45352

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	1,430.00	
Default Fees - LOCAL	ZDEFF	4-32-01	813.76	
Deferred Prosecution Fees	ZDFEE	4-31-02	0.00	
Fines - CT Penalties - 13-811A & 28-1554B	ZFINE	4-21-10	1,146.31	
Fines - CR (NT) Penalties - 13-811A & 28-1554B	ZFINE	4-22-30	48.65	
Fines - CR T (DUI) Penalties - 13-811A & 28-1554B	ZFINE	4-22-10	296.39	
Fines - CR T (NDUI) Penalties - 13-811A & 28-1554B	ZFINE	4-22-20	323.20	
Fines - CR T (GBSE) Penalties - 13-811A & 28-1554B	ZFINE	4-21-95	122.27	
Fines - CR Penalties - 13-811A & 28-1554B	ZFINE	4-59-04	0.00	
Fines - LOCAL CIVIL TRAFFIC	ZFINE	4-49-07	1,156.96	
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	790.00	
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/Dispay) 28-4139	ZSLPX/ZHRFC	4-23-02	4.87	
Warrant Fee	ZWARF	4-32-03	123.50	
OTHER CLERK FEES	ZLCL	4-39-09	0.00	
SUBTOTAL - City/Town, General Fund			\$6,255.91	
Attorney Reimbursement Fees (Indigent Defense)	ZATT	2-31-01	0.00	0.00
Public Defender Fees	ZPUBZ	4-39-71	0.00	
Court Enhancement Fee	ZCE	4-30-04	27.32	
Officer Safety Equip - LCOAL PD 12-116.04D	ZOS3	4-23-03	130.95	
2011 Additional Assmt - Citing Agcy Share	ZOS	2-51-03		
SUBTOTAL - City/Town, Split Accounts			\$158.27	
City/Town TOTAL:			\$6,414.18	

March 2024 \$\$\$ RECONCILIATION

FOOTHILLS Bank - Jerome Municipal Court acct XXX-3419

2/29/2024 \$ 80,717.80

Deposits to account, per bank stmt: \$ 13,570.45 (SABA deposits in AJACS) (money in transit) \$1,887.73
\$ 11,682.72

Checks cleared & charge-back debits: date cleared:

#2317	3/12/2024	\$	77.00	Jerome - JCEF disbursement
#2316	3/15/2024	\$	6,865.80	Town of Jerome
#2315	3/22/2024	\$	43.31	Yavapai County disbursement
#2314	3/27/2024	\$	6,118.17	State of Arizona disbursement
TOTAL:		\$	13,104.28	

Ending Balance from 3/31/24 stmt: \$ 81,183.25

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

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

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

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

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

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

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

2023		2024	
		JAN	\$ 102.17
JULY	\$ 105.19	FEB	\$ 173.28
AUG	\$ 112.05	MAR	\$ 135.82
SEPT	\$ 106.00	APR	
OCT	\$ 79.56	MAY	
NOV	\$ 129.73	JUNE	
DEC	\$ 110.83	YTD (fiscal)	\$ 1,054.63

2023-2024

ZOS3 4-23-03

ZMCSF 4-30-25

June - May

	<u>Gross</u>	<u>off. safety equip.</u>	<u>ct. security fee</u>	<u>NET to Town</u>
July	\$ 4,374.15	\$ 105.19	\$ 606.00	\$ 3,662.96
August	\$ 5,096.00	\$ 112.05	\$ 663.68	\$ 4,320.27
Sept	\$ 5,467.64	\$ 106.00	\$ 645.32	\$ 4,716.32
October	\$ 3,883.25	\$ 79.56	\$ 550.00	\$ 3,253.69
November	\$ 5,177.20	\$ 129.73	\$ 704.68	\$ 4,342.79
December	\$ 4,115.67	\$ 110.83	\$ 600.32	\$ 3,404.52
2024				
January	\$ 4,858.42	\$ 102.17	\$ 695.00	\$ 4,061.25
February	\$ 6,865.80	\$ 173.28	\$ 1,050.00	\$ 5,642.52
March	\$ 6,414.18	\$ 130.95	\$ 790.00	\$ 5,493.23
April				
May				
June				
TOTAL	\$ 46,252.31	\$ 1,049.76	\$ 6,305.00	\$ 38,897.55

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

JCEF	\$ 14,264.60
Fill the Gap	\$ 10,047.10



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: April Year: 2024

Calls by Type	Number	Resident	Non-Resident
EMS Calls	13	8	5
Residential Fire	0	0	0
Commercial Fire	0	0	0
Wildland	1	0	1
Still Assignment	2	2	0
Station Staffing	2	2	0
Citizen Assist	5	1	4
Agency Assist	3	0	3
Special Duty	2	2	0
Snake Removal	2	2	0
Tech Rope Rescue	0	0	0
MVA/Rescue	2	1	1
HazMat	0	0	0
Dispatch Error	0	0	0
Totals:	32	18	14
Total Calls Chief on Scene	22		

Department Meetings and Drills	Number
Officer's Meeting	1
Work Session	1
Rope Drill	1
Drills	4
Total JFD Meetings Chief Attended	7

JVFD Hours Worked (No Salaried Hours Included in these totals)	417.25
--	--------

Meetings	Date
Verde Valley Chief's Meeting	4/3/24
Co-Op Meeting	4/9/24
Fire Marshal's Meeting	4/25/24
NAEMS Meeting	4/25/24

Education, Spring Semester:

- Carl Whiting and Rick Hernandez are attending Leadership courses in Prescott.
- Carl Whiting attended a Hazmat Tech Refresher course on April 10th and 11th.
- John Krmopotich and Eric Jackson are in the final weeks of their EMT Basic Course.

Departmental Training:

- April 4th, business meeting with reviews of Bloodborne Pathogens and Narcan with SanFelice and Muma.
- April 11th, Wildland exposure protection with Kinsella
- April 18th Wildland extension Pack with Whiting
- April 25th Structure Protection Training over the Boardwalk with Giles
- April 27th, Vortex Rope training with Lee.

Department Affairs and On-going Projects

- Our April call volume was 3 less than last April's 35 calls, totaling 32 calls this month. Our Fire Department personnel perform their tasks in a professional manner with no injuries occurring. Call volume is up by 12 at 150 over last year's 138.
- The Annual NAEMS Grant has been completed and Jerome Fire will be receiving a grant award. We should be receiving the total shortly, but it is expected to be about \$3,000 towards restocking medical supplies.
- We have received a grant for \$120,000, This grant is for Incident Management software as well as laptops. We are currently working with 3AM Innovations and are awaiting finalizations. The software is about \$30,000 and we have purchased hardware such as Laptops, Phones and Vehicle Integration. Everything has been approved and we have received many of the items. Rick has been updating and preparing the new phones and laptops for use in our Apparatus.
- Jerome Fire's New Drone has arrived, training with the new aerial platform is currently in progress.
- JFD Auxiliary has also purchased a smaller drone for beginner training for our new pilots. JFD is working on a licensing program that will allow us to train our pilots in-house.
- We have completed the setup for out of district emergency response subscriptions, they are made available to out-of-town limits residences and businesses, The subscription makes it more financially equitable for residences and businesses that are outside of town limits. We have already received several paid subscriptions.
- JFD performed a mutual aid wildland training with local agencies in Prescott. This was very beneficial training for both our members and our relations to other agencies.
- Jerome fire department has also participated in the Life and Fire Safety (LAFS) program, a subcommittee of the Verde Valley Fire and EMS Chief's association. This brings public information to all the K-3 grades in the Verde Valley schools, 15 shows reaching approximately 2500 children. Thanks go out to Carl Whiting and Michelle Sarif for all their help and participation with this program.

Prevention

- 15 Firewise activities and visits to the burn pile in April with 25 loads of trimmings, slash, and brush for a total of 12 combined Jerome's citizen hours. As well as 60 total hours from our Fuels Crew.
- If you need assistance, please fill out a Firewise application, applications can be obtained at the Town Hall or the Fire Department.
- 7 Business license inspections performed.

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

April Fire and EMS Report:

Incident	Date	Time	Day	Select Type	Additional Info	#
J-85	4/1/24	8:00	Mon	Still Assignment Resident	Burnt Fuel Piles	5
J-86	4/3/24	13:00	Wed	Still Assignment Resident	Extinguish hotspots on Piles	5
J-87	4/3/24	16:05	Wed	EMS Non-Resident	60 YOF - Syncope	7
J-88	4/1/24	8:00	Mon	Wildland	Single Resource Callout	1
J-89	4/4/24	13:00	Thu	Citizen Assist Non-Resident	Disabled Vehicle - Out of gas	5
J-90	4/5/24	7:30	Fri	Special Duty Resident	Remove Road Hazard	1
J-91	4/5/24	11:30	Fri	Citizen Assist Resident	Stuck Vehicle	1
24-34	4/7/24	15:55	Sun	EMS Non-Resident	80 YOF - Fall W/ injury	6
J-92	4/8/24	8:30	Mon	EMS Non-Resident	23 YOF - Anxiety	2
J-93	4/8/24	10:00	Mon	EMS Resident	O2 Therapy 80 YOF	2
J-94	4/11/24	16:30	Thu	Citizen Assist Non-Resident	Disabled Vehicle	4
J-95	4/12/24	7:00	Sat	Wildland	Basin Ops Drill	4
J-96	4/13/24	13:00	Sat	EMS Non-Resident	76 YOM - BP Check	5
J-97	4/13/24	15:00	Sat	Special Duty Resident	Remove Hazard from Highway	7
J-98	4/13/24	15:15	Sun	MVA/Rescue Resident	Assist JPD W/ non injury accident	6
24-35	4/14/24	7:13	Sun	EMS Resident	49 YOF - Psych Issues	7
24-36	4/14/24	15:02	Sun	EMS Resident	78 YOM - Altered Level of Consciousness	8
J-99	4/15/24	10:00	Mon	EMS Resident	77 YOM Lift Assist	3
24-37	4/15/24	13:52	Mon	EMS Resident	76 YOM - Difficulty Breathing	6
24-38	4/16/24	1:02	Tue	EMS Resident	77 YOM - Knee Pain	4
24-39	4/18/24	12:30	Thu	MVA/Rescue Non-Resident	False Alarm	5
J-100	4/18/24	17:30	Thu	Citizen Assist Non-Resident	Disabled Vehicle - Jumpstart	19
J-101	4/19/24	14:00	Fri	Agency Assist Non-Resident	JPD W/ Oversized	4
J-102	4/20/24	15:30	Sat	EMS Non-Resident	12 YOF - Basic First Aid	4
24-40	4/21/24	16:59	Sun	EMS Resident	Echo- Confirmed 901H	6
J-103	4/22/24	11:00	Mon	Snake Removal & Relocation	5' Bull Snake	1
J-104	4/23/24	17:00	Tue	Snake Removal & Relocation	3.5' Diamondback	2
J-105	4/26/24	11:15	Fri	Agency Assist Non-Resident	Oversized Vehicle	3
J-106	4/26/24	12:45	Fri	Citizen Assist Non-Resident	Disabled Vehicle Jumpstart	3
J-107	4/26/24	22:00	Fri	Station Staffing	Overnight	1
J-108	4/27/24	8:00	Sat	Station Staffing	Station Staffing	7
24-41	4/27/24	14:46	Sat	EMS Resident	84 YOM Echo - Fall	7
J-109	4/30/24	16:00	Tue	Agency Assist Non-Resident	Oversized Vehicle	3

April 2024 Burn Pile Log

JC stands for Jerome citizens.

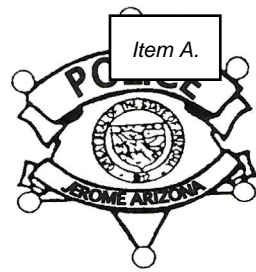
Date	Address	Adult Prob.	# Fuels Crew	FC Hrs.	Fuels Crew Total Hrs.	# Loads	# crew	# Hrs.	Town Firewise Total Hrs.
4/1/2024	Douglas + Burn Pile		2	2	4				0
4/3/2024	Douglas Gulch		3	3	9				0
4/10/2024	Douglas Gulch		3	5	15				0
4/11/2024	446 Clark St				0	1	1	1	1
4/11/2024	819 Hampshire				0	1	1	1	1
4/11/2024	556 Clark St.				0	2	1	2	2
4/15/2024	659 Giroux				0	1	2	2	4
4/16/2024	416 Clark				0	1	1	2	2
4/17/2024	301 Main		2	3	6	5			0
4/24/2024	Gulch Rd.		3	4	12				0
4/26/2024	Gulch Rd.		1	3	3				0
4/26/2024	1221 89A				0	1	1	2	2
4/27/2024	Gulch Rd.		2	3	6	12			0
4/28/2024	6th St.		1	1	1	1			0
4/29/2024	89A		1	4	4				0
		0	18	28	60	25	7	10	12
	Jerome Citizen Hours-	Adult Prob.	Firewise	FW Hrs.	Firewise Total Hrs.	# Loads	JC# Crew	JC# Hrs.	JC Total Hrs.

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



JEROME POLICE DEPARTMENT

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



May 6, 2024

TO: Honorable Mayor and Jerome Town Council

FROM: Allen L. Muma, Chief of Police

Attached please find the police activity report for April 2024.

During the month of April, the police department responded to 137 calls for service. Of significance was a fraud attempt reported. We had a Jerome citizen nearly lose \$87,000.00 in a fraud scheme. The citizen had a computer problem and received a message with a number to call. The citizen called this number and through a series of contacts was allegedly dealing with an FCC investigator, who wanted the citizen to transfer \$87,000.00 to an over seas account. The citizen came to us and we were able to help prevent this theft. This is becoming more common and we frequently post on social media about how to avoid these internet scams.

Jerome Police Officers and Parking Officers conducted several enforcement actions over the month of April. There were 294 parking citations and 23 parking warnings written. There were 44 citations and 24 warnings for various moving traffic violations.

For the April 2024 status report, here are the parking revenue totals:

April 2024: \$43,038.15 (\$16,389.75 text to pay, \$26,508.40 kiosk, \$140.00 cash)

April 2023: \$40,242.40

Current Fiscal year total (July 1, 2023-April 30, 2024): \$311,626.25

Respectfully,

Allen L. Muma
Chief of Police

JEROME POLICE DEPARTMENT
305 MAIN STREET

JEROME, AZ 86331
(928) 634-8992

Date : 05/06/2024
Page : Item A.
Agency : JPD

Calls For Service Totals By Call Type

04/01/2024 to 04/30/2024

Call Type	Totals
205	Trespass 1
247	Civil Problem 1
459A	Burglar Alarm 1
470	Fraud 3
476	Animal Control Problem 3
487	Theft 1
500	Welfare Check 1
585	Traffic Hazard 1
647A	Suspicious Person 1
692	DUI 1
901	Injured Person 1
901H	Death Investigation 1
903	Follow-Up 19
908F	Found Property 8
908L	Lost or Stolen Property 3
961	Accident - No injuries 2
AA	Agency Assist 1
AC	Animal Cruelty 1
ACPD	Assist Clarkdale PD 2
ADPS	Assist DPS 2
AF	Assist Fire Department 3
AYCSO	Assist YCSO 3
BI	Background Investigation 2
CA	Citizen Assist 2
CO	Call Out 1
CSEC	Court Security 1
DIS	Disorderly Conduct 1
DRAL	Dogs Running at Large 1
DUI	Driving Under the Influence 1
ES	Escort Services 2
FF	Family Fight 1
FP	Foot Patrol 3
HR	Hit & Run Accident 1
HUC	911 Hang Up Call 1
INFO	Information 1
OT	Oversize Truck 6
PARK	Parking Complaint 3
PE	Parking Enforcement 24

Printed By/On: 824 / 05/06/2024 11:24:01
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 : 05/06/2024

Page :

Item A.

Agency :

Calls For Service Totals By Call Type

04/01/2024 to 04/30/2024

Call Type	Totals
-----------	--------

PKM	Parking Kiosk Maintenance	7
SC	Security Check	8
SLC	Street Light Check	5
SS	Suspicious Situation	1
T/S	Traffic Stop	1
TF	Trip & Fall / Slip & Fall	1
TO	Traffic Offense	2
VTC	Violation of Town Code	1

Grand Total for all calls

137



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 124nd Anniversary
1899 - 2024

March 2023 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

We spent a lot of time working on the parking lots and the bathrooms. Lyle and the crew built the wall for the parking area at the bathrooms that will hold up the handicap parking. We will install the railing after they're paved. Worked on the parking at town hall. We were down one crew member for most of the month, so we dedicated our time where we could. Lyle took Brandon around to learn about regulators as he rebuilt a few of them.

Water regulators

Giroux St. 4/29 2" rebuilt, no parts replaced, will need new gauge soon.
4" rebuilt, no parts replaced. Let it sit over night to seat and got it back online in the morning. That is typical for this one.

School St. 4/30 2" rebuilt, no parts replaced.
4" rebuilt no parts replaced

File Attachments for Item:

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



Founded 1876
Incorporated 1899

Town of Jerome, Zoning Administrators Report

Town Council: Tuesday, May 14, 2024

Prepared by: William Blodgett, Zoning Administrator

Planning & Zoning Commission- Regular Meeting of April 16, 2024 approved minutes from the previous meeting in March and then held a public hearing for comments and discussion regarding the proposed exterior lighting ordinance.

Design Review Board- Regular Meeting of April 23rd 2024 was Cancelled.

Code Enforcement-

Additional warnings to individuals not in compliance with town codes were sent out during April with some offenders coming into compliance and others still outstanding.

Administrative Approvals-

Nothing to report at this time.

Other Business-

I have begun work with the our new GNSS receiver and the Pointman software. A master parking layer with a count of spaces as well as position marking in the layer will provide us with usable and accurate data for both the numbers, and physical locations of actual parking spaces, so this is my first priority project using this equipment. Discussions with other agencies, both local and state level to digitize and retain data is in the works as well. More information on this project should be available by the date of the Council meeting.



TOWN OF JEROME

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

MINUTES

REGULAR MEETING OF THE PLANNING AND ZONING COMMISSION OF THE TOWN OF JEROME

JEROME CIVIC CENTER
600 CLARK STREET, JEROME, ARIZONA

TUESDAY, APRIL 16, 2024, AT 6:00 PM

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

6:00PM (0:25) 1. CALL TO ORDER/ROLL CALL

The date for roll call was incorreced read as March 19th. the actual date of the meeting was April 16th. Present were Chair Lance Schall, Vice Chair Issam "Izzy" Sharif, and commission member Rebecca "Becca" Miller.

Staff present included Zoning Administrator Will Blodgett and Accounting Clerk/Administrative Specialist Michele Sharif.

2. APPROVAL OF MINUTES

The Board will Approve/Deny the Draft minutes from the regular Planning & Zoning meeting of 03-19-2024.

Mr. Schall shares with 3 people present that the approval of minutes would need to be unanimous. He asks if there are any petitions from the public?

Mr. Blodgett shares there are none.

Mr. Schall asks if anyone has any complaints, corrections, or comments about the minutes.

Mr. Sharif and Ms. Miller both answer no.

Mr. Schall says he has one correction on the first page in the approval of the last meeting minutes under A. It says Ms. Riley motions to approve the meeting minutes. It should say moved to approve.

Mr. Schall says with there being no other complaints he moves to approve the minutes with that correction.

Mr. Sharif seconds the motion.

Mr. Schall calls the question and the motion to approve with correction is approved.

Motion to approve with correction

BOARD MEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
MILLER			X			
READY						X
RILEY						X
SCHALL	X		X			
SHARIF		X	X			

6:03 (3:25) 3. NEW BUSINESS

The Board will open up the Public Hearing regarding the Draft exterior lighting Ordinance (Ordinance No. 490).

Mr. Schall introduces new business and opens the public hearing at 6:03 p.m.

Mr. Blodgett suggests that Mr. Schall opens it up for public comments and questions.

Mr. Schall opens for public comment at 6:04.

Resident Mark Krmpotich introduces himself and says he may have an older version of the packet.

Mr. Blodgett interjects and shares for clarification that the original ordinance published in the packet released to the public did not have the appendices, that had lighting zone descriptions as well as some graphic illustrations. He says we've added physical copies to the packets here tonight and apologizes for the oversight on his part.

Mr. Krmpotich says that was one of his questions; the ordinance kept referencing an Appendix A, but he did not see it any documentation containing an appendix A.

Mr. Schall says he noticed it missing and thought that it was something that was going to be provided later.

Mr. Sharif asks if Mr. Krmpotich needs or wants a copy to see.

Mr. Krmpotich says he picked up a copy on the desk in the hall but hasn't had a chance to read through it completely. He continues, his first question is regarding the street lighting, noticing under 4E – Exemptions, it says the code does not

apply so he is wondering what the plan is to make that lighting uniform, noting 3 of the brightest streetlights that can be seen throughout town.

Mr. Blodgett answers any of the lighting systems that are on Town owned property would have to come into conformity with the ordinance but like with any new ordinance there is usually a timeframe to allow for that, adding there will continue to be nonconforming situations that exist.

Mr. Krmpotich asks if there is any mention of overlapping of light in the ordinance or pointing down, as part of the requirements for dark sky.

Ms. Miller says the ordinance does talk about trying to keep light within property lines.

Mr. Krmpotich asks if that includes Town properties as well.

Mr. Blodgett answers that does include Town owned properties.

Mr. Krmpotich says he is directly referring to the light outside the school, on the west of the building. He says it outshines several other lights already, it's bright and shines right into his house. He says while he doesn't have a major problem with it due to the added security it provides, there are other nearby residents that have complained about it, adding it doesn't down-light, it up-lights and spreads out.

Mr. Blodgett says it is something that needs to be resolved. There have been a number of complaints, and we are sorting out how to adapt and change the lighting and is still an issue of discussion.

Mr. Krmpotich shares that he recalls the meeting with APS talking about the shielding and fixtures not being available.

Mr. Blodgett shares that it is his understanding that part of the issue is that there is no dark sky ordinance in place so there isn't much of an obligation for them to change those out and come into compliance, but this will help to change that.

Mr. Sharif adds follow up clarification pointing out the charts in appendix B. He shares that we should be able to go back and request a lower kelvin or color temperature light in addition to a lower watt bulb to help minimize the brightness until a new shroud or other solution can be found and implemented.

Mr. Krmpotich adds if you go out to where the old dump used to be and look back at town you can see two things, some of the bright street lights and the Grand Hotel.

Mr. Blodgett clarifies that we are going to continue to run into nonconforming situations, adding this will be a gradual change as fixtures are updated or replaced. He shares there are other concerns and how to mitigate them and there are some situations where roof lines are lower than the slope above them so light trespass may still be an issue.

Ms. Miller, referencing section E. General Requirements, reads "particular care is to be taken to ensure direct illumination does not fall onto or across any public or private street or road." She notes that the phrase "particular care" is problematic, because there is a lot of flexibility in interpretation and it can mean a lot of different things to different people, so maybe we can think about that phrase. She then shares she has a handful of questions and asks if they should go through them or go through the document in order.

Mr. Shall and Mr. Sharif agree to go through her questions.

Ms. Miller asks if there are any studies that show that conforming to Dark Sky is just as safe as having a super bright light outside of your garage.

Ms. Sharif shares that there are studies from other Dark Sky communities that can be obtained.

Ms. Miller says that it would be great to have them on hand, noting with an ordinance like this having an informational packet would be helpful. She continues, another idea is to include examples of what suitable fixtures look like and encourage more downward lighting. She then notes people want to put up exterior lighting and asks what the cost is of applying to modify their exterior.

Mr. Blodgett shares it's as low as \$50 but it's still \$50.

Ms. Miller asks if we could consider waiving that to obtain quicker compliance.

Ms. Sharif shares there is also language included in the ordinance that gives both the Zoning Administrator and the Building Inspector the ability to administratively approve or send something before the Design Review Board (DRB).

Mr. Schall notes he did also see that written in there, noting if a new fixture is \$100 he wouldn't want to pay another \$50.

Mr. Blodgett shares that he likes that there is the ability to send something before DRB because they act as the historic preservation commission. He continues, if we are working on a building that is on the National Register of Historic Places then in order to keep things good federally then we need that review process.

Mr. Krmpotich asks where you see in this ordinance it requiring or suggesting submission to DRB.

Mr. Blodgett says that is not in this ordinance that is the general provisions in the ordinance for design review regarding exterior modifications.

Mr. Krmpotich asks if that means he needs to modify or update the design guidelines.

Mr. Blodgett says no not necessarily. Any exterior modifications would mean I would need to review it for administrative approval or if it's appropriate send it before the Design Review Board.

