



TOWN OF JEROME

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

AGENDA

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

TUESDAY, APRIL 08, 2025, AT 7:00 PM

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

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

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

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

1. CALL TO ORDER/ROLL CALL

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

2. PROCLAMATIONS

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

Mayor Barber will read or summarize the proclamation.

B. Proclamation: April as Sexual Assault Awareness Month

Mayor Barber will read or summarize / paraphrase the proclamation.

C. Representatives from Colby and Powell will Present the Firm's Audit of Jerome's Financial Statements for Fiscal Year 2024.

Council may make a motion to accept the FY 2024 Audit findings.

3. FINANCIAL REPORTS

Discussion/Possible Action

A. Financial Report and Detail Invoice Register Report for March, 2025

Council will consider and may approve the financial reports for month ending March, 2025.

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. 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.

7. APPROVAL OF MINUTES

Discussion/Possible Action

- A. Consider Approval of the March 11th, 2025, Regular Council Meeting Minutes**

Council will consider and may approve the March 11th, Regular Council Meeting minutes.

8. ORDINANCES AND RESOLUTIONS

Discussion/Possible Action

- A. Consideration of First Reading of Ordinance No. 493 Amending the Town Zoning Map in Accord with the Planning and Zoning Commission Recommendation to Rezone 537 School Street from C-1, to the Dual Zone of C1/R2**

Council will consider and may approve first reading of Ordinance No. 493.

9. UNFINISHED BUSINESS

Discussion/Possible Action

- A. Consider Taking the Item from the Table and Discussion and Update / Possible Direction Regarding the Proposed Community Garden and the Community Garden Shed Along with Updated Discussion on Fruit Trees for the Community Garden**

Council will be provided an update regarding the proposed community garden and shed, and may provide staff direction, along with discussing fruit tree additions to the community garden.

10. NEW BUSINESS

Discussion/Possible Action

A. Consider Proposal and Agreement from Southwestern Environmental Consultants (SEC) for Engineering and Design Plans for Verde Central Line and Deception Water Improvements (WIFA Grant Funded)

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

B. 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.

C. Consideration of a New Tenant for 500 Main Street and Setting Terms of the Lease Agreement

Council will consider and may select a new tenant, along with setting the lease terms (duration and rent amount) for 500 Main Street unit.

D. Consider Approval of the Design Review Board's Recommendation of Design Guidelines for the Town of Jerome

Council will consider and may approve the Design Guidelines.

11. TO AND FROM THE COUNCIL

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

12. EXECUTIVE SESSION On a public majority vote of the members, Council may enter into executive session in accordance with ARS § 38-431.03 (A)(4) Discussion or consultation with the attorneys of the public body in order to consider its position and instruct its attorneys regarding the public body's position regarding contracts that are the subject of negotiations, in pending or contemplated litigation or in settlement discussions conducted in order to avoid or resolve litigation; and

ARS § 38-431.03 (A)(7) Discussions or consultations with designated representatives of the public body in order to consider its position and instruct its representatives regarding negotiations for the purchase, sale or lease of real property.

A. Discussion and Negotiations for Easements for the Town's Wastewater Treatment Plant Upgrade

The Council may provide its representatives and legal counsel with instructions regarding negotiations for easements for completing the wastewater treatment plant upgrade.

B. Return to Regular, Open Session and Consider Action to be Taken from the Executive Session

Council may make a motion to take necessary action as a result of the Executive Session discussions, to include, but not limited to the approval of settlement terms of litigation with Verde Exploration, Ltd. and Jerome Verde Development Co., and a potential settlement agreement.

13. ADJOURNMENT

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

CERTIFICATION OF POSTING OF NOTICE

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

Kristen Muenz, Deputy Town Clerk

File Attachments for Item:

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

Mayor Barber will read or summarize the proclamation.



Founded 1876
Incorporated 1899

TOWN OF JEROME, ARIZONA

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Item A.

FAIR HOUSING PROCLAMATION

WHEREAS, The National Fair Housing Law of 1986, as amended by the Fair Housing Amendments Act of 1988 prohibits discrimination in housing and declares it a national policy to provide within constitutional limits, for fair housing in the United States; and

WHEREAS, the principle of Fair Housing is not only national law and national policy but a fundamental human concept and entitlement for all Americans; and

WHEREAS, April has traditionally been designated as Fair Housing Month in the United States.

NOW, THEREFORE, BE IT RESOLVED, that I, Christina “Alex” Barber, Mayor of the Town of Jerome, Arizona, on behalf of the Town Council, do hereby proclaim April as “Fair Housing Month” in the Town of Jerome, and do hereby encourage all citizens of this community to comply with the letter and spirit of the Fair Housing Law.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the Town of Jerome, Arizona, to be affixed this 8th day of April, 2025.

Christina “Alex” Barber, Mayor Town of Jerome

File Attachments for Item:

B. Proclamation: April as Sexual Assault Awareness Month

Mayor Barber will read or summarize / paraphrase the proclamation.



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Item B.

Sexual Assault Awareness Month Proclamation

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

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

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

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

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

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

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

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

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

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

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

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the Town of Jerome, Arizona, to be affixed this 8th day of April, 2025.

Christina “Alex” Barber, Mayor Town of Jerome

File Attachments for Item:

C. Representatives from Colby and Powell will Present the Firm's Audit of Jerome's Financial Statements for Fiscal Year 2024.

Council may make a motion to accept the FY 2024 Audit findings.

TOWN OF JEROME, ARIZONA

Annual Financial Statements
and Independent Auditors' Report

June 30, 2024

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INDEPENDENT AUDITORS' REPORT

To the Town Council
Town of Jerome, Arizona

Opinions

We have audited the accompanying financial statements of the governmental activities, the business-type activities, and each major fund of the Town of Jerome, Arizona, as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, and each major fund of the Town of Jerome, Arizona, as of June 30, 2024, and the respective changes in financial position, and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Town of Jerome, Arizona, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America; and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Town of Jerome, Arizona's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatements, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgement and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Town of Jerome, Arizona's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Town of Jerome, Arizona's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

The Town of Jerome, Arizona has not presented the Management's Discussion and Analysis that accounting principles generally accepted in the United States of America has determined is necessary to supplement, although not required to be part of, the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context.

Accounting principles generally accepted in the United States of America require that the Budgetary Comparison Schedules and net pension liability and other post-employment benefit plan information, as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated April 8, 2024, on our consideration of the Town of Jerome, Arizona's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Town of Jerome, Arizona's internal control over financial reporting and compliance.

Other Reporting Required by Arizona Revised Statutes

In connection with our audit, nothing came to our attention that caused us to believe that the Town failed comply with the authorized transportation purposes, insofar as they relate to accounting matters, for Highway User Revenue Fund monies it received pursuant to Arizona Revised Statutes Title 28, Chapter 18, Article 2 and any other dedicated state transportation revenues it received. However, our audit was not directed primarily toward obtaining knowledge of such noncompliance. Accordingly, had we performed additional procedures; other matters may have come to our attention regarding the Town's noncompliance with authorized transportation purposes referred to above, insofar as they relate to accounting matters.

The communication related to compliance over the use of Highway User Revenue Fund and other dedicated State transportation revenue monies in the preceding paragraph is intended solely for the information and use of the members of the Arizona State Legislature, the Auditor General of the State of Arizona, the Town Council, management, and other responsible parties within the Town and is not intended to be and should not be used by anyone other than these specified parties.

Colby + Powell

January 10, 2025

TOWN OF JEROME, ARIZONA
Statement of Net Position
June 30, 2024

	Primary Government		Total
	Governmental Activities	Business-type Activities	
ASSETS			
Cash and cash equivalents	\$ 2,631,692	\$ 177,578	\$ 2,809,270
Cash and cash equivalents, restricted	-	31,648	31,648
Accounts receivable-net	-	43,658	43,658
Taxes receivable	5,275	-	5,275
Due from other governments	263,354	-	263,354
Leases receivable	181,939	-	181,939
Inventories	13,193	-	13,193
Net pension/OPEB asset	1,727	-	1,727
Capital assets, not being depreciated	362,468	707,781	1,070,249
Capital assets, being depreciated, net	1,690,236	2,276,230	3,966,466
Total assets	5,149,884	3,236,895	8,386,779
DEFERRED OUTFLOWS OF RESOURCES			
Deferred outflows related to pensions and other postemployment benefits	148,780	-	148,780
LIABILITIES			
Accounts payable	65,015	16,753	81,768
Accrued expenses	83,155	72,000	155,155
Deposits held for others	6,849	31,648	38,497
Unearned revenue	790,814	-	790,814
Noncurrent liabilities			
Due within 1 year	27,710	904,563	932,273
Due in more than 1 year	214,711	1,521	216,232
Total liabilities	1,188,254	1,026,485	2,214,739
DEFERRED INFLOWS OF RESOURCES			
Deferred inflows related to leases	181,939	-	181,939
Deferred inflows related to pensions and other postemployment benefits	7,533	-	7,533
Total deferred inflows of resources	189,472	-	189,472
NET POSITION			
Net investment in capital assets	2,052,704	2,084,011	4,136,715
Restricted for:			
Court enhancement fund	24,783	-	24,783
Public works and streets	72,166	-	72,166
Community development	249,828	-	249,828
Unrestricted	1,521,457	126,399	1,647,856
Total net position	\$ 3,920,938	\$ 2,210,410	\$ 6,131,348

See accompanying notes to financial statements.

TOWN OF JEROME, ARIZONA
Statement of Activities
June 30, 2024

Functions / Programs	Expenses	Program Revenues			Net (Expenses) Revenue and Changes in Net Position		
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Primary Government		Total
					Governmental Activities	Business-type Activities	
Primary government:							
Governmental activities							
General government	\$ 601,260	\$ 19,168	\$ -	\$ 57,555	\$ (524,537)	\$ -	\$ (524,537)
Public safety	1,529,337	257,302	34,352	1,593	(1,236,090)	-	(1,236,090)
Public works and streets	160,264	-	48,503	26,187	(85,574)	-	(85,574)
Community development	278,098	86,267	-	-	(191,831)	-	(191,831)
Parking	97,309	377,291	-	-	279,982	-	279,982
Culture and recreation	134,738	-	22,577	-	(112,161)	-	(112,161)
Interest on long-term debt	2,603	-	-	-	(2,603)	-	(2,603)
Total governmental activities	2,803,609	740,028	105,432	85,335	(1,872,814)	-	(1,872,814)
Business-type activities							
Utilities	734,279	514,693	-	-	-	(219,586)	(219,586)
Total business-type activities	734,279	514,693	-	-	-	(219,586)	(219,586)
Total primary government	\$ 3,537,888	\$ 1,254,721	\$ 105,432	\$ 85,335	(1,872,814)	(219,586)	(2,092,400)
General revenues:							
Taxes:							
Property taxes					47,501	-	47,501
Town sales taxes					1,429,591	-	1,429,591
Franchise taxes					19,090	-	19,090
Shared revenue-State sales tax					70,072	-	70,072
Shared revenue-Urban revenue					397,487	-	397,487
Shared revenue-State vehicle license tax					39,408	-	39,408
Investment earnings					27,365	-	27,365
Miscellaneous					18,385	-	18,385
Transfers					(206,907)	206,907	-
Total general revenues and transfers					1,841,992	206,907	2,048,899
Change in net position					(30,822)	(12,679)	(43,501)
Net position, beginning of year					3,951,760	2,223,089	6,174,849
Net position, end of year					<u>\$ 3,920,938</u>	<u>\$ 2,210,410</u>	<u>\$ 6,131,348</u>

See accompanying notes to financial statements.

TOWN OF JEROME, ARIZONA
Governmental Funds
Balance Sheet
June 30, 2024

	General Fund	HURF Fund	Grants Fund	Total Governmental Funds
ASSETS				
Cash and cash equivalents	\$ 1,597,187	\$ 68,093	\$ 966,412	\$ 2,631,692
Taxes receivable	5,275	-	-	5,275
Due from other governments	196,889	4,978	61,487	263,354
Leases receivable	181,939	-	-	181,939
Inventories	-	-	13,193	13,193
Total assets	\$ 1,981,290	\$ 73,071	\$ 1,041,092	\$ 3,095,453
LIABILITIES				
Accounts payable	\$ 63,660	\$ 905	\$ 450	\$ 65,015
Accrued expenses	83,155	-	-	83,155
Deposits held for others	6,849	-	-	6,849
Unearned revenue	-	-	790,814	790,814
Total liabilities	153,664	905	791,264	945,833
DEFERRED INFLOWS OF RESOURCES				
Deferred inflows related to leases	181,939	-	-	181,939
FUND BALANCES				
Restricted for:				
Court enhancement	24,783	-	-	24,783
Public works and streets	-	72,166	-	72,166
Community development	-	-	249,828	249,828
Unassigned	1,620,904	-	-	1,620,904
Total fund balances	1,645,687	72,166	249,828	1,967,681
Total liabilities and fund balances	\$ 1,981,290	\$ 73,071	\$ 1,041,092	\$ 3,095,453

See accompanying notes to financial statements.

TOWN OF JEROME, ARIZONA
Governmental Funds
Reconciliation of the Governmental Balance Sheet
to the Government-wide Statement of Net Position
June 30, 2024

Fund balances-total governmental funds	\$ 1,967,681
Amounts reported for governmental activities in the statement of net position are different because:	
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds.	2,052,704
Long-term liabilities, such as net pension/OPEB liabilities and leases payable, are not due and payable in the current period and, therefore, are not reported as a liability in the funds.	(242,421)
Deferred outflows and inflows of resources related to pensions/OPEB are applicable to future reporting periods and, therefore, are not reported in the funds.	<u>141,247</u>
Net position of governmental activities	<u><u>\$ 3,920,938</u></u>

See accompanying notes to financial statements.

TOWN OF JEROME, ARIZONA
Governmental Funds
Statement of Revenues, Expenditures, and Changes in Fund Balances
Year Ended June 30, 2024

	General Fund	HURF Fund	Grants Fund	Total Governmental Funds
Revenues				
Taxes	\$ 1,477,092	\$ -	\$ -	\$ 1,477,092
Intergovernmental	598,230	48,503	60,540	707,273
Charges for services	175,255	-	-	175,255
Parking	377,454	-	-	377,454
Fines and forfeits	94,689	-	-	94,689
Licenses and permits	35,173	-	-	35,173
Miscellaneous	25,176	-	-	25,176
Investment earnings	23,655	3,710	-	27,365
Donations and grants	2,662	-	57,555	60,217
Total revenues	2,809,386	52,213	118,095	2,979,694
Expenditures				
Current				
General government	535,918	-	-	535,918
Public safety	1,348,481	-	35,187	1,383,668
Public works and streets	-	140,447	-	140,447
Community development	269,516	-	7,957	277,473
Parking	97,309	-	-	97,309
Culture and recreation	134,005	-	-	134,005
Debt service				
Principal	10,226	108	-	10,334
Interest	2,603	-	-	2,603
Capital outlay	11,869	50,874	74,549	137,292
Total expenditures	2,409,927	191,429	117,693	2,719,049
Excess (deficiency) of revenues over expenditures	399,459	(139,216)	402	260,645
Other financing sources (uses)				
Transfers	(398,640)	191,733	-	(206,907)
Total other financing sources (uses)	(398,640)	191,733	-	(206,907)
Net change in fund balances	819	52,517	402	53,738
Fund balances, beginning of year	1,644,868	19,649	249,426	1,913,943
Fund balances, end of year	\$ 1,645,687	\$ 72,166	\$ 249,828	\$ 1,967,681

See accompanying notes to financial statements.

TOWN OF JEROME, ARIZONA
Governmental Funds
Reconciliation of the Governmental Funds Statement of Revenues, Expenditures,
and Changes in Fund Balances to the Government-wide Statement of Activities
Year Ended June 30, 2024

Net change in fund balances-total governmental funds \$ 53,738

Amounts reported for governmental activities in the statement of activities are because:

Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense

Capital outlay	137,292	
Depreciation expense	(176,247)	(38,955)

Town pension/OPEB contributions are reported as expenditures in the governmental funds when made. However they are reported as deferred outflows of resources in the statement of net position because the reported net pension/OPEB liability is measured a year before the Town's report date. Pension/OPEB expense, which is the change in the net pension/OPEB liability adjusted for changed in deferred outflows and inflows of resources related to pensions/OPEB, is reported in the statement of activities.

Town pension/OPEB contributions	35,779	
Pension/OPEB expense	(93,823)	(58,044)

Debt proceeds provide current financial resources to governmental funds, but issuing debt increases long-term liabilities in the statement of net position. Repayment of debt principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of position.

Debt principal repaid		10,334
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Under the modified accrual basis of accounting used in the governmental funds, expenditures are not recognized for transactions that are not normally paid with expendable available resources. In the statement of activities, however, which is presented on the accrual basis of accounting, expenses are reported regardless of when the financial resources are available.

Decrease in compensated absences		2,105
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Change in net position of governmental activities \$ (30,822)

TOWN OF JEROME, ARIZONA
Proprietary Funds
Statement of Net Position
June 30, 2024

	Utilities Fund
ASSETS	
Current assets	
Cash and cash equivalents	\$ 177,578
Cash and cash equivalents, restricted	31,648
Accounts receivable-net	43,658
Total current assets	252,884
Noncurrent assets	
Capital assets, not being depreciated	707,781
Capital assets, being depreciated, net	2,276,230
Total noncurrent assets	2,984,011
Total assets	3,236,895
LIABILITIES	
Current liabilities	
Accounts payable	16,753
Accrued expenses	72,000
Deposits held for customers	31,648
Compensated absences payable, current portion	4,563
Note payable, current portion	900,000
Total current liabilities	1,024,964
Noncurrent liabilities	
Compensated absences payable	1,521
Total liabilities	1,026,485
NET POSITION	
Net investment in capital assets	2,084,011
Unrestricted	126,399
Total net position	\$ 2,210,410

See accompanying notes to financial statements.

TOWN OF JEROME, ARIZONA
Proprietary Funds
Statement of Revenues, Expenses, and Changes in Fund Net Position
Year Ended June 30, 2024

	Utilities Fund
Operating revenues	
Charges for services	
Sanitation user fees	\$ 175,756
Water user fees	171,263
Sewer user fees	166,828
Miscellaneous	846
Total operating revenues	514,693
 Operating expenses	
Personnel	304,488
Depreciation	97,424
Contract services	54,000
Repairs and maintenance	111,616
Office	35,347
Fees and permits	23,105
Insurance	49,683
Fuel	11,942
Miscellaneous	5,057
Legal and professional	1,961
Tools and equipment	766
Utilities	2,878
Total operating expenses	698,267
 Operating income (loss)	(183,574)
 Nonoperating revenues (expenses)	
Interest expense	(36,012)
 Income (loss) before contributions and transfers	(219,586)
 Transfers	206,907
 Increase (decrease) in net position	(12,679)
 Net position, beginning of year	2,223,089
 Net position, end of year	\$ 2,210,410

See accompanying notes to financial statements.

TOWN OF JEROME, ARIZONA
Proprietary Funds
Statement of Cash Flows
Year Ended June 30, 2024

	Utilities Fund
Cash flows from operating activities	
Receipts from customers	\$ 505,011
Payments to suppliers and providers of goods and services	(406,964)
Payments to employee wages and benefits	(304,156)
Net cash provided by (used for) operating activities	(206,109)
 Cash flows from noncapital financing activities	
Transfers to other funds	206,907
 Cash flows from capital and related financing activities	
Principal paid on capital lease	(746)
Interest paid	(12)
Purchase of capital assets	(632,508)
Net cash provided by (used for) capital and related financing activities	(633,266)
 Net increase (decrease) in cash and cash equivalents	(632,468)
 Cash and cash equivalents, beginning of year	841,694
 Cash and cash equivalents, end of year	\$ 209,226
 Cash and cash equivalents	\$ 177,578
Cash and cash equivalents, restricted	31,648
 Cash and cash equivalents, end of year	\$ 209,226

See accompanying notes to financial statements.