Ms. Sharif shares she can get a chart of suggested or approved lighting fixture styles based on Dark Sky standards.

Mr. Blodgett asks instead of putting additional pages with examples in this document, should we put that information into a section of lighting in the Design Review Guide.

Mr. Krmpotich says that would be good.

Mr. Schall agrees.

Ms. Miller shares they do have examples on their website showing options of "good", "better", "best" so people can see the range of compliance and if they are willing to, select the "best" option.

Mr. Blodgett shares we can incorporate a lot of that information into the design guidelines.

Ms. Miller says she thinks that would be great because a lot of the work has been done already.

Ms. Sharif shares with the commission members that the research for this ordinance was done using as examples other communities, like Jerome, that hold a Historic Landmark status as a whole.

Mr. Schall says it's good to have examples of what works and what doesn't. He shares that he'll probably have to shield the lights over his garage doors because he can see them from the high school.

Mr. Blodgett says that can also be due to the elevation change and isn't sure what the proper solution is for the height differential.

Mr. Sharif shares that if you look between wattage and color that will also help.

Mr. Blodgett says he doesn't know enough about that.

Mr. Sharif shares the differences between Kelvin colors and how they can change how far or bright the light is seen. He continues that with the right fixture or sconce, and the proper corresponding bulb you can eliminate some of the excess light.

Mr. Schall shares even industry standards now give the more options, sharing his whole house is LED. You now even have all kinds of bulb sizes.

Mr. Sharif follows, this is helping to guide people to the right path, and if there are complaints then we can analyze the situation based on data collected.

Mr. Schall shares that very often the discussion is centered around APS streetlights, noting about only about half are shielded. He continues if we have a Dark Sky ordinance in the Town that gives us a hand to go back to them (APS) and say, hey the rest of Town is conforming, what about your lights.

Mr. Sharif adds we can use the surrounding communities as examples if we need to as well.

Mr. Schall asks if the wash lights on the front of the Grand shut off on a timer.

Everyone present all state they do not. It was discussed could they put them on a timer or a dimmer.

Mr. Krmpotich shares he read some limitations say to turn off lights at 10, and some of his concern is that we do have some business open past 10.

Ms. Sharif clarifies that there is language that says 10 p.m. or at the close of business, whichever is later.

Mr. Krmpotich says that is for that business, but the streetlights are going to be on. He continues if you look at the Police reports every month, we have 7-10 people who fall, but isn't sure how many of those are at night.

Ms. Miller asks if that is causation or correlation.

Mr. Blodgett says that he will make contact with the police department for additional information regarding those incidents.

Mr. Krmpotich shares that his concern is how do we protect, even those who are a little inebriated, from tripping and falling.

Ms. Miller shares headlamps are pretty inexpensive these days and she carries one when she's walking around at night. She shares that she enjoys how dark the streets are, feels safe here, and feels it is ok to put a little bit of onus on the public to provide illumination for themselves when they are walking in the dark.

Mr. Sharif shares his agreement and gives the idea that in some instances can we look at low end lighting that illuminates a sidewalk.

Mr. Blodgett shares that could be a second part of this as we identify areas that are problematic and the way we approach lighting in those scenarios.

Mr. Schall says he's not sure if there is data available but for a person that is walking at night do they feel safer when walking at night having this island of light with a light that is higher up shining down making both them and the ground more visible. He doesn't want to lose sight of having enough visibility and safety in the quest for Dark Sky.

Mr. Sharif shares that we could look into motion triggered lighting or lighting different colored lighting. He shares he however would not want the colored lighting up here because it is not historic. He continues to share information based on his career field expertise regarding lighting.

Ms. Miller says under section C. (2) new lighting shall meet the requirements of this code. She clarifies that the way she reads that means that everything right now is grandfathered in until it needs to be replaced.

Mr. Blodgett confirms yes.

Ms. Miller asks would it be this documents job to define a time period in which we should all be in compliance or are we talking 20-30 years for this.

Mr. Blodgett says that is one of the problems with nonconforming situations. It can take a while to come into compliance.

Mr. Schall says some compliance can sometime be achieved just by changing a light bulb.

Mr. Sharif says there are also other places that will donate bulbs for energy conservation. Maybe we could figure out how to do that as a whole Town.

Mr. Blodgett shares he did look into that and reach out to some sources for maybe some grant funding or donation of direct goods.

Ms. Miller says with grant money there are a couple of good things that can come from that. She shares you can have a finite pot of money for the use of everyone in town.

Mr. Schall says that is a good idea.

Ms. Miller continues, in section C. (3), she says that this paragraph is wildly confusing to her.

Mr. Blodgett confirms it is establishing a threshold for remodel.

Ms. Miller says she understands what it means but the language is cumbersome and things we could look at rewording.

that paragraph to make it more digestible to the average citizen.

Mr. Sharif adds that he doesn't think we should simplify it so much that there are loopholes.

Ms. Miller agrees that it shouldn't be simplified, just written better.

Mr. Blodgett shares that some of this language is clunky because it's legally defining something, however the design review guidelines are for exactly that purpose. We can boil it down and rephrase things to a user friendly version that refers back to the legal definitions.

Ms. Miller continues under C. (4) Exemptions under a. Emergency Lighting. Are we intending to leave this as broad as this sentence is?

Mr. Blodgett says she is correct; how are we defining emergency conditions, are they for first responders, or a private individual who has what they consider their emergency lighting?

Mr. Sharif says that may need to be explained a little further.

Ms. Miller agrees.

Mr. Krmopotich says that is something that could be put in the definitions to explain that.

Ms. Miller says she likes the definition 13. Light Trespass. She says she thinks it's good that we are leaving it "in an objectionable manner". She says once it gets passed, Mr. Blodgett may field lot of calls. She says she like's that it's left into the hands of the neighbors, that's really important but it might result in a lot of calls.

Ms. Miller says she has a question under section E. (9) Prohibited Lighting Types and Fixtures, under d. She says when she read that, the first thing that came to mind was the roller skating group that set up something that could fall under that definition, but she wouldn't call it obtrusive or too bright. She then references holiday or Christmas lights or the lights that move on the sides of the buildings.

Mr. Sharif points out that there under C. Applicability, (4) Exemption, d. Special Events is where that would fall under.

Ms. Miller says she has one more question. Under E (10) b., she's says she's curious where the number 3,850 initial lumens per net acre came from.

Ms. Sharif confirms that came directly from Dark Sk.

Ms. Miller says it's so specific but it's an expert number.

Ms. Sharif shares it speaks specifically to original light output when a fixture/light are brand new because they naturally change lighting output over time and use.

Ms. Miller says going back to business that might be keeping lights on overnight, under 11, (b) 1. She notes if you're a hotel you might be open 24 hours a day, she reads "Lodging businesses are encouraged to reduce lighting during off-peak hours overnight." she says she is not sure how much compliance will be seen using language that says encourages.

Ms. Miller says under H, she asks if we have an outdoor display lot, she was trying to figure out what that might be.

Mr. Krmopotich and Mr. Sharif both share the park, like for example Christmas when they light it all up.

Ms. Miller asks if anyone has been to an astronomy program before, like at a national park. She says food for thought, the curbs for those facilities are painted in glow in the dark paint.

Mr. Sharif says that would go back to Lance pointing out safety and security.

Mr. Schall notes that he notices some of the steps have been lit he assumed by the residents that live there by garden lights. He wonders if there is something better quality that we could use.

Mr. Sharif adds now that he's thinking about it how would the glow in the dark paint affect the Town from a historic standpoint.

Mr. Blodgett says he's already thinking about that. He says if we could find something translucent during the day then that is low impact.

Ms. Miller says she believes they have some that is cement colored.

Mr. Sharif says it is, sharing he's been looking into something similar for his own home.

Mr. Schall says that could be fun, you can't see it during the day, but it would glow at night.

Mr. Blodgett says we are trying to keep the historic town intact, but it has to be a functional living community, and we can work with it if it's a little bit off grey or cement colored. Especially if we're getting added security and resolving lighting issues without spending millions on new lighting infrastructure.

Ms. Miller asks if definition number 22 was intended to match verbatim C. (1), because she notes two more things noted in the definition that are not included in the applicability.

Mr. Schall says there are more items, he didn't notice that.

Ms. Miller says it does have the catchall "shall include but are not limited to".

Ms. Sharif says it wasn't intended to be the same, but we could add it.

Mr. Schall says this will get revised at least once.

Mr. Blodgett says he appreciates all of the questions, comments and feedback, it has been very productive.

Mr. Schall asks what are the next steps on this, are we going to revise it and look at it again?

Mr. Blodgett shares that it is likely it will come back for a second hearing at some point. They will probably vote to recommend approval to the Council.

Mr. Schall asks if it's going to be spruced up before that.

Mr. Blodgett says yes.

Mr. Schall notes this is a lot of work here and it's 99% good.

Mr. Blodgett says he'll double check the next steps of the process, so this is a new learning experience for him. He says before we proceed off topic he suggests closing the public hearing officially.

Mr. Schall closes the public hearing at 6:54 p.m.

Mr. Schall says he's glad that this is finally moving along, adding he knows Flagstaff has been a Dark Sky community for a long time.

Mr. Sharif says he believes they were the first ones.

Mr. Schall shares a field trip he took to the Discovery Telescope. He shares the dome is not a rounded dome it's a flat galvanized and that's why when it's facing the right direction you see the glint. He then gives a brief story about the trip.

Mr. Sharif says he thinks this will make some very happy.

Ms. Miller expresses her agreement.

Mr. Schall shares that speaking from a historical standpoint if you think about it back in 1910 the town was not likely very bright.

There was discussion regarding the different types of light throughout the history of the town.

Mr. Schall says we've covered everything here and moves to the next item.

6:59 (59:35) 4. NEXT MEETING ITEMS

Mr. Blodgett shares that there will be at least one project for review at the next meeting. He shares he's not sure if there is a timeframe for a second public hearing.

Mr. Schall asks if this ordinance will be revised to be reviewed again at the next meeting or the one after.

Mr. Blodgett shares he will confirm any necessary timeline requirements for posting and notification.

Mr. Schall says whatever it takes he doesn't want it to appear that they are trying to just push this through, so if we can't do it in 30 days, then we'll do it in 60.

Mr. Blodgett continues to share that he is trying to get training sessions squared away and form an advisory committee for revising the zoning ordinance. He says he would like to have people who have worked on previous versions of the ordinance and can help craft changes in policy.

7:01 (1:01:09) 5. ADJOURNMENT

Mr. Schall moves to adjourn the meeting.

Mr. Sharif seconds the motion.

Mr. Schall calls the question, and the meeting is adjourned at 7:02

Motion to adjourn at 7:02p.m.

BOARD MEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
MILLER			X			
READY					X	
RILEY					X	
SCHALL	X		X			
SHARIF		X	X			

Approved: _____ Date: _____

Lance Schall, Planning & Zoning Commission Chair

Attest: _____ Date: _____

Kristen Muenz, Deputy Town Clerk

File Attachments for Item:

A. Consider Approval of the April 9, 2024, Regular Council Meeting; and April 15, 2024, Special Council Meeting Minutes

Council will consider and may approve the April 9th Regular Council Meeting; and April 15th Special Council Meeting minutes.



TOWN OF JEROME

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ACTION MINUTES

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

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

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

7:00PM (0:50) 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 and Sonia Sheffield.
Staff Present were Town Manager Brett Klein, Zoning Administrator Will Blodgett and Deputy Clerk Kristen Muenz.*

7:01PM (1:02) 2. PROCLAMATIONS

A. Proclamation: April as Sexual Assault Awareness Month

Mayor Barber will read or summarize / paraphrase the proclamation.

*Mayor Barber introduces the proclamation and welcomes Jessie Johnson from the Verde Valley Sanctuary.
Council members take turns reading the proclamation aloud, followed by applause from members of the audience.*

Items 9A, 9B, 9C and 9D were moved up in the agenda in accommodation for representatives present in the audience.

7:19PM (19:02) 3. FINANCIAL REPORTS

Discussion/Possible Action

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

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

*Ms. Barber introduces the financial reports and asks if Council has had a chance to review them.
Council members confirm they have.*

Ms. Barber moves to accept the financial reports.

Dr. Dillenberg seconds the motion.

Ms. Barber calls the question and financial reports for March 2024 are approved.

Motion to approve financial reports for March 2024

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

7:19PM (19:25) 4. STAFF AND COUNCIL REPORTS

Discussion/Possible Action

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

Council will consider and may approve the staff reports.

Ms. Barber introduces the staff and council reports deferring to the Town Manager for his update.

Mr. Klein opens with, in addition to his written report there are two updates, one is that Monday (April 15th) members of

the Town's team will be meeting with Verde Exploration to discuss easements that will be necessary for the new wastewater treatment plant. The second is that there is also a budget meeting, at 6pm. He shares that the audit is complete, and they (the auditors) will likely be attending the June meeting to provide an overview, adding everything went well once again and the budget actuals, as can be seen in the prior item, are on target. Ms. Barber then congratulates Shawn Maples in the Public Works Department for two years of service as of April 4th, Michaela Brewer the court assistant for 2 years as of April 5th, and Nancy Driver in the library for 9 years of service as of April 15th. She expresses her thanks to everyone that helps this town run as well as it does and asks if there are any additional reports from Council since they last met.

Ms. Barber asks if Dr. Dillenberg has been seated on the Yavapai College Board.

Dr. Dillenberg shares not yet, but when he is, he will be the only representation from this side of the mountain. He says he needs to collect his signatures and shares that he had a meeting to review some of the information, adding there is so much that favors the Prescott College, and he wants to make sure that we get the same treatment here in the Verde Valley. He shares that he is also on the Supreme Court Attorney Discipline and Probable Cause Committee which is a committee served by judges and other public community members. They typically see attorneys after they've been to the Bar and the Bar has deemed probable cause for them to go before the committee. He says usually they have meetings and see 12-14 attorneys, but this past Friday they had 43, adding he's never seen a number that high. He says these are people he's always held in high regard, but he brings it up to make others aware and to be careful out there.

Ms. Barber follows up sharing Yavapai County covers areas on both sides of the mountain and all the tax dollars from the Verde Valley side seems to be pouring into the Prescott College. She says here at the local college they are winning awards for their wine from the viticulture classes, and there was also a building for the technical school, learning skills like HVAC and plumbing which wouldn't require you to go to Phoenix anymore. However, the building is small. She continues, part of what this side of the mountain was supposed to get with our tax dollars was a larger facility, but all of their budget was cut. She shares there is a gentleman by the name of Robert Oliphant who wrote a book called Wake Up Verde Valley, You've Just Been Ripped Off; continuing, we need Jack on this board, because we need someone from this side of the mountain to get our funds that we pay for through our tax dollars to help our college and not have it all just go to Prescott. It's not anything against the Prescott College but on this side of the mountain, things have shrunk or gone away completely and yet they've got big things planned on the Prescott side. So, we need Jack on this board and thank you for doing that.

Ms. Moore adds that the library at Yavapai College in Prescott is getting rid of all of their library books. She shares that other libraries have a chance to get books this week and believes after that it is free for all for other people interested. She adds that thinks it's sad and likes books.

Ms. Barber agrees and says it's hard to put a sticky on a kindle to mark your place, like you would in a book. She asks if Ms. Sheffield has anything she would like to add. She did not.

Ms. Barber makes the motion to approve the staff and council reports.

Ms. Sheffield seconds the motion.

Ms. Barber calls the question, and the staff and council reports are approved.

Motion to approve staff and council reports

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

7:26PM (26:20) 5. ZONING ADMINISTRATOR'S REPORT/PLANNING & ZONING AND DESIGN REVIEW BOARD MINUTES

Information/Council Review

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

Mr. Blodgett shares that he's spent a week working with his new GIS equipment and it's everything he hoped it would be. He says shortly he is going to start redoing the parking inventory that he was handwriting and this time there will be something more accurate. He says additionally he is going to start working with the County on some accurate control points with the idea that they can use these points to fix the GIS map that is so inaccurate and frustrating to use. He says fingers crossed this works but that will be the first step to making good decisions with good information.

Ms. Moore says that the minutes weren't in her packet and wasn't sure if they were in anyone else's. It was confirmed they were not.

Ms. Muenz answers that Michele was working on the minutes earlier in the day. She says they may have been done and were just not included.

Ms. Moore says she saw the Planning and Zoning minutes online.

Ms. Barber thanks her for the clarification.

7:28PM (28:16) 6. APPROVAL OF MINUTES

Discussion/Possible Action

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

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

Mayor Barber introduces the minutes for approval. She asks if there is any reason why anyone would like them to be split up and not approve them as a group.

Councilmembers answered no.

She confirms they've been read and makes the motion that meeting minutes be approved.

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

Ms. Barber calls the question and the minutes for all 3 March meetings are approved.

Motion to approve meeting minutes of the March 12 special meeting, March 12th regular meeting and March 18th special meeting

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

Ms. Barber comments this is the fine line of we have it but it's not a novel. These minutes are great.

Council members expressed to please let Michele know she's doing a great job.

7:29PM (29:21) 7. PETITIONS FROM THE PUBLIC

There were none.

7:12PM 8. UNFINISHED BUSINESS

Discussion/Possible Action

7:12PM (12:36) A. Discussion Regarding the Review Process To-Date on the Proposed Community Garden Shed

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

Mayor Barber introduces the item for discussion. She says we need a champion; it was talked about in the last 'to and from the council.' She shares that Cole Vasquez would like to champion this, noting that Mimi Romberger and Lacy Ritter had something to do with it previously. She shares they are meeting on Sundays trying to get the garden going, adding Cole is here because he and Lacy would like to be the champion of this garden. She asks if he has had a chance to look at the garden shed. He confirmed yes.

Mr. Klein says he is not sure what has been talked about but from a legal standpoint if there are any changes to the shed, they'll need to go back for review again through DRB because of what was previously approved.

Mr. Blodgett shares clarifying information. He says where we are at is it passed the initial Planning and Zoning and went to the Design Review Board; the scope changed a little bit to add a concrete footing, so those specs need to be drawn out so that they can be reviewed and taken back to P&Z for the second time and after that it shouldn't be an issue.

Ms. Barber asks as far as the shed goes, who are we going to get to pour the concrete.

Ms. Moore asks the size of it.

Ms. Blodgett says doesn't want to misspeak, but he thinks 8x8.

Ms. Sheffield confirms that is the size on the print out.

Mr. Klein shared that Town staff can do that.

Ms. Barber asks if anyone has any issues with Cole taking this on. The answer was no.

Dr. Dillenberg says we are fortunate that Cole wants to do this, he's been around a long time.

Ms. Barber shares it's nice to see that some of the younger folks are interested. She thinks it will be nice to have the middle of town be gardens, flowers, and native landscaping.

Ms. Moore shares she is happy to see it being put to use.

Ms. Barber shares on the plan it says it's an 8x12 shed but she can't read the small writing.

Ms. Sheffield confirms the shed is 8x8, but the footing is 8x12.

Ms. Barber confirms we need someone to draw up the plans for the concrete pad. She then sees a hand up in the audience and defers to resident Nancy Robinson.

Ms. Robinson says it's not about the concrete pad, but the possibility of a new fruit tree reminded her. She asks if it was APS that gave the voucher for trees and is it still in existence.

Ms. Barber shares she does have it in her possession, it is still valid and does not have an expiration date. She

continues, there is a wonderful, proposed community garden plan complete with rainwater harvesting and all kinds other features.

Ms. Moore says maybe we can collect rainwater off the roof of the restrooms.

Ms. Barber says there was discussion about earthwork being done, because the garden is at the bottom of a sloped area, so earthwork could be done to it including terraces and native landscaping. She adds it's exciting and if it gets going like she hopes it could get bigger and bigger, so she's excited for Mr. Vasquez to be on board because he's already rallying the young folks trying to get things going. She asks if there needs to be a motion on it.

Ms. Moore says no just staff direction to go ahead and revise the plans.

The meeting returns to the items on the agenda in the order in which they appear, starting with Financial Reports.

7:29PM (29:30) B. Discussion and Update Regarding the Council Vacancy

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

Ms. Barber introduces the discussion regarding the Council vacancy. She says she thought that if there was anyone that had turned in a solicitation of interest it would be in the packet and asks if she missed it.

Mr. Klein says no it's too early as the deadline is April 15th. He shares that one person has turned in a letter of interest, however that person is likely not eligible until June 1st. He says because of timing they have to appoint someone to fulfill the term until the next election, however if we don't have anyone then there is not much the Council can do.

Ms. Barber clarifies does that mean if no viable candidates come forward, then legally we can just sit here as a council of 4 people until someone is elected?

Mr. Klein answers yes, you can conduct business until there is someone willing and able to step up and that you choose to appoint.

Ms. Barber says ok, she hopes that person does their solicitation of interest and has been told hold how to do it.

7:06PM 9. NEW BUSINESS

Discussion/Possible Action

7:06PM (6:10) A. Consideration of Renewing an Employment Agreement for Town Magistrate with Ms. Angela Napper from July 1, 2024, through June 30, 2027

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

Mayor Barber introduces the item for consideration and asks for comments or questions.

Dr. Dillenberg moves to approve the renewal of the employment contract.

Ms. Moore seconds the motion.

Both council members express their gratitude to Ms. Napper for her service to the Town.

Ms. Barber asks how Ms. Napper has improved things or how have they been better since she's been here.

Judge Napper answers in the two years, we've made significant strides. She says, specifically we have improved court technology and those improvements have made it possible for people to better access the courts. Doing so improved timelines for case disposition as well as the number of cases able to be resolved, which also resulted in additional staff time to review case backlogs, purge old cases, take care of old warrants and other things that were sitting. She shares that she has cultivated an energetic learner in her court staff, who is celebrating her 2-year anniversary with the Town.

Ms. Napper adds that she is grateful for her and thinks she will have a bright future in the county court system. She continues, we've made improvements in the working relationships with other departments and also have a grant application pending with the supreme court for upgrades to court security. She says the most important thing is being present every day on the bench, that when people appear each of their cases is the important one when being reviewed, giving them their voice and the justice that is due.

Council members express their gratitude for Ms. Napper's service to Town.

Ms. Barber calls the question and the contract for Town Magistrate is renewed.

Motion to approve renewing the employment agreement for the Town Magistrate, Angela Napper through June 2027

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

7:09PM (9:37) B. Consideration of an Arizona Liquor License in the Town of Jerome for a Series 010 Beer and Wine Store License Type, for VINO ZONA, Located at 369 Main Street (New Address / Location)

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

Mayor Barber introduces the item for consideration. She notes this is a new address and asks the applicant, Ginger

Mackenzie, if she is doing this because of the change of address.

Ms. Mackenzie answers yes, this type of liquor license does not transfer so she had to reapply.

Dr. Dillenberg shares his excitement about the new facility and moves to approve the liquor license.

Ms. Barber acknowledges the motion and asks if there are other questions or comments.

Ms. Sheffield seconds the motion.

Ms. Barber calls the question and the liquor license for Vino Zona is approved.

Motion to approve liquor license for new location of VINO ZONA

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

7:10PM (10:35) C. Consideration of an Arizona Liquor License in the Town of Jerome for a Series 12 Restaurant Liquor License Type, for The Miner's Cafe (Under New Ownership), Located at 115 Jerome Avenue

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

Ms. Barber introduces the item for consideration.

Dr. Dillenberg says they are doing a great job, the food quality, service, and commitment to the community is wonderful and fully supports this.

Ms. Barber says she agrees and likes that it is resident owned. She asks if there are questions or comments.

Ms. Sheffield seconds the motion to approve.

Ms. Barber calls the question and the liquor license for The Miner's Café is approved.

Motion to approve liquor license for The Miner's Cafe

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

7:11PM (11:36) D. Consideration of the Datura Yoga and Sk84life's Special Event Permit Application for Roller Disco

Council will consider and may approve the special event permit.

Ms. Barber introduces the item for consideration. She says this is a recurring event and is for suicide prevention. She makes the motion to approve this special event.

Ms. Sheffield seconds the motion.

Dr. Dillenberg shares that he supports it.

Ms. Barber says if you want to strap on some roller skates, you have to sign a waiver, but it is open for everyone to join. She calls the question and the special event for Datura Yoga and Sk84life is approved.

Motion to approve special event permit for Datura Yoga & Sk84life

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

Ms. Barber then moves to item 8A, discussion regarding the community garden.

7:31PM (31:19) E. Consideration of The Carpet Bag Brigade's Special Event Permit Application for the Roving Wave Festival

Council will consider and may approve the special event permit.