TOWN OF JEROME, ARIZONA
Proprietary Funds
Statement of Cash Flows
Year Ended June 30, 2024
(Continued)

	<u>Utilities</u> <u>Fund</u>
Reconciliation of operating income (loss) to net cash provided by (used for) operating activities:	
Operating income (loss)	\$ (183,574)
Adjustments to reconcile operating income to net cash provided by (used for) operating activities:	
Depreciation	97,424
Changes in assets and liabilities:	
Account receivable	(11,441)
Accounts payable	(103,203)
Accrued expenses	(7,406)
Deposits held for customers	1,759
Compensated absences	332
Net cash provided by (used for) operating activities	<u><u>\$ (206,109)</u></u>

See accompanying notes to financial statements.

TOWN OF JEROME, ARIZONA
Fiduciary Fund
Statement of Fiduciary Net Position
June 30, 2024

	Pension Trust Fund
ASSETS	
Cash and cash equivalents	\$ 18,162
Investments, at fair value	189,886
Due from Town	19,538
Total assets	<u>227,586</u>
NET POSITION	
Held in trust for investment trust participants	<u>\$ 227,586</u>

See accompanying notes to financial statements.

TOWN OF JEROME, ARIZONA
Fiduciary Fund
Statement of Changes in Fiduciary Net Position
Year Ended June 30, 2024

	<u>Pension Trust Fund</u>
Additions:	
Contributions	\$ 19,236
Investment earnings:	
Interest and dividends	5,529
Net increase (decrease) in fair value of investments	<u>24,741</u>
Total additions	<u>49,506</u>
Deductions:	
Distributions to participants	31,636
Administrative fees	<u>4,983</u>
Total deductions	<u>36,619</u>
Change in net position	12,887
Net position, beginning of year	<u>214,699</u>
Net position, end of year	<u><u>\$ 227,586</u></u>

See accompanying notes to financial statements.

TOWN OF JEROME, ARIZONA
Notes to Financial Statements
June 30, 2024

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Town of Jerome, Arizona’s accounting policies conform to generally accepted accounting principles applicable to governmental units adopted by the Governmental Accounting Standards Board (GASB).

A. Reporting Entity

The Town is a general-purpose local government that is governed by a separately elected Town Council. The accompanying financial statements present the activities of the Town (the primary government).

B. Basis of Presentation

The basic financial statements include both government-wide statements and fund financial statements. The government-wide statements focus on the Town as a whole, while the fund statements focus on major funds. Each presentation provides valuable information that can be analyzed and compared between years and between governments to enhance the information’s usefulness.

Government-wide statements—Provide information about the primary government (the Town). The statements include a statement of net position and a statement of activities. These statements report the overall government’s financial activities, except for fiduciary activities. They also distinguish between the Town’s governmental and business-type activities. Governmental activities generally are financed through taxes and intergovernmental revenues. Business-type activities are financed in whole or in part by fees charged to external parties.

A statement of activities presents a comparison between direct expenses and program revenues for each function of the Town’s governmental activities and segment of its business-type activities. Direct expenses are those that are specifically associated with a program or function and, therefore, are clearly identifiable to a particular function. The Town does not allocate indirect expenses to programs or functions. Program revenues include:

- charges to customers or applicants for goods, services, or privileges provided;
- operating grants and contributions; and
- capital grants and contributions, including special assessments.

TOWN OF JEROME, ARIZONA
Notes to Financial Statements
June 30, 2024

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

Revenues that are not classified as program revenues, including internally dedicated resources and all taxes the Town levies or imposes, are reported as general revenues.

Generally, the effect of interfund activity has been eliminated from the government-wide financial statements to minimize the double-counting of internal activities. However, charges for interfund services provided and used are not eliminated if the prices approximate their external exchange values.

Fund financial statements—Provide information about the Town’s funds, including fiduciary funds. Separate statements are presented for the governmental, proprietary, and fiduciary fund categories. The emphasis of fund financial statements is on major governmental and enterprise funds, each displayed in a separate column. All remaining governmental and enterprise funds are aggregated and reported as nonmajor funds. Fiduciary funds are aggregated and reported by fund type.

Proprietary fund revenues and expenses are classified as either operating or nonoperating. Operating revenues and expenses generally result from transactions associated with the fund’s principal activity. Accordingly, revenues, such as user charges and insurance premiums, in which each party receives and gives up essentially equal values are operating revenues. Other revenues, such as subsidies, result from transactions in which the parties do not exchange equal values and are considered nonoperating revenues along with investment earnings and revenues ancillary activities generate. Operating expenses include the cost of services, administrative expenses, and depreciation on capital assets. Other expenses, such as interest expense, are considered nonoperating expenses.

The Town reports the following major governmental funds:

The ***General Fund*** is the Town’s primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

The ***HURF Fund*** accounts for specific revenue received from the State of Arizona Highway User Revenue Fund which is legally restricted to expenditures for specified purposes.

The ***Grants Fund*** accounts for financial resources received from various entities. Restrictions on the use of these resources are derived from the agreements from which the resources were provided.

The Town reports the following major enterprise fund:

The ***Utilities Fund*** accounts for operations of the Town-owned water, sewer, and sanitation, that are financed and operated in a manner similar to private business enterprises, in which the intent of the Town Council is that the costs (expenses, including depreciation) of providing goods or

TOWN OF JEROME, ARIZONA
Notes to Financial Statements
June 30, 2024

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

services to the general public on a continuing basis be financed or recovered primarily through user charges; or for which the Town Council has decided that periodic determination of revenue earned, expenses incurred, or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

The Town reports the following fund types:

The ***Pension Trust Fund*** accounts for the Town’s Volunteer Firefighter’s Relief and Pension Fund, a defined contribution plan for which the assets are held by the Town in a trustee capacity.

C. Basis of Accounting

The government-wide, proprietary fund, and fiduciary fund financial statements are presented using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flows take place. Property taxes are recognized as revenue in the year for which they are levied. Grants and donations are recognized as revenue as soon as all eligibility requirements the provider imposed have been met.

Under the terms of grant agreements, the Town funds certain programs by a combination of grants and general revenues. Therefore, when program expenses are incurred, there are both restricted and unrestricted resources available to finance the program. The Town applies grant resources to such programs before using general revenues.

Governmental funds in the fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under this method, revenues are recognized when they become both measurable and available. The Town considers all revenues reported in the governmental funds to be available if the revenues are collected within 60 days after year-end. The Town’s major revenue sources that are susceptible to accrual are property taxes, special assessments, intergovernmental, charges for services, and investment earnings. Expenditures are recorded when the related fund liability is incurred, except for principal and interest on general long-term debt, claims and judgments, compensated absences, landfill closure and post closure care costs, and pollution remediation obligations, which are recognized as expenditures to the extent they are due and payable. General capital asset acquisitions are reported as expenditures in governmental funds. Issuances of general long-term debt and acquisitions under capital lease agreements are reported as other financing sources.

D. Cash and Investments

For the statement of cash flows, the Town’s cash and cash equivalents are considered to be cash on hand, demand deposits, investments in the State Treasurer’s local government investment

TOWN OF JEROME, ARIZONA
Notes to Financial Statements
June 30, 2024

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

pool, and only those highly liquid investments with a maturity of three months or less when purchased.

Cash and investments are pooled, except for investments that are restricted under provisions of bond indentures or other restrictions that are required to be reported in the individual funds.

Arizona Revised Statutes authorize the Town to invest public monies in the State Treasurer’s local government investment pools, the County Treasurer’s investment pool, obligations of the U.S. Government and its agencies, obligations of the state and certain local government subdivisions, interest-bearing savings accounts and certificates of deposit, collateralized repurchase agreements, certain obligations of U.S. corporations, and certain other securities. Investments are stated at fair value.

Arizona statute requires a pooled collateral program for public deposits and a Statewide Collateral Pool Administrator (Administrator) in the State Treasurer’s Office. The purpose of the pooled collateral program is to ensure that governmental entities’ public deposits placed in participating depositories are secured with collateral of 102 percent of the public deposits, less any applicable deposit insurance. An eligible depository may not retain or accept any public deposit unless it has deposited the required collateral with a qualified escrow agent or the Administrator. The Administrator manages the pooled collateral program, including reporting on each depository’s compliance with the program.

E. Allowance for Uncollectible Accounts

Allowances for uncollectible accounts receivable are estimated by the Town. The amount recorded as uncollectible at June 30, 2024 in the Utilities Fund was \$21,000.

F. Inventories

The Town accounts for its inventories in the governmental funds using the consumption method. Inventories of the governmental funds consist of expendable supplies held for consumption and are recorded as expenditures at the time of consumption.

These inventories are stated at cost using the first-in, first-out (FIFO) method of valuation.

G. Property Tax Calendar

Property taxes are recognized as revenue in the fiscal year they are levied and collected or if they are collected within 60 days subsequent to fiscal year-end. Property taxes not collected within 60 days subsequent to fiscal year-end are reported as unavailable revenue. Property taxes collected in advance of the fiscal year for which they are levied are reported as unearned revenue.

TOWN OF JEROME, ARIZONA
Notes to Financial Statements
June 30, 2024

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

The Town levies real property taxes on or before the third Monday in August that become due and payable in two equal installments. The first installment is due on the first day of October and becomes delinquent after the first business day of November. The second installment is due on the first day of March of the next year and becomes delinquent after the first business day of May.

A lien assessed against real and personal property attaches on the first day of January preceding assessment and levy.

H. Capital Assets

Capital assets are reported at actual cost (or estimated historical cost if historical records are not available). Donated assets are reported at acquisition value.

Capitalization thresholds (the dollar values above which asset acquisitions are added to the capital asset accounts), depreciation methods, and estimated useful lives of capital assets are as follows:

	Capitalization Threshold	Depreciation Method	Estimated Useful Life (years)
Land	\$ 5,000	N/A	N/A
Buildings and improvements	5,000	Straight-line	5-30
Machinery and equipment	5,000	Straight-line	3-20
Vehicles	5,000	Straight-line	5-10
Water system and improvements	5,000	Straight-line	15-50
Wastewater plant	5,000	Straight-line	15-50

I. Deferred Outflows and Inflows of Resources

The statement of net position and balance sheet include separate sections for deferred outflows of resources and deferred inflows of resources. Deferred outflows of resources represent a consumption of net position that applies to future periods that will be recognized as an expense or expenditure in future periods. Deferred inflows of resources represent an acquisition of net position or fund balance that applies to future periods and will be recognized as a revenue in future periods.

J. Postemployment Benefits

For purposes of measuring the net pension and other postemployment benefits (OPEB) assets and liabilities, deferred outflows of resources and deferred inflows of resources related to pensions and OPEB, and pension and OPEB expense, information about the plans' fiduciary net position and additions to/deductions from the plans' fiduciary net position have been determined on the same basis as they are reported by the plans. For this purpose, benefit payments (including

TOWN OF JEROME, ARIZONA
Notes to Financial Statements
June 30, 2024

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

K. Investment Earnings

Investment income is composed of interest, dividends, and net changes in the fair value of applicable investments.

L. Compensated Absences

Compensated absences consist of PTO leave earned by employees based on services already rendered.

There is no limit as to the number of hours employees may accumulate; however, any hours earned and unused in excess of 480 at the end of the calendar year is paid out to the employees at 60%. Upon termination of employment, only 60% of accrued PTO, up to a maximum of 180 hours, is paid to employees.

Accordingly, an estimate for PTO benefits has been accrued as a liability in the financial statements.

M. Fund Balance Reporting

The governmental funds' fund balances are reported separately within classifications based on a hierarchy of the constraints placed on those resources' use. The classifications are based on the relative strength of the constraints that control how the specific amounts can be spent. The classifications are nonspendable, restricted, and unrestricted, which includes committed, assigned, and unassigned fund balance classifications.

The nonspendable fund balance classification includes amounts that cannot be spent because they are either not in spendable form, such as inventories, or are legally or contractually required to be maintained intact. Restricted fund balances are those that have externally imposed restrictions on their usage by creditors (such as through debt covenants), grantors, contributors, or laws and regulations.

The unrestricted fund balance category is composed of committed, assigned, and unassigned resources.

Committed fund balances are self-imposed limitations that the Town Council has approved, which is the highest level of decision-making authority within the Town. Only the Town Council can remove or change the constraints placed on committed fund balances.

TOWN OF JEROME, ARIZONA
Notes to Financial Statements
June 30, 2024

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

Assigned fund balances are resources constrained by the Town’s intent to be used for specific purposes, but that are neither restricted nor committed. The Town Council has authorized the Town manager to assign resources for a specific purpose.

The unassigned fund balance is the residual classification for the General Fund and includes all spendable amounts not reported in the other classifications. Also, deficits in fund balances of the other governmental funds are reported as unassigned.

When an expenditure is incurred that can be paid from either restricted or unrestricted fund balances, it is the Town’s policy to use (the Town will use) restricted fund balance first. It is the Town’s policy to use (the Town will use) committed amounts first when disbursing unrestricted fund balances, followed by assigned amounts, and lastly unassigned amounts.

L. Leases

As lessee, the town recognizes lease liabilities with an initial, individual value of \$20,000 or more. The Town uses its estimated incremental borrowing rate to measure lease liabilities unless it can readily determine the interest rate implicit in the lease. The Town’s estimated incremental borrowing rate is based on the Town’s borrowing rate for unsecured debt for a comparable amount and time period, and then decreased the based on full collateral.

As lessor, the Town recognizes lease receivables with an initial, individual value of \$20,000 or more. If there is no stated rate in the lease contract (or if the stated rate is not the rate the Town charges the lessee) and the implicit rate cannot be determined, the Town uses its own estimated incremental borrowing rate as the discount rate to measure lease receivables. The Town’s estimated incremental borrowing rate is calculated as described above.

NOTE 2 – DEPOSITS AND INVESTMENTS

Arizona Revised Statutes (A.R.S.) authorize the Town to invest public monies in the State Treasurer’s investment pool; obligations issued or guaranteed by the United States or any of the senior debt of its agencies, sponsored agencies, corporations, sponsored corporations, or instrumentalities; specified state and local government bonds, notes, and other evidences of indebtedness; interest-earning investments such as savings accounts, certificates of deposit, and repurchase agreements in eligible depositories; specified commercial paper issued by corporations organized and doing business in the United States; specified bonds, debentures, notes, and other evidences of indebtedness that are denominated in United States dollars; and certain open-end and closed-end mutual funds, including exchange traded funds. In addition, the Town Treasurer may invest trust funds in certain fixed income securities of corporations doing business in the United States or District of Columbia.

TOWN OF JEROME, ARIZONA
Notes to Financial Statements
June 30, 2024

NOTE 2 – DEPOSITS AND INVESTMENTS – Continued

Credit risk

Statutes have the following requirements for credit risk:

1. Commercial paper must be of prime quality and be rated within the top two ratings by a nationally recognized rating agency.
2. Bonds, debentures, notes, and other evidences of indebtedness that are denominated in United States dollars must be rated “A” or better at the time of purchase by at least two nationally recognized rating agencies.
3. Fixed income securities must carry one of the two highest ratings by Moody’s investor’s service and Standard and Poor’s rating service. If only one of the above-mentioned services rates the security, it must carry the highest rating of that service.

Custodial credit risk

Statutes require collateral for deposits at 102 percent of all deposits federal depository insurance does not cover.

Concentration of credit risk

Statutes do not include any requirements for concentration of credit risk

Interest rate risk

Statutes require that public monies invested in securities and deposits have a maximum maturity of 5 years. The maximum maturity for investments in repurchase agreements is 180 days.

Foreign currency risk

Statutes do not allow foreign investments unless the investment is denominated in United States dollars.

The Town’s investment policy states that the Town will conform with Arizona Revised Statutes. The Town does not have a formal investment policy with respect to custodial credit risk, concentration of credit risk, or foreign currency risk.

Deposits—At June 30, 2024, the carrying amount of the Town’s total cash in bank was \$2,838,469 and the bank balances were \$3,012,172. Of the bank balances, \$356,305 was covered by federal depository insurance or similar insurance. The remainder was covered by collateral held by the pledging financial institution in the Town’s name.

Restricted cash – Restricted cash in the Utilities Fund consists of monies restricted for refundable customer deposits in the amount of \$31,648.

Investments—The Town reported investments in the State Treasurer’s Investment Pool 5 with a reported amount of \$1,874. The Standard and Poor’s credit quality rating of the pool is AAA.

TOWN OF JEROME, ARIZONA
Notes to Financial Statements
June 30, 2024

NOTE 2 – DEPOSITS AND INVESTMENTS – Continued

The State Board of Investment provides oversight for the State Treasurer’s pools. The fair value of a participant’s position in the pool approximates the value of that participant’s pool shares and the participant’s shares are not identified with specific investments.

The Town’s Pension Trust Fund had investments in mutual funds of \$189,886 at June 30, 2024, categorized within the fair value hierarchy established by generally accepted accounting principles as Level 1. Investments categorized as Level 1 are valued using prices quoted in active markets for those investments.

A reconciliation of cash, deposits, and investments to amounts shown on the statements of net position follows:

	Governmental activities	Business-type activities	Pension Trust Fund	Total
Statement of net position:				
Cash on hand	\$ 575	\$ -	\$ -	\$ 575
State Treasurer's investment pool 5	1,874	-	-	1,874
Mutual funds	-	-	189,886	189,886
Cash and cash equivalents	2,629,243	209,226	18,162	2,856,631
Total	\$ 2,631,692	\$ 209,226	\$ 208,048	\$ 3,048,966

NOTE 3 – DUE FROM OTHER GOVERNMENTS

Amounts due from other governments in the General Fund at June 30, 2024 consisted of \$2,168 in state-shared revenue from sales taxes, \$1,476 in state-shared revenue from auto lieu taxes, and \$193,245 in local sales taxes collected by the State.

Amounts due from other governments in the HURF Fund at June 30, 2024 consisted of \$4,978 in state-shared revenue from Highway User Revenue Fund (HURF) taxes.

Amounts due from other governments in the Grants Fund at June 30, 2024 consisted of \$61,487 in various grants revenues from the State of Arizona.

TOWN OF JEROME, ARIZONA
Notes to Financial Statements
June 30, 2024

NOTE 4 – CAPITAL ASSETS

Capital asset activity for the year ended June 30, 2024, was as follows:

	Balance July, 1, 2023	Increases	Decreases	Balance June 30, 2024
Governmental activities:				
Capital assets not being depreciated:				
Land	\$ 295,751	\$ -	\$ -	\$ 295,751
Construction in process	49,966	16,751	-	66,717
Total capital assets not being depreciated	<u>345,717</u>	<u>16,751</u>	<u>-</u>	<u>362,468</u>
Capital assets being depreciated:				
Buildings and improvements	1,664,480	-	-	1,664,480
Vehicles and equipment	1,909,896	57,551	-	1,967,447
Infrastructure	653,771	62,990	-	716,761
Total	<u>4,228,147</u>	<u>120,541</u>	<u>-</u>	<u>4,348,688</u>
Less accumulated depreciation for:				
Buildings and improvements	(1,157,747)	(41,370)	-	(1,199,117)
Vehicles and equipment	(1,276,362)	(120,681)	-	(1,397,043)
Infrastructure	(48,096)	(14,196)	-	(62,292)
Total	<u>(2,482,205)</u>	<u>(176,247)</u>	<u>-</u>	<u>(2,658,452)</u>
Total capital assets being depreciated, net	<u>1,745,942</u>	<u>(55,706)</u>	<u>-</u>	<u>1,690,236</u>
Governmental activities capital assets, net	<u>\$ 2,091,659</u>	<u>\$ (38,955)</u>	<u>\$ -</u>	<u>\$ 2,052,704</u>
	Balance July, 1, 2023	Increases	Decreases	Balance June 30, 2024
Business-type activities:				
Capital assets not being depreciated:				
Land	\$ 22,080	\$ -	\$ -	\$ 22,080
Construction in progress	53,193	632,508	-	685,701
Total capital assets not being depreciated	<u>75,273</u>	<u>632,508</u>	<u>-</u>	<u>707,781</u>
Capital assets being depreciated:				
Buildings and infrastructure	4,076,885	-	-	4,076,885
Vehicles and equipment	235,211	-	-	235,211
Total	<u>4,312,096</u>	<u>-</u>	<u>-</u>	<u>4,312,096</u>
Less accumulated depreciation for:				
Buildings and infrastructure	(1,759,676)	(86,476)	-	(1,846,152)
Vehicles and equipment	(178,766)	(10,948)	-	(189,714)
Total	<u>(1,938,442)</u>	<u>(97,424)</u>	<u>-</u>	<u>(2,035,866)</u>
Total capital assets being depreciated, net	<u>2,373,654</u>	<u>(97,424)</u>	<u>-</u>	<u>2,276,230</u>
Business-type activities capital assets, net	<u>\$ 2,448,927</u>	<u>\$ 535,084</u>	<u>\$ -</u>	<u>\$ 2,984,011</u>

TOWN OF JEROME, ARIZONA
Notes to Financial Statements
June 30, 2024

NOTE 4 – CAPITAL ASSETS – Continued

Depreciation expense was charged to functions as follows:

Governmental activities:	
General government	\$ 65,341
Public safety	89,731
Public works and streets	19,817
Community development	625
Culture and recreation	733
Total governmental activities depreciation expense	\$ 176,247
Business-type activities:	
Water	\$ 76,451
Sewer	20,697
Sanitation and recycling	276
Total business-type activities depreciation expense	\$ 97,424

NOTE 5 – LONG-TERM LIABILITIES

The following schedule details the Town’s long-term liability and obligation activity for the year ended June 30, 2024.

	Balance July 1, 2023	Additions	Reductions	Balance June 30, 2024	Due within 1 year
Governmental activities:					
Finance purchase	\$ 10,334	\$ -	\$ 10,334	\$ -	\$ -
Net pension liability	142,325	63,150	-	205,475	-
Compensated absences payable	39,052	-	2,106	36,946	27,710
Total governmental activities long-term liabilities	\$ 191,711	\$ 63,150	\$ 12,440	\$ 242,421	\$ 27,710
Business-type activities:					
Finance purchase	\$ 746	\$ -	\$ 746	\$ -	\$ -
Note payable from direct borrowings and direct placement	900,000	-	-	900,000	900,000
Compensated absences payable	5,752	332	-	6,084	4,563
Total business-type activities long-term liabilities	\$ 906,498	\$ 332	\$ 746	\$ 906,084	\$ 904,563

TOWN OF JEROME, ARIZONA
Notes to Financial Statements
June 30, 2024

NOTE 5 – LONG-TERM LIABILITIES – Continued

Arizona Community Foundation loan issued on July 1, 2022, for \$900,000. The note bears interest at 4%. Proceeds used for activities in connection with wastewater treatment plant improvements. All principal and accrued interest are due December 2024.

NOTE 6 – RISK MANAGEMENT

The Town is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The Town carries commercial insurance for all such risks of loss, including workers' compensation and employees' health and accident insurance. Settled claims resulting from these risks have not exceeded commercial insurance coverage in any of the past three fiscal years.

TOWN OF JEROME, ARIZONA
Notes to Financial Statements
June 30, 2024

NOTE 7 – PENSIONS AND OTHER POSTEMPLOYMENT BENEFITS

The Town participates in two separate retirement plans.

For nonpublic safety employees, the Town contributes eight percent of the employees’ covered payroll to a defined contribution plan. Employees may contribute to the plan; however, they are not required to make any contributions the plan. For the year ended June 30, 2024, the Town contributed a total \$84,823 on behalf of employees to the plan.

For public safety employees, the Town contributes to the Public Safety Personnel Retirement System (PSPRS). PSPRS is a component unit of the State of Arizona.

At June 30, 2024, the Town reported the following amounts related to PSPRS:

Statement of Net Position and Statement of Activities	<u>Governmental Activities</u>
Net pension liability	\$ 205,475
Net OPEB Asset	(1,727)
Deferred outflows of resources related to pensions and OPEB	148,780
Deferred inflows of resources related to pensions and OPEB	7,533

The Town reported \$101,232 of pension expenditures in the governmental funds related to all pension plans to which it contributes.

Plan Description – Town police employees participate in the Public Safety Personnel Retirement System (PSPRS) or employees who became members on or after July 1, 2017, may participate in the Public Safety Personnel Defined Contribution Retirement Plan (PSPDCRP). The PSPRS administers agent and cost-sharing multiple-employer defined benefit pension plans and agent and cost-sharing multiple-employer defined benefit health insurance premium benefit (OPEB) plans. A nine-member board known as the Board of Trustees and the participating local boards govern the PSPRS according to the provisions of A.R.S. Title 38, Chapter 5, Article 4. Employees who were PSPRS members before July 1, 2017, participate in the agent plans, and those who became PSPRS members on or after July 1, 2017, participate in the cost-sharing plans (PSPRS Tier 3 Risk Pool) which are not further disclosed because of their relative insignificance to the Town’s financial statements.

The PSPRS issue publicly available financial reports that include their financial statements and required supplementary information. The reports are available on the PSPRS Web site at www.psprs.com.

Benefits Provided – The PSPRS provide retirement, health insurance premium supplement, disability, and survivor benefits.

TOWN OF JEROME, ARIZONA
Notes to Financial Statements
June 30, 2024

NOTE 7 – PENSIONS AND OTHER POSTEMPLOYMENT BENEFITS – Continued

State statute establishes benefit terms. Retirement, disability, and survivor benefits are calculated on the basis of age, average monthly compensation, and service credit as follows:

PSPRS	Initial Membership Date:	
	Before January 1, 2012	On or after January 1, 2012 and before July 1, 2017
Retirement and Disability		
Years of service and age required to receive benefit	20 years of service, any age 15 years of service, age 62	25 years of service or 15 years of credited service, age 52.5
Final average salary is based on	Highest 36 consecutive months of last 20 years	Highest 36 consecutive months of last 20 years
Benefit percentage		
Normal Retirement	50% less 2.0% for each year of credited service less than 20 years OR plus 2.0% to 2.5% for each year of credited services over 20 years, not to exceed 80%	1.5% to 2.5% per year of credited service, not to exceed 80%
Accidental Disability Retirement	50% or normal retirement, whichever is greater	
Catastrophic Disability Retirement	90% for the first 60 months then reduced to either 62.5% or normal retirement, whichever is greater	
Ordinary Disability Retirement	Normal retirement calculated with actual years of credited service or 20 years of credited service, whichever is greater, multiplied by years of credited service (not to exceed 20 years) divided by 20	
Survivor Benefit		
Retired Members	80% to 100% of retired member's pension benefit	
Active Members	80% to 100% of accidental disability retirement benefit or 100% of average monthly compensation if death was result of injuries received on the job	

Retirement and survivor benefits are subject to automatic cost-of-living adjustments based on inflation. PSPRS also provides temporary disability benefits of 50 percent of the member's compensation for up to 12 months.

Health insurance premium benefits are available to retired or disabled members with 5 years of credited service. The benefits are payable only with respect to allowable health insurance premiums for which the member is responsible. Benefits range from \$100 per month to \$260 per month depending on the age of the member and dependents.

TOWN OF JEROME, ARIZONA
Notes to Financial Statements
June 30, 2024

NOTE 7 – PENSIONS AND OTHER POSTEMPLOYMENT BENEFITS – Continued

Employees Covered by Benefit Terms – At June 30, 2024, the following employees were covered by the agent pension plans’ benefit terms:

	PSPRS Police	
	Pension	Health
Inactive employees entitled to but not yet receiving benefits	2	1
Active employees	3	3
Total	5	4

Contributions – State statutes establish the pension contribution requirements for active PSPRS employees. In accordance with state statutes, annual actuarial valuations determine employer contribution requirements for PSPRS pension and health insurance premium benefits. The combined active member and employer contribution rates are expected to finance the costs of benefits employees earn during the year, with an additional amount to finance any unfunded accrued liability. Contributions rates for the year ended June 30, 2024, are indicated below. Rates are a percentage of active members’ annual covered payroll.

	Active Member- Pension	Town-Pension	Town-Health Insurance
PSPRS Police	7.65 - 8.81%	13.54%	0.71%

The Town’s contributions to the plans for the year ended June 30, 2024, were:

	Pension	Health Insurance Premium Benefit
PSPRS Police	\$ 34,120	\$ 1,659

During fiscal year 2024, the Town paid for 100 percent of PSPRS pension and OPEB contributions from the General Fund.

Liability – At June 30, 2024, the Town reported the following assets and liabilities:

	Net Pension Liability	Net OPEB (Asset) Liability
PSPRS Police	\$ 205,475	\$ (1,727)

The net assets and net liabilities were measured as of June 30, 2023, and the total liability used to calculate the net asset or liability was determined by an actuarial valuation as of that date.

TOWN OF JEROME, ARIZONA
Notes to Financial Statements
June 30, 2024

NOTE 7 – PENSIONS AND OTHER POSTEMPLOYMENT BENEFITS – Continued

Actuarial Assumptions – The significant actuarial assumptions used to measure the total pension/OPEB liability are as follows:

Actuarial valuation date	June 30, 2023
Actuarial cost method	Entry age normal
Investment rate of return	7.2%
Wage inflation	3.0 - 6.25% for pensions/not applicable for OPEB
Price inflation	2.5% for pensions/not applicable for OPEB
Cost-of-living adjustment	1.85% for pensions/not applicable for OPEB
Mortality rates	PubS-2010 tables
Healthcare cost trend rate	Not applicable

Actuarial assumptions used in the June 30, 2023, valuation were based on the results of an actuarial experience study for the 5-year period ended June 30, 2021.

The long-term expected rate of return on PSPRS plan investments was determined to be 7.2 percent using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of plan investment expenses and inflation) are developed for each major asset class. The target allocation and best estimates of geometric real rates of return for each major asset class are summarized in the following table:

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-term Expected Geometric Real Rate of Return</u>
U.S Public Equity	24%	3.49%
International Public Equity	16%	4.47%
Global Private Equity	20%	7.18%
Other Assets (Captial Appreciation)	7%	4.83%
Core Bonds	6%	0.45%
Private credit	20%	5.10%
Diversifying Strategies	5%	2.68%
Cash - Mellon	2%	(0.35)%
Total	<u>100%</u>	

TOWN OF JEROME, ARIZONA
Notes to Financial Statements
June 30, 2024

NOTE 7 – PENSIONS AND OTHER POSTEMPLOYMENT BENEFITS – Continued

Discount Rate – At June 30, 2024, the discount rate used to measure the PSPRS total pension/OPEB liabilities was 7.2 percent. The projection of cash flows used to determine the discount rate assumed that plan member contributions will be made at the current contribution rate and that employer contributions will be made at rates equal to the difference between the actuarially determined contribution rate and the member rate. Based on those assumptions, the plans’ fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on plan investments was applied to all periods of projected benefit payments to determine the total pension/OPEB liability.

Changes in the Net Pension/OPEB Liability (Asset)

PSPRS - Police	Pension		
	Increase (Decrease)		
	Total Pension Liability (a)	Plan Fiduciary Net Position (b)	Net Pension Liability (Asset) (a) - (b)
Balances at June 30, 2023	\$ 1,260,379	\$ 1,118,054	\$ 142,325
Changes for the year			
Service Cost	30,437	-	30,437
Interest on the total liability	92,939	-	92,939
Differences between expected and actual experience in the measurement of the liability	56,502	-	56,502
Changes of assumptions	-	-	-
Contributions-employer	-	31,532	(31,532)
Contributions-employee	-	16,126	(16,126)
Net investment income	-	87,082	(87,082)
Administrative expense	-	(820)	820
Tiers 1 & 2 Adjustment	-	(18,692)	18,692
Other changes	-	1,500	(1,500)
Net changes	179,878	116,728	63,150
Balances at June 30, 2024	\$ 1,440,257	\$ 1,234,782	\$ 205,475

TOWN OF JEROME, ARIZONA
Notes to Financial Statements
June 30, 2024

NOTE 7 – PENSIONS AND OTHER POSTEMPLOYMENT BENEFITS – Continued

PSPRS - Police	Health Insurance Premium Benefit		
	Increase (Decrease)		
	Total Pension Liability	Plan Fiduciary Net Position	Net Pension Liability (Asset)
	(a)	(b)	(a) - (b)
Balances at June 30, 2022	\$ 39,038	\$ 41,268	\$ (2,230)
Changes for the year			
Service Cost	1,429	-	1,429
Interest on the total liability	2,914	-	2,914
Differences between expected and actual experience in the measurement of the liability	655	-	655
Changes of assumptions	-	-	-
Contributions-employer	-	1,353	(1,353)
Net investment income	-	3,174	(3,174)
Administrative expense	-	(32)	32
Net changes	4,998	4,495	503
Balances at June 30, 2023	\$ 44,036	\$ 45,763	\$ (1,727)

Sensitivity of the Town’s Net Pension/OPEB (Asset) Liability to Changes in the Discount Rate – The following table presents the Town’s net pension/OPEB (assets) liabilities calculated using the discount rate of 7.2 percent, as well as what the Town’s net pension/OPEB (asset) liability would be if it were calculated using a discount rate that is 1 percentage point lower (6.2 percent) or 1 percentage point higher (8.2 percent) than the current rate:

	Current Discount		
	1% Decrease (6.2%)	Rate (7.2%)	1% Increase (8.2%)
PSPRS Police			
Net pension (asset) liability	\$ 395,951	\$ 205,475	\$ 47,047
Net OPEB (asset) liability	3,680	(1,727)	(6,300)

Plan Fiduciary Net Position – Detailed information about the plans’ fiduciary net position is available in the separately issued PSPRS financial reports.

Expense – For the year ended June 30, 2024, the Town recognized the following pension and OPEB expense:

	Pension Expense	OPEB Expense
PSPRS Police	\$ 99,551	\$ 1,681

TOWN OF JEROME, ARIZONA
Notes to Financial Statements
June 30, 2024

NOTE 7 – PENSIONS AND OTHER POSTEMPLOYMENT BENEFITS – Continued

Deferred Outflows/Inflows of Resources – At June 30, 2024, the Town reported deferred outflows of resources and deferred inflows of resources related to pensions and OPEB from the following sources:

PSPRS - Police

	<u>Pension</u>		<u>Health Insurance Premium Benefit</u>	
	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences between expected actual experience	\$ 94,285	\$ 4,157	\$ 2,859	\$ 3,240
Changes of assumptions	2,513	-	552	136
Net difference between projected and actual earnings on plan investments	12,240	-	552	-
Town contributions subsequent to the measurement date	34,120	-	1,659	-
Total	<u>\$ 143,158</u>	<u>\$ 4,157</u>	<u>\$ 5,622</u>	<u>\$ 3,376</u>

The amounts reported as deferred outflows of resources related to pensions and OPEB resulting from Town contributions subsequent to the measurement date will be recognized as an increase in the net asset or a reduction of the net liability in the year ending June 30, 2025. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions and OPEB will be recognized as expenses as follows:

	<u>PSPRS Police</u>	
	<u>Pension</u>	<u>Health</u>
Year ended June 30,		
2025	\$ 53,628	\$ 244
2026	27,421	(1,023)
2027	24,811	1,397
2028	(979)	(31)
2029	-	-
Thereafter	-	-

TOWN OF JEROME, ARIZONA
Notes to Financial Statements
June 30, 2024

NOTE 8 – INTERFUND BALANCES AND ACTIVITY

Interfund transfers – Interfund transfers for the year ended June 30, 2024, were as follows:

Transfer To	Transfer From General Fund
HURF Fund	\$ 191,733
Utilities Fund	206,907
	\$ 398,640

The purpose of the transfers shown above to the Utilities Fund and HURF from the General Fund was to cover budgeted expenses.

REQUIRED SUPPLEMENTARY INFORMATION

TOWN OF JEROME, ARIZONA
Required Supplementary Information
Budgetary Comparison Schedule
General Fund
Year Ended June 30, 2024

	Budgeted Amounts		Actual Amounts	Variance with Final Budget
	Original	Final		
Revenues				
Taxes	\$ 1,400,000	\$ 1,400,000	\$ 1,477,092	\$ 77,092
Intergovernmental	472,309	472,309	598,230	125,921
Charges for services	264,750	264,750	175,255	(89,495)
Parking	347,000	347,000	377,454	30,454
Fines and forfeits	74,000	74,000	94,689	20,689
Licenses and permits	32,550	32,550	35,173	2,623
Miscellaneous	197,541	197,541	25,176	(172,365)
Investment earnings	6,000	6,000	23,655	17,655
Donations and grants	2,846,000	2,846,000	2,662	(2,843,338)
Total revenues	<u>5,640,150</u>	<u>5,640,150</u>	<u>2,809,386</u>	<u>(2,830,764)</u>
Expenditures				
General government	589,037	589,037	533,899	55,138
Magistrate court	110,550	110,550	114,056	(3,506)
Police	733,705	733,705	730,416	3,289
Fire	543,360	543,360	505,811	37,549
Library	123,960	123,960	114,063	9,897
Planning and zoning	114,265	114,265	108,627	5,638
Parks	23,020	23,020	20,050	2,970
Properties	217,058	217,058	173,827	43,231
Parking	124,000	124,000	97,309	26,691
Capital	2,000,700	2,000,700	11,869	1,988,831
Total expenditures	<u>4,579,655</u>	<u>4,579,655</u>	<u>2,409,927</u>	<u>2,169,728</u>
Excess (deficiency) of revenues over expenditures	<u>1,060,495</u>	<u>1,060,495</u>	<u>399,459</u>	<u>(661,036)</u>
Other financing sources (uses)				
Sale of capital assets	12,500	12,500	-	(12,500)
Transfers	(482,584)	(482,584)	(398,640)	83,944
Total other financing sources (uses)	<u>(470,084)</u>	<u>(470,084)</u>	<u>(398,640)</u>	<u>71,444</u>
Net change in fund balances	590,411	590,411	819	(589,592)
Fund balances, beginning of year	<u>1,644,868</u>	<u>1,644,868</u>	<u>1,644,868</u>	<u>-</u>
Fund balances, end of year	<u>\$ 2,235,279</u>	<u>\$ 2,235,279</u>	<u>\$ 1,645,687</u>	<u>\$ (589,592)</u>

See accompanying notes to budgetary comparison schedule.

TOWN OF JEROME, ARIZONA
Required Supplementary Information
Budgetary Comparison Schedule
HURF Fund
Year Ended June 30, 2024

	Budgeted Amounts		Actual Amounts	Variance with Final Budget
	Original	Final		
Revenues				
Intergovernmental	\$ 48,500	\$ 48,500	\$ 48,503	\$ 3
Investment earnings	1,000	1,000	3,710	2,710
Total revenues	<u>49,500</u>	<u>49,500</u>	<u>52,213</u>	<u>2,713</u>
Expenditures				
Current				
Public works and streets	249,645	249,645	140,447	109,198
Debt service				
Principal	-	-	108	(108)
Interest	-	-	-	-
Capital outlay	-	-	50,874	(50,874)
Total expenditures	<u>249,645</u>	<u>249,645</u>	<u>191,429</u>	<u>58,216</u>
Excess (deficiency) of revenues over expenditures	<u>(200,145)</u>	<u>(200,145)</u>	<u>(139,216)</u>	<u>60,929</u>
Other financing sources (uses)				
Transfers	<u>200,145</u>	<u>200,145</u>	<u>191,733</u>	<u>(8,412)</u>
Net change in fund balances	-	-	52,517	52,517
Fund balances, beginning of year	<u>19,649</u>	<u>19,649</u>	<u>19,649</u>	<u>-</u>
Fund balances, end of year	<u>\$ 19,649</u>	<u>\$ 19,649</u>	<u>\$ 72,166</u>	<u>\$ 52,517</u>

See accompanying notes to budgetary comparison schedule.