Ms. Barber introduces the item and says she looked into it, and it looks interesting, like it will be a circus in the lower park basketball area.

Ms. Moore shares it would be nice to have someone here if we have questions.

Ms. Sheffield says she reviewed their website; it was informative and it looked fun, low key but still acrobats which is unique.

Ms. Barber shares there was something not fully filled out regarding the insurance, that they weren't going to get it until they knew if they could do it or not.

Mr. Klein shares it is likely very expensive with an acrobatic performance, so he believes they wanted to make sure the event would be approved before they got it. So, should Council choose to approve they should include a contingency in any motion.

Ms. Barber reviews the application reading, "this is a rolling wave festival, it's a free public performance with a spoken word poet and an acrobatic presentation from The Carpetbag Brigade. There will be a sound system at the backside of the (basketball court), the audience will be on the steps along the wall and above the fence on the street." She says she is unsure about the street part of it, maybe keep it contained down below and avoid impeding anything.

Dr. Dillenberg asks if they've had other events they can review.

Ms. Sheffield shares she reviewed the website, they've done small festivals and look like they are based in San Francisco. They have a stilt walking workshop they are doing in Prescott in June, but she is unsure what their connection to this area is, adding it's not like they're just rolling through town if they have another event on the other side of the hill.

Ms. Barber says that is what she thought, it looked like they were doing something else around the area so maybe they would see if we could do something here as well. She says if they live in California, it's not very easy to be sitting here in front of us, and asks how everyone wants to go about this, noting the event is not until July so they are well within their timeframe.

Ms. Sheffield recommended gathering questions and sending an email for more information.

Dr. Dillenberg says he doesn't just want to say no to them, but it is all new to him.

Ms. Barber says it's an interesting idea and isn't totally against it, asking Ms. Moore for her input.

Councilmembers all concede they will definitely need their insurance.

Ms. Moore, reviewing their website, says the New York Times says it's awesome.

Ms. Barber asks if someone would like to make a motion.

Dr. Dillenberg asks what they need to do here today.

Mr. Klein advises Council that they can make a motion with a contingency on the appropriate level of insurance and answering any questions satisfactorily.

Ms. Moore reads another excerpt from their website and reviews the video.

Ms. Barber notes the event is from 5-8 so it's an evening event, and they are requesting the use of electricity in the lower park.

Ms. Moore says she's ok contingent upon them meeting the insurance requirements.

Ms. Barber asks if that is her motion.

Ms. Moore makes a motion to approve with the contingency that they provide the insurance and anything else needed.

Ms. Sheffield seconds the motion.

Ms. Barber calls the question, and the special event is approved contingent upon meeting the necessary insurance requirements.

Motion to approve contingent upon meeting necessary insurance requirements

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

7:36PM (36:00) 10. TO AND FROM THE COUNCIL

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

Ms. Barber introduces the item and asks if Dr. Dillenberg has anything additional. He answers no.

Ms. Barber asks Ms. Moore if she has anything.

Ms. Moore says she's been concerned about the slow movement on the Hotel Jerome. She wonders if there is anything they can look at to do on their own, just to get something started.

Ms. Barber asks if they should do another field trip with department heads to spur some interest.

Mr. Blodgett shares that there is a little movement on it, but it may be premature to state publicly. He is trying to constantly push for it, and it is a priority. He shares that there is some good news and has a few people he needs to call back, he is hopeful to have a clearer path in the next couple months. Generation of funds should be possible if they move forward with that sale, however he is exploring other sources of funding.

Ms. Moore shares that you would think with the need for housing that there would be something out there.

Mr. Blodgett informs Council that there are some problems with demographics. He says, interestingly enough being that we are a small town with a high number of wealthy individuals, that it throws off demographics a bit and means there are certain programs that we won't be eligible for because of that, but he is trying to work around that.

Ms. Barber says that reminds her about Cottonwood. She says there are federal funds for defunct hotels to turn them into apartments but that might be the caveat. She shares in Cottonwood right now they're taking a defunct hotel and turning it into apartments. She acknowledges a hand in the audience deferring to resident Nancy Robinson.

Ms. Robinson says several meetings ago when they were discussing the hotel someone was supposed to reach out to Steve (Knowlton) about the window replacement in the Co-op, but no one did. She updates, he can utilize the existing windows, if you raise the sill from the sidewalk to the bottom of the window 18" then it does not require tempered glass.

Dr. Dillenberg thanks her and sends his best wishes to Steve.

Ms. Robinson tells Councilmembers they are getting ready to go back to their other home so this will be the last meeting she is at this year, and good luck on all the elections.

Ms. Barber says she was going to bring up those windows.

Ms. Moore interjects reminding about the budget meeting next week.

Ms. Barber thanks everyone that participates in this Town, then asks if Ms. Sheffield has anything she would like to add.

Ms. Sheffield says nothing specific, but it's been a trying few weeks. She shares the way everyone has reached out and supported each other, she is just beside herself. She continues this is a unique community and everything that happens here ripples through everyone, which is not found in a lot of other places. She says it's also really great to see folks taking more interest and putting more effort into things that benefit the community, like the garden, and finishes by saying that she is grateful and feels very loved and supported.

7:40PM (40:11) 11. ADJOURNMENT

Ms. Barber motions to adjourn the meeting.

Ms. Sheffield seconds the motion.

Ms. Barber calls the question, and the meeting is adjourned at 7:40p.m.

Motion to adjourn at 7:40p.m.

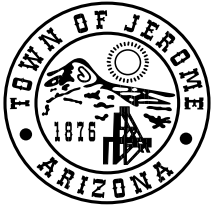
COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
BARBER	X		X			
DILLENBERG			X			
MOORE			X			
SHEFFIELD		X	X			

APPROVE:

ATTEST:

Alex Barber, Mayor

Brett Klein, Town Manager



TOWN OF JEROME

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MINUTES

SPECIAL BUDGET MEETING OF THE TOWN OF JEROME COUNCIL CHAMBERS, JEROME TOWN HALL 600 CLARK STREET, JEROME, ARIZONA MONDAY, APRIL 15, 2024, AT 6:00 PM

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

6:00PM (0:47) 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 Councilmember Sonia Sheffield.
Staff Present were Town Manager Brett Klein and Finance Director Kristen Muenz.*

Ms. Barber says that she hopes Dr. Jack Dillenberg feels better soon, stating for the record that his absence is due to health concerns.

6:01PM (1:04) 2. PROCLAMATIONS

A. Proclamation Proclaiming April as Fair Housing Month in the Town of Jerome

Mayor Barber will read or summarize the proclamation.

Mayor Barber introduces the item, proclaiming April as Fair Housing Month in the Town of Jerome. She remarks with the ways our housing is priced she doesn't know how fair housing is in Jerome Arizona anymore. She then reads the proclamation aloud.

Mr. Klein shares that this is a requirement for all CDBG participants.

Ms. Barber asks if there needs to be a vote.

Mr. Klein answers no.

6:02PM (2:42) 3. NEW BUSINESS

Discussion/Possible Action

A. Fiscal Year 2024-2025 Budget Work Session

Council will continue their discussions regarding the 2024-2025 budget, including a review of an initial draft budget. All aspects of the budget may be discussed, and Council may provide staff direction regarding the 2024-2025 budget.

Ms. Barber introduces new business and defers to Mr. Klein for further elaboration.

Mr. Klein says you'll notice that everything identified in the previous budget workshops should be included here.

Continuing, this is the first draft, there is a \$184,000 discrepancy between revenues and expenditures on the wrong side, but we were also waiting for the audit to see what could be used. He says that it will be fixed the next time, sharing there will be less money being transferred from the General Fund to Water. He says this budget includes the fringe benefits package, money for public works employees, and the overall package approved for wages, retirement, and insurance. He reviews the pages on revenues, noting that sales tax lags. He says there should be nothing unusual here, other than Urban Revenue Share, which is going down as a result of state legislation. He also points out the rent revenues will go up due to the 10% rent increase, which will cover the next 3 years. He then asks if there are any questions on the first few pages.

Ms. Barber says page 34 is Parking Fund Revenue for kiosks and total parking fund revenue; she brings it up because on page 7 is PD Revenue from Parking Fund. Seeking clarification, Ms. Barber asks, right now that money coming in from parking is going to what exactly?

Mr. Klein answers to public safety.

Ms. Barber continues noting the prior year actual reflects nothing coming in, in 2022-23. She continues questioning, we budgeted 39, are actually hitting about 29, but we're budgeting for 40?

Mr. Klein answers that we are on pace, sharing this was printed in April, but we still have a whole quarter left in the year. He continues that we are at about a \$10,000 average and are on pace for \$39,000, adding Ms. Muenz can confirm we've had some of the best weekends ever recently.

Ms. Muenz confirms we are picking back up again, sharing one weekend was over \$5,000 for kiosk payments.

Mr. Klein continues sharing this is a transfer in and are 100% going to make it.

Ms. Moore asks as a sideline, are we at \$5 now instead of \$4.

Mr. Klein confirms yes.

Ms. Barber says follow up to that she thought we lost one of the parking people, that he got busy with the Fire Department.

Mr. Klein answers that he is still on PD payroll.

Ms. Barber says good, we need to make sure we have someone out there checking on the weekends. She noticed on Sundays no one was out there, and we need to make sure that spring break and busy times we have coverage.

Ms. Barber then points out on page 10 Bank Fees and Merchant Services went down. She asks if that is because we got better fees for everything we do.

Mr. Klein says yes, including parking.

Ms. Barber points out that we are under budget and if we can continue keep it low then that is really helpful.

Ms. Moore points out there is another item in the report that is \$27,000, down from \$40,000, which is great because it was a complaint.

Ms. Barber, referencing page 7, asks about the differences in the Fire Department Services Revenues.

Mr. Klein shares this depends on nature and how many calls, adding he didn't feel comfortable counting on that much but he did talk with the Chief who feels with full staff that it's safe to be around that amount.

Ms. Barber asks about the Wildlands Wage Reimbursements right below that.

Mr. Klein confirms that it will continue to increase.

Ms. Barber defers to Ms. Moore for her questions.

Ms. Moore asks if the \$87,000 for Rental Revenue is for all rents total.

Mr. Klein says no, its \$87,000 plus \$10,200 for the library.

Ms. Barber clarifies the budget notes that say that the Holly Ave property is included in the Rental Revenue totals.

Ms. Moore referencing page 8, asks if the Fund Balance Reserves are carryover.

Mr. Klein confirms it is carryover and is the one piece that isn't quite complete with the audit. He shares it's historically very high and his goal is to someday have it at zero.

Ms. Barber shares that she also wanted to point out that it went down because it's nice to see when we're catching a break somewhere.

Mr. Klein adds it's the one revenue that you want to see go down.

Ms. Barber asks if Ms. Sheffield has any questions on these first few pages; she said no.

Ms. Barber, referencing page 9, Accounting and Auditing, asks about the difference in budgeted amounts and also why we've not spent anything yet.

Mr. Klein confirms we haven't paid the auditors yet, and when he spoke with them he asked what they would be billing.

Ms. Barber references page 10, Shuttle Expenses, noting prior year actual was a little over \$4,000. We budgeted \$3,000 and this year used almost the \$3,000, why not increase to \$4,000 instead of \$3,500?

Mr. Klein shares we should be done with the shuttle expenses, noting we had some unexpected expenses and gas was high, but we will come in under \$3,500 this year.

Ms. Barber says thank you for clarifying, she thought this included paying the driver.

Ms. Moore asks if Mr. Klein is going to review the next pages.

Mr. Klein says pages 9,10 and 11 are General Government, this covers the payroll for everyone who works in Town Hall, also casualty insurance, and hardware and software for this area. He shares Public Safety is usually the highest followed by General Government. Continuing onto page 12, Magistrate expenses are pretty simple and do include the expanded conference room.

Ms. Barber asks if anyone has any other questions on the first couple of pages.

Ms. Moore says yes, she has one on page 9. The internet is in there twice, a new much higher rate one is \$20,000 and another is \$21,000.

Mr. Klein apologizes and shares that is a different year. He clarifies the note and shares with Council that budget notes carry over. Also the e-rate will not apply to non-libraries anymore.

Ms. Barber notes the budgeted amount under General Government, Conventions and Seminars and Training and Education didn't see much use, but she feels both of those figures are good in case anyone needed anything.

Mr. Klein advises there is about to be a \$400 expense out of it, for the Regional Clerks meeting Jerome will be hosting with Clarkdale.

There was a brief conversation about the meeting and its location, as well as upcoming training that Ms. Muenz will be attending.

Moving on to pages 12 and 13, Ms. Barber seeks clarification for the Magistrate Court Security Fund expenses. She says she thought we were moving for more security and had budgeted \$10,000, but we've not even spent \$1,000 of it yet.

Mr. Klein shares she (Judge Napper) has done a ton of security enhancements through grant funding, including new firearms lockers.

Ms. Barber pointed out that we have a really good team in our court right now, she asks if anyone else has any questions

on this.

Ms. Barber moves to Police Department Expenses, noting wages and salaries, FICA, Medicare and retirement are all increasing significantly, she asks if this is because we have more police than before?

Mr. Klein shares we added one officer and they are the biggest department in town, so when there are enhancements they see the biggest amount of it.

Ms. Barber points out the note says this includes 2025. She asks isn't that what they are working on now?

Mr. Klein answers that is correct, adding the big increase in retirement is budgeting to pay down the PSPRS shortfall.

Ms. Barber asks where in the line items that is reflected.

Mr. Klein answers 10-43-5011 (Police Dept Expenses, Retirement).

Ms. Barber notes the increase is not that much more and is nice that we are able to continue to give raises. She asks if there are anymore comments or questions.

Ms. Moore asks if the \$42,000 on page 14 for vehicles is for a new vehicle.

Mr. Klein confirms yes.

Ms. Barber asks if we had an older vehicle that was refurbished for the new officer to drive.

Mr. Klein says yes, sharing a new vehicle is closer to \$80,000, so all our vehicles are refurbished, and the Chief does a good job at picking vehicles at a good cost with low mileage, and refurbished like new.

Ms. Barber comments he does a good job with his budget.

Moving on to Fire Department Expenses, Ms. Barber highlighted the Volunteer Employee Per Call she is questions the current year budget was 35 and the next year is proposing only 27 why is that.

Mr. Klein answers that there just aren't many people responding to calls. He says another purpose to keep it high was current year it was budgeted for 2 new fire personnel.

Ms. Barber asks if there are any other questions regarding Fire Department Expenses. There were none.

Moving onto Library expenses page 17, Ms. Barber says everything seems on par and asks if there are any questions on this. There were none.

Moving on to Planning and Zoning, Ms. Barber points out the budget notes for the cemetery appraisal and asks why it's being pointed out in this budget part.

Mr. Klein answers it's to cover the appraisal which we should get done next year.

Ms. Barber asks which line reflects the appraisal.

Mr. Klein shares that anywhere that there are budget notes they go with the line item right above the note.

Moving on to Historic Preservation Ms. Barber notes we still have a little under \$4,000 and says she thinks Council should continue to keep that there. Council members express their agreement.

Ms. Muenz shares this month Will purchased his GIS equipment and his training so we will see that get used in the next budget.

Ms. Barber points out that Public Works is split into 6 different departments, asking if there are any questions on the Parks on page 19 & 20. There were none.

Moving onto Water Utility Fund on page 22 Ms. Barber asks for Council input.

Ms. Moore asked about the amount of money coming into water usage fees compared to expenses even when subtracting special projects is about \$100,000 off.

Mr. Klein says that's why we are still subsidizing.

Ms. Moore asks if there was \$45,000 from the parking fund going into it.

Mr. Klein confirms yes.

Ms. Moore continues that she would like to see more, noting that sewer and sanitation are keeping up better than water, which is the worst one as far as paying for itself.

Mr. Klein confirms it is, sharing that the new fees are reflected and are expecting \$194,000 and are pretty close on. He shares there is a big surplus right now and if you look at revenues vs expense the general fund has been giving a lot.

Ms. Barber notes that amount is \$282,000.

Mr. Klein continues that it will go down to cover the shortfall but that is because water has a surplus due to special projects listed that did not get completed. He shares we are going to start working on the Water projects.

Ms. Moore asks if they will be done this year.

Mr. Klein says not this current year.

Ms. Moore asks if the Verde Central siphon line is in here.

Mr. Klein says it is in the budget, in the back of the packet, adding we do have a bid for it and when it's done he believes they will get it started.

Council members expressed their excitement.

Ms. Moore asks what the administrative charges are.

Mr. Klein answers there are certain things that cover all auditing, accounting, computer software and wages.

Ms. Barber interjects asking which page she is on.

Ms. Moore answers it's on page 24.

Mr. Klein continues this has been in the budget as long as any of them have been on Council.

Ms. Moore says she forgot what it is.

Ms. Muenz shares that a lot of things are split up between departments, for example Caselle the utility software is split up between Water, Sewer and Trash because that is what we are using the software for.

Ms. Barber comments that makes sense.

Mr. Klein shares he can provide a spreadsheet that shows all of it.

Ms. Barber says asking questions and getting answers is sometimes better than a whole new set of paperwork. She then points out on page 23, Repair and Maintenance Infrastructure, budget notes list each line item that makes up the total.

Mr. Klein says often times we have the money but it's hard to get people up here. He says we saved a lot of money on the pavement projects but, due to those savings, it means most of the Public Works guys working around the clock on that project, and once it's done, they'll move onto the next.

Ms. Barber points out the note about the seating of a new tank for \$30,000. She believes she shared information via email about new water and infrastructure grants available, sharing, for example Clarkdale received a grant for almost \$1M for a new arsenic treatment facility. She says if we could get more grant money in this next cycle to get a spot and a new tank up there that might make everyone happier, and then defers to Mr. Klein for comment.

Mr. Klein shares we have seven grants right now, and they all take an enormous amount of work. He shares that Clarkdale hired a grant writer specifically. He continues, we can certainly go fishing for grants we just need to make sure we get the right ones. He shares with Council, the sitting of the water tank has taken 3 years to get \$30,000, but it took 3 months to get \$250,000 for Verde Avenue, so some grants are just easier than others.

Ms. Barber asks if there are any questions on previous pages. There were none. She then asks if there were any questions on the Sewer Revenue. There were no questions.

Moving on to Sanitation Revenue, Mr. Barber asks if there are questions or comments.

Ms. Moore asks about the new sanitation truck.

Mr. Klein shares the one place that he had contact with has stopped responding. He says we have the money, have identified the truck, and have reached out to the Co-operative in Texas to see if they can assist.

Ms. Barber introduces HURF.

Mr. Klein shares there is no real change and wants to keep the funding at \$100-115,000, adding that Marty thought the priority was the first section of County for paving.

Ms. Barber comments there's not a road in Jerome right now that doesn't need some help.

Mr. Klein answers, correct, adding we have the Deception grant and are working on the Dundee grant; we have the Verde Avenue grant and are working on the Center Avenue grant. This was based on what they can do for \$100,000.

Ms. Barber says the reason we've been working long and hard on the different Avenues is they need infrastructure of water and sewer under the roads before they get redone. So we're talking start to finish from the underneath to the top. She thanks her fellow Council members for continuing to sit here and do this free of charge.

Ms. Barber asks, regarding HURF revenue, if the state gives Highway User Fund revenue.

Mr. Klein answers that is what the state is giving us based on per capita.

Introducing the Parking Fund, Ms. Barber says having its own line item makes it easier to see the whole fund and how it's divided into the different categories and departments that use it.

Ms. Moore points out where the parking fees are in the report.

Ms. Barber says as long as we continue to keep an eye on the fees.

Ms. Moore shares it's changed a bit because of the ability to use their phones.

Ms. Barber comments that she thought we were trying to morph into more text to park in the future.

Mr. Klein says as the machines break down or become obsolete, they will be replaced with that technology, so at some point they will all be text to park.

Ms. Moore clarifies people will still be able to pay at the police station.

Ms. Barber says if there are no other questions or comments we can move on.

Ms. Moore asks if we are good with the amount it costs to park.

Ms. Barber says this is our next year budget if we want to raise it, but she thinks we should have a lull before it's raised again. She asks how Ms. Sheffield feels about this and if she wants to talk about raising parking rates.

Ms. Sheffield answers not at this time.

Moving on to Fire Department pension and retirement, Ms. Barber says these guys need this; we are lucky to have them, it's a hard job and someone has to do it.

Mr. Klein shares it's a small amount because it's the only paid on call.

Ms. Barber introduces Grants and asks the other council members if they have any questions or comments. They did not.

Mr. Klein shares on the following page expenses you'll see the generators for Town Hall, Spook Hall, and Hotel Jerome.

Ms. Barber says our Fire Station is an emergency shelter with heating and cooling. She continues, if something was to happen, between the Town Hall building and the Fire Station, we could probably shelter the whole town in two buildings. To have this as a back up if needed would be wonderful and is part of the reason for pushing for these generators.

Ms. Moore asks about Hotel Jerome, specifically are there things that can be done there to at least get started or are there projects that we can do within our budget.

Mr. Klein says we can get grants, but in this budget the only two things for Hotel Jerome are the windows and the sale of the cemetery lot.

There was further discussion regarding the Hotel Jerome with suggestions about funding.

Ms. Barber says she would like to propose setting aside around \$3,000 for a video project about the Town. She shares that resident Love Burnheim has been working on a documentary about the rebirth of Jerome in the 70s, adding that a snippet was shared during the Town potluck in March. After giving additional project information she asks how council feels about donating towards a film that has to do with the rebirth of Jerome.

Ms. Sheffield shares the recent history is worthy of preservation. She says she wonders though, if all of the entities are involved, will they all want their own say so in what the film reflects.

Ms. Barber shares further detail about the project and says she would like to donate a couple thousand dollars to see the project finished.

Ms. Moore says if it's a historic documentation then it shouldn't have to go through YouTube.

Mr. Klein shares that a \$2,000 or \$3,000 item you'll just need the council's consensus.

Ms. Sheffield says if there was a specific aspect she is trying to finish then she could come to Council and present it as needing this amount of money for this specific part of the project. She further adds, not having an idea or budget for the project makes it tough because you'll just do it step by step, but if she comes before council about a specific step that needs to be completed then that would be good.

Ms. Barber agrees and says she will get further clarification on the project.

There was then a brief discussion regarding this project.

Ms. Barber then introduces Capital Grant Revenues, asking if there are any questions or if they'd like a summary from Mr. Klein.

Mr. Klein shares that contingencies are the opportunity to say, "I would love this, if we got this". So in this area we do include projects like Hotel Jerome. He shares there are no real changes from last year.

Ms. Barber notes on page 44 the projects listed in the contingencies and says the more we can get done the better, but we'll keep biting off a little every year.

Ms. Moore shares all of the things she remembers being discussed are included in the contingencies fund.

Ms. Barber says this is nothing set in stone yet because we need to have the full seated council to make the decision.

She says we'll talk more when Mr. Dillenberg is better. She asks Mr. Klein what their next steps are.

Mr. Klein shares it will be finalized and be further reviewed in May.

Ms. Moore notes one thing not mentioned is the office for the attorney in conjunction with the court. She says we've talked about an office for a nurse or some kind of monthly visiting nurse, is that being kept in mind as that area is built out.

Mr. Klein shares there is plenty of room for it.

Ms. Barber notes Community Health on page 10 is only \$500 and she thought it was for that.

Mr. Klein shares no that would be in contingency because we'll need more money for it.

Ms. Barber asks about assistance to the community garden. She says once the shed and the garden plans are set, we might need sprinklers for new trees or something.

Mr. Klein shares it would come out of properties and we have funding for that.

Ms. Barber says she and Ms. Moore had discussed possible rainwater harvesting off the new bathrooms.

Mr. Klein says we can get grants for rain barrels.

Ms. Barber asks if we have funding or contingency available for a rainwater harvesting expert come up from Tucson.

Mr. Klein says we can do that.

Ms. Barber comments that she would like to see, in the next 5 years, the town become more sustainable.

7:05PM (1:05:19) 4. ADJOURNMENT

Ms. Moore motions to adjourn the meeting.

Ms. Sheffield seconds the motion.

Ms. Barber calls the question, and the meeting is adjourned at 7:05 p.m.

Motion to adjourn at 7:05 p.m.

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

APPROVE:

ATTEST:

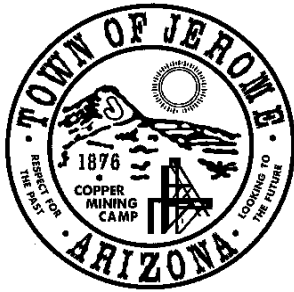
Alex Barber, Mayor

Brett Klein, Town Manager

File Attachments for Item:

A. Consideration of First Reading of Ordinance No. 490, Amending the Jerome Zoning Ordinance Section 502(K) by Adding Section 502.1, General Provisions - Exterior Lighting

Council will consider and may approve the first reading of Ordinance No. 490.