TOWN OF JEROME, ARIZONA
Required Supplementary Information
Budgetary Comparison Schedule
Grants Fund
Year Ended June 30, 2024

	Budgeted Amounts		Actual Amounts	Variance with Final Budget
	Original	Final		
Revenues				
Intergovernmental	\$ 4,648,200	\$ 4,648,200	\$ 60,540	\$ (4,587,660)
Donations and grants	-	-	57,555	57,555
Total revenue	<u>4,648,200</u>	<u>4,648,200</u>	<u>118,095</u>	<u>(4,530,105)</u>
Expenditures				
Current				
General government	535,000	535,000	-	535,000
Public safety	-	-	35,187	(35,187)
Community development	-	-	7,957	(7,957)
Capital outlay	<u>2,309,000</u>	<u>2,309,000</u>	<u>74,549</u>	<u>2,234,451</u>
Total expenditures	<u>2,844,000</u>	<u>2,844,000</u>	<u>117,693</u>	<u>2,726,307</u>
Excess (deficiency) of revenues over expenditures	1,804,200	1,804,200	402	(1,803,798)
Fund balances, beginning of year	<u>249,426</u>	<u>249,426</u>	<u>249,426</u>	<u>-</u>
Fund balances, end of year	<u><u>\$ 2,053,626</u></u>	<u><u>\$ 2,053,626</u></u>	<u><u>\$ 249,828</u></u>	<u><u>\$ (1,803,798)</u></u>

See accompanying notes to budgetary comparison schedule.

TOWN OF JEROME, ARIZONA
Required Supplementary Information
Notes to Budgetary Comparison Schedules
June 30, 2024

NOTE 1 – BUDGETING AND BUDGETARY CONTROL

Arizona Revised Statutes (A.R.S.) requires the Town to prepare and adopt a balanced budget annually for each governmental fund. The Town Council must approve such operating budgets on or before the third Monday in July to allow sufficient time for the legal announcements and hearings required for the adoption of the property tax levy on the third Monday in August. A.R.S. prohibits expenditures or liabilities in excess of the amounts budgeted.

Expenditures may not legally exceed appropriations at the department level. In certain instances, transfers of appropriations between departments or from the contingency account to a department may be made upon the Town Council's approval. With the exception of the General Fund, each fund includes only one department.

NOTE 2 – BUDGETARY BASIS OF ACCOUNTING

The Town's budget is prepared on a basis consistent with generally accepted accounting principles.

TOWN OF JEROME, ARIZONA
Required Supplementary Information
Schedule of Changes in Town's
Net Pension/OPEB Liability (Asset) and Related Ratios
Agent Plans
June 30, 2024

	Reporting Fiscal Year (Measurement Date)									
	2024 (2023)	2023 (2022)	2022 (2021)	2021 (2020)	2020 (2019)	2019 (2018)	2018 (2017)	2017 (2016)	2016 (2015)	2015 (2014)
PS PRS - Pension										
Total pension liability										
Service cost	\$ 30,437	\$ 31,783	\$ 36,551	\$ 40,225	\$ 43,190	\$ 43,075	\$ 43,451	\$ 28,796	\$ 33,397	\$ 32,631
Interest on the total pension liability	92,939	80,513	74,004	60,487	53,067	32,409	27,384	22,890	19,718	18,410
Changes of benefit terms	-	-	-	-	-	-	(3,199)	31,147	-	(1,024)
Differences between expected and actual experience in the measurement of the pension liability	56,502	74,635	(16,628)	88,130	10,039	182,031	(5,961)	(30,273)	(10,398)	(36,345)
Changes of assumptions or other inputs	-	2,315	-	-	8,131	-	11,358	13,630	-	2,606
Net change in total pension liability	179,878	189,246	93,927	188,842	114,427	257,515	73,033	66,190	42,717	16,278
Total pension liability - beginning	1,260,379	1,071,133	977,206	788,364	673,937	416,422	343,389	277,199	234,482	218,204
Total pension liability - ending (a)	<u>\$ 1,440,257</u>	<u>\$ 1,260,379</u>	<u>\$ 1,071,133</u>	<u>\$ 977,206</u>	<u>\$ 788,364</u>	<u>\$ 673,937</u>	<u>\$ 416,422</u>	<u>\$ 343,389</u>	<u>\$ 277,199</u>	<u>\$ 234,482</u>
Plan fiduciary net position										
Contributions - employer	\$ 31,532	\$ 23,520	\$ 27,158	\$ 28,278	\$ 30,279	\$ 33,078	\$ 20,572	\$ 20,660	\$ 18,279	\$ 13,997
Contributions - employee	16,126	17,383	18,025	18,655	17,455	16,778	17,348	19,027	18,421	15,379
Net investment income	87,082	(45,477)	240,179	10,277	39,141	43,209	51,823	2,358	13,372	40,722
Hall/Parker Settlement	-	-	-	-	-	(19,614)	-	-	-	-
Administrative expense	(820)	(820)	(1,114)	(838)	(1,680)	(1,358)	(859)	(739)	(707)	-
Tiers 1 & 2 Adjustment	(18,692)	-	-	-	-	-	-	-	-	-
Other changes	1,500	-	-	-	-	112,027	6	(13,001)	(269)	(26,233)
Net change in plan fiduciary net position	116,728	(5,394)	284,248	56,372	85,195	184,120	88,890	28,305	49,096	43,865
Plan fiduciary net position - beginning	1,118,054	1,123,448	839,200	782,828	697,633	513,513	424,623	396,318	347,222	303,357
Plan fiduciary net position - ending (b)	<u>\$ 1,234,782</u>	<u>\$ 1,118,054</u>	<u>\$ 1,123,448</u>	<u>\$ 839,200</u>	<u>\$ 782,828</u>	<u>\$ 697,633</u>	<u>\$ 513,513</u>	<u>\$ 424,623</u>	<u>\$ 396,318</u>	<u>\$ 347,222</u>
Town's net pension liability (asset) - ending (a) - (b)	<u>\$ 205,475</u>	<u>\$ 142,325</u>	<u>\$ (52,315)</u>	<u>\$ 138,006</u>	<u>\$ 5,536</u>	<u>\$ (23,696)</u>	<u>\$ (97,091)</u>	<u>\$ (81,234)</u>	<u>\$(119,119)</u>	<u>\$(112,740)</u>
Plan fiduciary net position as a percentage of the total pension liability	85.73%	88.71%	104.88%	85.88%	99.30%	103.52%	123.32%	123.66%	142.97%	148.08%
Covered payroll	\$ 210,802	\$ 189,753	\$ 165,725	\$ 224,974	\$ 203,480	\$ 195,265	\$ 176,917	\$ 136,151	\$ 134,655	\$ 167,936
Town's net pension (asset) liability as a percentage of covered payroll	97.47%	75.01%	-31.57%	61.34%	2.72%	-12.14%	-54.88%	-59.66%	-88.46%	-67.13%

See accompanying notes to pension/OPEB plan schedules.

TOWN OF JEROME, ARIZONA
Required Supplementary Information
Schedule of Changes in Town's
Net Pension/OPEB Liability (Asset) and Related Ratios
Agent Plans
June 30, 2024

	Reporting Fiscal Year (Measurement Date)							2017 through 2015
	2024 (2023)	2023 (2022)	2022 (2021)	2021 (2020)	2020 (2019)	2019 (2018)	2018 (2017)	
PSPRS - Health Insurance Premium Benefit								
Total OPEB liability								
Service cost	\$ 1,429	\$ 1,484	\$ 1,687	\$ 1,924	\$ 1,269	\$ 1,601	\$ 1,521	Information not available
Interest on the total OPEB liability	2,914	2,583	2,597	2,285	2,337	1,289	1,216	
Differences between expected and actual experience in the measurement of the pension liability	655	273	(4,261)	724	(5,243)	10,803	(353)	
Changes of assumptions or other inputs	-	792	-	-	275	-	(1,214)	
Net change in total OPEB liability	4,998	5,132	23	4,933	(1,362)	13,693	1,170	
Total OPEB liability - beginning	39,038	33,906	33,883	28,950	30,312	16,619	15,449	
Total OPEB liability - ending (a)	<u>\$ 44,036</u>	<u>\$ 39,038</u>	<u>\$ 33,906</u>	<u>\$ 33,883</u>	<u>\$ 28,950</u>	<u>\$ 30,312</u>	<u>\$ 16,619</u>	
Plan fiduciary net position								
Contributions - employer	\$ 1,353	\$ 1,328	\$ 1,805	\$ 1,695	\$ 982	\$ 957	\$ 651	
Net investment income	3,174	(1,655)	8,671	371	1,475	1,703	2,500	
Administrative expense	(32)	(29)	(36)	(30)	(25)	(26)	(23)	
Other changes	-	-	-	-	-	(1)	-	
Net change in plan fiduciary net position	4,495	(356)	10,440	2,036	2,432	2,633	3,128	
Plan fiduciary net position - beginning	41,268	41,624	31,184	29,148	26,716	24,083	20,955	
Plan fiduciary net position - ending (b)	<u>\$ 45,763</u>	<u>\$ 41,268</u>	<u>\$ 41,624</u>	<u>\$ 31,184</u>	<u>\$ 29,148</u>	<u>\$ 26,716</u>	<u>\$ 24,083</u>	
Town's net OPEB (asset) liability - ending (a) - (b)	<u>\$ (1,727)</u>	<u>\$ (2,230)</u>	<u>\$ (7,718)</u>	<u>\$ 2,699</u>	<u>\$ (198)</u>	<u>\$ 3,596</u>	<u>\$ (7,464)</u>	
Plan fiduciary net position as a percentage of the total OPEB liability	103.92%	105.71%	122.76%	92.03%	100.68%	88.14%	144.91%	
Covered payroll	\$ 249,266	\$ 189,753	\$ 165,725	\$ 224,974	\$ 203,480	\$ 195,265	\$ 176,917	
Town's net OPEB (asset) liability as a percentage of covered payroll	-0.69%	-1.18%	-4.66%	1.20%	-0.10%	1.84%	-4.22%	

See accompanying notes to pension/OPEB plan schedules.

TOWN OF JEROME, ARIZONA
Required Supplementary Information
Schedule of Town Pension/OPEB Contributions
June 30, 2024

	PSPRS - Pension									
	Reporting Fiscal Year									
	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015
Actuarially determined contribution	\$ 34,120	\$ 24,456	\$ 24,323	\$ 27,158	\$ 28,276	\$ 30,279	\$ 33,078	\$ 20,572	\$ 20,660	\$ 18,279
Town's contributions in relation to the actuarially determined contribution	(34,120)	(24,456)	(24,323)	(27,158)	(28,276)	(30,279)	(33,078)	(20,572)	(20,660)	(18,279)
Town's contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Town's covered-employee payroll	<u>\$ 249,266</u>	<u>\$ 189,753</u>	<u>\$ 165,725</u>	<u>\$ 235,033</u>	<u>\$ 214,538</u>	<u>\$ 203,480</u>	<u>\$ 195,265</u>	<u>\$ 176,917</u>	<u>\$ 136,151</u>	<u>\$ 134,655</u>
Town's contributions as a percentage of covered payroll	13.69%	12.89%	14.68%	11.55%	13.18%	14.88%	16.94%	11.63%	15.17%	13.57%

	PSPRS - Health Insurance Premium Benefit									
	Reporting Fiscal Year									
	2024	2023	2022	2021	2020	2019	2018	2017	2016 through 2015	
Actuarially determined contribution	\$ 1,659	\$ 1,030	\$ 1,693	\$ 1,805	\$ 1,695	\$ 982	\$ 957	\$ 651		Information not available
Town's contributions in relation to the actuarially determined contribution	(1,659)	(1,030)	(1,693)	(1,805)	(1,695)	(982)	(957)	(651)		
Town's contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>		
Town's covered payroll	<u>\$ 249,266</u>	<u>\$ 189,753</u>	<u>\$ 165,725</u>	<u>\$ 235,033</u>	<u>\$ 214,538</u>	<u>\$ 203,480</u>	<u>\$ 195,265</u>	<u>\$ 176,917</u>		
Town's contributions as a percentage of covered payroll	0.67%	0.54%	1.02%	0.77%	0.79%	0.48%	0.49%	0.37%		

See accompanying notes to pension/OPEB plan schedules.

TOWN OF JEROME, ARIZONA
Required Supplementary Information
Notes to Pension/OPEB Plan Schedules
June 30, 2024

NOTE 1 – ACTUARIALLY DETERMINED CONTRIBUTION RATES

Actuarial determined contribution rates for PSPRS are calculated as of June 30 two years prior to the end of the fiscal year in which contributions are made. The actuarial methods and assumptions used to establish the contribution requirements are as follows:

Actuarial cost method	Entry age normal
Amortization method	Level percent-of-pay, closed
Remaining amortization period as of the 2022 actuarial valuation	15 years
Asset valuation method	7-year smoothed market value; 80%/120% market corridor
Actuarial assumptions:	
Investment rate of return	In the 2022 actuarial valuation, the investment rate of return was decreased from 7.3% to 7.2%. In the 2019 actuarial valuation, the investment rate of return was decreased from 7.4% to 7.3%. In 2017 actuarial valuation, the investment rate of return was decreased from 7.5% to 7.4%. In the 2016 actuarial valuation, the investment rate of return was decreased from 7.85% to 7.5%. In the 2013 actuarial valuation, the investmnet rate of return wes decreased form 8.0% to 7.85%.
Projected salary increases	In the 2017 actuarial valuation, projected salary increases were decreased from 4.0%–8.0% to 3.5%–7.5% for PSPRS. In the 2014 actuarial valuation, projected salary increases were decreased from 4.5%–8.5% to 4.0%–8.0% for PSPRS. In the 2013 actuarial valuation, projected salary increases were decreased from 5.0%–9.0% to 4.5%–8.5% for PSPRS.
Wage growth	In the 2022 actuarial valuation, wage growth was changed from 3.5% to a range of 3.0% - 6.25%. In the 2017 actuarial valuation, wage growth was decreased from 4% to 3.5%. In the 2014 actuarial valuation, wage growth was decreased from 4.5% to 4.0%. In the 2013 actuarial valuaton, wage growth was decreased from 5.0% to 4.5%.
Retirement age	Experience-based table of rates that is specific to the type of eligibility condition. Last updated for the 2012 valuation pursuant to an experience study of the period July 1, 2006 - June 30, 2011.
Mortality	In the 2019 acturial valuation, changed to PubS-2010 tables. In the 2017 actuarial valuation, changed to RP-2014 tables, with 75% of MP-2016 fully generational projection scales. RP-2000 mortality table (adjusted by 105% for both males and females)

TOWN OF JEROME, ARIZONA
Required Supplementary Information
Notes to Pension/OPEB Plan Schedules
June 30, 2024

NOTE 2 – FACTORS THAT AFFECT TRENDS

Arizona courts have ruled that provisions of a 2011 law that changed the mechanism for funding permanent pension benefit increases and increased employee pension contribution rates were unconstitutional or a breach of contract because those provisions apply to individuals who were members as of the law's effective date. As a result, the PSPRS changed benefit terms to reflect the prior mechanism for funding permanent benefit increases for those members and revised actuarial assumptions to explicitly value future permanent benefit increases. PSPRS also reduced those members' employee contribution rates. These changes are reflected in the plans' pension liabilities for fiscal year 2015 (measurement date 2014) for members who were retired as of the law's effective date and fiscal year 2018 (measurement date 2017) for members who retired or will retire after the law's effective date.

These changes also increased the PSPRS-required pension contributions beginning in fiscal year 2016 for members who were retired as of the law's effective date. These changes increased the PSPRS-required contributions beginning in fiscal year 2019 for members who retired or will retire after the law's effective date. Also, the Town refunded excess employee contributions to PSPRS members. PSPRS allowed the Town to reduce its actual employer contributions for the refund amounts. As a result, the Town's pension contributions were less than the actuarially or statutorily determined contributions for 2018 and 2019.

OTHER SUPPLEMENTARY INFORMATION

TOWN OF JEROME, ARIZONA
Other Supplementary Information
Segmented Statement of Revenue, Expenses, and Changes
in Fund Net Position
Utilities Fund
Year Ended June 30, 2024

	<u>Water Utility</u>	<u>Sewer Utility</u>	<u>Sanitation Utility</u>	<u>Total Utilities Fund</u>
Operating revenues				
Charges for services	\$ 171,263	\$ 166,828	\$ 175,756	\$ 513,847
Miscellaneous	846	-	-	846
Total operating revenues	<u>172,109</u>	<u>166,828</u>	<u>175,756</u>	<u>514,693</u>
Operating expenses				
Personnel	125,938	68,222	110,328	304,488
Depreciation	76,451	20,697	276	97,424
Contract services	12,300	39,900	1,800	54,000
Repairs and maintenance	51,504	50,254	9,858	111,616
Office	16,868	14,431	4,048	35,347
Fees and permits	420	2,913	19,772	23,105
Insurance	16,561	16,561	16,561	49,683
Fuel	3,529	1,708	6,705	11,942
Miscellaneous	1,505	1,879	1,673	5,057
Legal and professional	728	1,233	-	1,961
Tools and equipment	516	250	-	766
Utilities	452	2,426	-	2,878
Total operating expenses	<u>306,772</u>	<u>220,474</u>	<u>171,021</u>	<u>698,267</u>
Operating income	(134,663)	(53,646)	4,735	(183,574)
Nonoperating revenues (expenses)				
Interest expense	<u>(6)</u>	<u>(36,006)</u>	<u>-</u>	<u>(36,012)</u>
Income (loss) before transfers	(134,669)	(89,652)	4,735	(219,586)
Transfer out	(57,012)	(57,012)	(67,012)	(181,036)
Transfer in	<u>76,206</u>	<u>248,044</u>	<u>63,693</u>	<u>387,943</u>
Increase (decrease) in net position	(115,475)	101,380	1,416	(12,679)
Net position, beginning of year	<u>1,691,630</u>	<u>708,837</u>	<u>(177,378)</u>	<u>2,223,089</u>
Net position, end of year	<u>\$1,576,155</u>	<u>\$ 810,217</u>	<u>\$ (175,962)</u>	<u>\$2,210,410</u>



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**INDEPENDENT AUDITORS' REPORT ON INTERNAL
CONTROL OVER FINANCIAL REPORTING AND ON
COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT
OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE
WITH *GOVERNMENT AUDITING STANDARDS***

To the Town Council
Town of Jerome, Arizona

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, and each major fund of the Town of Jerome, Arizona, as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the Town of Jerome, Arizona's basic financial statements and have issued our report thereon dated April 8, 2024.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Town of Jerome, Arizona's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Town of Jerome, Arizona's internal control. Accordingly, we do not express an opinion on the effectiveness of the Town of Jerome, Arizona's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

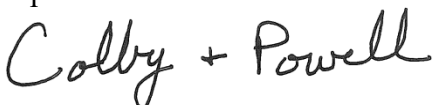
Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Town of Jerome, Arizona's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



January 10, 2024

File Attachments for Item:

A. Financial Report and Detail Invoice Register Report for March, 2025

Council will consider and may approve the financial reports for month ending March, 2025.

TOWN OF JEROME
 COMBINED CASH INVESTMENT
 MARCH 31, 2025

Item A.