TOWN OF JEROME

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STAFF SUMMARY REPORT

FROM: Brett Klein, Town Manager/Clerk

ITEM: **Item: Ordinance No. 490, Amending the Jerome Zoning Ordinance – Exterior Lighting**

MEETING DATE: May 14, 2024

Summary:

Staff have been working on this dark sky compliant exterior lighting ordinance for nearly a year. The draft came to the Council for input and direction. A proposed final draft was then sent to the Planning and Zoning Commission who held the requisite public hearing on the proposed ordinance on April 16, 2024. The following items were identified as potential changes:

- 1) There were questions regarding dark sky compliance and negative impact on public safety. Studies conducted and indicated on darkskies.org show no decrease in public safety;
- 2) Section E, 2nd line stated, “particular care is to be taken...”. This was deemed to be too ambiguous. It has been changed to be explicitly clear.
- 3) Section C.4.a. “Emergency Lighting” stated, “Lighting used only under emergency conditions” was also deemed to be too ambiguous. It has been changed to identify officials who can authorize emergency lighting. Situations were not included because there are too many possibilities.
- 4) The Commission discussed incentivizing compliance with the new lighting standards and thought waiving Desing Review Fees could be one idea. This is not recommended for a variety of reasons. Moreover, this new ordinance will only impact new development or changes, both of which we do not get a large amount of.

Fiscal Impact:

None.

Recommendation:

Staff recommend approval of Ordinance No. 490 with the changes.



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TOWN OF JEROME, ARIZONA

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

Item A.

ORDINANCE NO. 490

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AMENDING THE JEROME ZONING ORDINANCE BY DELETING 502(K) EXTERIOR LIGHTING AND REPLACING IT IN ITS ENTIRETY WITH NEW SECTION 502.1 “GENERAL PROVISIONS – EXTERIOR LIGHTING”

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AS FOLLOWS:

Section 1. Section 502(K), is hereby amended to read as follows:

Section 502.1 General Provisions – Exterior Lighting

Section 502.1 General Provisions – Exterior Lighting

A. Incorporation by Reference

1. A.R.S. Title 49, Chapter 7, Light Pollution is hereby incorporated by reference

B. Purpose

1. This section is intended to establish procedures and standards that ensure minimal light pollution, reduce glare, increase energy conservation, and afford every citizen and business of Jerome the flexibility to engage in the pursuit of safe, inexpensive lighting for the purpose of commerce and private use without detrimentally impacting the pristine nighttime environment free from light pollution, waste, trespass, or clutter.

C. Applicability

1. This chapter shall apply to all outdoor lighting including, but not limited to, search, spot, or floodlights for:
 - a. Buildings and Structures;
 - b. Recreational areas;
 - c. Parking lot lighting;
 - d. Landscape lighting
 - e. Other outdoor lighting
2. New lighting shall meet the requirements of this Code with regard to shielding and lamp type. The total outdoor light output after the new lighting is installed shall not exceed that on the site before the new lighting was installed, or that is permitted by this Code, whichever is less.

3. If the total cumulative increase in floor area is greater than 50 percent for single family residential or greater than 25 percent for all other uses, or if the total cumulative cost of any exterior modification, alteration or repair is greater than 25 percent of the valuation of the building as determined by the Planning and Zoning Director, then all exterior lighting fixtures shall comply with this Code. Cumulative modification, replacement, or repair of outdoor lighting constituting 25 percent or more of the permitted lighting output level for the parcel, no matter the actual amount of lighting already on the site, shall require all exterior lighting to comply with this Code.

4. Exemptions

- a. **Emergency Lighting**
Lighting used only under emergency conditions as declared by the Governor of the State of Arizona, Town of Jerome Mayor, or authorized County or Town public safety representative shall not be subject to this Section 502.1
- b. **Seasonal Lighting**
Temporary seasonal lighting between the months of October and January 15 shall not be subject to this Section 502.1, provided such lighting does not create glare to motorists or result in light trespass onto adjacent properties.
- c. **Lighting Required by FAA or FCC**
Lighting required by the Federal Aviation Administration, or the Federal Communications Commission shall not be subject to this Section.
- d. **Special Events**
Special events that have been issued a special even permit shall be allowed temporary lighting for the duration of the event, provided such lighting does not create glare to motorists or result in light trespass onto adjacent properties.
- e. **Street Lighting**
With the exception of shielding requirements, this Code does not apply to street lighting within Town and state rights-of-way.

5. Nonconforming Lighting

- a. Existing historic nonconforming lighting in use prior to the adoption of this ordinance may continue to be used; if historic fixtures are damaged, they may be restored or repaired in efforts to preserve their historic nature.
- b. Lighting that does not conform to all provisions of this Code shall be brought into compliance, in accordance with Section 502.1(C)(3). Until this time, no modification or replacement shall be made to a nonconforming fixture unless the fixture thereafter conforms to the provisions of this Code, except that identical lamp replacement is allowed.
- c. In the event that an outdoor lighting fixture is abandoned or damaged to the point of requiring repairs for safe operation, the repaired or replacement fixture shall comply with the provisions of this Code.

D. Definitions

As used in this Code, unless the context clearly indicates otherwise, certain words and phrases shall mean the following:

- 1. *Abandonment* means the discontinuation of use for a period of six months.
- 2. *Adaptive Controls* means hardware and/or electronics, used in conjunction with outdoor light fixtures, intended to dynamically alter or adjust the operation of those

- fixtures. Examples of adaptive controls include, but are not limited to, motion/occupancy sensors, dusk-to-dawn ('astronomical') timers and photocells.
3. *Class 1 Lighting* means all outdoor lighting used for but not limited to outdoor sales or eating areas, assembly or repair areas, advertising and other signs, recreational facilities, and other similar applications where color rendition is important.
 4. *Class 2 Lighting* means all outdoor lighting used for but not limited to illumination for walkways, roadways, equipment yards, and parking lots where general illumination of the grounds is the primary concern.
 5. *Class 3 Lighting* means any outdoor lighting used for decorative effects, including but limited to architectural illumination, flag monument lighting, and illumination of trees, bushes, etc.
 6. *Correlated Color Temperature (CCT)* means the temperature of a source of blackbody radiation whose spectrum best approximates the spectrum of a particular light source, expressed in units of Kelvins. Lamps with a CCT greater than 4000K are considered "cool" sources.
 7. *Direct Illumination* means illumination resulting from light emitted directly from a lamp, luminaire, or reflector, not light diffused through translucent signs, or reflected from other surfaces such as the ground, building faces or luminaire optics.
 8. *Footcandle (abbreviated 'fc')* means a unit of illuminance or illumination, equivalent to the illumination produced by a source with luminous intensity of one candela at a distance of one foot and equal to one lumen incident per square foot (approximately 10.764 lux).
 9. *Fully Shielded Fixture* means that fixtures are shielded in such a manner that light rays emitted by the fixture, either directly from the lamp or indirectly from the fixture, are projected below a horizontal plane running through the lowest point on the fixture where light is emitted.
 10. *Initial Lumens* means the lumens rating of a lamp at the time of manufacture, not accounting for losses due to normal lamp aging, or the lumens rating for a brand new light bulb. Initial lumens are measured by manufacturers specifications and usually provided along with product packaging.
 11. *Installed* means attached, or fixed in place, whether or not connected to a power source.
 12. *Lighting Zone* means an overlay zoning system, establishing legal limits for lighting for particular parcels, areas, or districts in a community.
 13. *Light Trespass* is spill light falling over property lines that illuminates adjacent grounds or buildings in an objectionable manner.
 14. *Lumen* is the unit used to measure the actual amount of visible light, which is produced by a lamp as defined by the manufacturer.
 15. *Luminaire* means the complete lighting assembly, less the support assembly.
 16. *Lux (abbreviated 'lx')* means a unit of illuminance or illumination equal to one lumen per incident square meter (approximately 0.093 fc).
 17. *Multi-class Lighting* means any outdoor lighting used for more than one purpose, when the purpose fall under the definitions for two or more lighting classes as defined for Class 1, 2 and 3 Lighting above.
 18. *Motion Sensing Lighting* means a fixture designed, and properly adjusted, to illuminate an area around a residence or other building by means of switching on a lamp when motion is detected inside an area or perimeter, and switching the lamp off when the detected motion ceases.

19. *Neon Lighting* means lighting using luminous gas filled tubes often formed into text, symbols, or decorative elements. Neon lighting includes tubes with typical diameters of 10 to 20 millimeters filled with neon, argon, xenon, or other gasses and producing various colors of light. Not included are replaceable T-8 (1-inch diameter) and T-12 (1.5-inch diameter) or PL (“compact”) fluorescent tubes.
20. *Net Acreage* means the remaining ground area of a parcel after deleting all portions for proposed and existing public right-of-way and undeveloped area.
21. *Opaque* means only that the material must not transmit light from the internal illuminating source: the color of such opaque backgrounds is not restricted.
22. *Outdoor Light Fixtures* means all outdoor illuminating devices, reflective surfaces, lamps, and other devices, either permanently installed or portable, which are used for illumination or advertisement. Such devices shall include, but are not limited to, search, spot, and floodlights for:
 - a. Buildings and structures
 - b. Recreational areas
 - c. Parking lot lighting
 - d. Landscape and architectural lighting
 - e. Billboards and other signs (advertising or other)
 - f. Street lighting
 - g. Product display area lighting
 - h. Building overhangs and open canopies
23. *Person* includes a corporation, company, partnership, firm association, or society as well as a natural person.
24. *Planning and Zoning Director* means the Director of Planning and Zoning for the Town of Jerome or his or her designated representative.
25. *Temporary Lighting* means lighting which does not conform to the provisions of this Code and which will not be used for more than one thirty (30) day period within a calendar year. Temporary lighting is intended for uses which by their nature are of limited duration; e.g. holiday decorations, civic events, or construction projects.
26. *Total Outdoor Light Output* means the maximum total amount of light measured in lumens, from all outdoor light fixtures on a property. For lamp types that vary their output as they age (such as high pressure sodium and metal halide), the initial output, as defined by the manufacturer, is the value to be considered.
27. *Translucent* means light is transmitted from the internal illumination source.
28. *Unshielded* means a fixture that allows light to be emitted above the horizontal directly from the lamp or indirectly from the fixture or a reflector.
29. *Watt* is the unit used to measure the electrical power consumption (not the light output) of a lamp.

E. General Requirements

All light fixtures and streetlamps where able, shall be aimed or shielded so that the direct illumination shall be confined to the property boundaries of the source. Direct illumination must not fall onto or across any public or private street or road. Motion sensing lighting fixtures shall be properly adjusted, according to the manufacturer’s instructions, to turn off when detected motion ceases. All new development, qualified enhancements, and requirements as outlined in 502.1 must follow the Total Light Output requirements indicated in Appendix A.

1. **Class 1 Lighting (High Activity Areas)**
Lighting used for outdoor sales or eating areas, assembly or repair areas, signage, recreational facilities, and other similar applications where accurate color rendition is important to preserve the effectiveness of the activity. Commonly used in Lighting Zones 2 -4. (See Appendix A)

2. **Class 2 Lighting (Security and Public Safety)**
Lighting used for illumination of walkways, roadways, equipment yards, parking lots, and outdoor security where general illumination for safety or security of the grounds is the primary purpose. Commonly used in Lighting Zones 1-3. (See Appendix A)

3. **Class 3 Lighting (Decorative and Accent)**
Lighting used for decorative effects such as architectural illumination, flag and monument lighting and illumination of landscaping elements. All Class 3 lighting shall be selected, designed, installed, and aimed so that there is a minimum amount of spill beyond the area(s) to be lighted. Commonly used in Lighting Zones 0-2. (See Appendix A)

4. **Multi-Class Lighting**
Lighting used for more than one purpose such that the use falls within more than one class as defined for Class 1, 2 or 3 lighting. Multi-class lighting must conform to the standards that apply to the most restrictive included class.

5. **Lighting Plan Submittal Required**
Whenever new exterior lighting is proposed, the applicant shall submit an application, and as part of the application, shall submit sufficient information to enable the Planning and Zoning Director to determine whether proposed lighting complies with this Code. All applications may be subject to review and action by the Planning and Zoning Commission at the discretion of the Planning and Zoning Director. The lighting plan shall include information as determined by the Planning and Zoning Director.

6. **Plan Approval**
If the Planning and Zoning Director determines that any proposed lighting does not comply with this Code, the associated permit shall not be issued, or the application approved unless an alternative is approved pursuant to Section 502.1(E)(7) below.

7. **Discretionary Approval of Lighting Alternatives**
The Planning and Zoning Director may approve alternative lighting designs, materials, or methods of installation or operation not specifically prescribed by this Code provided the proposed alternative:
 - a. Results in approximate equivalence to the applicable specific requirement of this Code; and
 - b. Complies with the purpose of this Code as stated in subsection 502.1(B).

8. **Warm Lighting Requirements and Alternatives**
 - a. All Class 2 Lighting shall be either low-pressure sodium (LPS) lamps, narrow spectrum amber LEDs, or warm lighting alternatives not to exceed 2,700 Kelvin

- b. For Class 1 Lighting, a development may be eligible for an additional 10 percent increase in the total lighting output level allowed if 50 percent or more of the Class 1 lighting complies with subsection 502.1(E)(8)(a).

9. Prohibited Lighting Types and Fixtures

- a. Outdoor floodlighting by floodlight projection above the horizontal plane is prohibited.
- b. Mercury vapor light bulbs and fixtures.
- c. Lamps emitting a Correlated Color Temperature (CCT) in excess of 4,000 Kelvin
- d. Searchlights, laser source lights, strobe or flashing lights, illusion lights or any similar high intensity light shall not be permitted, except in emergencies by police and fire personnel.
- e. Unshielded lights.
- f. Permanent exposed string lighting for mixed-use and nonresidential uses is prohibited, except as allowed in subsection immediately below
- g. Ambience lighting for outdoor dining/bar areas, interior courtyards, and/or event venues, may be allowed subject to compliance with all other provisions of this Code and with approval by the Planning and Zoning Director on a case-by-case basis. In reviewing proposals for such lighting, the Planning and Zoning Director shall consider lighting types, locations, and time of use. Permanent outdoor string lighting shall not flash, blink, fade, or strobe and shall be included in the total partially shielded lumen count for the property. Such lighting, if allowed by the Planning and Zoning Director, shall be extinguished immediately after outdoor hours of operation.

10. Shielding and Light Trespass

- a. All light fixtures are required to be fully shielded, unless approved by the Planning and Zoning Director pursuant to Section 502.1(E)(6-7).
- b. Partially shielded light fixtures approved by the Planning and Zoning Director as part of a lighting alternative pursuant to 502.1(E)(7) are limited to a maximum of 3,850 initial lumens per net acre and shall not exceed 1,400 initial lumens per lamp.
- c. All light fixtures shall be aimed and shielded so that the direct illumination shall be confined to the property boundaries of the source. Lighting shall not be aimed onto adjacent properties, except in cases of shared parking, pursuant to 502.1(E)(7), shared pedestrian pathways, or for coordinated development sites spanning multiple parcels.

11. Lighting Controls

- a. Motion Sensors
 - 1. May be used where the sensor is triggered by activity within the property lines and not triggered by activity outside the property lines.
 - 2. Motion sensing fixtures shall be fully shielded and properly adjusted, according to the manufacturer's instructions, to turn off in a reasonable timeframe after the detected motion ceases.
- b. Lighting Time Limitations
 - 1. Except for flagpole lighting and landscape lighting, Class 1, and Class 3 lighting shall be extinguished during nonbusiness hours. Lodging

businesses are encouraged to reduce lighting during off-peak hours overnight.

2. Landscape lighting shall be extinguished by close of business or 10:00p.m. whichever is later.
3. Multi-class lighting shall conform to the time limitations of the strictest class.

F. Uplighting, Exterior Building Lighting and Sign Illumination

1. Subject to the approval of the Planning and Zoning Director, uplighting or ground-mounted lighting may be allowed to accent unique features of a building and/or surrounding landscaping such as exceptional architectural features, specimen trees with dense year-round foliage, or large native shrub masses, and shall be designed and installed to minimize glare with special consideration to vehicular and pedestrian traffic.
2. All lighting shall be fully shielded to contain and direct the light onto the feature to be illuminated.
3. All uplighting shall be considered partially shielded for the purposes of calculating lighting output levels.
4. All Class 3 lighting shall be selected, designed, installed, and aimed so that there is a minimum amount of spill beyond the area intended to be lighted.
5. Exterior building lighting may be considered Class 1, 2 or 3 Lighting depending on the size, function, illumination, design, and lighting intent.
6. Soffit-mounted light fixtures should be recessed into the soffit or otherwise fully shielded.
7. Architectural lighting shall only be used to highlight special features. The lighting of expansive wall planes or lighting resulting in hot spots on wall or roof planes shall be prohibited.
8. Lighting above entryways or along building perimeters shall use fully shielded fixtures.
9. Lighting used for all externally illuminated signs shall conform to all restrictions of the Code, shall be fully shielded, and shall be turned off at 10:00p.m. or when the business closes, whichever is later.
10. Outdoor internally illuminated advertising signs shall either be constructed with an opaque background and translucent letters and symbols or with a colored (not white, cream, off-white, yellow or other light color) translucent background with either translucent or opaque letters and symbols. Opaque means only that the material must not transmit light from the internal illumination source: the color of such opaque backgrounds is not restricted by this section. Lamps used for internal illumination of such signs shall not be included in the lumens per net acre limit set forth. All

internally illuminated signs shall be turned off at 10:00p.m. or when the business closes, whichever is later.

G. Parking Area and Pedestrian Walkway Lighting

Parking area and pedestrian walkway lighting is considered Class 2 lighting.

1. Parking lot lighting shall use fully shielded fixtures.
2. Parking lot poles shall not exceed 12 feet in height.
3. Low-level pedestrian walkway lighting;
 - a. Considered Class 2 lighting shall utilize fully shielded fixtures;
 - b. Shall use shatterproof lamp coverings;
 - c. Shall not cause the site to exceed the lighting output level established in this Code;
 - d. Shall not be located to present hazards for pedestrians or vehicles.
4. Post or bollard-type walkway lights shall be painted in darker colors such as black, dark brown, dark gray or other dark earth tones.

H. Outdoor Display Lots

Light for outdoor display lots shall be considered Class 1, and shall conform to the lumens per acre limits established except as follows:

1. All such lighting shall be fully shielded, partially shielded fixtures shall be prohibited.
2. If the proposed lumens exceed the per acre limits, the installation shall be designed to achieve no greater than the minimum illuminance levels for the activity as recommended by the Illuminating Engineering Society of North America and shall require approval by the Planning and Zoning Director pursuant to 502.1(E)(7).
3. Outdoor display lot illumination design shall be certified by an Arizona registered engineer as conforming to all applicable restrictions of this Code.
4. Outdoor display lot lighting shall conform to the hours of operation as established under Class 1 lighting standards pursuant to Section 502.1(E)(11)(b).

I. Installation and Maintenance

1. For all projects where the total initial output of the proposed lighting equals or exceeds 70,000 fixture lumens, or if the Planning and Zoning Director determines it is necessary, certification that the lighting, as installed, conforms to the approved plans shall be provided by a certified engineer before a Certificate of Occupancy is issued. Until this certification is submitted, approval for the use of a Certificate of Occupancy shall not be issued for the project.
2. Any proposed change to the type of light source after a permit has been issued shall require submitting a change request to the Planning and Zoning Director for approval prior to the substitution.

J. Temporary Lighting Permits

1. The Planning and Zoning Director may grant a permit for temporary lighting if he or she finds all of the following:
 - a. The purpose of which the lighting is proposed is not intended to extend beyond thirty (30) days;

- b. The proposed lighting is designed in such a manner as to minimize light as much as feasible;
 - c. The proposed lighting will comply with the general intent of this Code; and
 - d. The permit will be in the public interest.
2. The Planning and Zoning Director shall rule on the application within five (5) business days from the date of submission of the request and notify the applicant in writing of his or her decision. The Planning and Zoning Director may grant one (1) renewal of the permit for an additional thirty (30) days if he or she finds that, because of an unanticipated change in circumstances, a renewal would be in the public interest. The Planning and Zoning Director is not authorized to grant more than one temporary permit and one renewal for the same property within one calendar year.

K. Variances

Any person desiring to install an outdoor lighting fixture in violation of this Code may apply to the Board of Adjustment for a variance from the regulation in question. Such variances shall be allowed only as provided by Section 105 of Jerome Zoning Ordinance.

Section 2. Following its adoption, this Ordinance shall be published by the Town Clerk in accordance with the requirements of A.R.S. § 39-203 *et seq.*

Section 3. All ordinances or parts of ordinances that are in conflict with the provisions of this Ordinance are hereby repealed to the extent of their inconsistency herewith.

Section 4. Should any section or provision of this Ordinance be declared invalid by a court of competent jurisdiction, such decision shall not affect the validity of this Ordinance, any provision incorporated by reference and any other provision of the Town Code as a whole or any part thereof other than the part so declared invalid.

PASSED AND ADOPTED BY THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, THIS 12th DAY OF MARCH, 2024.

Christina R. Barber, Mayor

ATTEST:

APPROVED AS TO FORM:



Brett Klein, Town Manager/Clerk

William J. Sims, Esq. Town Attorney

Date of first reading:

Dates of publication:

Date of adoption:

Date of posting:

Voting record at adoption:

	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
BARBER						
DILLENBERG						
MOORE						
SHEFFIELD						

File Attachments for Item:

A. Discussion and Update Regarding the Council Vacancy

Council will be provided an update regarding the solicitation of interest along with the one application received, and provide staff input for an appointment, expanding the search, or any other action.

Town of Jerome

Attn: Brett Klein – Town Manager/Clerk
600 Clark St.
PO Box 335
Jerome, AZ 86331

Jerome Town Council,

Please accept this letter as my expressed interest in serving the people of Jerome by being considered to fill Ms. Harvey's Council seat for the remainder of the current term. I am aware that one of the requirements to fill this vacancy is a residency term of at least 1 year and will meet this requirement effectively June 1, 2024.

Upon accepting a new position with my employer of 10 years, it gave my family and I the opportunity and ability to move to the town that has held our hearts for over a decade. For the past 20+ years I have worked in the Information Technology and Security industry, which includes my current position as West Coast Regional Sales Manager for 2N and Axis Communications. Some of the skillset necessary to being successful in this field are the ability to effectively manage multiple businesses and personality types, including problem solving complex situations and scenarios, to provide training on new upcoming, and sometimes complex, information and technology in an easily understandable way, as well as building and maintaining both professional and personal relationships with colleagues, partners, business owners and employees at various professional levels. It is my belief that these skills would also be of great benefit to the residents of the Town of Jerome as well as Council.

My family and I are philanthropic in nature, striving to be of assistance and providing support in any capacity we are able to. For example, days after arrival we began volunteering our time at Haven Methodist Church in the food pantry. We assisted in unloading and organizing food deliveries, and then provided additional help on Wednesdays during food pantry hours. While school and professional schedules have changed, limiting our availability, we still assist whenever our schedule permits. When later asked if I might have an interest to serve on a board, I jumped at the chance to bring my passion and skills to serve the community further. Having now been seated on the Planning and Zoning Commission for several months, I have found that my passion to serve this community only continues to grow further. For example my wife and I have initiated efforts to start a non-profit organization that will benefit the town as a whole. It will include sourcing funding to assist residents whether they be on a fixed income or simply unable to afford necessary major repairs, as well as provide an educational outlet for other community members who have an interest in learning proper restoration, maintenance and upkeep for historic residences and buildings, which may include learning simple electrical repairs, minor plumbing, etc.

If seated on Council, be it to fill the current vacancy or through future election, I will make every effort to help find and establish solutions that maintain and preserve the historic nature of our beloved town. I am deeply committed to exploring innovative ways to secure funding for the

restoration and revitalization of essential buildings and housing in town, so that in the future we might avoid having to fill a Council seat in the way that this unfortunate vacancy has come about. I am confident in my ability to contribute to the Town's endeavors, including advocating for the needs and interests of our community members, be it efforts regarding parking, infrastructure, short term rentals or finding funding to provide affordable housing, and feel that my appointment will bring a fresh set of ideas and perspective to the Town that will positively impact the community in a meaningful way.