COMBINED CASH ACCOUNTS

99-00-1003	LGIP	1,874.31
99-00-1011	NBA CHECKING	73,203.98
99-00-1013	OAZ CTL BUSINESS SAVINGS	5.00
99-00-1019	ONE AZ CREDIT UNION CHECKING	223,962.26
99-00-1020	OAZ GENERAL SAVINGS	806,818.02
	TOTAL COMBINED CASH	1,105,863.57
99-00-1800	CASH CLEARING - UTILITY MGMT	(627.84)
99-00-1810	CASH CLEARING - BUSINESS LICEN	30.00
99-00-1000	CASH ALLOCATED TO OTHER FUNDS	(1,105,265.73)
	TOTAL UNALLOCATED CASH	.00

CASH ALLOCATION RECONCILIATION

10	ALLOCATION TO GENERAL FUND	1,461,332.52
20	ALLOCATION TO UTILITY FUND	794,931.22
30	ALLOCATION TO HURF FUND	(720,073.44)
35	ALLOCATION TO PARKING FUND	178,626.57
40	ALLOCATION TO FIRE DEPT PENSION & RETIREMENT	13,301.40
50	ALLOCATION TO OPERATING GRANTS REVENUE	112,312.27
60	ALLOCATION TO CAPITAL GRANTS FUND	850,449.71
70	ALLOCATION TO GENERAL FUND CONTINGENCIES FND	(376,038.96)
80	ALLOCATION TO UTILITIES CONTINGENCIES FUND	75,480.48
90	ALLOCATION TO CAPITAL FUND	(1,285,056.04)
	TOTAL ALLOCATIONS TO OTHER FUNDS	1,105,265.73
	ALLOCATION FROM COMBINED CASH FUND - 99-00-1000	(1,105,265.73)
	ZERO PROOF IF ALLOCATIONS BALANCE	.00

TOWN OF JEROME
 BALANCE SHEET
 MARCH 31, 2025

Item A.

GENERAL FUND

ASSETS

10-00-1000	CASH - COMBINED FUND	1,461,332.52	
10-00-1005	PETTY CASH - GENERAL GOV	275.00	
10-00-1007	COURT - CHECKING & BOND ACCT	81,521.77	
10-00-1008	COURT - JCEF ACCT	14,446.60	
10-00-1009	COURT - FTG ACCT	10,336.25	
10-00-1014	PETTY CASH - FIRE DEPT	150.00	
10-00-1015	PETTY CASH - LIBRARY	150.00	
10-00-1120	GF ACCOUNTS RECEIVABLE	(373.67)	
10-00-1175	ACCOUNTS RECEIVABLE LEASES	121,041.99	
	TOTAL ASSETS		1,688,880.46

LIABILITIES AND EQUITY

LIABILITIES

10-00-2401	FEDERAL WH & FICA	(.03)	
10-00-2403	UNEMPLOYMENT TAXES	39.62	
10-00-2406	HEALTH INSURANCE	36.99	
10-00-2409	PSPRS	118.86	
10-00-2410	WAGES PAYABLE	.01	
10-00-2412	HDHP SAVINGS	118.15	
10-00-2413	WORKMAN'S COMP PR LIABILITY	.03	
10-00-2600	CUSTOMER DEPOSITS	5,632.70	
10-00-2940	COURT LIABILITIES	5,164.40	
10-00-2950	FD PER CALL PAYABLE	38,017.50	
10-00-2975	DEFERRED INFLOW LEASES	121,041.99	
	TOTAL LIABILITIES		170,170.22

FUND EQUITY

10-00-3002	UNRESTRICTED FUND BALANCE	1,536,035.91	
	REVENUE OVER EXPENDITURES - YTD	(17,325.67)	
	BALANCE - CURRENT DATE	(17,325.67)	
	TOTAL FUND EQUITY		1,518,710.24
	TOTAL LIABILITIES AND EQUITY		1,688,880.46

TOWN OF JEROME
REVENUES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING MARCH 31, 2025

Item A.

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TAX REVENUE</u>						
10-30-4001	PROPERTY TAXES	914.41	34,473.46	47,500.00	13,026.54	72.6
10-30-4005	CITY SALES TAXES	142,704.83	825,648.96	1,450,000.00	624,351.04	56.9
10-30-4010	STATE SALES TAXES	5,589.99	50,046.05	71,000.00	20,953.95	70.5
10-30-4030	VEHICLE LICENSE TAX	3,523.81	29,305.51	40,000.00	10,694.49	73.3
10-30-4055	FRANCHISE FEES	.00	9,485.95	17,250.00	7,764.05	55.0
	TOTAL TAX REVENUE	152,733.04	948,959.93	1,625,750.00	676,790.07	58.4
<u>LICENSES, PERMITS&OTHER FEES</u>						
10-31-4040	BUILDING PERMITS	207.50	4,787.49	12,500.00	7,712.51	38.3
10-31-4041	PLANNING & ZONING FEES	.00	225.00	3,500.00	3,275.00	6.4
10-31-4045	BUSINESS LICENSES	600.00	3,780.00	5,500.00	1,720.00	68.7
10-31-4071	FEES-SHORT TERM RENTAL LICENSE	.00	150.00	450.00	300.00	33.3
	TOTAL LICENSES, PERMITS&OTHER FEES	807.50	8,942.49	21,950.00	13,007.51	40.7
<u>INTERGOVERNMENTAL REVENUE</u>						
10-32-4015	URBAN REVENUE SHARE	26,590.99	239,318.91	330,000.00	90,681.09	72.5
	TOTAL INTERGOVERNMENTAL REVENUE	26,590.99	239,318.91	330,000.00	90,681.09	72.5
<u>LIBRARY REVENUE</u>						
10-33-4020	YAVAPAI COUNTY FOR LIBRARY	.00	9,085.89	18,172.00	9,086.11	50.0
10-33-4070	RENTS-LIBRARY	835.56	7,520.04	10,250.00	2,729.96	73.4
10-33-4200	LIBRARY CONTRIBUTIONS	.00	30.00	2,500.00	2,470.00	1.2
	TOTAL LIBRARY REVENUE	835.56	16,635.93	30,922.00	14,286.07	53.8
<u>POLICE DEPT REVENUE</u>						
10-34-4061	PD PARKING CITATION REVENUE	2,948.75	33,127.75	37,000.00	3,872.25	89.5
10-34-4062	PD REVENUE FROM PARKING FUND	3,333.33	29,999.97	40,000.00	10,000.03	75.0
10-34-4063	POLICE SMART & SAFE AZ FUND	.00	6,773.39	10,000.00	3,226.61	67.7
10-34-4064	POLICE OFFICER SAFETY EQUIP RE	77.54	1,165.77	2,000.00	834.23	58.3
10-34-4065	POLICE SERVICES	175.00	2,280.00	7,000.00	4,720.00	32.6
	TOTAL POLICE DEPT REVENUE	6,534.62	73,346.88	96,000.00	22,653.12	76.4

TOWN OF JEROME
REVENUES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING MARCH 31, 2025

Item A.

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>COURT REVENUE</u>						
10-35-4035	FINES AND FORFEITURES	3,723.35	34,644.66	59,000.00	24,355.34	58.7
10-35-4037	COURT SECURITY FUND REVENUE	720.00	5,870.00	10,000.00	4,130.00	58.7
	TOTAL COURT REVENUE	4,443.35	40,514.66	69,000.00	28,485.34	58.7
<u>RENTAL REVENUE</u>						
10-36-4070	RENTS-TOWN PROPERTIES	5,860.52	60,876.20	87,000.00	26,123.80	70.0
10-36-4080	UTILITY REIMBURSEMENTS	390.29	3,913.68	5,750.00	1,836.32	68.1
	TOTAL RENTAL REVENUE	6,250.81	64,789.88	92,750.00	27,960.12	69.9
<u>FIRE DEPT REVENUE</u>						
10-37-4053	FIRE DEPT SERVICES REV	204.34	1,871.02	25,500.00	23,628.98	7.3
10-37-4090	WILDLAND FIRE FEES	.00	73,969.91	65,500.00	(8,469.91)	112.9
10-37-4091	WILDLANDS WAGE REIMBURSEMENT	.00	66,167.67	52,000.00	(14,167.67)	127.3
	TOTAL FIRE DEPT REVENUE	204.34	142,008.60	143,000.00	991.40	99.3
<u>GENERAL FUND REVENUE</u>						
10-38-4000	FUND BALANCE RESERVES	33,916.67	305,250.03	407,000.00	101,749.97	75.0
10-38-4300	INTEREST	745.70	8,732.39	14,000.00	5,267.61	62.4
10-38-4400	SALE OF ASSETS	.00	.00	12,500.00	12,500.00	.0
10-38-4500	MISCELLANEOUS REVENUES	797.72	7,486.48	4,500.00	(2,986.48)	166.4
10-38-4510	INS DIVIDENDS,CLAIMS,REIMBURSM	.00	.00	10,000.00	10,000.00	.0
	TOTAL GENERAL FUND REVENUE	35,460.09	321,468.90	448,000.00	126,531.10	71.8
<u>ADMINISTRATIVE CHARGES</u>						
10-39-4600	ADMINISTRATIVE CHARGES	15,962.75	143,664.75	191,623.00	47,958.25	75.0
	TOTAL ADMINISTRATIVE CHARGES	15,962.75	143,664.75	191,623.00	47,958.25	75.0
	TOTAL FUND REVENUE	249,823.05	1,999,650.93	3,048,995.00	1,049,344.07	65.6

TOWN OF JEROME
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING MARCH 31, 2025

Item A.

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GENERAL GOVT EXPENSES</u>					
10-41-5001 SALARIES AND WAGES	20,742.09	196,117.41	282,000.00	85,882.59	69.6
10-41-5006 LONGEVITY BONUS	238.00	859.00	2,000.00	1,141.00	43.0
10-41-5010 FICA MATCH	1,573.23	14,783.91	21,750.00	6,966.09	68.0
10-41-5011 RETIREMENT MATCH	2,296.23	21,536.78	30,000.00	8,463.22	71.8
10-41-5012 HEALTH/LIFE INSURANCE	5,045.34	47,930.73	64,000.00	16,069.27	74.9
10-41-5013 WORKERS COMPENSATION	73.02	1,049.65	1,500.00	450.35	70.0
10-41-5014 UNEMPLOYMENT INSURANCE	6.07	79.13	300.00	220.87	26.4
10-41-6101 ACCOUNTING AND AUDITING	23,500.00	23,500.00	20,000.00	(3,500.00)	117.5
10-41-6105 ADVERTISING, PRINTING, & PUBLI	36.15	656.21	4,250.00	3,593.79	15.4
10-41-6110 CONTRACT SERVICES	525.00	8,529.80	32,000.00	23,470.20	26.7
10-41-6115 CONVENTIONS AND SEMINARS	.00	2,740.17	2,500.00	(240.17)	109.6
10-41-6116 TRAINING & EDUCATION	.00	2,316.56	2,500.00	183.44	92.7
10-41-6125 DUES, SUBS & MEMBERSHIPS	316.35	4,851.93	7,500.00	2,648.07	64.7
10-41-6130 ELECTION EXPENSES	.00	1,016.64	2,250.00	1,233.36	45.2
10-41-6145 FUEL	.00	398.27	650.00	251.73	61.3
10-41-6155 INSURANCE	20,697.75	23,094.87	27,500.00	4,405.13	84.0
10-41-6170 LEGAL EXP - GEN GOV	45.00	6,893.20	13,000.00	6,106.80	53.0
10-41-6185 MISCELLANEOUS	.00	5,850.15	4,000.00	(1,850.15)	146.3
10-41-6186 BANK FEES - GEN ADMIN	179.53	1,505.28	2,000.00	494.72	75.3
10-41-6188 BANK FEES / MERCH SVCS	212.19	1,471.71	4,500.00	3,028.29	32.7
10-41-6190 OFFICE SUPPLIES	1,153.32	5,839.43	8,500.00	2,660.57	68.7
10-41-6191 COPIER & EQUIP LEASE EXPENSE	357.51	3,682.68	6,000.00	2,317.32	61.4
10-41-6192 SOFTWARE SUPPORT EXP - GG	1,119.14	24,732.92	27,500.00	2,767.08	89.9
10-41-6193 COMPUTER HARDWARE & SERVICE	761.25	978.75	7,000.00	6,021.25	14.0
10-41-6195 OPERATING SUPPLIES - GEN GOV	.00	837.67	1,500.00	662.33	55.8
10-41-6200 POSTAGE	385.83	2,769.52	4,000.00	1,230.48	69.2
10-41-6220 REP AND MAINT - VEHICLES	2,082.92	2,082.92	1,750.00	(332.92)	119.0
10-41-6245 SHUTTLE EXPENSES	278.41	3,480.10	3,500.00	19.90	99.4
10-41-6250 SMALL TOOLS AND EQUIPMENT	.00	.00	10,000.00	10,000.00	.0
10-41-6265 TELEPHONE	46.54	1,854.25	2,750.00	895.75	67.4
10-41-6275 TRAVEL	.00	151.28	1,500.00	1,348.72	10.1
10-41-6285 TOURISM 1% BED TAX	.00	10,466.67	10,000.00	(466.67)	104.7
10-41-6286 COMMUNITY HEALTH	.00	.00	500.00	500.00	.0
10-41-9500 TRANSFERS OUT	24,833.33	223,499.97	298,000.00	74,500.03	75.0
TOTAL GENERAL GOVT EXPENSES	106,504.20	645,557.56	906,700.00	261,142.44	71.2

TOWN OF JEROME
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING MARCH 31, 2025

Item A.

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MAGISTRATE COURT EXPENSES</u>					
10-42-5001 SALARIES AND WAGES	5,572.72	48,493.88	72,000.00	23,506.12	67.4
10-42-5006 LONGEVITY BONUS	.00	70.00	250.00	180.00	28.0
10-42-5010 FICA AND MEDICARE	421.23	3,623.70	5,500.00	1,876.30	65.9
10-42-5011 RETIREMENT	397.83	5,556.80	3,800.00	(1,756.80)	146.2
10-42-5012 HEALTH/LIFE INSURANCE	721.75	12,991.50	18,750.00	5,758.50	69.3
10-42-5013 WORKER'S COMPENSATION	12.27	148.12	230.00	81.88	64.4
10-42-5014 UNEMPLOYMENT	13.64	39.91	100.00	60.09	39.9
10-42-6037 COURT SECURITY FUND EXPENSES	.00	543.72	8,000.00	7,456.28	6.8
10-42-6101 ACCOUNTING AND AUDITING	.00	6,000.00	.00	(6,000.00)	.0
10-42-6110 CONTRACT SERVICES	3,637.50	10,095.50	6,000.00	(4,095.50)	168.3
10-42-6116 TRAINING & EDUCATION	.00	.00	750.00	750.00	.0
10-42-6125 DUES AND SUBSCRIPTIONS	.00	544.49	450.00	(94.49)	121.0
10-42-6185 MISCELLANEOUS	.00	33.51	200.00	166.49	16.8
10-42-6190 OFFICE SUPPLIES	.00	67.54	300.00	232.46	22.5
10-42-6191 COPIER & EQUIP LEASE EXP	.00	3,677.08	3,750.00	72.92	98.1
10-42-6195 OPERATING SUPPLIES - COURT	.00	.00	200.00	200.00	.0
10-42-6265 TELEPHONE	.00	604.04	850.00	245.96	71.1
10-42-6275 TRAVEL	.00	.00	750.00	750.00	.0
TOTAL MAGISTRATE COURT EXPENSES	10,776.94	92,489.79	121,880.00	29,390.21	75.9

TOWN OF JEROME
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING MARCH 31, 2025

Item A.

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>POLICE DEPT EXPENSES</u>						
10-43-5001	SALARIES AND WAGES	31,583.27	310,062.13	460,000.00	149,937.87	67.4
10-43-5006	LONGEVITY BONUS	.00	1,269.00	2,200.00	931.00	57.7
10-43-5010	FICA AND MEDICARE	2,367.24	23,290.41	36,000.00	12,709.59	64.7
10-43-5011	RETIREMENT	3,890.46	39,579.97	62,000.00	22,420.03	63.8
10-43-5012	HEALTH INSURANCE	4,868.50	52,383.75	70,000.00	17,616.25	74.8
10-43-5013	WORKER'S COMPENSATION	1,411.63	20,535.67	30,000.00	9,464.33	68.5
10-43-5014	UNEMPLOYMENT	24.06	104.81	650.00	545.19	16.1
10-43-6105	ADVERTISING, PRINTING, & PUBLI	.00	90.90	300.00	209.10	30.3
10-43-6110	CONTRACT SERVICES	.00	845.00	1,000.00	155.00	84.5
10-43-6116	TRAINING & EDUCATION	.00	1,754.00	4,000.00	2,246.00	43.9
10-43-6120	DISPATCH FEES	3,835.32	35,617.88	48,000.00	12,382.12	74.2
10-43-6125	DUES AND SUBSCRIPTIONS	988.63	2,734.53	1,500.00	(1,234.53)	182.3
10-43-6145	FUEL	927.00	7,561.51	11,250.00	3,688.49	67.2
10-43-6172	PROSECUTOR EXP	2,000.00	18,000.00	24,000.00	6,000.00	75.0
10-43-6185	MISCELLANEOUS	.00	138.12	500.00	361.88	27.6
10-43-6192	SOFTWARE SERVICE & SUPPORT	56.52	7,960.61	9,250.00	1,289.39	86.1
10-43-6193	COMPUTER HARDWARE & SERVICE	54.35	5,121.02	5,000.00	(121.02)	102.4
10-43-6195	OPERATING SUPPLIES - POLICE	80.86	1,277.41	2,250.00	972.59	56.8
10-43-6200	POSTAGE	.00	165.68	200.00	34.32	82.8
10-43-6220	REP AND MAINT - VEHICLES	.00	5,903.46	8,000.00	2,096.54	73.8
10-43-6225	REP AND MAINT - EQUIPMENT	595.00	1,959.10	4,000.00	2,040.90	49.0
10-43-6234	POLICE OFFICER SAFETY EQUIP EX	.00	716.22	2,500.00	1,783.78	28.7
10-43-6250	SMALL TOOLS AND EQUIPMENT	.00	2,350.92	3,000.00	649.08	78.4
10-43-6265	TELEPHONE	229.18	5,264.14	7,250.00	1,985.86	72.6
10-43-6280	UNIFORMS	22.97	1,631.14	3,250.00	1,618.86	50.2
10-43-7025	VEHICLES, CAP OUTLAY, POLICE	.00	34,950.00	42,000.00	7,050.00	83.2
	TOTAL POLICE DEPT EXPENSES	52,934.99	581,267.38	838,100.00	256,832.62	69.4

TOWN OF JEROME
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING MARCH 31, 2025

Item A.

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>FIRE DEPT EXPENSES</u>						
10-44-5001	SALARIES AND WAGES	18,191.34	206,736.49	350,000.00	143,263.51	59.1
10-44-5002	WILDLAND PERSONNEL	.00	18,083.33	39,000.00	20,916.67	46.4
10-44-5003	VOLUNTEER-EMPLOYEE PER CALL PE	2,220.00	19,481.02	27,500.00	8,018.98	70.8
10-44-5006	LONGEVITY BONUS	258.00	724.00	1,400.00	676.00	51.7
10-44-5007	PAYMENT IN LIEU OF BENEFITS	562.76	5,346.22	7,400.00	2,053.78	72.3
10-44-5010	FICA AND MEDICARE	1,431.28	19,867.31	29,000.00	9,132.69	68.5
10-44-5011	RETIREMENT	1,961.68	22,840.78	35,000.00	12,159.22	65.3
10-44-5012	HEALTH INSURANCE	3,953.16	36,794.75	75,000.00	38,205.25	49.1
10-44-5013	WORKER'S COMPENSATION	858.06	15,935.44	28,000.00	12,064.56	56.9
10-44-5014	UNEMPLOYMENT	3.72	73.92	800.00	726.08	9.2
10-44-6116	TRAINING & EDUCATION	900.00	8,345.58	7,000.00	(1,345.58)	119.2
10-44-6120	DISPATCH FEES	648.67	6,138.03	8,000.00	1,861.97	76.7
10-44-6125	DUES AND SUBSCRIPTIONS	659.12	1,021.47	750.00	(271.47)	136.2
10-44-6145	FUEL	394.55	3,653.19	9,000.00	5,346.81	40.6
10-44-6170	LEGAL EXP - FIRE	.00	.00	500.00	500.00	.0
10-44-6180	MEDICAL EXPENSES	.00	65.00	1,000.00	935.00	6.5
10-44-6181	MEDICAL SUPPLIES EXP	.00	1,891.50	4,250.00	2,358.50	44.5
10-44-6185	MISCELLANEOUS	232.80	409.08	1,200.00	790.92	34.1
10-44-6192	SOFTWARE SERVICE & SUPPORT	34.57	3,233.55	1,850.00	(1,383.55)	174.8
10-44-6193	COMPUTER HARDWARE AND SERVICE	576.69	822.18	2,000.00	1,177.82	41.1
10-44-6195	OPERATING SUPPLIES - FIRE DEPT	260.89	706.35	1,500.00	793.65	47.1
10-44-6220	REP AND MAINT - VEHICLES	.00	7,943.95	12,500.00	4,556.05	63.6
10-44-6225	REP AND MAINT - EQUIPMENT	161.44	289.87	4,000.00	3,710.13	7.3
10-44-6250	SMALL TOOLS AND EQUIPMENT	.00	6,435.46	10,000.00	3,564.54	64.4
10-44-6265	TELEPHONE	352.19	3,079.22	3,750.00	670.78	82.1
10-44-6270	TRAINING CENTER ASSESSMENT	.00	2,692.00	2,750.00	58.00	97.9
10-44-6276	MISCELLANEOUS WILDLAND	.00	8,295.62	.00	(8,295.62)	.0
TOTAL FIRE DEPT EXPENSES		33,660.92	400,905.31	663,150.00	262,244.69	60.5

TOWN OF JEROME
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING MARCH 31, 2025

Item A.

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>LIBRARY EXPENSES</u>						
10-45-5001	SALARIES AND WAGES	6,642.93	63,032.22	95,000.00	31,967.78	66.4
10-45-5006	LONGEVITY BONUS	.00	568.00	650.00	82.00	87.4
10-45-5007	LIBRARY BENEFIT STIPEND	549.56	5,220.82	7,225.00	2,004.18	72.3
10-45-5010	FICA AND MEDICARE	549.73	5,260.08	8,000.00	2,739.92	65.8
10-45-5011	RETIREMENT	515.32	5,075.74	8,000.00	2,924.26	63.5
10-45-5012	HEALTH INSURANCE	42.82	406.79	750.00	343.21	54.2
10-45-5013	WORKER'S COMPENSATION	15.93	227.46	400.00	172.54	56.9
10-45-5014	UNEMPLOYMENT	6.34	37.00	250.00	213.00	14.8
10-45-6110	CONTRACT SERVICES	.00	(298.84)	1,750.00	2,048.84	(17.1)
10-45-6185	MISCELLANEOUS	.00	47.70	250.00	202.30	19.1
10-45-6190	OFFICE SUPPLIES	.00	303.03	300.00	(3.03)	101.0
10-45-6195	OPERATING SUPPLIES - LIBRARY	463.81	3,245.74	4,750.00	1,504.26	68.3
10-45-6205	PRINT AND NON-PRINT MATERIALS	121.89	1,193.15	2,750.00	1,556.85	43.4
10-45-6225	REP AND MAINT - EQUIPMENT	.00	.00	200.00	200.00	.0
10-45-6250	SMALL TOOLS AND EQUIPMENT	.00	.00	1,500.00	1,500.00	.0
10-45-6265	TELEPHONE	.00	475.14	1,250.00	774.86	38.0
10-45-6266	E-RATE EXP	.00	399.00	600.00	201.00	66.5
TOTAL LIBRARY EXPENSES		8,908.33	85,193.03	133,625.00	48,431.97	63.8

PLANNING & ZONING EXP

10-46-5001	SALARIES AND WAGES	4,934.27	44,881.21	70,000.00	25,118.79	64.1
10-46-5006	LONGEVITY BONUS	.00	238.00	400.00	162.00	59.5
10-46-5010	FICA AND MEDICARE	373.43	3,413.25	5,500.00	2,086.75	62.1
10-46-5011	RETIREMENT	406.28	3,903.71	7,000.00	3,096.29	55.8
10-46-5012	HEALTH INSURANCE	938.96	8,920.12	10,000.00	1,079.88	89.2
10-46-5013	WORKER'S COMPENSATION	25.02	305.90	600.00	294.10	51.0
10-46-5014	UNEMPLOYMENT	2.35	24.03	125.00	100.97	19.2
10-46-6105	ADVERTISING, PRINTING, & PUBLI	.00	.00	100.00	100.00	.0
10-46-6110	CONTRACT SERVICES	100.00	100.00	.00	(100.00)	.0
10-46-6115	CONVENTIONS AND SEMINARS	.00	.00	250.00	250.00	.0
10-46-6116	TRAINING AND EDUCATION	.00	.00	1,250.00	1,250.00	.0
10-46-6170	LEGAL EXP - P&Z	.00	1,485.00	12,500.00	11,015.00	11.9
10-46-6175	MAP UPGRADES / COPIES	.00	.00	1,000.00	1,000.00	.0
10-46-6185	MISCELLANEOUS	.00	347.70	20,000.00	19,652.30	1.7
10-46-6192	SOFTWARE MAINTENANCE & SUPPORT	.00	4,246.60	2,000.00	(2,246.60)	212.3
10-46-6195	OPERATING SUPPLIES	.00	.00	100.00	100.00	.0
10-46-6250	SMALL TOOLS AND EQUIPMENT	.00	100.00	100.00	.00	100.0
10-46-6265	TELEPHONE	93.86	697.76	600.00	(97.76)	116.3
10-46-6275	TRAVEL	.00	.00	250.00	250.00	.0
10-46-6310	HISTORIC PRESERVATION EXP	.00	1,000.00	3,750.00	2,750.00	26.7
TOTAL PLANNING & ZONING EXP		6,874.17	69,663.28	135,525.00	65,861.72	51.4

TOWN OF JEROME
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING MARCH 31, 2025

Item A.

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PARKS EXPENSES</u>					
10-47-5001 SALARIES AND WAGES	543.77	5,431.50	8,600.00	3,168.50	63.2
10-47-5006 LONGEVITY BONUS	.00	19.09	40.00	20.91	47.7
10-47-5010 FICA AND MEDICARE	40.35	404.60	700.00	295.40	57.8
10-47-5011 RETIREMENT	55.32	563.79	1,100.00	536.21	51.3
10-47-5012 HEALTH INSURANCE	171.76	1,707.24	2,600.00	892.76	65.7
10-47-5013 WORKER'S COMPENSATION	16.81	249.19	420.00	170.81	59.3
10-47-5014 UNEMPLOYMENT	.00	2.26	10.00	7.74	22.6
10-47-6145 FUEL	49.91	390.51	900.00	509.49	43.4
10-47-6170 LEGAL	.00	.00	250.00	250.00	.0
10-47-6185 MISCELLANEOUS	.00	14.11	300.00	285.89	4.7
10-47-6192 SOFTWARE SERVICE & SUPPORT	.00	.00	100.00	100.00	.0
10-47-6195 OPERATING SUPPLIES - PARKS	.00	114.07	500.00	385.93	22.8
10-47-6215 REP AND MAINT - BUILDING	.00	.00	100.00	100.00	.0
10-47-6220 REP AND MAINT - VEHICLES	496.53	2,111.41	2,000.00	(111.41)	105.6
10-47-6225 REP AND MAINT - EQUIPMENT	.00	684.59	800.00	115.41	85.6
10-47-6230 REP AND MAINT - INFRASTRUCTURE	.00	.00	1,000.00	1,000.00	.0
10-47-6250 SMALL TOOLS AND EQUIPMENT	141.80	171.82	1,000.00	828.18	17.2
10-47-6280 UNIFORM EXP PARKS	.00	331.66	450.00	118.34	73.7
10-47-6285 UTILITIES	241.25	2,233.33	2,750.00	516.67	81.2
10-47-8040 LEASE PAYMENTS	.00	.00	250.00	250.00	.0
TOTAL PARKS EXPENSES	1,757.50	14,429.17	23,870.00	9,440.83	60.5

PROPERTIES EXPENSES

10-48-5001 SALARIES AND WAGES	3,366.95	33,623.96	55,000.00	21,376.04	61.1
10-48-5006 LONGEVITY BONUS	.00	118.18	240.00	121.82	49.2
10-48-5010 FICA AND MEDICARE	249.85	2,504.87	4,100.00	1,595.13	61.1
10-48-5011 RETIREMENT	342.58	3,490.35	6,400.00	2,909.65	54.5
10-48-5012 HEALTH INSURANCE	1,063.53	10,568.86	16,500.00	5,931.14	64.1
10-48-5013 WORKER'S COMPENSATION	104.06	1,496.70	2,500.00	1,003.30	59.9
10-48-5014 UNEMPLOYMENT	.00	13.81	60.00	46.19	23.0
10-48-6110 CONTRACT SERVICES	50.00	7,611.14	10,000.00	2,388.86	76.1
10-48-6140 ENGINEERING FEES	.00	8,191.50	7,500.00	(691.50)	109.2
10-48-6145 FUEL	209.16	1,706.90	1,500.00	(206.90)	113.8
10-48-6185 MISCELLANEOUS	.00	552.88	1,750.00	1,197.12	31.6
10-48-6192 SOFTWARE SERVICE & SUPPORT	.00	43.92	.00	(43.92)	.0
10-48-6195 OPERATING SUPPLIES - PROPERTIE	.00	848.24	2,000.00	1,151.76	42.4
10-48-6215 R&M BUILDING - PROPERTIES	3,252.34	14,299.52	47,000.00	32,700.48	30.4
10-48-6220 REP AND MAINT - VEHICLES	569.02	2,897.02	2,000.00	(897.02)	144.9
10-48-6225 REP AND MAINT - EQUIPMENT	.00	684.59	1,000.00	315.41	68.5
10-48-6230 REP AND MAINT - INFRASTRUCTURE	38.35	132.76	20,000.00	19,867.24	.7
10-48-6250 SMALL TOOLS AND EQUIPMENT	361.30	1,172.80	1,500.00	327.20	78.2
10-48-6280 UNIFORM EXP PROPERTIES	.00	331.67	375.00	43.33	88.5
10-48-6285 UTILITIES	4,596.44	37,181.41	45,500.00	8,318.59	81.7
10-48-8040 LEASE PAYMENTS	.00	.00	275.00	275.00	.0
TOTAL PROPERTIES EXPENSES	14,203.58	127,471.08	225,200.00	97,728.92	56.6

TOWN OF JEROME
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 9 MONTHS ENDING MARCH 31, 2025

Item A.

	GENERAL FUND				
	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
TOTAL FUND EXPENDITURES	235,620.63	2,016,976.60	3,048,050.00	1,031,073.40	66.2
NET REVENUE OVER EXPENDITURES	14,202.42	(17,325.67)	945.00	18,270.67	(1833.

TOWN OF JEROME
 BALANCE SHEET
 MARCH 31, 2025

Item A.

UTILITY FUND

ASSETS

20-00-1000	CASH - COMBINED FUND	794,931.22	
20-00-1015	UTILITIES A/R	68,231.26	
20-00-1016	BOND ACCOUNT	(900,000.00)	
20-00-1125	MISCELLANEOUS	27.21	
20-00-1190	ALLOWANCE FOR DOUBTFUL ACCTS	(18,000.00)	
20-00-1515	BUILDINGS-PROP, PLANT, EQUIP	2,545,159.57	
20-00-1518	INFRASTRUCTURE	1,553,803.85	
20-00-1520	OPERATING EQUIPMENT-PROP, PLAN	235,211.78	
20-00-1540	CONSTRUCTION WIP	53,193.16	
20-00-1550	BUILDINGS-ACC DEPRECIATION	(1,845,750.99)	
20-00-1555	OPERATING EQUIPMENT-ACC DEPREC	(189,539.74)	
	TOTAL ASSETS		<u>2,297,267.32</u>

LIABILITIES AND EQUITY

LIABILITIES

20-00-2500	SALES TAX PAYABLE	1,069.98	
20-00-2600	CUSTOMER DEPOSITS	33,807.42	
20-00-2700	COMPENSATED ABSENCES	6,083.90	
20-00-2975	ACCRUED INTEREST PAYABLE	72,000.00	
	TOTAL LIABILITIES		112,961.30

FUND EQUITY

20-00-3002	UNRESTRICTED FUND BALANCE	1,399,904.60	
20-00-3051	UNRESTRICTED FUND BALANCE	708,837.33	
20-00-3052	UNRESTRICED FUND BALANCE	(177,378.00)	
	REVENUE OVER EXPENDITURES - YTD	<u>252,942.09</u>	
	BALANCE - CURRENT DATE	<u>252,942.09</u>	
	TOTAL FUND EQUITY		<u>2,184,306.02</u>
	TOTAL LIABILITIES AND EQUITY		<u>2,297,267.32</u>

TOWN OF JEROME
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 9 MONTHS ENDING MARCH 31, 2025

Item A.

UTILITY FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>WATER REVENUE</u>						
20-50-4010	FUND BALANCE RESERVES	16,679.17	150,112.53	200,150.00	50,037.47	75.0
20-50-4085	WATER USAGE FEES	16,709.41	140,908.68	194,000.00	53,091.32	72.6
20-50-4100	WATER CONNECTION FEES	.00	.00	5,000.00	5,000.00	.0
20-50-4500	MISCELLANEOUS	220.00	1,612.49	1,750.00	137.51	92.1
20-50-4900	TRANSFERS IN	12,083.33	108,749.97	145,000.00	36,250.03	75.0
	TOTAL WATER REVENUE	45,691.91	401,383.67	545,900.00	144,516.33	73.5
<u>SEWER REVENUE</u>						
20-51-4050	CONNECTION FEES	.00	.00	5,500.00	5,500.00	.0
20-51-4085	SEWER USAGE FEES	18,390.87	146,720.45	199,000.00	52,279.55	73.7
20-51-4900	TRANSFERS IN	7,500.00	67,500.00	90,000.00	22,500.00	75.0
	TOTAL SEWER REVENUE	25,890.87	214,220.45	294,500.00	80,279.55	72.7
<u>SANITATION REVENUE</u>						
20-52-4085	SANITATION USAGE FEES	14,596.92	132,824.84	193,000.00	60,175.16	68.8
20-52-4500	MISCELLANEOUS	.00	.00	2,750.00	2,750.00	.0
20-52-4900	TRANSFERS IN	5,416.67	48,750.03	65,000.00	16,249.97	75.0
	TOTAL SANITATION REVENUE	20,013.59	181,574.87	260,750.00	79,175.13	69.6
	TOTAL FUND REVENUE	91,596.37	797,178.99	1,101,150.00	303,971.01	72.4

TOWN OF JEROME
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING MARCH 31, 2025

Item A.

UTILITY FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>WATER EXPENDITURES</u>						
20-50-5001	SALARIES AND WAGES	5,939.54	59,307.06	94,000.00	34,692.94	63.1
20-50-5006	LONGEVITY BONUS	.00	208.45	430.00	221.55	48.5
20-50-5010	FICA AND MEDICARE	440.79	4,418.34	7,300.00	2,881.66	60.5
20-50-5011	RETIREMENT	604.33	6,156.49	12,000.00	5,843.51	51.3
20-50-5012	HEALTH INSURANCE	1,876.14	18,641.31	30,000.00	11,358.69	62.1
20-50-5013	WORKER'S COMPENSATION	205.47	3,132.84	5,500.00	2,367.16	57.0
20-50-5014	UNEMPLOYMENT	.00	24.36	100.00	75.64	24.4
20-50-6110	CONTRACT SERVICES	1,025.00	8,590.00	17,000.00	8,410.00	50.5
20-50-6116	TRAINING AND EDUCATION	.00	120.00	500.00	380.00	24.0
20-50-6135	PERMIT FEE EXP - WATER	.00	429.44	1,250.00	820.56	34.4
20-50-6140	ENGINEERING FEES	1,000.00	6,590.00	4,000.00	(2,590.00)	164.8
20-50-6145	FUEL	172.07	1,646.85	4,000.00	2,353.15	41.2
20-50-6155	INSURANCE	6,899.25	7,262.10	12,250.00	4,987.90	59.3
20-50-6170	LEGAL EXP - WATER	.00	.00	24,000.00	24,000.00	.0
20-50-6185	MISCELLANEOUS	.00	1,557.95	800.00	(757.95)	194.7
20-50-6192	SOFTWARE SUPPORT EXP - WATER	343.39	6,300.60	5,750.00	(550.60)	109.6
20-50-6195	OPERATING SUPPLIES - WATER	.00	2,310.56	5,000.00	2,689.44	46.2
20-50-6215	R&M BUILDING - WATER	.00	.00	250.00	250.00	.0
20-50-6220	REP AND MAINT - VEHICLES	718.09	2,353.24	3,000.00	646.76	78.4
20-50-6225	REP AND MAINT - EQUIPMENT	.00	684.59	2,000.00	1,315.41	34.2
20-50-6230	REP AND MAINT - INFRASTRUCTURE	70.62	17,243.13	240,000.00	222,756.87	7.2
20-50-6232	SPRINGS SECURITY EXP	93.37	838.51	6,000.00	5,161.49	14.0
20-50-6240	SERVICE TESTS/SYSTEM TESTING	15.00	378.00	750.00	372.00	50.4
20-50-6250	SMALL TOOLS AND EQUIPMENT	141.80	252.55	2,000.00	1,747.45	12.6
20-50-6271	DWR FEE	.00	.00	1,000.00	1,000.00	.0
20-50-6280	UNIFORM EXP WATER	.00	331.64	350.00	18.36	94.8
20-50-6285	UTILITIES EXP - WATER	38.87	335.08	500.00	164.92	67.0
20-50-6290	ADMINISTRATIVE CHARGE	4,918.00	44,262.00	59,016.00	14,754.00	75.0
20-50-8040	LEASE PAYMENTS	.00	.00	800.00	800.00	.0
	TOTAL WATER EXPENDITURES	24,501.73	193,375.09	539,546.00	346,170.91	35.8

TOWN OF JEROME
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING MARCH 31, 2025

Item A.

UTILITY FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SEWER EXPENDITURES</u>						
20-51-5001	SALARIES AND WAGES	3,220.70	32,162.18	51,000.00	18,837.82	63.1
20-51-5006	LONGEVITY BONUS	.00	113.03	240.00	126.97	47.1
20-51-5010	FICA AND MEDICARE	239.02	2,396.03	3,900.00	1,503.97	61.4
20-51-5011	RETIREMENT	327.70	3,338.72	6,100.00	2,761.28	54.7
20-51-5012	HEALTH INSURANCE	1,017.39	10,109.58	15,500.00	5,390.42	65.2
20-51-5013	WORKER'S COMPENSATION	110.46	1,650.17	2,750.00	1,099.83	60.0
20-51-5014	UNEMPLOYMENT	.00	13.20	55.00	41.80	24.0
20-51-6110	CONTRACT SERVICES	3,325.00	26,600.00	47,500.00	20,900.00	56.0
20-51-6135	PERMIT FEE EXP - SEWER	.00	1,498.94	2,250.00	751.06	66.6
20-51-6140	ENGINEERING FEES	4,901.50	8,186.50	14,750.00	6,563.50	55.5
20-51-6145	FUEL	93.04	848.73	3,000.00	2,151.27	28.3
20-51-6155	INSURANCE	6,899.25	7,262.10	12,750.00	5,487.90	57.0
20-51-6170	LEGAL EXP - SEWER	.00	.00	1,000.00	1,000.00	.0
20-51-6185	MISCELLANEOUS	.00	1,653.44	750.00	(903.44)	220.5
20-51-6192	SOFTWARE SUPPORT EXP - SEWER	343.39	6,613.20	6,000.00	(613.20)	110.2
20-51-6195	OPERATING SUPPLIES - SEWER	.00	7,882.59	12,000.00	4,117.41	65.7
20-51-6215	R&M BUILDING - SEWER	.00	190.64	.00	(190.64)	.0
20-51-6220	REP AND MAINT - VEHICLES	496.53	2,254.13	3,250.00	995.87	69.4
20-51-6225	REP AND MAINT - EQUIPMENT	.00	684.59	575.00	(109.59)	119.1
20-51-6230	REP AND MAINT - INFRASTRUCTURE	36.22	3,209.03	35,000.00	31,790.97	9.2
20-51-6240	SERVICE TESTS/SYSTEM TESTING	755.80	7,181.72	11,000.00	3,818.28	65.3
20-51-6250	SMALL TOOLS & EQUIPMENT (UNDER	141.80	1,112.72	1,500.00	387.28	74.2
20-51-6280	UNIFORM EXP SEWER	.00	331.66	450.00	118.34	73.7
20-51-6285	UTILITIES	212.35	1,662.58	2,750.00	1,087.42	60.5
20-51-6290	ADMINISTRATIVE CHARGE	4,918.00	44,262.00	59,016.00	14,754.00	75.0
20-51-8040	LEASE PAYMENTS	.00	.00	900.00	900.00	.0
	TOTAL SEWER EXPENDITURES	27,038.15	171,217.48	293,986.00	122,768.52	58.2

TOWN OF JEROME
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING MARCH 31, 2025

Item A.