I thank you in advance for your time and careful consideration filling this seat. I am more than happy to answer any additional questions you may have, or to expand further on new ideas, such as ways to make the blind intersections along 89A safer for our residents. Jerome has a vibrant and rich history, one that should be protected, and I look forward to contributing towards those efforts, as well as developing the means to keep its residents from being any further displaced.

With appreciation,

Issam (Izzy) Sharif

File Attachments for Item:

A. Consideration of an Agreement for Library Support Services Between Yavapai County Free Library District and the Town of Jerome Public Library

Council will consider and may approve the agreement.



Founded 1876
Incorporated 1899

TOWN OF JEROME

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

Item A.

STAFF SUMMARY REPORT

FROM: Brett Klein, Town Manager/Clerk

ITEM: **Item: Consideration of an Agreement for Library Support Services with Yavapai County**

MEETING DATE: May 14, 2024

Summary:

As you recall last year at budget time our Yavapai County Library affiliate contribution funding was significantly reduced, as were all of the County municipal members. For next fiscal year we are expecting another reduction as well, in addition to completing the attached financial reports Yavapai County is now requesting as well

Fiscal Impact:

This is a revenue source that we need to continue to receive.

Recommendation:

Staff recommend approval of the agreement. The holder / controller of the funds, in this case Yavapai County, can set the requirements for receiving those funds. We need to follow those requirements in order to continue to receive the funds.

1. **Term of Agreement.** The initial term of this Agreement shall commence on July 1, 2024, and shall continue through June 30, 2025.

2. **Termination.**

2.1. **Termination for Convenience/Without Cause.** The Parties may terminate or cancel this Agreement at any time for any reason, with or without just cause, with ninety (90) days written notice to the other Party specifying the termination date.

2.2. **Termination for Breach.** In the event of a breach of any term or condition of this Agreement by any Party, the Party claiming a breach shall provide written notice to the Party for which a breach is alleged, with said notice setting forth the factual basis for the determination that a breach has occurred. If the alleged breach is not remedied within fifteen (15) days of receipt of the notice by the Party for which a breach is alleged, this Agreement may terminate, at the option of the Party alleging a breach.

2.3. **Residual Obligations.** Unless otherwise expressly agreed by the Parties, all obligations of the Parties, including payment of charges and fees, for the fiscal year during which termination is effective shall remain in full force and effect and binding on the respective Parties. AFFILIATE agrees to forfeit any right, title, or interest in tangible or intangible monies, materials, equipment, or property contributed or allocated to the DISTRICT if AFFILIATE terminates this Agreement or is no longer a participant in the Yavapai Library Network (YLN).

2.4. **Cancellation for Conflict of Interest.** This Agreement is subject to cancellation pursuant to A.R.S. §38-511, the pertinent provisions of which are incorporated herein by reference.

3. **Duties and Obligations for Library Support Services.**

3.1. AFFILIATE shall provide equal access to use all of AFFILIATE's facilities and services, including core services such as borrowing privileges and computer use, if available, free of charge, to all the residents of Yavapai County.

3.2. DISTRICT and AFFILIATE shall cooperate in planning and implementing resource sharing activities acceptable to DISTRICT and AFFILIATE. Shared resources shall be free to Yavapai County residents, except if there are inter-library loans or materials sent to/from a library that is not a participant in the YLN. If the borrowing/lending library is not a participant of the YLN, then postage recovery costs for library materials may be passed on to the user, up to a maximum total cost of \$6.00 per item or transaction.

3.3. AFFILIATE may be eligible for a distribution of funds from DISTRICT according to the formula as set forth in "AFFILIATE CONTRIBUTION FORMULA" attached hereto as Exhibit C.

3.4. AFFILIATE agrees and acknowledges that DISTRICT, in its sole discretion, may or may not allocate funds for a contribution, and although there may be distribution or

disbursement / contribution of funds from DISTRICT TO AFFILIATE that may occur during the term of this agreement, there is no obligation for DISTRICT to distribute or disburse / contribute any funds to AFFILIATE at any time.

- 3.5. AFFILIATE shall complete the Yavapai County Free Library District Affiliate Contribution Request Form which is attached as Exhibit B before **May 17th, 2024**. AFFILIATE will only be eligible to receive funds if the YCFLD Affiliate Request form is completed and received by **May 17th, 2024**. AFFILIATE may be asked to present their proposal to the Board of Directors of the Library District at a public meeting. DISTRICT reserves the right to request and require additional information or explanation and/or clarification of information contained in the Affiliate Contribution Request Form and the AFFILIATE'S responses thereto, and AFFILIATE agrees to cooperate and provide such information, explanation, and/or clarification as requested by DISTRICT.
- 3.6. AFFILIATE agrees and acknowledges that the combined contribution for funds for the Fiscal Year (FY) covered by this agreement, before the Contribution Formula is applied, is **\$1,200,000**, as evidenced on Exhibit C.
- 3.7. Exhibit C also lists the eligible contribution amounts for each affiliate should the Affiliate Contribution Request Form (Exhibit B) be properly submitted and accepted.
- 3.8. AFFILIATE may receive an annual contribution so long as AFFILIATE is a participant of the YLN.
- 3.9. If AFFILIATE receives funds from DISTRICT, then AFFILIATE shall solely use funds received from DISTRICT to directly support library operations, and AFFILIATE shall provide a certification on or before **July 31, 2025** that AFFILIATE has solely used funds from DISTRICT to directly support the library. The Certification Form is Exhibit A of this agreement.
- 3.10. AFFILIATE agrees and acknowledges that all unused funds AFFILIATE receives from DISTRICT in a fiscal year shall be forfeited to DISTRICT.
- 3.11. AFFILIATE agrees and acknowledges that contributions and funds that are declared for a specific purpose shall be used for their declared purpose. Any declared purpose(s) will be stated in an award letter sent by the DISTRICT after this agreement has been approved.
- 3.12. AFFILIATE agrees and acknowledges that contributions and funds that are not used for their declared purpose are forfeited and shall be the property of DISTRICT. AFFILIATE shall be responsible to return, refund, and/or reimburse to DISTRICT any and all funds that are not used for their declared purpose.
- 3.13. All library materials purchased with DISTRICT funds for AFFILIATE are the property of the AFFILIATE.

3.14. AFFILIATE will provide recognition for all services provided by the DISTRICT in all publicity collateral, including but limited to, websites, brochures, posters, etc. and such recognition will be "This service is funded and made available by the Yavapai County Free Library District".

3.15. AFFILIATE may wish to utilize technology support services from DISTRICT in accordance with the detailed description of "TECHNOLOGY SUPPORT SERVICES" attached hereto as Exhibit D. AFFILIATE shall check the appropriate box immediately below this paragraph to indicate whether AFFILIATE elects to utilize these services:

3.15.1. AFFILIATE WILL utilize technology support services as outlined in Exhibit D.

3.15.2. AFFILIATE will NOT utilize technology support services as stated in Exhibit D.

4. **Insurance.** The Parties shall maintain appropriate insurance. Certificates of Insurance shall be provided to a Party upon request.

5. **Mutual Indemnification.** To the maximum extent permitted by law, each Party (as "Indemnitor") agrees to indemnify, defend and hold harmless the other Party, its officers, officials, agents, employees, or volunteers (as "Indemnitee") from and against any and all claims, losses, liability, costs or expenses to which any Indemnitee may become subject under any theory of liability whatsoever, including reasonable attorney's fees, court costs and the costs of appellate proceedings arising out of actions taken in performance of this Agreement (hereinafter collectively referred to as "Claims") to the extent that such Claims are caused by the acts, omissions, negligence, misconduct, or other fault of the Indemnitor, its officers, officials, agents, employees, or volunteers. This indemnity includes any claim or amount arising out of, or recovered under, the Workers' Compensation Law or arising out of the failure of such Indemnitor to conform to any federal, state, or local law, statute, ordinance, rule, regulation, or court decree.

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

DISTRICT:
Yavapai County Free Library District
Attn: Corey Christians, Director
1971 Commerce Center Circle, Suite D
Prescott, AZ 86301

AFFILIATE:
Jerome Public Library
Attn: Kathleen Jarvis, Librarian
P.O. Box 335
Jerome, AZ 86331

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

7. **Relationship of Parties.** Nothing contained in this Agreement shall be deemed or construed as creating a joint venture, partnership, agency, employment or fiduciary relationship between the Parties. The Parties' employees shall not be considered employees of the other Party, and neither

Party's personnel will, by virtue of this Agreement, be entitled or eligible, by reason of this Agreement, to participate in any benefits or privileges given or extended by the other Party to its employees. Neither Party shall be liable for any debts, accounts, obligations or other liabilities whatsoever of the other, including (without limitation) the other Party's obligation to withhold Social Security and income taxes for itself or any of its employees.

8. **Third Parties.** Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against DISTRICT or AFFILIATE. This Agreement is not intended to benefit any third party.
9. **Assignment.** AFFILIATE is prohibited from assigning, transferring, conveying, or otherwise disposing of its obligations under this Agreement, in whole or in part, or its power to execute such agreement to any other person, company, or corporation without the prior written consent of DISTRICT, which may be withheld at the sole discretion of DISTRICT. Any purported assignment of rights or delegation of performance in violation of this section is void.
10. **Compliance with Law.** The Parties shall comply with all applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities in performing this Agreement, including environmental laws.
11. **Fingerprint and E-Verify.** If required, and only to the extent required, the Parties shall comply with the fingerprinting provisions in A.R.S. § 15-512(H) and the E-verify provisions in A.R.S. § 41-4401.
12. **Non-discrimination.** The Parties shall comply with Arizona State Executive Order 2009-09, and 2023-01, which mandates that all persons, regardless of race, color, religion, sex, age, national origin or political affiliation, shall have equal access to employment opportunities, and all other applicable State and Federal employment laws, rules and regulations, including the Americans with Disabilities Act. The Parties shall take affirmative action to ensure that applicants for employment and employees are not discriminated against due to race, color, sex, pregnancy, childbirth or medical conditions related to pregnancy or childbirth, political or religious affiliation or ideas, culture, creed, social origin or condition, genetic information, sexual orientation, gender identity or expression, national origin, ancestry, age, disability, military service or veteran status, or marital status by the persons performing the contract or subcontract.
13. **Americans With Disabilities Act.** The Parties shall comply with 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.
14. **Legal Arizona Workers Act Compliance.** The Parties hereby warrant that they will at all times during the term of this Agreement comply with all federal immigration laws applicable to their employment of their employees and with the requirements of A.R.S. §§ 23-214 and 41-4401 (together the "State and Federal Immigration Laws"). A breach of the foregoing warranty shall be deemed a material breach, and the Parties shall have the right to terminate this Agreement for such a breach, in addition to any other applicable remedies. The Parties retain the legal right to inspect the papers of each contractor or subcontractor employee who performs work pursuant to this Agreement to verify performance of the foregoing warranty of compliance with the State and Federal

Immigration Laws.

- 15. Workers' Compensation.** For purposes of workers' compensation, an employee working under the jurisdiction or control of, or who works within the jurisdictional boundaries of another Party pursuant to this Agreement, will be provided workers' compensation coverage solely by their primary employer. The Parties herein shall comply with the provisions of A.R.S. § 23-1022(E) by posting the public notice required.
- 16. Written Certification Pursuant to A.R.S. § 35-393.01.** If either Party engages in for-profit activity and has 10 or more employees, and if this Agreement has a value of \$100,000 or more, each Party certifies to the other that it is not currently engaged in, and agrees for the duration of this Agreement to not engage in, a boycott of goods or services from Israel. This certification does not apply to a boycott prohibited by 50 U.S.C. § 4842 or a regulation issued pursuant to 50 U.S.C. § 4842.
- 17. Written Certification Pursuant to A.R.S. §35-394.** The Parties certify to each other that they do not currently, and agree for the duration of the agreement will not, use: 1) the forced labor of ethnic Uyghurs in the People's Republic of China; 2) any goods or services produced by the forced labor of ethnic Uyghurs in the People's Republic of China; and 3) any contractors, subcontractors or suppliers that use the forced labor or any goods or services produced by the forced labor of ethnic Uyghurs in the People's Republic of China. If either Party becomes aware during the term of the agreement that the other Party is not in compliance with the written certification, that Party shall notify the non-compliant Party within five business days after becoming aware of the noncompliance. If the non-compliant Party does not provide the notifying Party with a written certification that the non-compliant Party has remedied the noncompliance within 180 days after said notification of noncompliance, this Agreement terminates, except that if the Agreement termination date occurs before the end of the remedy period, the Agreement terminates on the Agreement termination date.
- 18. Alternative Dispute Resolution.** In the event of any dispute under this Agreement, the Parties will immediately attempt to resolve the dispute prior to taking formal action. Pursuant to A.R.S. § 12-1518, disputes under this Agreement shall be resolved through the use of arbitration when the case or lawsuit is subject to mandatory arbitration pursuant to rules adopted under A.R.S. § 12-133.
- 19. Waiver of Jury Trial/Waiver of Attorneys' Fees.** The Parties hereby waive their respective rights to trial by jury in any action or proceeding arising out of this Agreement. The Parties hereto expressly covenant and agree that in the event of litigation arising from this Agreement, neither Party shall be entitled to an award of attorneys' fees, either pursuant to this Agreement, pursuant to A.R.S. § 12-341.01(A) and (B), or pursuant to any other state or federal statute, court rule, or common law.
- 20. Governing Law.** This Agreement shall in all respects be interpreted and construed in accordance with and governed by the laws of the State of Arizona. The Parties agree to bring any legal proceedings arising under this Agreement in a state or federal court of competent jurisdiction within Yavapai County, Arizona. Any changes in governing laws, rules, and regulations that do not materially affect this Agreement will apply during the term of this Agreement and will not require an amendment.
- 21. Material Change in Law or Regulation.** In the event of adoption of legislation, regulations, or

instructions or the initiation of an enforcement action by a governmental agency, any of which materially affects the legality of this Agreement or the relationship among the Parties hereto, either Party may propose amendments to this Agreement to bring this Agreement into conformity with such laws. If the Parties are unable to reach agreement on the renegotiation of this Agreement within thirty (30) days of the initiation of negotiations, then either Party may terminate this Agreement upon written notice to the other Party.

22. Implied Contract Terms. Each provision of law and any terms required by law to be in this Agreement are a part of this Agreement as if fully stated herein.

23. Severability/Unenforceable Provisions. In the event that any of the provisions of this Agreement are held to be unenforceable or invalid, the validity and enforceability of the remaining provisions shall not be affected and effect shall be given to the intent manifested by the provisions held enforceable and valid. If any of the provisions of this Agreement are inapplicable to a person or circumstance, the same provisions shall remain applicable to all other persons and circumstances.

24. Waiver. A Party's failure or neglect to enforce any term, covenant, condition, right, or duty in this Agreement does not constitute a waiver of any term, covenant condition, right, or duty, nor is it deemed to be a waiver of that Party's rights or remedies under this Agreement. A waiver or extension is only effective if it is in writing and signed by the Party granting it. No single or partial exercise of any right or remedy will preclude any other or further exercise of any right or remedy. One or more waivers by a Party of any term, covenant, condition, right, or duty in this Agreement shall not be construed as a waiver of a subsequent default or breach of the same covenant, term, condition, right, or duty.

25. Headings and Construction of Agreement. In construing this Agreement, all headings and titles are for the convenience of the Parties and for organizational purposes only and shall not be considered in interpreting the meaning of any provision in this Agreement or considered a part of this Agreement. Whenever required by the context, each number shall include the plural, each gender shall include all genders, and unless the context otherwise requires, the word "person" shall include corporation, firm or association. This Agreement shall not be construed as if prepared by one of the Parties, but rather according to its fair meaning as a whole, as if both Parties had prepared it.

26. Parol Evidence. This Agreement is intended by the Parties as a final and complete expression of their agreement. No course of prior dealings between the Parties and no usage of the trade shall supplement or explain any terms used in this Agreement.

27. Incorporated Documents and Order of Precedence. All Exhibits identified herein, are incorporated in this Agreement by reference. In the event of conflicts or discrepancies among this Agreement and any amendments or exhibits thereto, or with the terms of the Yavapai Library Network Membership Agreement, interpretations will be based on the following priorities in the following order:

- 27.1. Amendments and/or modifications to this Agreement;
- 27.2. This Agreement; and
- 27.3. All Exhibits identified herein and incorporated by reference; and
- 27.4. The Yavapai Library Network (YLN) Membership Agreement.

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- 28. Entire Agreement.** This Agreement contains the entire, integrated agreement of the Parties and there are no oral agreements, understandings, or representations relied upon by the Parties. This Agreement supersedes and merges all prior negotiations, representations, or agreements, whether written or oral. Any modifications or amendments to this Agreement must be in writing and signed by all Parties.
- 29. Execution in Counterparts.** This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, but all of which when taken together shall constitute one and the same instrument. The signature page of any counterpart may be detached therefrom without impairing the legal effect of the signature(s) thereon, provided such signature page is attached to any other counterpart identical thereto. Each of the Parties may sign any number of copies of this Agreement. Each signed copy shall be deemed to be an original, but all of them together shall represent one and the same agreement.
- 30. Legal Agreement.** This Agreement is an important, binding legal document, and each Party warrants it has had an opportunity to consult with an attorney about the terms set forth herein. By signing this Agreement, each person signing this Agreement represents and warrants that he or she is duly authorized and has the legal capacity to execute this Agreement and understands the meaning of all terms contained herein and agrees to their application and enforceability.

APPROVALS

Each person signing this Agreement represents and warrants that he or she is duly authorized and has the legal capacity to execute this Agreement.

IN WITNESS WHEREOF, the Parties hereto have caused this "Agreement for Library Support Services between the Yavapai County Free Library District and Jerome Public Library" to be executed by their duly authorized officials in their official capacities with legal authority to do so, and have affixed their signatures to this Agreement on the date(s) written below.

DISTRICT: Yavapai County Free Library District

_____ Date: _____
 Craig L. Brown, Chairman of the Yavapai
 County Free Library District Board of Directors

ATTEST:

_____ Date: _____
 Jayme Rush, Clerk of the Yavapai County
 Free Library District Board of Directors

AFFILIATE: Jerome Public Library

Signature

Date: _____

Printed Name and Title

**EXHIBIT A: ANNUAL REPORT AND CERTIFICATION
OF EXPENDITURES**



Yavapai County Free Library District

**FISCAL YEAR 2024-25 CONTRIBUTIONS
ANNUAL REPORT AND CERTIFICATION OF
EXPENDITURES**

DUE: JULY 31, 2025

1. Provide a narrative report explaining how these funds were used.
2. Attach a general ledger accounting showing where the funds were applied and expended.
3. Return the completed report to YCFLD by the above due date.

The following narrative and general ledger reports, required in the Agreement for Library Support Services Section 3.9, are submitted to support that the funds were expended accordingly.

I hereby certify that the Fiscal Year 2024-25 Contribution funds have been completely expended or the unused portion is being returned. The attached reports are a true and accurate statement of all related expenditures.

Name of Library

Signature

Title

Date

EXHIBIT B: AFFILIATE CONTRIBUTION REQUEST FORM

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CONTRIBUTION ALLOCATION INFORMATION

Amount Allocated by Library District:	\$18,171.78

OVERVIEW OF BUDGET INFORMATION

Date when upcoming budget cycle preparation begins:	2/1/2024
Date when upcoming budget cycle preparation ends:	
Date of final upcoming budget adoption:	
Total annual organization budget for upcoming fiscal year:	\$30,922.00
Total annual organization budget for current fiscal year:	\$30,101.00
Total annual organization budget for previous fiscal year:	\$36,085.00

ORGANIZATION'S STAFF COMPOSITION

Full-time FTE	Number of Full-time Staff	Part-time FTE	Number of Part-Time Staff	Volunteers	Degreed Librarians
	1		3	5	

CERTIFICATION

The undersigned Board Chair, Library Director, or duly authorized official, does hereby certify that the information set forth in this contribution request is true and correct.

Print Name:	
Title:	
Signature:	
Date:	

Please provide the information for your organization on separate paper(s).

1. Provide a complete list of the organization's income sources and the amount and percentage of total income including investments.
2. Provide a current line-item budget for revenue and expenditures with year-to-date actuals.
3. Provide a prior-year line-item revenue and expenditure budgets and the prior year line-item actuals for revenues received and expenditures spent.
4. Provide a signed income and expenses statement and balance sheet for the most recent year end.
5. If organization is not a political subdivision of the State of Arizona, provide current IRS recognized 501(c)3 status.
6. If organization is not a political subdivision of the State of Arizona, provide IRS Form 990 filings for the past two tax years.
7. If organization is not a political subdivision of the State of Arizona, provide the organization's Arizona Corporation Commission annual filing for the most current year.
8. If the Library has a Friends of the Library (FOL) organization that supports the library; please state the total amount of funds the FOL has in investments, savings, and has allocated for library use for the current fiscal year and provide a budgeted amount for the next fiscal year.
9. Provide a list of all services that the library charges for and what the fee is for each service.

EXHIBIT C: AFFILIATE CONTRIBUTION FORMULA

An AFFILIATE of DISTRICT is eligible to receive an annual contribution, if allocated, so long as AFFILIATE is a AFFILIATE of the YLN. The basis for determining an AFFILIATE's portion of the total allocated funds shall be based on the following factors:

1. Ten percent (10%) of the total funds available will be a base amount and apportioned to each AFFILIATE based on the ratio of the total number of Affiliate Libraries.
2. Five percent (5%) of the total funds available will be based on the population of the incorporated municipality, and service area for AFFILIATE's branches in unincorporated areas, that governs the AFFILIATE divided by the combined population of the incorporated Municipalities. Official census data shall be used to determine the population for each incorporated area.
3. Fifty percent (50%) is based on total net assessed value (NAV) of the property of the incorporated municipality that is responsible for AFFILIATE divided by the total NAV of the incorporated municipalities. If an AFFILIATE has a library in unincorporated area, then DISTRICT, at DISTRICT's sole discretion, shall use the NAV that DISTRICT determines most closely matches the AFFILIATE's service area. NAV data shall be provided from publicly available data released from the assessor's office for the last full calendar year.
4. Twenty percent (20%) is based on total amount of the circulation, including first-time checkouts and renewals of physical and electronic items, and the number of items lent to AFFILIATE divided by the total number of the same for all Affiliate Libraries.
5. Ten percent (10%) of contribution is based on total number of active users of the AFFILIATE divided by the total number of the same for all Affiliate Libraries.
6. Five percent (5%) of contribution is based on total number of items held by the AFFILIATE divided by the total number of the same for all Affiliate Libraries.

Affiliate allocation amounts

Library Name	Total	Percent
Camp Verde Community Library	\$ 63,748.41	5.31%
Chino Valley Public Library	\$ 76,523.26	6.38%
Clarkdale Public Library	\$ 30,215.59	2.52%
Cottonwood Public Library	\$ 111,933.41	9.33%
Dewey-Humboldt Public Library	\$ 27,995.07	2.33%
Jerome Public Library	\$ 18,171.78	1.51%
Prescott Public Library	\$ 420,599.24	35.05%
Prescott Valley Public Library	\$ 260,239.52	21.69%
Sedona Public Library	\$ 190,573.71	15.88%
Total	\$ 1,200,000.00	100.00%

EXHIBIT D: TECHNOLOGY SUPPORT SERVICES

The following services are provided in response to the need for the provision of technology support services to AFFILIATE. The provided services are limited to issues and maintenance for computing and networking equipment owned and operated by AFFILIATE with DISTRICT acting as support for AFFILIATE's equipment and procurement of such equipment in accordance with AFFILIATE's needs.