UTILITY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SANITATION EXPENDITURES</u>					
20-52-5001 SALARIES AND WAGES	5,124.04	51,169.71	82,000.00	30,830.29	62.4
20-52-5006 LONGEVITY BONUS	.00	179.83	380.00	200.17	47.3
20-52-5010 FICA AND MEDICARE	380.30	3,812.09	6,500.00	2,687.91	58.7
20-52-5011 RETIREMENT	521.35	5,311.80	10,000.00	4,688.20	53.1
20-52-5012 HEALTH INSURANCE	1,618.53	16,083.76	25,000.00	8,916.24	64.3
20-52-5013 WORKER'S COMPENSATION	319.29	4,723.77	6,600.00	1,876.23	71.6
20-52-5014 UNEMPLOYMENT	.00	21.02	90.00	68.98	23.4
20-52-6111 RECYCLING CONTRACT EXP	145.00	1,610.00	1,750.00	140.00	92.0
20-52-6116 TRAINING & EDUCATION	.00	95.00	.00	(95.00)	.0
20-52-6142 EQUIPMENT RENTALS	.00	.00	1,000.00	1,000.00	.0
20-52-6145 FUEL	336.72	3,240.84	7,750.00	4,509.16	41.8
20-52-6155 INSURANCE	6,899.25	7,262.10	12,750.00	5,487.90	57.0
20-52-6165 LANDFILL TIPPING FEES	1,429.60	15,234.63	19,000.00	3,765.37	80.2
20-52-6185 MISCELLANEOUS	.00	1,820.59	8,000.00	6,179.41	22.8
20-52-6192 SOFTWARE SUPPORT EXP - TRASH	343.39	4,962.83	4,500.00	(462.83)	110.3
20-52-6195 OPERATING SUPPLIES - TRASH	.00	305.71	450.00	144.29	67.9
20-52-6220 REP AND MAINT - VEHICLES	1,019.39	8,191.83	7,750.00	(441.83)	105.7
20-52-6225 REP AND MAINT - EQUIPMENT	.00	684.59	600.00	(84.59)	114.1
20-52-6230 R&M TRASH - INFRASTRUCTURE	.00	35.13	250.00	214.87	14.1
20-52-6250 SMALL TOOLS AND EQUIPMENT	305.41	305.41	1,500.00	1,194.59	20.4
20-52-6280 UNIFORM EXP TRASH	.00	331.69	350.00	18.31	94.8
20-52-6290 ADMINISTRATIVE CHARGE	4,918.00	44,262.00	59,016.00	14,754.00	75.0
20-52-9500 TRANSFERS OUT	.00	10,000.00	10,000.00	.00	100.0
TOTAL SANITATION EXPENDITURES	23,360.27	179,644.33	265,236.00	85,591.67	67.7
TOTAL FUND EXPENDITURES	74,900.15	544,236.90	1,098,768.00	554,531.10	49.5
NET REVENUE OVER EXPENDITURES	16,696.22	252,942.09	2,382.00	(250,560.09)	10618.

TOWN OF JEROME
 BALANCE SHEET
 MARCH 31, 2025

Item A.

HURF FUND

ASSETS

30-00-1000	CASH - COMBINED FUND	(720,073.44)	
30-00-1022	OAZ HURF SAVINGS		787,561.28	
				<u>67,487.84</u>
	TOTAL ASSETS			<u><u>67,487.84</u></u>

LIABILITIES AND EQUITY

FUND EQUITY

30-00-3002	UNRESTRICTED FUND BALANCE		72,165.46	
	REVENUE OVER EXPENDITURES - YTD	(<u>4,677.62)</u>	
	BALANCE - CURRENT DATE		<u>(4,677.62)</u>	
	TOTAL FUND EQUITY			<u>67,487.84</u>
	TOTAL LIABILITIES AND EQUITY			<u><u>67,487.84</u></u>

TOWN OF JEROME
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 9 MONTHS ENDING MARCH 31, 2025

Item A.

HURF FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>HURF REVENUE</u>						
30-30-4020	HURF REVENUE	3,741.59	31,428.32	48,000.00	16,571.68	65.5
30-30-4300	INTEREST AND INVESTMENT EARNIN	333.54	2,926.51	2,750.00	(176.51)	106.4
30-30-4900	TRANSFERS IN	15,833.33	142,499.97	190,000.00	47,500.03	75.0
	TOTAL HURF REVENUE	19,908.46	176,854.80	240,750.00	63,895.20	73.5
	TOTAL FUND REVENUE	19,908.46	176,854.80	240,750.00	63,895.20	73.5

TOWN OF JEROME
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING MARCH 31, 2025

Item A.

HURF FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>HURF EXPENDITURE</u>					
30-30-5001 SALARIES AND WAGES	4,765.66	46,134.01	44,000.00	(2,134.01)	104.9
30-30-5006 LONGEVITY BONUS	.00	370.42	200.00	(170.42)	185.2
30-30-5010 FICA AND MEDICARE	358.42	3,496.18	3,500.00	3.82	99.9
30-30-5011 RETIREMENT	276.66	2,818.55	5,300.00	2,481.45	53.2
30-30-5012 HEALTH INSURANCE	858.73	8,534.01	13,000.00	4,465.99	65.7
30-30-5013 WORKER'S COMPENSATION	119.84	1,620.72	2,100.00	479.28	77.2
30-30-5014 UNEMPLOYMENT	5.53	27.92	50.00	22.08	55.8
30-30-6140 ENGINEERING FEES	.00	.00	2,500.00	2,500.00	.0
30-30-6142 EQUIPMENT RENTALS	.00	.00	750.00	750.00	.0
30-30-6145 FUEL	83.22	1,395.42	1,500.00	104.58	93.0
30-30-6155 INSURANCE	4,599.50	4,841.40	8,500.00	3,658.60	57.0
30-30-6185 MISCELLANEOUS	.00	756.56	650.00	(106.56)	116.4
30-30-6192 SOFTWARE SERVICE & SUPPORT	114.46	1,113.82	1,575.00	461.18	70.7
30-30-6195 OPERATING SUPPLIES - HURF	.00	114.04	500.00	385.96	22.8
30-30-6210 PUBLIC RESTROOM SUPPLIES	.00	5,954.98	1,250.00	(4,704.98)	476.4
30-30-6215 REPAIR & MAINTENANCE - BUILDIN	.00	.00	500.00	500.00	.0
30-30-6220 REP AND MAINT - VEHICLES	519.59	2,134.43	1,750.00	(384.43)	122.0
30-30-6225 REP AND MAINT - EQUIPMENT	.00	684.60	1,000.00	315.40	68.5
30-30-6230 REP AND MAINT - INFRASTRUCTURE	1,693.88	81,546.22	124,000.00	42,453.78	65.8
30-30-6250 SMALL TOOLS AND EQUIPMENT	141.79	187.90	500.00	312.10	37.6
30-30-6255 STREET LIGHTS	1,241.15	11,054.72	13,500.00	2,445.28	81.9
30-30-6260 STREET SUPPLIES	.00	1,848.62	4,750.00	2,901.38	38.9
30-30-6280 UNIFORM EXP - HURF	.00	331.68	400.00	68.32	82.9
30-30-6290 ADMINISTRATIVE CHARGE	729.58	6,566.22	8,755.00	2,188.78	75.0
30-30-8040 LEASE PAYMENTS	.00	.00	200.00	200.00	.0
TOTAL HURF EXPENDITURE	15,508.01	181,532.42	240,730.00	59,197.58	75.4
TOTAL FUND EXPENDITURES	15,508.01	181,532.42	240,730.00	59,197.58	75.4
NET REVENUE OVER EXPENDITURES	4,400.45	(4,677.62)	20.00	4,697.62	(23388

TOWN OF JEROME
 BALANCE SHEET
 MARCH 31, 2025

Item A.

PARKING FUND

ASSETS

35-00-1000	CASH - COMBINED FUND	178,626.57	
	TOTAL ASSETS		178,626.57

LIABILITIES AND EQUITY

FUND EQUITY

35-00-3002	UNRESTRICTED FUND BALANCE	147,075.51	
	REVENUE OVER EXPENDITURES - YTD	31,551.06	
	BALANCE - CURRENT DATE	31,551.06	
	TOTAL FUND EQUITY		178,626.57
	TOTAL LIABILITIES AND EQUITY		178,626.57

TOWN OF JEROME
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 9 MONTHS ENDING MARCH 31, 2025

Item A.

PARKING FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>PARKING FUND REVENUE</u>					
35-35-4042 PARKING KIOSK REVENUE	43,619.71	281,706.86	355,000.00	73,293.14	79.4
TOTAL PARKING FUND REVENUE	43,619.71	281,706.86	355,000.00	73,293.14	79.4
TOTAL FUND REVENUE	43,619.71	281,706.86	355,000.00	73,293.14	79.4

TOWN OF JEROME
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING MARCH 31, 2025

Item A.

PARKING FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PARKING FUND EXPENDITURE</u>					
35-35-5001 SALARIES AND WAGES	1,405.48	24,924.15	41,000.00	16,075.85	60.8
35-35-5006 LONGEVITY BONUS	.00	100.00	180.00	80.00	55.6
35-35-5010 FICA MATCH	107.52	1,914.39	3,100.00	1,185.61	61.8
35-35-5013 WORKER'S COMPENSATION	24.59	695.05	1,100.00	404.95	63.2
35-35-5014 UNEMPLOYMENT	3.79	23.07	175.00	151.93	13.2
35-35-6145 FUEL	39.85	466.21	1,000.00	533.79	46.6
35-35-6185 MISCELLANEOUS	.00	742.45	1,000.00	257.55	74.3
35-35-6186 BANK CHARGES	.00	85.45	.00	(85.45)	.0
35-35-6188 CREDIT CARD PROCESSING FEES	3,070.37	23,247.88	27,500.00	4,252.12	84.5
35-35-6192 SOFTWARE SERVICE AND SUPPORT	659.47	12,859.29	27,500.00	14,640.71	46.8
35-35-6195 OPERATING SUPPLIES	.00	2,060.80	2,500.00	439.20	82.4
35-35-6265 TELEPHONE	246.24	4,724.56	5,500.00	775.44	85.9
35-35-6290 ADMINISTRATIVE CHARGE	479.17	4,312.53	5,750.00	1,437.47	75.0
35-35-8041 ALLOWANCE FOR ADDITIONAL CAPIT	.00	.00	4,000.00	4,000.00	.0
35-35-9500 TRANSFERS OUT	19,333.33	173,999.97	232,000.00	58,000.03	75.0
TOTAL PARKING FUND EXPENDITURE	25,369.81	250,155.80	352,305.00	102,149.20	71.0
TOTAL FUND EXPENDITURES	25,369.81	250,155.80	352,305.00	102,149.20	71.0
NET REVENUE OVER EXPENDITURES	18,249.90	31,551.06	2,695.00	(28,856.06)	1170.7

TOWN OF JEROME
 BALANCE SHEET
 MARCH 31, 2025

Item A.

FIRE DEPT PENSION & RETIREMENT

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

TOWN OF JEROME
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 9 MONTHS ENDING MARCH 31, 2025

Item A.

FIRE DEPT PENSION & RETIREMENT

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

TOWN OF JEROME
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 9 MONTHS ENDING MARCH 31, 2025

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	2,000.00	27,750.00	25,750.00	7.2
TOTAL FIRE DEPT P&R EXPENDITURE	.00	2,000.00	27,750.00	25,750.00	7.2
TOTAL FUND EXPENDITURES	.00	2,000.00	27,750.00	25,750.00	7.2
NET REVENUE OVER EXPENDITURES	.00	(2,000.00)	.00	2,000.00	.0

TOWN OF JEROME
 BALANCE SHEET
 MARCH 31, 2025

Item A.

OPERATING GRANTS REVENUE

<u>ASSETS</u>			
50-00-1000	CASH - COMBINED FUND	112,312.27	
50-00-1800	INVENTORY	13,193.06	
		<u> </u>	
	TOTAL ASSETS		<u>125,505.33</u>
 <u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
50-00-2755	DEFERRED REVENUE - OPR GRANTS	73,062.12	
		<u> </u>	
	TOTAL LIABILITIES		73,062.12
 <u>FUND EQUITY</u>			
50-00-3002	UNRESTRICTED FUND BALANCE	36,592.44	
	REVENUE OVER EXPENDITURES - YTD	15,850.77	
		<u> </u>	
	BALANCE - CURRENT DATE	15,850.77	
		<u> </u>	
	TOTAL FUND EQUITY		<u>52,443.21</u>
	TOTAL LIABILITIES AND EQUITY		<u>125,505.33</u>

TOWN OF JEROME
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 9 MONTHS ENDING MARCH 31, 2025

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	27,025.08	.00	(27,025.08)	.0
50-40-4067 POLICE DEPT REV - OPR GRANTS	.00	.00	20,000.00	20,000.00	.0
50-40-4068 FIRE DEPT REV - OPR GRANTS	11,402.85	15,402.85	43,000.00	27,597.15	35.8
50-40-4101 USDA SEARCH GRANT WWTP	.00	.00	32,000.00	32,000.00	.0
50-40-4102 YAVAPAI COUNTY STORM DRAINAGE/	.00	.00	30,000.00	30,000.00	.0
50-40-4105 COMMUNITY & FOUNDATION GRANT R	.00	.00	20,000.00	20,000.00	.0
50-40-4150 POLICE: PROP 207 FUNDING	.00	.00	(5,000.00)	(5,000.00)	.0
50-40-4185 MISCELLANEOUS GRANTS	.00	13,362.06	350,000.00	336,637.94	3.8
50-40-4200 MISC. JUDICIAL GRANTS	.00	.00	25,000.00	25,000.00	.0
TOTAL OPERATING GRANTS REVENUE	11,402.85	55,789.99	515,000.00	459,210.01	10.8
TOTAL FUND REVENUE	11,402.85	55,789.99	515,000.00	459,210.01	10.8

TOWN OF JEROME
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 9 MONTHS ENDING MARCH 31, 2025

Item A.

OPERATING GRANTS REVENUE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OPERATING GRANTS EXPENDITURE</u>					
50-40-6100 MISC. JUDICIAL GRANT EXP.	.00	.00	25,000.00	25,000.00	.0
50-40-6101 USDA SEARCH GRANT (WWTP ENGINE	.00	.00	32,000.00	32,000.00	.0
50-40-6102 YAVAPAI COUNTY STORM DRAINAGE/	.00	.00	30,000.00	30,000.00	.0
50-40-6105 COMMUNITY INVESTMENT 2024	.00	.00	20,000.00	20,000.00	.0
50-40-6150 POLICE: PROP 207 FUNDING	.00	.00	5,000.00	5,000.00	.0
50-40-6185 USE OF MISCELLANEOUS GRANTS	.00	.00	350,000.00	350,000.00	.0
50-40-6236 RICO EXP - OPR GRANTS	9,281.48	26,964.48	.00	(26,964.48)	.0
50-40-6237 POLICE DEPT EXP - OPR GRANTS	.00	.00	20,000.00	20,000.00	.0
50-40-6238 FIRE DEPT EXP - OPR GRANTS	.00	12,974.74	43,000.00	30,025.26	30.2
TOTAL OPERATING GRANTS EXPENDITURE	9,281.48	39,939.22	525,000.00	485,060.78	7.6
TOTAL FUND EXPENDITURES	9,281.48	39,939.22	525,000.00	485,060.78	7.6
NET REVENUE OVER EXPENDITURES	2,121.37	15,850.77	(10,000.00)	(25,850.77)	158.5

TOWN OF JEROME
 BALANCE SHEET
 MARCH 31, 2025

Item A.

CAPITAL GRANTS FUND

<u>ASSETS</u>			
60-00-1000	CASH - COMBINED FUND	850,449.71	
	TOTAL ASSETS		850,449.71
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
60-00-2755	DEFERRED REVENUE - CAP GRANTS	717,751.43	
	TOTAL LIABILITIES		717,751.43
<u>FUND EQUITY</u>			
60-00-3001	RESTRICTED FUND BALANCE	291,647.29	
60-00-3002	UNRESTRICTED FUND BALANCE	(153,891.34)	
	REVENUE OVER EXPENDITURES - YTD	(5,057.67)	
	BALANCE - CURRENT DATE	(5,057.67)	
	TOTAL FUND EQUITY		132,698.28
	TOTAL LIABILITIES AND EQUITY		850,449.71

TOWN OF JEROME
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 9 MONTHS ENDING MARCH 31, 2025

Item A.

CAPITAL GRANTS FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>CAPITAL GRANTS REVENUE</u>					
60-70-4105 CDBG DECEPTIOWATERLINE REVENUE	.00	.00	400,000.00	400,000.00	.0
60-70-4107 YAVAPAI APACHE GAMING DONATION	.00	8,657.86	16,000.00	7,342.14	54.1
60-70-4108 FREEPORT MCMORAN - SOCIAL INVE	.00	.00	25,000.00	25,000.00	.0
60-70-4111 LEGISLATIVE FUNDING-CENTER AVE	.00	.00	500,000.00	500,000.00	.0
60-70-4185 MISCELLANEOUS CAPITAL GRANTS	.00	.00	500,000.00	500,000.00	.0
60-70-4200 FEDERAL GRANTS	.00	.00	2,500,000.00	2,500,000.00	.0
TOTAL CAPITAL GRANTS REVENUE	.00	8,657.86	3,941,000.00	3,932,342.14	.2
TOTAL FUND REVENUE	.00	8,657.86	3,941,000.00	3,932,342.14	.2

TOWN OF JEROME
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 9 MONTHS ENDING MARCH 31, 2025

Item A.

CAPITAL GRANTS FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL GRANTS EXPENDITURE</u>					
60-70-6105 CDBG DECEPTIWATERLINE EXPENSES	7,515.53	7,515.53	400,000.00	392,484.47	1.9
60-70-6107 YAVAPAI APACHE GRANT EXPENSES	.00	.00	16,000.00	16,000.00	.0
60-70-6108 FREEPORT MCMORAN - SOCIAL INVE	.00	.00	25,000.00	25,000.00	.0
60-70-6111 LEGISTATIVE FUNDING-CENTERAVE	.00	.00	500,000.00	500,000.00	.0
60-70-6185 MISC EXP - CAP GRANTS	.00	6,200.00	500,000.00	493,800.00	1.2
60-70-6200 FEDERAL RAISE GRANT EXP	.00	.00	2,500,000.00	2,500,000.00	.0
TOTAL CAPITAL GRANTS EXPENDITURE	<u>7,515.53</u>	<u>13,715.53</u>	<u>3,941,000.00</u>	<u>3,927,284.47</u>	<u>.4</u>
TOTAL FUND EXPENDITURES	<u>7,515.53</u>	<u>13,715.53</u>	<u>3,941,000.00</u>	<u>3,927,284.47</u>	<u>.4</u>
NET REVENUE OVER EXPENDITURES	<u>(7,515.53)</u>	<u>(5,057.67)</u>	<u>.00</u>	<u>5,057.67</u>	<u>.0</u>

TOWN OF JEROME
 BALANCE SHEET
 MARCH 31, 2025

Item A.