1. Technology Support Services. The following services are provided by DISTRICT in response to the basic maintenance and support needs of AFFILIATE:

a. Maintenance and Monitoring. DISTRICT shall be responsible for monitoring and managing AFFILIATE's servers as follows:

- i. Backup – includes maintaining and monitoring backups based upon the procedures and schedule already in place by DISTRICT.
- ii. Hardware errors – specifically servers procured with the assistance of DISTRICT shall include monitoring and remote support.
- iii. Event log filtering – includes monitoring vendor application issues that might arise and working with the vendor to the best of DISTRICT's ability.
- iv. Antivirus – includes routine monitoring of AFFILIATE's servers for possible infections.
- v. Routine maintenance of the servers shall include file system space monitoring, file system defragmentation and the application of critical updates.
- vi. DISTRICT shall be responsible for monitoring and managing AFFILIATE's workstations.
- vii. Antivirus – includes routine monitoring of AFFILIATE's work stations for possible infections.
- viii. Software updates – Includes providing updates for software installed by DISTRICT. Only software deemed necessary by DISTRICT can be installed on the workstations.

b. Ordering and setup of new equipment as follows:

e. Domain Name Service as follows:

- i. DISTRICT shall allow AFFILIATE to use a subdomain name of yavapailibrary.org.
- ii. AFFILIATE may use its own domain name hosted on the DNS server of AFFILIATE's choice.

f. Web Site Hosting and Support as follows:

- i. If desired by AFFILIATE, DISTRICT shall maintain the web site and act as a hosting site for AFFILIATE, including basic design services based on web pages already in production that were developed by DISTRICT.
- ii. Future changes to the website shall happen at the discretion of DISTRICT.
- iii. Changes to the website shall be coordinated with DISTRICT and AFFILIATE designee.
- iv. AFFILIATE designee has all necessary authority to request changes to the website.
- v. AFFILIATE website shall not exceed 2 GB of disk storage.
- vi. DISTRICT shall resolve any support issues related to AFFILIATE's website.

g. Network maintenance and monitoring as follows:

- i. DISTRICT shall maintain and monitor any and all network equipment that is installed by DISTRICT, including firewalls, routers, modems, or switches that are used to connect AFFILIATE to the Internet and DISTRICT network.
- ii. DISTRICT shall maintain and monitor any and all filtering and authentication equipment attached to AFFILIATE's network that is installed by DISTRICT.

2. Requests for Services NOT Covered Under This Agreement. This Agreement does not cover the following requests:

- a. Assistance with application usage when unsupported or nonstandard hardware or software is involved—Use of unsupported or nonstandard hardware or software often results in unexpected behavior of otherwise reliable systems.
 - b. Hardware procurement – DISTRICT is not responsible for procuring workstations, peripherals, and other technology-related hardware. If possible, DISTRICT may assist AFFILIATE with procurement depending on the procurement policies of Yavapai County. The cost of all hardware is the responsibility of AFFILIATE.
3. Service Request Process. AFFILIATE shall create a help desk ticket through help@yln.info or AFFILIATE may call DISTRICT help desk to communicate its needs with DISTRICT. AFFILIATE shall include a description of the request and specify its impact on business. DISTRICT shall assess the situation and respond within two (2) hours during normal business hours of 8:00 AM to 5:00 PM Monday through Friday, excluding Yavapai County holidays. DISTRICT shall do its best to respond to each situation in a timely fashion; however, it is not possible to guarantee a resolution to any individual problem in a given time period.
4. Cost of Services as follows:
 - a. The level of service shall be decided on an annual basis. AFFILIATE must decide what tier of service it would like DISTRICT to provide. If AFFILIATE does not adjust the tier of service in writing prior to March 1, then the tier from the previous year shall be used.
 - b. DISTRICT offers four tiers of service and support hours as follows:
 - i. Tier One (12 hrs.) (remote support only): \$600.
 - ii. Tier Two (25 hrs.): \$1,250.
 - iii. Tier Three (50 hrs.): \$2,500.
 - iv. Tier Four (100 hrs.): \$5,000.
 - c. Unused hours shall roll over to the next year.
 - d. Travel time shall count as support hours.

- e. If desired, AFFILIATE may choose to upgrade to the next tier within a fiscal year after all support hours have been used under the current tier.
- f. Additional hours may be purchased for \$75 per hour.

5. Billing of Services

- a. Billing for services shall be invoiced on July 30. Quarterly statements may be sent with remaining balances.
- b. There shall be no funding available for services not provided herein.

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File Attachments for Item:

B. Consideration of a Special Event Permit Application for "Nikki's 40th Birthday Party"

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



Founded 1876
Incorporated 1899

TOWN OF JEROME, ARIZONA

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

Permit # J24-0027

Special Event Permit Application

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

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

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

Town Use Only

Date Submitted: 5/6/24 Fee: \$100 Date Paid: 5/6/24
 Paid via: Check # 144 C.C. Cash

Special Event Approvals

Town Manager:
 Approve Deny Date: _____ Comments: _____

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

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

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

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

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

Special Event Fee Schedule:

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

Special Event Permit Application

Checklist of Requirements

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

Applicant Information

Applicant's Contact Information

Name of Applicant Nikki Check Date: 5/6/24

Name of Organization/Sponsor Elect Nikki Check

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

Business Mailing Address PO Box 801

City Jerome State AZ Zip 86331

Business Email Elect Nikki Check

Business Phone # _____ Cell Phone # _____

Authorized Contacts for Event

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

Name Evan Rofrock Phone _____

Name _____ Phone _____

Emergency contact for Event*

Name Evan Rofrock Phone _____

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

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

Event Information

Name of Event Nikki's 40th Birthday Party

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

Start: Date: 7/6/24 Time 4 pm End: Date 7/6/24 Time 7 pm

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

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

Set-Up Date/Time: From 7/6/24 2 pm To 7/6/24 4 pm
Date Time Date Time

Tear-Down Date/Time: From 7/6/24 7 pm To 7/6/24 9 pm
Date Time Date Time

Number of expected/estimated Participants 60

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

Please briefly describe the event:
This is a large private event to celebrate my 40th birthday. Because I am also running for political office, I will likely have political signs up and make a speech. Friends, family, Jerome community members, and others will be invited.

Event Details

Special Events which occur on a Town right-of-way or on property owned or leased by the Town require an "Application for Facility Use." Please complete and submit along with the Special Event Permit Application.

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

YES NO

If yes, which property? Middle Park

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

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

Will the Special Event require the use of temporary signage? Although not required, I would like to have 2 18" x 24" signs up.

YES NO

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

Event Details Continued

Will Alcohol be Sold?

YES NO By Donation

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

Will Food be Sold?

YES NO By Donation

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

Will there be outdoor, amplified sound at the event?

YES NO

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

Possibly, I may choose to rent a mic & amp for a
20 minute speaking program. If not, I will speak
w/o a mic.

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

Will there be outdoor lighting, or other electrical needs?

YES NO

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

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

YES NO

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

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

YES NO one canopy for food in case it rains

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

Special Event Access

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

YES NO

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

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

YES NO

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

Parking adjacent to middle park will be used.

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

YES NO

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

Will trash be created during the special event?

YES NO

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

I will bring a trash can & bag and dispose of it in town dumpster at end of day.

Cleanup of the site(s), including removal of all waste and temporary structures, must be completed by 10:00 a.m. of the morning following the end of the Special Event. Please refer to and comply with Jerome Town Code, section 9-1, Garbage and Trash Collection.

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

YES NO

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

I have proposed this event to several individuals who live in Jerome with positive reception.

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



- People will be instructed to bring a potluck dish, a beverage, and a chair or blanket

Special Event Hold Harmless and Indemnification Agreement

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

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

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

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

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

Signed this 6th day of May, 2024

Signature: 

Printed Name: Nikki Check

Witness Signature: 

Printed Name: Michele Shant



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

Application for Facility Use

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

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

Name of Applicant: Nikki Check

Address: PO Box 801 Jerome AZ 86331

Telephone: ---

If applicant is an organization, list officers:

Name	Address	Telephone
<u>Evan Rothrock</u>		<u>480-620-2065</u>

Requesting the use of:

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

Date(s) of Use: Saturday July 6, 2024

Rain Date: Sunday July 7th 2024

Hours of Use: 4-7 pm Approximate # of people: 60

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

[Signature]
Signature

May 6th, 2024
Date of application

Nikki Check
Print Name

PO Box 801 / 707 Main St.
Address

Telephone

File Attachments for Item:

C. Consideration of a Special Event Permit Application for Jerome Chamber's Art in the Park

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



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TOWN OF JEROME, ARIZONA

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

Permit # J24-0025

Special Event Permit Application

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

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

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

Town Use Only

Date Submitted: 4/4/24 Fee: \$50 Date Paid: _____
 Paid via: Check # _____ C.C. Cash

Special Event Approvals

Town Manager:
 Approve Deny Date: _____ Comments: _____

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

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

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

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

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

Special Event Fee Schedule:

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

Special Event Permit Application

Checklist of Requirements

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

Applicant Information

Applicant's Contact Information

Name of Applicant Dylan Jung Date: 4/4/24

Name of Organization/Sponsor Jerome Chamber of Commerce

Federal Tax or 501 (c)(3) Number 86-0642740

Business Mailing Address PO Box K

City Jerome State AZ Zip 86331

Business Email info@jeromechamber.com

Business Phone # 928-634-2900 Cell Phone # _____

Authorized Contacts for Event

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

Name Dylan Jung Phone _____

Name Ginger Mackenzie Phone _____

Emergency contact for Event*

Name Dylan Jung Phone _____

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

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

Event Information

Name of Event Jerome Art in the Park

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

Start: Date: 6/8/24 Time 11AM End: Date 6/8/24 Time 6PM

Start: Date: 6/9/24 Time 11AM End: Date 6/9/24 Time 6PM

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

Set-Up Date/Time: From 6/8/24 8AM To _____
Date Time Date Time

Tear-Down Date/Time: From 6/9/24 7PM To _____
Date Time Date Time

Number of expected/estimated Participants 750

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

Please briefly describe the event:
Art in the park with live music

Event Details

Special Events which occur on a Town right-of-way or on property owned or leased by the Town require an "Application for Facility Use." Please complete and submit along with the Special Event Permit Application.

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

YES NO

If yes, which property? Upper Park

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

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

Will the Special Event require the use of temporary signage?

YES NO

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

Event Details Continued

Will Alcohol be Sold?

YES NO By Donation

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

Will Food be Sold?

YES NO By Donation

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

Will there be outdoor, amplified sound at the event?

YES NO

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

Light sound system of a couple of speakers to accommodate live performers. No Professional sound company involvement

We will work with the Fire and Police Chiefs to ensure we observe all applicable ordinances pertaining to live outdoor performances.

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

Will there be outdoor lighting, or other electrical needs?

YES NO

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

Nothing beyond what is already on site. We will work with Fire Chief to ensure we are meeting proper regulations for Town.

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

YES NO

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

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

YES NO

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

Special Event Access

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

YES NO

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

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

YES NO

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

We will be directing any additional traffic to areas such as the 300 level parking lot in an effort to reduce traffic in town as best we can.
We'll promote the town shuttle and also the use of other licensed shuttle services for transportation.

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

YES NO

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

Will trash be created during the special event?

YES NO

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

any trash created will not be outside the normal daily use of nearby receptacles.

Cleanup of the site(s), including removal of all waste and temporary structures, must be completed by 10:00 a.m. of the morning following the end of the Special Event. Please refer to and comply with Jerome Town Code, section 9-1, Garbage and Trash Collection.

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

YES NO

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

This event has been well recieved and we aim to make this another great community event. We'll have social media promotion and will continue community outreach efforts up to, during and after the event.

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

Town of Jerome, P.O. Box 335, Jerome, AZ 86331



- Jerome Art in the Park • June 8-9 • 11am - 5pm
- Red dots indicate numerous artists painting in park
 - Performer area for 2-3 acts per day (no stage)
 - Event is free and open to the public (all ages)

Special Event Hold Harmless and Indemnification Agreement

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

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

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

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

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

Signed this 4th day of April, 2024.

Signature: *Dylan Jung*

Printed Name: Dylan Jung

Witness Signature: _____

Printed Name: _____



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

Item C.

Application for Facility Use

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

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

Name of Applicant: Dylan Jung - Jerome Chamber of Commerce

Address: _____

Telephone: _____

If applicant is an organization, list officers:

Name	Address	Telephone
Ginger Mackenzie	Jerome, AZ	
Ingrid Sarris	Clarkdale, AZ	
Dylan Jung	Cottonwood, AZ	

Requesting the use of:

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

Date(s) of Use: June 8-9, 2024

Rain Date: n/a

Hours of Use: 11am-10pm Approximate # of people: 1,000

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

Dylan Jung

Signature

4/2/24

Date of application

Dylan Jung

Print Name

Address

Telephone



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD) **Item C.**
04/05/2024

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

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

PRODUCER Butler-Leavitt Insurance Agency 405 South Main Street Cottonwood AZ 86326		CONTACT NAME: CLC PHONE (A/C, No, Ext): (928) 634-5521 E-MAIL ADDRESS: clcigna@leavitt.com FAX (A/C, No): (866) 298-7798	
INSURED Jerome Chamber of Commerce Drawer K Jerome AZ 86331		INSURER(S) AFFORDING COVERAGE INSURER A: Hartford Casualty Insurance Company NAIC # 29424 INSURER B: Security National Insurance Company 19879 INSURER C: Twin City Fire Insurance Company 29459 INSURER D: INSURER E: INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** 23/24 Master **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y		59SBABV5100	08/10/2023	08/10/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Employment Practices \$ 5,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	SWC1406115	10/08/2023	10/08/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
C	Directors & Officers			59KM0342325-23	10/15/2023	10/15/2024	Each Occurrence \$1,000,000 General Aggregate \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 RE: Jerome Music & Arts Festival, June 8 & 9, 2024
 The Town of Jerome is an additional insured with regards to the general liability policy.

CERTIFICATE HOLDER Town of Jerome 600 Clark Street PO Box 335 Jerome AZ 86331	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Janya V. Botwin</i>
--	--

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File Attachments for Item:

D. Consideration of a Special Event Permit Application for Jerome Chamber's Music and Arts Festival

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



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TOWN OF JEROME, ARIZONA

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

Permit # J24-0026

Special Event Permit Application

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

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

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

Town Use Only

Date Submitted: 5/1/24 Fee: \$125.00 Date Paid: _____
 Paid via: Check # _____ C.C. Cash

Special Event Approvals

Town Manager:
 Approve Deny Date: _____ Comments: _____

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

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

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

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

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

Special Event Fee Schedule:

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

Special Event Permit Application

Checklist of Requirements

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

Applicant Information

Applicant's Contact Information					
Name of Applicant	Dylan Jung	Date:	5/1/24		
Name of Organization/Sponsor	Jerome Chamber of Commerce				
Federal Tax or 501 (c)(3) Number	86-0642740				
Business Mailing Address	PO Box K				
City	Jerome	State	AZ	Zip	86331
Business Email	dylan.jeromechamber@gmail.com				
Business Phone #	928-202-8144	Cell Phone #			

Authorized Contacts for Event

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

Name Ginger Mackenzie Phone

Name Phone

Emergency contact for Event*

Name Dylan Jung Phone

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

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

Event Information

Name of Event Jerome Music & Arts Festival

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

Start: Date: 09/14/24 Time 11am - 10pm End: Date 09/15/24 Time 11am - 7pm

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

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

Set-Up Date/Time: From 09/13/24 8am To 09/13/24 7pm
Date Time Date Time

Tear-Down Date/Time: From 09/16/24 8am To 09/16/24 noon
Date Time Date Time

Number of expected/estimated Participants 1000-1,500

Will an admission or registration fee be charged? YES NO Fee \$ 10 per day

Please briefly describe the event:
The Jerome Music and Arts Festival will take place at numerous venues around town, but will focus on a paid admission and main stage at the basketball courts, very similar to the Fireman's Ball. We would also like to utilize the Upper Park for a couple musical acts (no stage) and artists in the park.

Event Details

Special Events which occur on a Town right-of-way or on property owned or leased by the Town require an "Application for Facility Use." Please complete and submit along with the Special Event Permit Application.

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

YES NO

If yes, which property? basketball courts next to sliding jail for main tent, upper park for free admission events

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

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

Will the Special Event require the use of temporary signage?

YES NO

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

Event Details Continued

Will Alcohol be Sold?

YES NO By Donation

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

Will Food be Sold?

YES NO By Donation

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

Will there be outdoor, amplified sound at the event?

YES NO

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

Medium sized PA system within a large tent at basketball courts. Small PA system at Upper Park location.

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

Will there be outdoor lighting, or other electrical needs?

YES NO

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

No extra electrical requirements needed, but will work with Fire Chief Rusty to be in compliance.

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

YES NO

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

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

YES NO

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

Special Event Access

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

YES NO

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

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

YES NO

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

Additional parking and shuttles will be available, and directing people to the 300 level lot, as well as the Old Jerome High School.

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

YES NO

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

Will trash be created during the special event?

YES NO

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

Our volunteers will help to monitor and dispose of extra trash.

Cleanup of the site(s), including removal of all waste and temporary structures, must be completed by 10:00 a.m. of the morning following the end of the Special Event. Please refer to and comply with Jerome Town Code, section 9-1, Garbage and Trash Collection.

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

YES NO

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

Community outreach has already begun but we are postponing the original date to this one. Social media is the primary source right now.

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



Red lines indicate natural and fenced barriers.

Site plan includes 2 on-site security guards

Jerome Music & Arts Festival • Sept. 14-15 • 11am - 10pm
•Event would be ticketed in this location, with proper ID checks from security and staff. Anyone serving beer & wine will be certified TIPS trained.



Jerome Music & Arts Festival • Sept. 14-15 • 11am - 7pm

- Red dots indicate numerous artists painting in park
- Performer area for 2-3 acts per day (no stage)
- Event is free and open to the public (all ages)



Founded 1876
Incorporated 1899

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

Application for Facility Use

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

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

Name of Applicant: Dylan Jung (Jerome Chamber of Commerce)

Address: _____

Telephone: _____

If applicant is an organization, list officers:

Name	Address	Telephone
Ginger Mackenzie	Jerome, AZ	
Ingrid Sarris	Clarkdale, AZ	
Dylan Jung	Cottonwood, AZ	

Requesting the use of:

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

Date(s) of Use: September 14-15

Rain Date: n/a

Hours of Use: 11am-10pm Approximate # of people: 1000

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

Dylan Jung

Signature

5/1/24

Date of application

Dylan Jung

Print Name

Address

Telephone

Special Event Hold Harmless and Indemnification Agreement

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

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

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

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

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

Signed this 1st day of May, 2024.

Signature: _____ 

Printed Name: Dylan Jung

Witness Signature: _____

Printed Name: _____

File Attachments for Item:

E. Fiscal Year 2024-2025 Budget - Near Final Draft Review

Council will review the 2024-2025 budget, including review of a near-final draft budget. All aspects of the budget may be discussed and Council may provide staff direction regarding the 2024-2025 budget.

Report Criteria:
Includes all accounts
Includes grand totals

Account Number	Account Title	2022-23 Prior year Actual	2023-24 Current year Budget	2023-24 Current year Actual	2024-25 Proposed Budget
TAX REVENUE					
10-30-4001	Property Taxes	47,926.40	47,500.00	35,420.70	47,500.00
10-30-4005	City Sales Taxes	1,355,745.10	1,400,000.00	881,399.29	1,450,000.00
10-30-4010	State Sales Taxes	69,032.64	68,000.00	52,079.29	71,000.00
10-30-4030	Vehicle License Tax	37,995.16	41,000.00	29,061.29	40,000.00
10-30-4055	Franchise Fees	19,099.94	16,250.00	13,021.92	17,250.00
Total TAX REVENUE:		1,529,799.24	1,572,750.00	1,010,982.49	1,625,750.00
LICENSES, PERMITS&OTHER FEES					
10-31-4040	Building Permits	5,333.67	10,000.00	8,768.00	12,500.00
10-31-4041	Planning & Zoning Fees	1,100.00	3,000.00	1,700.00	3,500.00
10-31-4045	Business Licenses	6,560.00	5,500.00	3,240.00	5,500.00
10-31-4050	Commercial Filming Fees	.00	500.00	.00	.00
10-31-4071	Fees-Short Term Rental License	1,650.00	300.00	150.00	450.00
Total LICENSES, PERMITS&OTHER FEES:		14,643.67	19,300.00	13,858.00	21,950.00
INTERGOVERNMENTAL REVENUE					
10-32-4015	Urban Revenue Share	284,552.28	345,208.00	331,239.40	330,000.00
Total INTERGOVERNMENTAL REVENUE:		284,552.28	345,208.00	331,239.40	330,000.00
LIBRARY REVENUE					
10-33-4020	Yavapai County for Library	23,395.34	18,101.00	10,842.09	18,172.00
10-33-4070	Rents-Library	9,724.32	10,000.00	6,728.16	10,250.00
10-33-4200	Library Contributions	2,420.99	2,000.00	2,172.00	2,500.00
Total LIBRARY REVENUE:		35,540.65	30,101.00	19,742.25	30,922.00
POLICE DEPT REVENUE					
10-34-4061	PD Parking Citation Revenue	35,475.94	37,000.00	24,694.06	37,000.00
10-34-4062	PD Revenue From Parking Fund	.00	39,000.00	29,250.00	40,000.00
10-34-4063	Police Smart & Safe AZ Fund	11,207.07	5,250.00	5,289.09	10,000.00
10-34-4064	Police Officer Safety Equip Re	1,621.97	2,000.00	1,311.77	2,000.00
10-34-4065	Police Services	5,321.89	8,000.00	3,006.51	7,000.00
Total POLICE DEPT REVENUE:		53,626.87	91,250.00	63,551.43	96,000.00
COURT REVENUE					
10-35-4035	Fines and Forfeitures	43,168.03	62,000.00	42,506.01	59,000.00
10-35-4037	Court Security Fund Revenue	8,155.00	10,000.00	6,973.00	10,000.00
Total COURT REVENUE:		51,323.03	72,000.00	49,479.01	69,000.00
RENTAL REVENUE					
10-36-4070	Rents-Town Properties	76,808.02	82,000.00	63,302.06	87,000.00
10-36-4080	Utility Reimbursements	5,705.96	5,000.00	4,121.88	5,750.00
Total RENTAL REVENUE:		82,513.98	87,000.00	67,423.94	92,750.00
FIRE DEPT REVENUE					

Account Number	Account Title	2022-23 Prior year Actual	2023-24 Current year Budget	2023-24 Current year Actual	2024-25 Proposed Budget
10-37-4053	Fire Dept Services Rev	4,783.75	7,500.00	29,647.12	25,500.00
10-37-4090	Wildland Fire Fees	38,770.63	55,000.00	41,110.44	65,500.00
10-37-4091	Wildlands Wage Reimbursement	26,064.74	32,000.00	51,470.66	52,000.00
10-37-4092	Firewise Wage Reimbursement	8,239.05	20,000.00	.00	.00
Total FIRE DEPT REVENUE:		77,858.17	114,500.00	122,228.22	143,000.00
GENERAL FUND REVENUE					
10-38-4000	Fund Balance Reserves	.00	428,389.00	321,291.00	407,000.00
10-38-4200	Contributions	.00	.00	.00	.00
10-38-4300	Interest	10,558.02	6,000.00	10,163.52	14,000.00
10-38-4400	Sale of Assets	161.75	12,500.00	.00	12,500.00
10-38-4500	Miscellaneous Revenues	727.04	2,500.00	3,861.24	4,500.00
10-38-4510	Ins Dividends,Claims,Reimbursm	7,208.65	10,000.00	5,090.71	10,000.00
Total GENERAL FUND REVENUE:		17,201.38	459,389.00	340,406.47	448,000.00
ADMINISTRATIVE CHARGES					
10-39-4600	Administrative Charges	176,172.00	185,041.00	138,780.00	191,623.00
10-39-4900	Transfers In	37,500.00	.00	.00	.00
Total ADMINISTRATIVE CHARGES:		213,672.00	185,041.00	138,780.00	191,623.00
GENERAL GOVT EXPENSES					
10-41-5001	Salaries and Wages	246,084.85	275,000.00	197,732.97	282,000.00
10-41-5005	Accrued Salaries & Wages	1,143.37	.00	.00	.00
10-41-5006	Longevity Bonus	581.00	1,057.00	839.00	2,000.00
10-41-5007	Payment in Lieu of Medical Ben	595.36	.00	.00	.00
10-41-5010	FICA Match	18,298.66	21,250.00	14,572.25	21,750.00
10-41-5011	Retirement Match	17,730.73	24,475.00	17,216.24	30,000.00
10-41-5012	Health/Life Insurance	51,922.02	63,000.00	44,181.90	64,000.00
10-41-5013	Workers Compensation	1,366.64	1,475.00	1,167.64	1,500.00
10-41-5014	Unemployment Insurance	75.58	280.00	28.17	300.00
10-41-6101	Accounting and Auditing	24,535.00	18,000.00	.00	20,000.00
10-41-6105	Advertising, Printing, & Publi	3,552.65	6,000.00	2,149.96	4,250.00
10-41-6110	Contract Services	16,772.50	36,000.00	15,378.00	32,000.00
10-41-6115	Conventions and Seminars	1,174.55	3,000.00	385.00	2,500.00
10-41-6116	Training & Education	1,049.79	2,500.00	597.06	2,500.00
10-41-6125	Dues, Subs & Memberships	6,323.00	7,500.00	6,988.06	7,500.00
10-41-6126	TPT Collection Fee Exp	.00	.00	.00	.00
10-41-6130	Election expenses	995.50	2,500.00	.00	2,250.00
10-41-6145	Fuel	278.35	250.00	448.38	650.00
10-41-6155	Insurance	19,575.17	22,500.00	38,050.14	27,500.00
10-41-6156	Insurance Deductible Exp	.00	.00	.00	.00
10-41-6160	COVID Expenses	.00	.00	.00	.00
10-41-6170	Legal Exp - Gen Gov	6,922.50	14,500.00	4,845.00	13,000.00
10-41-6185	Miscellaneous	5,423.96	4,000.00	2,255.63	4,000.00
10-41-6186	Bank Fees - Gen Admin	1,922.41	2,000.00	1,432.18	2,000.00
10-41-6188	Bank Fees / Merch Svcs	5,024.01	7,500.00	1,438.24	4,500.00
10-41-6190	Office Supplies	12,379.89	8,500.00	7,249.76	8,500.00
10-41-6191	Copier & Equip Lease Expense	7,086.20	7,000.00	4,301.41	6,000.00
10-41-6192	Software Support Exp - GG	22,820.67	26,000.00	22,008.39	27,500.00

Account Number	Account Title	2022-23 Prior year Actual	2023-24 Current year Budget	2023-24 Current year Actual	2024-25 Proposed Budget
10-41-6193	Computer Hardware & Service	7,217.17	1,000.00	347.50	7,000.00
10-41-6195	Operating Supplies - Gen Gov	1,310.54	1,500.00	139.40	1,500.00
10-41-6200	Postage	3,541.86	4,000.00	2,430.93	4,000.00
10-41-6220	Rep and Maint - Vehicles	1,546.35	500.00	5,493.66	1,750.00
10-41-6245	Shuttle Expenses	4,210.12	3,000.00	2,990.33	3,500.00
10-41-6250	Small Tools and Equipment	12,478.16	10,000.00	.00	10,000.00
10-41-6265	Telephone	2,504.56	2,750.00	2,013.66	2,750.00
10-41-6275	Travel	1,286.81	1,500.00	47.49	1,500.00
10-41-6285	Tourism 1% Bed Tax	10,000.00	10,000.00	.00	10,000.00
10-41-6286	Community Health	.00	500.00	.00	500.00
10-41-6287	Allowance for preservation of	.00	.00	.00	.00
10-41-6290	Bad Debt Expense	.00	.00	.00	.00
10-41-7025	Capital outlay - UTV	.00	.00	.00	.00
10-41-9500	Transfers Out	1,120,000.00	521,584.00	391,187.97	298,000.00
Total GENERAL GOVT EXPENSES:		1,635,443.19	1,110,621.00	787,916.32	906,700.00
MAGISTRATE COURT EXPENSES					
10-42-5001	Salaries and Wages	60,050.50	66,300.00	54,230.14	72,000.00
10-42-5005	Accrued Salaries & Wages	468.46	.00	.00	.00
10-42-5006	Longevity Bonus	268.00	220.00	220.00	250.00
10-42-5010	FICA and Medicare	4,622.79	5,250.00	3,989.02	5,500.00
10-42-5011	Retirement	2,292.00	3,500.00	3,662.39	3,800.00
10-42-5012	Health/Life Insurance	.00	12,000.00	14,069.37	18,750.00
10-42-5013	Worker's Compensation	191.31	230.00	174.25	230.00
10-42-5014	Unemployment	19.93	150.00	9.04	100.00
10-42-6037	Court Security Fund Expenses	874.40	10,000.00	821.17	8,000.00
10-42-6101	Accounting and Auditing	.00	.00	.00	.00
10-42-6110	Contract Services	5,830.33	6,000.00	1,043.16	6,000.00
10-42-6115	Conventions and Seminars	.00	500.00	.00	.00
10-42-6116	Training & Education	645.00	500.00	475.00	750.00
10-42-6125	Dues and Subscriptions	455.63	500.00	313.32	450.00
10-42-6185	Miscellaneous	288.04	250.00	.00	200.00
10-42-6190	Office Supplies	276.00	300.00	.00	300.00
10-42-6191	Copier & Equip Lease Exp	2,423.01	3,000.00	3,587.40	3,750.00
10-42-6195	Operating Supplies - Court	.00	200.00	169.84	200.00
10-42-6265	Telephone	856.12	900.00	673.70	850.00
10-42-6275	Travel	441.57	750.00	489.87	750.00
Total MAGISTRATE COURT EXPENSES:		80,003.09	110,550.00	83,927.67	121,880.00
POLICE DEPT EXPENSES					
10-43-5001	Salaries and Wages	340,760.15	406,000.00	339,662.63	460,000.00
10-43-5005	Accrued Salaries & Wages	6,686.90	.00	.00	.00
10-43-5006	Longevity Bonus	1,369.00	1,955.00	1,219.00	2,200.00
10-43-5010	FICA and Medicare	25,262.25	31,900.00	25,441.67	36,000.00
10-43-5011	Retirement	25,485.43	43,050.00	28,098.58	62,000.00
10-43-5012	Health Insurance	58,481.54	70,000.00	57,570.71	70,000.00
10-43-5013	Worker's Compensation	22,040.41	22,400.00	23,544.32	30,000.00
10-43-5014	Unemployment	83.40	650.00	45.47	650.00
10-43-5020	Payroll Adjustment-Police	11,255.43	.00	.00	.00
10-43-6105	Advertising, Printing, & Publi	314.72	.00	185.19	300.00

Account Number	Account Title	2022-23 Prior year Actual	2023-24 Current year Budget	2023-24 Current year Actual	2024-25 Proposed Budget
10-43-6110	Contract Services	2,105.00	1,000.00	431.34	1,000.00
10-43-6116	Training & Education	1,022.00	7,500.00	2,197.00	4,000.00
10-43-6120	Dispatch Fees	41,745.00	44,000.00	36,526.90	48,000.00
10-43-6125	Dues and Subscriptions	793.25	1,250.00	1,369.71	1,500.00
10-43-6145	Fuel	10,794.58	13,500.00	7,970.01	11,250.00
10-43-6172	Prosecutor Exp	22,020.50	24,000.00	18,000.00	24,000.00
10-43-6185	Miscellaneous	244.20	500.00	293.70	500.00
10-43-6192	Software Service & Support	11,039.10	10,800.00	4,572.46	9,250.00
10-43-6193	Computer Hardware & Service	18,723.10	5,000.00	.00	5,000.00
10-43-6195	Operating Supplies - Police	2,195.82	3,000.00	1,070.00	2,250.00
10-43-6200	Postage	105.28	200.00	9.60	200.00
10-43-6220	Rep and Maint - Vehicles	11,963.99	5,000.00	7,509.99	8,000.00
10-43-6225	Rep and Maint - Equipment	8,468.35	5,000.00	.00	4,000.00
10-43-6234	Police Officer Safety Equip Ex	2,239.28	2,500.00	.00	2,500.00
10-43-6250	Small Tools and Equipment	8,467.16	7,000.00	1,066.71	3,000.00
10-43-6265	Telephone	6,787.02	6,000.00	6,494.44	7,250.00
10-43-6280	Uniforms	5,871.15	2,500.00	2,854.78	3,250.00
10-43-7025	Vehicles, Cap Outlay, Police	38,178.14	19,000.00	.00	42,000.00
10-43-8040	Lease Payments	5,295.28	.00	.00	.00
Total POLICE DEPT EXPENSES:		650,349.87	733,705.00	566,134.21	838,100.00
FIRE DEPT EXPENSES					
10-44-5001	Salaries and Wages	171,818.28	249,500.00	188,533.99	350,000.00
10-44-5002	Wildland Personnel	10,272.99	35,000.00	38,177.50	39,000.00
10-44-5003	Volunteer-Employee Per Call Pe	18,705.00	35,000.00	14,820.00	27,500.00
10-44-5004	Firewise Personnel	11,841.85	.00	.00	.00
10-44-5005	Accrued Salaries & Wages	1,674.05	.00	.00	.00
10-44-5006	Longevity Bonus	466.00	1,360.00	924.00	1,400.00
10-44-5007	Payment in Lieu of Benefits	7,315.88	7,400.00	5,908.98	7,400.00
10-44-5010	FICA and Medicare	12,928.08	25,350.00	17,629.74	29,000.00
10-44-5011	Retirement	12,792.62	25,500.00	20,450.77	35,000.00
10-44-5012	Health Insurance	33,382.70	66,500.00	30,867.75	75,000.00
10-44-5013	Worker's Compensation	16,719.53	24,250.00	16,508.31	28,000.00
10-44-5014	Unemployment	74.99	800.00	30.00	800.00
10-44-5015	Retirement - Volunteer Contrib	15,000.00	.00	.00	.00
10-44-5020	Payroll Adjustment-Fire	.00	.00	.00	.00
10-44-6110	Contract Services	.00	.00	.00	.00
10-44-6116	Training & Education	8,058.32	7,500.00	4,086.94	7,000.00
10-44-6120	Dispatch Fees	7,031.96	7,000.00	7,413.00	8,000.00
10-44-6125	Dues and Subscriptions	794.01	750.00	499.88	750.00
10-44-6145	Fuel	8,929.16	9,000.00	6,142.50	9,000.00
10-44-6170	Legal Exp - Fire	643.50	500.00	202.50	500.00
10-44-6180	Medical Expenses	517.66	500.00	404.53	1,000.00
10-44-6181	Medical Supplies Exp	5,840.25	5,000.00	2,273.22	4,250.00
10-44-6185	Miscellaneous	272.45	1,000.00	389.30	1,200.00
10-44-6192	Software Service & Support	1,289.27	1,200.00	1,485.18	1,850.00
10-44-6193	Computer Hardware and Service	.00	2,500.00	1,826.05	2,000.00
10-44-6195	Operating Supplies - Fire Dept	950.20	1,500.00	846.44	1,500.00
10-44-6220	Rep and Maint - Vehicles	8,402.06	16,000.00	4,840.42	12,500.00
10-44-6225	Rep and Maint - Equipment	5,435.86	4,000.00	1,597.18	4,000.00
10-44-6250	Small Tools and Equipment	11,340.97	10,000.00	8,140.95	10,000.00

Account Number	Account Title	2022-23 Prior year Actual	2023-24 Current year Budget	2023-24 Current year Actual	2024-25 Proposed Budget
10-44-6265	Telephone	3,643.55	3,500.00	2,782.21	3,750.00
10-44-6270	Training Center Assessment	2,692.00	2,750.00	2,692.00	2,750.00
10-44-6285	Utilities	.00	.00	.00	.00
Total FIRE DEPT EXPENSES:		375,485.09	543,360.00	379,473.34	663,150.00

LIBRARY EXPENSES

10-45-5001	Salaries and Wages	69,870.81	89,000.00	64,750.30	95,000.00
10-45-5005	Accrued Salaries & Wages	1,114.44	.00	.00	.00
10-45-5006	Longevity Bonus	696.00	600.00	538.00	650.00
10-45-5007	Library Benefit Stipend	7,144.28	7,200.00	5,770.38	7,225.00
10-45-5010	FICA and Medicare	5,959.36	7,400.00	5,430.45	8,000.00
10-45-5011	Retirement	3,791.27	6,100.00	4,458.76	8,000.00
10-45-5012	Health Insurance	535.86	710.00	439.74	750.00
10-45-5013	Worker's Compensation	275.99	350.00	256.64	400.00
10-45-5014	Unemployment	49.57	250.00	13.33	250.00
10-45-6110	Contract Services	1,007.76	1,250.00	1,589.12	1,750.00
10-45-6185	Miscellaneous	.00	250.00	.00	250.00
10-45-6190	Office Supplies	274.52	250.00	.00	300.00
10-45-6195	Operating Supplies - Library	5,459.12	4,500.00	4,151.79	4,750.00
10-45-6205	Print and Non-Print Materials	3,354.64	3,000.00	771.16	2,750.00
10-45-6225	Rep and Maint - Equipment	.00	100.00	.00	200.00
10-45-6250	Small Tools and Equipment	1,180.05	1,000.00	1,295.90	1,500.00
10-45-6265	Telephone	1,034.63	1,250.00	773.19	1,250.00
10-45-6266	E-Rate Exp	53.09	750.00	375.95	600.00
Total LIBRARY EXPENSES:		101,801.39	123,960.00	90,614.71	133,625.00

PLANNING & ZONING EXP

10-46-5001	Salaries and Wages	55,136.44	65,800.00	48,536.94	70,000.00
10-46-5005	Accrued Salaries & Wages	2,387.89	.00	.00	.00
10-46-5006	Longevity Bonus	293.00	370.00	228.00	400.00
10-46-5007	Health Benefit Stipend	.00	.00	.00	.00
10-46-5010	FICA and Medicare	4,196.67	5,100.00	3,685.02	5,500.00
10-46-5011	Retirement	3,829.82	5,200.00	4,131.99	7,000.00
10-46-5012	Health Insurance	11,983.40	9,100.00	9,752.19	10,000.00
10-46-5013	Worker's Compensation	383.90	570.00	369.77	600.00
10-46-5014	Unemployment	23.46	125.00	9.49	125.00
10-46-6105	Advertising, Printing, & Publi	.00	100.00	.00	100.00
10-46-6110	Contract Services	.00	.00	.00	.00
10-46-6115	Conventions and Seminars	.00	250.00	.00	250.00
10-46-6116	Training and Education	.00	1,000.00	.00	1,250.00
10-46-6170	Legal Exp - P&Z	9,123.00	16,000.00	4,635.00	12,500.00
10-46-6175	Map Upgrades / Copies	.00	.00	.00	1,000.00
10-46-6185	Miscellaneous	.00	5,000.00	1,593.01	20,000.00
10-46-6192	Software Maintenance & Support	1,269.85	1,600.00	1,861.00	2,000.00
10-46-6195	Operating Supplies	.00	100.00	.00	100.00
10-46-6250	Small Tools and Equipment	14.00	100.00	.00	100.00
10-46-6265	Telephone	587.65	600.00	478.94	600.00
10-46-6275	Travel	.00	250.00	.00	250.00
10-46-6310	Historic Preservation Exp	.00	3,000.00	199.43	3,750.00
Total PLANNING & ZONING EXP:		89,229.08	114,265.00	75,480.78	135,525.00

Account Number	Account Title	2022-23 Prior year Actual	2023-24 Current year Budget	2023-24 Current year Actual	2024-25 Proposed Budget
PARKS EXPENSES					
10-47-5001	Salaries and Wages	6,295.10	7,600.00	5,823.42	8,600.00
10-47-5005	Accrued Wages	2,042.75	.00	.00	.00
10-47-5006	Longevity Bonus	12.64	25.00	24.50	40.00
10-47-5010	FICA and Medicare	453.82	585.00	423.89	700.00
10-47-5011	Retirement	460.88	765.00	570.78	1,100.00
10-47-5012	Health Insurance	1,948.19	2,400.00	1,974.41	2,600.00
10-47-5013	Worker's Compensation	305.56	360.00	333.91	420.00
10-47-5014	Unemployment	2.46	10.00	.87	10.00
10-47-6145	Fuel	1,222.54	1,500.00	366.92	900.00
10-47-6170	Legal	.00	250.00	.00	250.00
10-47-6185	Miscellaneous	483.17	300.00	166.08	300.00
10-47-6192	Software Service & Support	.00	100.00	.00	100.00
10-47-6195	Operating Supplies - Parks	136.74	300.00	293.38	500.00
10-47-6215	Rep and Maint - Building	.00	100.00	.00	100.00
10-47-6220	Rep and Maint - Vehicles	572.59	1,250.00	1,642.39	2,000.00
10-47-6225	Rep and Maint - Equipment	578.60	750.00	523.36	800.00
10-47-6230	Rep and Maint - Infrastructure	59.30	2,000.00	145.13	1,000.00
10-47-6250	Small Tools and Equipment	1,546.71	1,250.00	157.06	1,000.00
10-47-6280	Uniform Exp Parks	331.79	450.00	259.97	450.00
10-47-6285	Utilities	2,732.72	2,750.00	2,181.10	2,750.00
10-47-8040	Lease Payments	260.16	275.00	108.18	250.00
Total PARKS EXPENSES:		15,360.22	23,020.00	14,995.35	23,870.00
PROPERTIES EXPENSES					
10-48-5001	Salaries and Wages	38,924.57	47,000.00	36,051.52	55,000.00
10-48-5005	Accrued Wages	318.19	.00	.00	.00
10-48-5006	Longevity Bonus	78.25	220.00	151.67	240.00
10-48-5010	FICA and Medicare	2,809.48	3,650.00	2,623.53	4,100.00
10-48-5011	Retirement	2,853.00	4,750.00	3,533.51	6,400.00
10-48-5012	Health Insurance	12,058.30	13,700.00	12,226.30	16,500.00
10-48-5013	Worker's Compensation	1,779.88	2,150.00	2,006.74	2,500.00
10-48-5014	Unemployment	15.33	58.00	5.44	60.00
10-48-6110	Contract Services	7,082.64	10,000.00	5,899.96	10,000.00
10-48-6140	Engineering Fees	12,968.75	7,500.00	4,406.50	7,500.00
10-48-6145	Fuel	726.45	1,500.00	1,063.92	1,500.00
10-48-6170	Legal Services	.00	.00	.00	.00
10-48-6185	Miscellaneous	2,594.18	2,000.00	808.77	1,750.00
10-48-6192	Software Service & Support	.00	.00	.00	.00
10-48-6195	Operating Supplies - Propertie	996.33	2,000.00	703.37	2,000.00
10-48-6215	R&M Building - Properties	10,672.99	40,000.00	32,425.38	47,000.00
10-48-6220	Rep and Maint - Vehicles	672.27	1,200.00	1,653.03	2,000.00
10-48-6225	Rep and Maint - Equipment	612.38	500.00	1,061.22	1,000.00
10-48-6230	Rep and Maint - Infrastructure	34.69	35,000.00	307.30	20,000.00
10-48-6250	Small Tools and Equipment	656.62	1,200.00	1,390.76	1,500.00
10-48-6280	Uniform Exp Properties	364.73	350.00	259.95	375.00
10-48-6285	Utilities	44,696.91	44,000.00	37,288.46	45,500.00
10-48-8040	Lease Payments	260.16	280.00	108.18	275.00
Total PROPERTIES EXPENSES:		141,176.10	217,058.00	143,975.51	225,200.00
Revenue Total:		2,360,731.27	2,976,539.00	2,157,691.21	3,048,995.00
Expenditure Total:		3,088,848.03	2,976,539.00	2,142,517.89	3,048,050.00

Account Number	Account Title	2022-23 Prior year Actual	2023-24 Current year Budget	2023-24 Current year Actual	2024-25 Proposed Budget
Total :		728,116.76-	.00	15,173.32	945.00

Account Number	Account Title	2022-23 Prior year Actual	2023-24 Current year Budget	2023-24 Current year Actual	2024-25 Proposed Budget
WATER REVENUE					
20-50-4010	Fund Balance Reserves	.00	110,000.00	82,499.96	200,150.00
20-50-4050	Connection Fees	.00	.00	.00	.00
20-50-4085	Water Usage Fees	161,945.95	175,000.00	125,529.76	194,000.00
20-50-4100	Water Connection Fees	.00	5,000.00	.00	5,000.00
20-50-4105	Capital Grants	.00	.00	.00	.00
20-50-4200	Contributions	154,704.25	.00	.00	.00
20-50-4500	Miscellaneous	2,607.61	2,750.00	815.00	1,750.00
20-50-4900	Transfers In	590,000.00	326,208.00	244,654.47	145,000.00
Total WATER REVENUE:		909,257.81	618,958.00	453,499.19	545,900.00

WATER EXPENDITURES					
20-50-5001	Salaries and Wages	68,748.51	83,500.00	63,590.70	94,000.00
20-50-5005	Accrued Salaries & Wages	1,768.47	.00	.00	.00
20-50-5006	Longevity Bonus	138.02	425.00	267.52	430.00
20-50-5010	FICA and Medicare	4,955.77	6,400.00	4,627.56	7,300.00
20-50-5011	Retirement	5,032.45	8,400.00	6,232.69	12,000.00
20-50-5012	Health Insurance	21,269.16	26,000.00	21,564.65	30,000.00
20-50-5013	Worker's Compensation	3,917.86	4,675.00	3,936.78	5,500.00
20-50-5014	Unemployment	27.04	100.00	9.61	100.00
20-50-6105	Advertising, Printing, & Publi	.00	.00	.00	.00
20-50-6110	Contract Services	13,156.22	20,000.00	9,225.00	17,000.00
20-50-6116	Training and Education	.00	500.00	.00	500.00
20-50-6120	Depreciation Expenses	64,161.35	.00	.00	.00
20-50-6135	Permit Fee Exp - Water	411.90	1,250.00	420.59	1,250.00
20-50-6140	Engineering Fees	.00	4,000.00	.00	4,000.00
20-50-6145	Fuel	3,685.11	3,000.00	3,242.18	4,000.00
20-50-6155	Insurance	5,642.40	7,750.00	12,637.74	12,250.00
20-50-6170	Legal Exp - Water	3,951.50	35,000.00	517.50	24,000.00
20-50-6185	Miscellaneous	568.98	800.00	117.08	800.00
20-50-6192	Software Support Exp - Water	5,182.40	6,000.00	4,154.11	5,750.00
20-50-6195	Operating Supplies - Water	5,498.07	5,000.00	2,401.66	5,000.00
20-50-6215	R&M Building - Water	.00	250.00	.00	250.00
20-50-6220	Rep and Maint - Vehicles	1,145.78	2,000.00	2,137.17	3,000.00
20-50-6225	Rep and Maint - Equipment	358.01	1,500.00	1,244.91	2,000.00
20-50-6230	Rep and Maint - Infrastructure	116,899.57	331,200.00	41,548.99	240,000.00
20-50-6232	Springs Security Exp	4,035.90	8,000.00	770.77	6,000.00
20-50-6240	Service Tests/System Testing	195.00	750.00	120.00	750.00
20-50-6250	Small Tools and Equipment	1,945.96	2,750.00	231.62	2,000.00
20-50-6271	DWR Fee	.00	900.00	.00	1,000.00
20-50-6280	Uniform Exp Water	331.79	350.00	259.96	350.00
20-50-6285	Utilities Exp - Water	453.70	500.00	326.18	500.00
20-50-6290	Administrative Charge	54,288.00	57,008.00	43,047.00	59,016.00
20-50-8040	Lease Payments	58.30	950.00	378.67	800.00
20-50-8041	Vehicle Purchase-Water	.00	.00	.00	.00
Total WATER EXPENDITURES:		387,827.22	618,958.00	223,010.64	539,546.00

SEWER REVENUE					
20-51-4050	Connection Fees	.00	5,500.00	.00	5,500.00
20-51-4085	Sewer Usage Fees	153,300.96	161,450.00	121,614.59	199,000.00
20-51-4300	Interest and Investment Eamin	.00	.00	.00	.00

Account Number	Account Title	2022-23 Prior year Actual	2023-24 Current year Budget	2023-24 Current year Actual	2024-25 Proposed Budget
20-51-4900	Transfers In	90,000.00	115,538.00	86,652.00	90,000.00
Total SEWER REVENUE:		243,300.96	282,488.00	208,266.59	294,500.00
SEWER EXPENDITURES					
20-51-5001	Salaries and Wages	37,280.79	45,000.00	34,483.30	51,000.00
20-51-5005	Accrued Salaries & Wages	818.92	.00	.00	.00
20-51-5006	Longevity Bonus	74.84	225.00	145.06	240.00
20-51-5010	FICA and Medicare	2,687.48	3,500.00	2,509.32	3,900.00
20-51-5011	Retirement	2,728.99	4,550.00	3,379.84	6,100.00
20-51-5012	Health Insurance	11,533.47	14,000.00	11,694.25	15,500.00
20-51-5013	Worker's Compensation	2,025.57	2,350.00	2,081.51	2,750.00
20-51-5014	Unemployment	14.64	55.00	5.20	55.00
20-51-6110	Contract Services	38,400.00	50,000.00	29,925.00	47,500.00
20-51-6120	Depreciation Expense	20,696.77	.00	.00	.00
20-51-6135	Permit Fee Exp - Sewer	2,378.94	2,000.00	1,485.94	2,250.00
20-51-6140	Engineering Fees	.00	15,000.00	.00	14,750.00
20-51-6145	Fuel	1,957.28	3,000.00	1,319.23	3,000.00
20-51-6155	Insurance	5,919.74	10,000.00	12,637.74	12,750.00
20-51-6170	Legal Exp - Sewer	78.00	1,000.00	220.50	1,000.00
20-51-6185	Miscellaneous	287.15	500.00	490.32	750.00
20-51-6186	Bank Fees - Sewer Accts	.00	.00	.00	.00
20-51-6192	Software Support Exp - Sewer	5,182.40	5,750.00	4,154.11	6,000.00
20-51-6195	Operating Supplies - Sewer	11,186.82	12,000.00	8,604.80	12,000.00
20-51-6215	R&M Building - Sewer	.00	.00	.00	.00
20-51-6220	Rep and Maint - Vehicles	753.12	1,750.00	2,371.84	3,250.00
20-51-6225	Rep and Maint - Equipment	169.69	250.00	492.11	575.00
20-51-6230	Rep and Maint - Infrastructure	16,316.17	35,000.00	35,330.48	35,000.00
20-51-6240	Service Tests/System Testing	10,053.60	14,000.00	8,661.60	11,000.00
20-51-6250	Small Tools & Equipment (under	1,514.79	1,500.00	43.88	1,500.00
20-51-6280	Uniform Exp Sewer	336.15	400.00	259.97	450.00
20-51-6285	Utilities	2,455.04	2,750.00	1,835.37	2,750.00
20-51-6290	Administrative Charge	58,812.00	57,008.00	42,759.00	59,016.00
20-51-8020	Sewer Interest Expense	.00	.00	.00	.00
20-51-8040	Lease Payments	58.30	900.00	378.67	900.00
Total SEWER EXPENDITURES:		232,082.82	282,488.00	205,269.04	293,986.04
SANITATION REVENUE					
20-52-4085	Sanitation Usage Fees	176,297.96	180,000.00	132,039.23	193,000.00
20-52-4500	Miscellaneous	449.00	750.00	.00	2,750.00
20-52-4900	Transfers In	30,000.00	63,693.00	47,769.75	65,000.00
Total SANITATION REVENUE:		206,746.96	244,443.00	179,808.98	260,750.00
SANITATION EXPENDITURES					
20-52-5001	Salaries and Wages	59,311.38	72,000.00	54,863.75	82,000.00
20-52-5005	Accrued Salaries & Wages	531.15	.00	.00	.00
20-52-5006	Longevity Bonus	119.07	350.00	230.79	380.00
20-52-5010	FICA and Medicare	4,275.41	5,500.00	3,992.54	6,500.00
20-52-5011	Retirement	4,341.69	7,200.00	5,377.29	10,000.00
20-52-5012	Health Insurance	18,350.28	22,200.00	18,606.13	25,000.00
20-52-5013	Worker's Compensation	5,521.96	6,700.00	4,415.30	6,600.00

Account Number	Account Title	2022-23 Prior year Actual	2023-24 Current year Budget	2023-24 Current year Actual	2024-25 Proposed Budget
20-52-5014	Unemployment	23.28	85.00	8.32	90.00
20-52-6111	Recycling Contract Exp	1,440.00	1,750.00	1,320.00	1,750.00
20-52-6116	Training & Education	95.00	300.00	.00	.00
20-52-6120	Depreciation Expense	275.99	.00	.00	.00
20-52-6142	Equipment Rentals	2,703.08	1,000.00	.00	1,000.00
20-52-6145	Fuel	7,207.79	9,000.00	4,779.85	7,750.00
20-52-6155	Insurance	7,272.66	10,000.00	12,637.74	12,750.00
20-52-6165	Landfill Tipping Fees	19,763.20	21,000.00	14,515.20	19,000.00
20-52-6185	Miscellaneous	341.43	300.00	285.00	8,000.00
20-52-6192	Software Support Exp - Trash	4,626.31	5,500.00	3,412.63	4,500.00
20-52-6195	Operating Supplies - Trash	267.81	500.00	208.77	450.00
20-52-6220	Rep and Maint - Vehicles	8,301.97	10,000.00	5,860.51	7,750.00
20-52-6225	Rep and Maint - Equipment	259.43	500.00	511.85	600.00
20-52-6230	R&M Trash - Infrastructure	.00	.00	37.52	250.00
20-52-6250	Small Tools and Equipment	340.48	3,200.00	.00	1,500.00
20-52-6280	Uniform Exp Trash	327.53	350.00	259.98	350.00
20-52-6290	Administrative Charge	49,764.00	57,008.00	42,759.00	59,016.00
20-52-9500	Transfers Out	10,000.00	10,000.00	10,000.00	10,000.00
Total SANITATION EXPENDITURES:		205,460.90	244,443.00	184,082.17	265,236.00
Revenue Total:		1,359,305.73	1,145,889.00	841,574.76	1,101,150.00
Expenditure Total:		825,370.94	1,145,889.00	612,361.85	1,098,768.00
Total :		533,934.79	.00	229,212.91	2,382.00

Account Number	Account Title	2022-23 Prior year Actual	2023-24 Current year Budget	2023-24 Current year Actual	2024-25 Proposed Budget
HURF REVENUE					
30-30-4020	HURF Revenue	46,590.01	48,500.00	35,355.42	48,000.00
30-30-4300	Interest and Investment Earnin	2,181.96	1,000.00	2,764.92	2,750.00
30-30-4900	Transfers In	236,500.00	200,145.00	150,108.75	190,000.00
Total HURF REVENUE:		285,271.97	249,645.00	188,229.09	240,750.00
HURF EXPENDITURE					
30-30-5001	Salaries and Wages	45,029.47	39,000.00	43,193.91	44,000.00
30-30-5005	Accrued Salaries & Wages	518.01	.00	.00	.00
30-30-5006	Longevity Bonus	63.18	200.00	387.46	200.00
30-30-5010	FICA and Medicare	3,310.02	3,500.00	3,215.82	3,500.00
30-30-5011	Retirement	2,303.66	3,900.00	2,853.47	5,300.00
30-30-5012	Health Insurance	9,736.72	12,000.00	9,872.01	13,000.00
30-30-5013	Worker's Compensation	1,766.27	1,850.00	1,972.75	2,100.00
30-30-5014	Unemployment	22.18	100.00	8.22	50.00
30-30-6140	Engineering Fees	.00	2,500.00	2,415.00	2,500.00
30-30-6142	Equipment Rentals	.00	750.00	.00	750.00
30-30-6145	Fuel	1,530.77	1,500.00	1,407.70	1,500.00
30-30-6155	Insurance	3,761.60	5,250.00	8,425.16	8,500.00
30-30-6160	COVID Expenses - Portajohns	.00	.00	.00	.00
30-30-6185	Miscellaneous	96.18	500.00	544.59	650.00
30-30-6192	Software Service & Support	1,271.85	1,600.00	1,248.81	1,575.00
30-30-6195	Operating Supplies - HURF	136.80	500.00	45.70	500.00
30-30-6210	Public Restroom Supplies	2,184.73	3,000.00	2,607.33	1,250.00
30-30-6215	Repair & Maintenance - Buildin	.00	500.00	.00	500.00
30-30-6220	Rep and Maint - Vehicles	637.92	1,500.00	1,689.39	1,750.00
30-30-6225	Rep and Maint - Equipment	250.03	500.00	1,071.24	1,000.00
30-30-6230	Rep and Maint - Infrastructure	2,504.47	140,000.00	20,496.32	124,000.00
30-30-6250	Small Tools and Equipment	486.19	650.00	540.10	500.00
30-30-6255	Street Lights	13,257.03	13,750.00	10,300.18	13,500.00
30-30-6260	Street Supplies	5,814.12	7,500.00	2,615.91	4,750.00
30-30-6280	Uniform Exp - HURF	331.81	400.00	259.97	400.00
30-30-6290	Administrative Charge	8,046.00	8,420.00	6,309.00	8,755.00
30-30-7000	Capital outlay - Public restro	19,086.31	.00	.00	.00
30-30-8040	Lease Payments	260.28	275.00	108.23	200.00
Total HURF EXPENDITURE:		122,405.60	249,645.00	121,588.27	240,730.00
Revenue Total:		285,271.97	249,645.00	188,229.09	240,750.00
Expenditure Total:		122,405.60	249,645.00	121,588.27	240,730.00
Total :		162,866.37	.00	66,640.82	20.00

Account Number	Account Title	2022-23 Prior year Actual	2023-24 Current year Budget	2023-24 Current year Actual	2024-25 Proposed Budget
PARKING FUND REVENUE					
35-35-4042	Parking Kiosk Revenue	348,544.95	347,000.00	291,168.90	355,000.00
35-35-4043	Allowance for Additional Kiosk	.00	.00	.00	.00
Total PARKING FUND REVENUE:		348,544.95	347,000.00	291,168.90	355,000.00
PARKING FUND EXPENDITURE					
35-35-5001	Salaries and Wages	33,511.45	40,000.00	20,647.05	41,000.00
35-35-5005	Accrued Salaries & Wages	1,271.65	.00	.00	.00
35-35-5006	Longevity Bonus	60.00	150.00	90.00	180.00
35-35-5010	FICA Match	2,580.53	2,980.00	1,586.34	3,100.00
35-35-5013	Worker's Compensation	935.53	1,025.00	757.78	1,100.00
35-35-5014	Unemployment	31.84	168.00	5.44	175.00
35-35-6145	Fuel	587.04	1,000.00	359.76	1,000.00
35-35-6185	Miscellaneous	.00	1,030.00	.00	1,000.00
35-35-6186	Bank Charges	2,185.42	50.00	.00	.00
35-35-6188	Credit Card Processing Fees	28,993.18	32,000.00	21,181.59	27,500.00
35-35-6192	Software Service and Support	7,039.71	25,000.00	22,660.53	27,500.00
35-35-6195	Operating Supplies	635.13	1,500.00	2,258.79	2,500.00
35-35-6265	Telephone	3,539.65	3,500.00	4,550.01	5,500.00
35-35-6290	Administrative Charge	5,262.00	5,597.00	4,194.00	5,750.00
35-35-7000	Capital Outlay	12,107.67	.00	.00	.00
35-35-8041	Allowance for additional capit	.00	10,000.00	.00	4,000.00
35-35-9500	Transfers Out	324,000.00	223,000.00	167,247.00	232,000.00
Total PARKING FUND EXPENDITURE:		420,197.50	347,000.00	245,538.29	352,305.00
Revenue Total:		348,544.95	347,000.00	291,168.90	355,000.00
Expenditure Total:		420,197.50	347,000.00	245,538.29	352,305.00
Total :		71,652.55	.00	45,630.61	2,695.00

Account Number	Account Title	2022-23 Prior year Actual	2023-24 Current year Budget	2023-24 Current year Actual	2024-25 Proposed Budget
FIRE DEPT P&R REVENUE					
40-60-4250	Town contribution	15,000.00	15,000.00	.00	15,000.00
40-60-4255	State Pension Contribution	3,270.70	2,750.00	.00	2,750.00
40-60-4256	Retirement Rev FD P&R	.00	10,000.00	3,270.70	10,000.00
40-60-4300	Interest and Investment Earnin	5,704.82	.00	.00	.00
40-60-4306	Change in Fair Val of Investme	22,102.46	.00	.00	.00
Total FIRE DEPT P&R REVENUE:		46,077.98	27,750.00	3,270.70	27,750.00
FIRE DEPT P&R EXPENDITURE					
40-60-6110	Contract Services	2,634.15	.00	.00	.00
40-60-6235	Retirement Exp FD P&R	10,505.58	27,750.00	.00	27,750.00
Total FIRE DEPT P&R EXPENDITURE:		13,139.73	27,750.00	.00	27,750.00
Revenue Total:		46,077.98	27,750.00	3,270.70	27,750.00
Expenditure Total:		13,139.73	27,750.00	.00	27,750.00
Total :		32,938.25	.00	3,270.70	.00

Account Number	Account Title	2022-23 Prior year Actual	2023-24 Current year Budget	2023-24 Current year Actual	2024-25 Proposed Budget
OPERATING GRANTS REVENUE					
50-40-4066	RICO Rev - Opr Grants	.00	4,500.00	.00	.00
50-40-4067	Police Dept Rev - Opr Grants	6,550.46	.00	22,452.77	20,000.00
50-40-4068	Fire Dept Rev - Opr Grants	3,013.03	100,000.00	8,396.25	43,000.00
50-40-4100	Operating Grants Revenue	.00	.00	.00	.00
50-40-4101	USDA Search Grant WWTP	.00	32,000.00	.00	32,000.00
50-40-4102	Yavapai County Storm Drainage/	.00	.00	.00	30,000.00
50-40-4103	PZ: SHPO Grant Revenue	.00	.00	.00	.00
50-40-4104	FMI: Water Planning	.00	.00	.00	.00
50-40-4105	Community & Foundation Grant R	.00	20,000.00	.00	20,000.00
50-40-4150	Police: Prop 207 funding	.00	5,000.00	.00	5,000.00
50-40-4185	MISCELLANEOUS grants	5,182.25	350,000.00	.00	350,000.00
50-40-4200	Misc. Judicial Grants	.00	23,500.00	.00	25,000.00
Total OPERATING GRANTS REVENUE:		14,745.74	525,000.00	30,849.02	515,000.00
OPERATING GRANTS EXPENDITURE					
50-40-6100	Misc. Judicial Grant Exp.	.00	23,500.00	.00	25,000.00
50-40-6101	USDA SEARCH grant (WWTP engine	.00	32,000.00	.00	32,000.00
50-40-6102	Yavapai County Storm Drainage/	.00	.00	3,270.00	30,000.00
50-40-6103	PZ: SHPO Grant Expenses	.00	.00	.00	.00
50-40-6104	FMI Water Planning Expenses	.00	.00	.00	.00
50-40-6105	Community Investment 2024	.00	20,000.00	.00	20,000.00
50-40-6110	Contract Services Exp - Opr Gr	.00	.00	.00	.00
50-40-6150	Police: Prop 207 Funding	.00	5,000.00	.00	5,000.00
50-40-6170	Legal Exp - Opr Grants	.00	.00	.00	.00
50-40-6185	Use of MISCELLANEOUS grants	5,182.25	350,000.00	78,701.49	350,000.00
50-40-6236	RICO Exp - Opr Grants	.00	4,500.00	.00	.00
50-40-6237	Police Dept Exp - Opr Grants	9,419.44	.00	.00	20,000.00
50-40-6238	Fire Dept Exp - Opr Grants	3,013.04	100,000.00	895.88	43,000.00
Total OPERATING GRANTS EXPENDITURE:		17,614.73	535,000.00	82,867.37	525,000.00
Revenue Total:		14,745.74	525,000.00	30,849.02	515,000.00
Expenditure Total:		17,614.73	535,000.00	82,867.37	525,000.00
Total :		2,868.99-	10,000.00-	52,018.35-	10,000.00-

Account Number	Account Title	2022-23 Prior year Actual	2023-24 Current year Budget	2023-24 Current year Actual	2024-25 Proposed Budget
CAPITAL GRANTS REVENUE					
60-70-4105	CDBG DeceptioWaterline Revenue	115,458.63	.00	.00	400,000.00
60-70-4106	HURF Exchange Drainage Project	440,175.53	.00	.00	.00
60-70-4107	Yavapai Apache Gaming Donation	25,025.46	24,000.00	8,481.29	16,000.00
60-70-4108	Freeport McMoRan - Social Inve	.00	25,000.00	.00	25,000.00
60-70-4109	Brownfields grant: Lead Paint	.00	.00	.00	.00
60-70-4110	Grant for Healthcare Clinic	.00	.00	.00	.00
60-70-4111	Legislative Funding-Center Ave	19,769.63	.00	.00	500,000.00
60-70-4112	Congressional Funding Hydrants	.00	.00	.00	.00
60-70-4185	Miscellaneous Capital Grants	.00	500,000.00	.00	500,000.00
60-70-4195	American Rescue Fund AZ State	151,460.96	10,000.00	.00	.00
60-70-4200	Federal Grants	.00	1,750,000.00	.00	2,500,000.00
Total CAPITAL GRANTS REVENUE:		751,890.21	2,309,000.00	8,481.29	3,941,000.00
CAPITAL GRANTS EXPENDITURE					
60-70-6105	CDBG DeceptiWaterline Expenses	154,704.25	.00	.00	400,000.00
60-70-6106	HURF Exchange Drainage Expense	416,145.53	.00	.00	.00
60-70-6107	Yavapai Apache Grant Expenses	25,025.51	24,000.00	.00	16,000.00
60-70-6108	Freeport McMoRan - Social Inve	.00	25,000.00	.00	25,000.00
60-70-6109	Brownfields grant: Lead Paint	.00	.00	.00	.00
60-70-6110	Grant for Healthcare Clinic	.00	.00	.00	.00
60-70-6111	Legislative Funding-CenterAve	19,749.63	.00	.00	500,000.00
60-70-6112	Congressional Funding Hydrants	.00	.00	.00	.00
60-70-6140	Engineering Exp - Cap Grants	.00	.00	.00	.00
60-70-6185	Misc Exp - Cap Grants	.00	500,000.00	165.00	500,000.00
60-70-6195	American Rescue Fund AZ State	15,291.61	10,000.00	.00	.00
60-70-6200	Federal RAISE Grant Exp	.00	1,750,000.00	.00	2,500,000.00
60-70-6215	R&M Building Exp - Cap Grants	.00	.00	.00	.00
60-70-6230	R&M Infrastructure Exp - Cap G	.00	.00	.00	.00
60-70-7020	Operating Equip, Cap Outlay -	24,030.00	.00	.00	.00
Total CAPITAL GRANTS EXPENDITURE:		654,946.53	2,309,000.00	165.00	3,941,000.00
Revenue Total:		751,890.21	2,309,000.00	8,481.29	3,941,000.00
Expenditure Total:		654,946.53	2,309,000.00	165.00	3,941,000.00
Total :		96,943.68	.00	8,316.29	.00

Account Number	Account Title	2022-23 Prior year Actual	2023-24 Current year Budget	2023-24 Current year Actual	2024-25 Proposed Budget
GENERAL FUND CONTINGENCIES REV					
70-25-4090	Wildlands Rev - Contingency	11,741.97	75,000.00	.00	75,000.00
70-25-4295	Excess Sales Tax- Misc	.00	2,382,500.00	65,933.25	2,350,000.00
Total GENERAL FUND CONTINGENCIES REV:		11,741.97	2,457,500.00	65,933.25	2,425,000.00
GNERLA FUND CONTINGENCIES EXP					
70-25-6276	Wildlands Exp - Contingency	15,972.88	75,000.00	8,355.45	75,000.00
70-25-6295	Expense - GF Contingencies	1,812.78	2,382,500.00	14,183.22	2,350,000.00
70-25-7025	Vehicles, Cap Exp, GF Contgy	83,883.33	.00	.00	.00
70-25-9500	Transfer Out	320,000.00	.00	.00	.00
Total GNERLA FUND CONTINGENCIES EXP:		421,668.99	2,457,500.00	22,538.67	2,425,000.00
Revenue Total:		11,741.97	2,457,500.00	65,933.25	2,425,000.00
Expenditure Total:		421,668.99	2,457,500.00	22,538.67	2,425,000.00
Total :		409,927.02-	.00	43,394.58	.00

Account Number	Account Title	2022-23 Prior year Actual	2023-24 Current year Budget	2023-24 Current year Actual	2024-25 Proposed Budget
UTILITIES CONTINGENCIES REV					
80-55-4295	Revenue - UF Contingencies	75,480.48-	200,000.00	.00	500,000.00
80-55-4900	Transfers In	320,000.00	.00	.00	.00
Total UTILITIES CONTINGENCIES REV:		244,519.52	200,000.00	.00	500,000.00
UTILITIES CONTINGENCIES EXP					
80-55-6295	Expense - UF Contingencies	.00	200,000.00	.00	500,000.00
Total UTILITIES CONTINGENCIES EXP:		.00	200,000.00	.00	500,000.00
Revenue Total:		244,519.52	200,000.00	.00	500,000.00
Expenditure Total:		.00	200,000.00	.00	500,000.00
Total :		244,519.52	.00	.00	.00

Account Number	Account Title	2022-23 Prior year Actual	2023-24 Current year Budget	2023-24 Current year Actual	2024-25 Proposed Budget
CAPITAL FUND REVENUES					
90-57-4300	Bank Interest - Capital Fund	257.82	200.00	208.84	225.00
90-57-4303	Interest - WWTP	420.83	500.00	486.25	575.00
90-57-4510	Bridge Loan Wastewater Treatme	.00	.00	.00	.00
90-57-4515	Interim WWTP Loan	.00	2,000,000.00	.00	2,000,000.00
90-57-4520	CARRYOVER Capital Fund	.00	.00	.00	.00
90-57-4900	Transfers In - Capital Fund	470,000.00	.00	.00	.00
Total CAPITAL FUND REVENUES:		470,678.65	2,000,700.00	695.09	2,000,800.00
CAPITAL FUND EXPENDITURES					
90-57-7024	New shuttle van (trade)	35,000.00-	.00	.00	.00
90-57-7025	Downpayment on new garbage trk	.00	.00	.00	.00
90-57-7026	Housing Purchase Expense	294,626.07	.00	.00	.00
90-57-7027	Wastewater Treatment Design Ex	137,715.16	.00	460,542.54	.00
90-57-7028	Third Water Tank Design	.00	.00	.00	.00
90-57-7030	Interim WWTP Loan Exp	10,840.00	2,000,700.00	7,317.50	2,000,000.00
Total CAPITAL FUND EXPENDITURES:		408,181.23	2,000,700.00	467,860.04	2,000,000.00
Revenue Total:		470,678.65	2,000,700.00	695.09	2,000,800.00
Expenditure Total:		408,181.23	2,000,700.00	467,860.04	2,000,000.00
Total :		62,497.42	.00	467,164.95-	800.00
Grand Totals:		78,865.29-	10,000.00-	107,544.07-	3,158.00-

Report Criteria:
Includes all accounts
Includes grand totals

FUND BALANCE RECAP:

UNRESTRICTED general fund balance @ 7/1/23, per audited financial statements	1,576,904	
Plus: Anticipated surplus FY24	285,000	
NET ESTIMATED UNRESTRICTED FUND BALANCE @ 7/1/24	1,861,904	
2024-25 GENERAL FUND OPERATING EXPENSES (per draft): net of capital expenditures and subsidies to other funds	3,048,050	
FUND BALANCE PERCENTAGE	61%	
Minimum fund balance per Financial Operations Manual adopted by Council: 25% of general fund operating expenses	762,013	
Potentially available for use*	1,099,891	
Used in this draft (excluding contingencies)	(407,000)	
General Fund Balance remaining available for use	692,891	
Total General fund balance remaining	1,454,904	
Percentage of GF operating expenses	48%	
Utilities Fund Balance @ 7/1/23	(225,092)	
Less: EST. Difference - Surplus / (deficit) FY24	155,000	
TOTAL ESTIMATED UTILITIES FUND BALANCE @ 7/1/24	(70,092)	
Utilized in this draft	200,150	
Utilities Fund Balance remaining for use	(270,242)	
HURF Fund Balance @ 7/1/23	19,649	
Less: Difference - Surplus / (deficit) FY24	0	
TOTAL ESTIMATED HURF FUND BALANCE @ 7/1/24	19,649	
Utilized in this draft	0	
HURF Fund Balance remaining for use	19,649	
PARKING fund balance @ 7/1/2023	269,717	
Estimated surplus / Deficit, FY24	25,000	
TOTAL ESTIMATED PARKING FUND BAL @ 7/1/2024	294,717	
Utilized in this draft	0	
PARKING Fund Balance remaining for use	294,717	

**TOWN OF JEROME
BUDGET CALENDAR 2024-25**

	<u>PROPOSED</u>	
	<u>DATE</u>	<u>Legal Requirement</u>
Adopt tentative budget	5/28/24	<u>On or before third Monday in July (7/18) A.R.S. 42-17101</u>
Publish budget once a week for two consecutive weeks; include time and place of budget hearing and a statement indicating where proposed budget may	6/1/24 6/8/24	<u>A.R.S. 42-17103</u>
Publish tentative budget summary on website and make available at library	6/4/24	<u>within seven days of adoption</u>
Special Meeting to Hold Public Hearing on budget and property tax levy.	6/11/24	<u>On or before 14th day before the tax levy is adopted</u>
Regular Council meeting - adopt final proposed budget - Resolution.	6/11/24	<u>Following public hearing</u>
Publish final adopted budget on website and make available at library	6/18/24	<u>within seven days of adoption</u>
Adopt property tax levy Resolution and forward certified copy of tax levy resolution to county.	7/9/24	<u>On or before third Monday in August (8/15)</u>