GENERAL FUND CONTINGENCIES FND

ASSETS

70-00-1000	CASH - COMBINED FUND	(376,038.96)
	TOTAL ASSETS		(376,038.96)

LIABILITIES AND EQUITY

FUND EQUITY

70-00-3002	UNRESTRICTED FUND BALANCE	(323,855.22)
	REVENUE OVER EXPENDITURES - YTD	(52,183.74)
	BALANCE - CURRENT DATE	(52,183.74)
	TOTAL FUND EQUITY		(376,038.96)
	TOTAL LIABILITIES AND EQUITY		(376,038.96)

TOWN OF JEROME
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 9 MONTHS ENDING MARCH 31, 2025

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	10,000.00	2,350,000.00	2,340,000.00	.4
TOTAL GENERAL FUND CONTINGENCIES RE	.00	10,000.00	2,425,000.00	2,415,000.00	.4
TOTAL FUND REVENUE	.00	10,000.00	2,425,000.00	2,415,000.00	.4

TOWN OF JEROME
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 9 MONTHS ENDING MARCH 31, 2025

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	1,415.03	61,852.53	75,000.00	13,147.47	82.5
70-25-6295 EXPENSE - GF CONTINGENCIES	.00	331.21	2,350,000.00	2,349,668.79	.0
TOTAL GENERAL FUND CONTINGENCIES EXP	1,415.03	62,183.74	2,425,000.00	2,362,816.26	2.6
TOTAL FUND EXPENDITURES	1,415.03	62,183.74	2,425,000.00	2,362,816.26	2.6
NET REVENUE OVER EXPENDITURES	(1,415.03)	(52,183.74)	.00	52,183.74	.0

TOWN OF JEROME
BALANCE SHEET
MARCH 31, 2025

Item A.

UTILITIES CONTINGENCIES FUND

ASSETS

80-00-1000	CASH - COMBINED FUND	75,480.48	
	TOTAL ASSETS		75,480.48

LIABILITIES AND EQUITY

FUND EQUITY

80-00-3002	ENDING FUND BALANCE	75,480.48	
	TOTAL FUND EQUITY		75,480.48
	TOTAL LIABILITIES AND EQUITY		75,480.48

TOWN OF JEROME
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 9 MONTHS ENDING MARCH 31, 2025

Item A.

UTILITIES CONTINGENCIES FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>UTILITIES CONTINGENCIES REV</u>					
80-55-4295 REVENUE - UF CONTINGENCIES	.00	.00	500,000.00	500,000.00	.0
TOTAL UTILITIES CONTINGENCIES REV	.00	.00	500,000.00	500,000.00	.0
TOTAL FUND REVENUE	.00	.00	500,000.00	500,000.00	.0

TOWN OF JEROME
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 9 MONTHS ENDING MARCH 31, 2025

Item A.

UTILITIES CONTINGENCIES FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>UTILITIES CONTINGENCIES EXP</u>					
80-55-6295 EXPENSE - UF CONTINGENCIES	.00	.00	500,000.00	500,000.00	.0
TOTAL UTILITIES CONTINGENCIES EXP	.00	.00	500,000.00	500,000.00	.0
TOTAL FUND EXPENDITURES	.00	.00	500,000.00	500,000.00	.0
NET REVENUE OVER EXPENDITURES	.00	.00	.00	.00	.0

TOWN OF JEROME
 BALANCE SHEET
 MARCH 31, 2025

Item A.

CAPITAL FUND

ASSETS

90-00-1000	CASH - COMBINED FUND	(1,285,056.04)	
90-00-1021	OAZ CAPITAL IMPROVEMENTS		71,936.62	
90-00-1023	ONEAZ WWTP CHECKING		57,799.23	
				<hr/>
	TOTAL ASSETS		(1,155,320.19)
				<hr/> <hr/>

LIABILITIES AND EQUITY

FUND EQUITY

90-00-3002	UNRESTRICTED FUND BALANCE	(518,571.80)	
	REVENUE OVER EXPENDITURES - YTD	(636,748.39)	
				<hr/>
	BALANCE - CURRENT DATE	(636,748.39)	
				<hr/>
	TOTAL FUND EQUITY		(1,155,320.19)
				<hr/> <hr/>
	TOTAL LIABILITIES AND EQUITY		(1,155,320.19)
				<hr/> <hr/>

TOWN OF JEROME
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 9 MONTHS ENDING MARCH 31, 2025

Item A.

CAPITAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>CAPITAL FUND REVENUES</u>					
90-57-4300 BANK INTEREST - CAPITAL FUND	152.36	611.10	225.00	(386.10)	271.6
90-57-4303 INTEREST - WWTP	4.91	69.62	575.00	505.38	12.1
90-57-4515 INTERIM WWTP LOAN	.00	.00	2,000,000.00	2,000,000.00	.0
TOTAL CAPITAL FUND REVENUES	157.27	680.72	2,000,800.00	2,000,119.28	.0
TOTAL FUND REVENUE	157.27	680.72	2,000,800.00	2,000,119.28	.0

TOWN OF JEROME
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 9 MONTHS ENDING MARCH 31, 2025

Item A.

CAPITAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL FUND EXPENDITURES</u>					
90-57-7026 HOUSING PURCHASE EXPENSE	.00	543,387.91	.00	(543,387.91)	.0
90-57-7027 WASTEWATER TREATMENT DESIGN EX	.00	94,041.20	.00	(94,041.20)	.0
90-57-7030 INTERIM WWTP LOAN EXP	.00	.00	2,000,000.00	2,000,000.00	.0
TOTAL CAPITAL FUND EXPENDITURES	.00	637,429.11	2,000,000.00	1,362,570.89	31.9
TOTAL FUND EXPENDITURES	.00	637,429.11	2,000,000.00	1,362,570.89	31.9
NET REVENUE OVER EXPENDITURES	157.27	(636,748.39)	800.00	637,548.39	(79593)

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	031225KM7	February Fuel for Fire Dept	1	03/12/2025	394.55	.00	394.55	101871	03/12/2025
		031225KM7	February Fuel for PD Rang	2	03/12/2025	39.85	.00	39.85	101871	03/12/2025
		031225KM7	February Fuel for Propertie	3	03/12/2025	84.06	.00	84.06	101871	03/12/2025
		031225KM7	February Feul for Sewer	4	03/12/2025	56.35	.00	56.35	101871	03/12/2025
Total 1000:						574.81	.00	574.81		
1050	APS	030525KM8	Acct 2839800000 - Hotel J	1	03/05/2025	40.42	.00	40.42	101850	03/05/2025
		030525KM8	Acct 84682410000 Middle	2	03/05/2025	39.73	.00	39.73	101850	03/05/2025
		030525KM8	Acct 0421621000 Fire Stati	3	03/05/2025	469.27	.00	469.27	101850	03/05/2025
		030525KM8	Acct 0024240000 Lower P	4	03/05/2025	40.24	.00	40.24	101850	03/05/2025
		030525KM8	Acct 8061950000 Sunshin	5	03/05/2025	38.87	.00	38.87	101850	03/05/2025
		030525KM8	Acct 5613490000 - Upper	6	03/05/2025	58.71	.00	58.71	101850	03/05/2025
		030525KM8	Acct 2353720000 Gulch Fir	7	03/05/2025	149.94	.00	149.94	101850	03/05/2025
		030525KM8	Acct 4246290000 WWTP	8	03/05/2025	212.35	.00	212.35	101850	03/05/2025
		030525KM8	Acct 3216010000 Hotel Jer	9	03/05/2025	39.73	.00	39.73	101850	03/05/2025
		030525KM8	Acct 2383901000 - Upper	10	03/05/2025	49.91	.00	49.91	101850	03/05/2025
		030525KM8	Acct 1976520000 Co-op	11	03/05/2025	208.26	.00	208.26	101850	03/05/2025
		030525KM8	Acct 6506951000 Police St	12	03/05/2025	229.43	.00	229.43	101850	03/05/2025
		030525KM8	Acct 6109570000 Town Yar	13	03/05/2025	341.69	.00	341.69	101850	03/05/2025
		030525KM9	Acct 4533627223 Public R	1	03/05/2025	80.79	.00	80.79	101851	03/05/2025
		030525KM9	Acct 3601574879 Main st	2	03/05/2025	52.66	.00	52.66	101851	03/05/2025
		030525KM9	Acct 9438060000 Hull Roof	3	03/05/2025	14.82	.00	14.82	101851	03/05/2025
		030525KM9	Acct 7575770000	4	03/05/2025	936.45	.00	936.45	101851	03/05/2025
030525KM9	Acct 7575770000 Solar Cr	5	03/05/2025	312.50-	.00	312.50-	101851	03/05/2025		
032625KM7	Acct 1490440000 Street Li	1	03/26/2025	1,241.15	.00	1,241.15	101900	03/26/2025		
Total 1050:						3,931.92	.00	3,931.92		
1056	ARIZONA BUG COMPANY	030525KM11	Inv. 10610 Monthly Pest Co	1	03/05/2025	50.00	.00	50.00	101852	03/05/2025
Total 1056:						50.00	.00	50.00		
1088	AT&T	030525KM2	INV 287307080989X02262	1	03/05/2025	246.24	.00	246.24	101853	03/05/2025
		030525KM2	INV 287307080989X02262	2	03/05/2025	246.25	.00	246.25	101853	03/05/2025
Total 1088:						492.49	.00	492.49		
1106	AZ MUNICIPAL RISK RET	030525KM18	INV. 40001406-03032025&	1	03/05/2025	20,697.75	.00	20,697.75	101854	03/05/2025
		030525KM18	INV. 40001406-03032025&	2	03/05/2025	6,899.25	.00	6,899.25	101854	03/05/2025
		030525KM18	INV. 40001406-03032025&	3	03/05/2025	6,899.25	.00	6,899.25	101854	03/05/2025
		030525KM18	INV. 40001406-03032025&	4	03/05/2025	6,899.25	.00	6,899.25	101854	03/05/2025
		030525KM18	INV. 40001406-03032025&	5	03/05/2025	4,599.50	.00	4,599.50	101854	03/05/2025
Total 1106:						45,995.00	.00	45,995.00		
1158	CANDACE GALLAGHER	031225KM3	INV. March 2025 Codificati	1	03/12/2025	525.00	.00	525.00	101872	03/12/2025
		031225KM3	INV. March 2025 Zoning C	2	03/12/2025	100.00	.00	100.00	101872	03/12/2025
Total 1158:						625.00	.00	625.00		
1170	CASELLE	031225KM9	INV. 139673 Contract Supp	1	03/12/2025	1,030.18	.00	1,030.18	101873	03/12/2025
		031225KM9	INV. 139673 Contract Supp	2	03/12/2025	343.39	.00	343.39	101873	03/12/2025
		031225KM9	INV. 139673 Contract Supp	3	03/12/2025	343.39	.00	343.39	101873	03/12/2025

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
		031225KM9	INV. 139673 Contract Supp	4	03/12/2025	343.39	.00	343.39	101873	03/12/2025
		031225KM9	INV. 139673 Contract Supp	5	03/12/2025	114.46	.00	114.46	101873	03/12/2025
		031225KM9	INV. 139673 Contract Supp	6	03/12/2025	114.46	.00	114.46	101873	03/12/2025
Total 1170:						2,289.27	.00	2,289.27		
1178	CENTURY LINK	031925KM4	ACCT 88707005 Inv. 7284	1	03/19/2025	5.66	.00	5.66	101891	03/19/2025
Total 1178:						5.66	.00	5.66		
1195	CITY OF COTTONWOOD	031225KM15	Inv. 0008333 PD Dispatchi	1	03/12/2025	3,835.32	.00	3,835.32	101874	03/12/2025
		031225KM15	Inv. 0008339 FD Dispatchi	2	03/12/2025	648.67	.00	648.67	101874	03/12/2025
Total 1195:						4,483.99	.00	4,483.99		
1206	COLBY & POWELL, PLC	030525KM7	Inv. 9248 Annual Financial	1	03/05/2025	23,500.00	.00	23,500.00	101855	03/05/2025
Total 1206:						23,500.00	.00	23,500.00		
1213	CONTRACT WASTEWATE	031225KM5	Inv. 1016172 Water Syste	1	03/12/2025	1,025.00	.00	1,025.00	101875	03/12/2025
		031225KM5	Inv. 1016172 WWTP Maint	2	03/12/2025	3,325.00	.00	3,325.00	101875	03/12/2025
		031225KM5	Inv. 1016172 Sample Tran	3	03/12/2025	65.00	.00	65.00	101875	03/12/2025
Total 1213:						4,415.00	.00	4,415.00		
1264	DIESEL DIRECT WEST	030525KM19	INV. 86404249 Feb Fuel	1	03/05/2025	66.45	.00	66.45	101856	03/05/2025
		030525KM19	INV. 86404249 Feb Fuel	2	03/05/2025	8.31	.00	8.31	101856	03/05/2025
		030525KM19	INV. 86404249 Feb Fuel	3	03/05/2025	8.31	.00	8.31	101856	03/05/2025
		031925KM3	INV. 86428496 March Fuel	1	03/19/2025	161.44	.00	161.44	101892	03/19/2025
		031925KM3	INV. 86428496 March Fuel	2	03/19/2025	20.18	.00	20.18	101892	03/19/2025
		031925KM3	INV. 86428496 March Fuel	3	03/19/2025	20.18	.00	20.18	101892	03/19/2025
Total 1264:						284.87	.00	284.87		
1322	FOUR-D LLC	030525KM17	Inv. 00000927 Feb IT Servi	1	03/05/2025	761.25	.00	761.25	101858	03/05/2025
Total 1322:						761.25	.00	761.25		
1412	JANICE PONTIOUS	032625KM6	Reimbursement For PD Su	1	03/26/2025	80.86	.00	80.86	101902	03/26/2025
Total 1412:						80.86	.00	80.86		
1419	JC CULLEN INC	030525KM14	Inv. 157644 IP Port Service	1	03/05/2025	34.56	.00	34.56	101859	03/05/2025
		030525KM14	Inv. 157644 IP Port Service	2	03/05/2025	34.57	.00	34.57	101859	03/05/2025
		031225KM1	Inv. 157704 Siren Repair L	1	03/12/2025	595.00	.00	595.00	101877	03/12/2025
		031225KM1	Inv. 157704 Siren Repair T	2	03/12/2025	756.00	.00	756.00	101877	03/12/2025
		031225KM1	Inv. 157569 Repair PD Unit	3	03/12/2025	595.00	.00	595.00	101877	03/12/2025
Total 1419:						2,015.13	.00	2,015.13		
1428	JEROME CHAMBER OF C	032625KM1	INV. 1057 Annual Members	1	03/26/2025	150.00	.00	150.00	101903	03/26/2025
Total 1428:						150.00	.00	150.00		
1503	LEGEND	030525KM1	Inv 2503490 Testing Servic	1	03/05/2025	75.00	.00	75.00	101860	03/05/2025
		030525KM1	Inv 2503227 Testing Servic	2	03/05/2025	211.00	.00	211.00	101860	03/05/2025
		031225KM18	Inv. 2504086 Testing Servic	1	03/12/2025	101.40	.00	101.40	101879	03/12/2025

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
		031225KM18	Inv. 2503689 Testing Servic	2	03/12/2025	303.40	.00	303.40	101879	03/12/2025
		031225KM18	Inv. 2503689 WW Sink	3	03/12/2025	15.00	.00	15.00	101879	03/12/2025
Total 1503:						705.80	.00	705.80		
1507	LIFE & PROPERTY SAFE	031925KM6	INV. 13855 Fire Alarm Moni	1	03/19/2025	118.80	.00	118.80	101893	03/19/2025
Total 1507:						118.80	.00	118.80		
1576	NAPAAUTO PARTS	030525KM15	INV 372465 Brake Pads F3	1	03/05/2025	132.58	.00	132.58	101861	03/05/2025
		030525KM15	INV 372745 Brake Light S	2	03/05/2025	72.49	.00	72.49	101861	03/05/2025
		030525KM15	INV 374466 PWALL Oil Ch	3	03/05/2025	85.29	.00	85.29	101861	03/05/2025
		030525KM15	INV 374466 PWALL Oil Ch	4	03/05/2025	85.29	.00	85.29	101861	03/05/2025
		030525KM15	INV 374466 PWALL Oil Ch	5	03/05/2025	85.29	.00	85.29	101861	03/05/2025
		030525KM15	INV 374466 PWALL Oil Ch	6	03/05/2025	85.29	.00	85.29	101861	03/05/2025
		030525KM15	INV 374466 PWALL Oil Ch	7	03/05/2025	85.30	.00	85.30	101861	03/05/2025
		030525KM15	INV 374466 PWALL Oil Ch	8	03/05/2025	85.30	.00	85.30	101861	03/05/2025
		030525KM15	INV 374499 Hurf Parts	9	03/05/2025	23.06	.00	23.06	101861	03/05/2025
		030525KM15	INV 374583 Water Truck P	10	03/05/2025	88.98	.00	88.98	101861	03/05/2025
Total 1576:						828.87	.00	828.87		
1603	ODP BUSINESS SOLUTIO	030525KM6	Inv. 410929450001 Custom	1	03/05/2025	191.11	.00	191.11	101863	03/05/2025
		031925KM10	414650983001 Copy Pape	1	03/19/2025	89.04	.00	89.04	101894	03/19/2025
		031925KM10	414764007001 Prong Fold	2	03/19/2025	100.42	.00	100.42	101894	03/19/2025
		031925KM10	414800688001 Coffee Cre	3	03/19/2025	29.97	.00	29.97	101894	03/19/2025
		032625KM2	Inv 41595571101 Coffee a	1	03/26/2025	43.98	.00	43.98	101904	03/26/2025
		032625KM2	Inv 415957879001 Coffee	2	03/26/2025	43.98	.00	43.98	101904	03/26/2025
		032625KM2	Inv 413316890001 8 Gig U	3	03/26/2025	26.68	.00	26.68	101904	03/26/2025
		032625KM2	Inv 415110510001 Tape Re	4	03/26/2025	14.76	.00	14.76	101904	03/26/2025
Total 1603:						539.94	.00	539.94		
1615	FLOWBIRD AMERICA, IN	030525KM5	INV. AI001452 Parkfolio AI	1	03/05/2025	435.01	.00	435.01	101857	03/05/2025
Total 1615:						435.01	.00	435.01		
1626	PETE'S DIESEL SERVICE	031925KM8	Inv. 498897 Garbage Truck	1	03/19/2025	350.00	.00	350.00	101895	03/19/2025
		031925KM8	Inv. 498897 Garbage Truck	2	03/19/2025	172.85	.00	172.85	101895	03/19/2025
Total 1626:						522.85	.00	522.85		
1637	POSTMASTER	30325MS1	Bulk Postage for March-Apr	1	03/03/2025	84.15	.00	84.15	101849	03/03/2025
Total 1637:						84.15	.00	84.15		
1643	PRESCOTT LAW GROUP,	030525KM20	INV. 9350 Flat Fee for Mar	1	03/05/2025	2,000.00	.00	2,000.00	101864	03/05/2025
Total 1643:						2,000.00	.00	2,000.00		
1647	FlexPrint, LLC	031225KM6	Inv. INV5218771-INT Marc	1	03/12/2025	357.51	.00	357.51	101876	03/12/2025
		031225KM6	Inv. INV5218772-INT Ink C	2	03/12/2025	613.38	.00	613.38	101876	03/12/2025
Total 1647:						970.89	.00	970.89		
1667	RDO EQUIPMENT CO.	031225KM12	Inv W1895334 Repairs on	1	03/12/2025	262.40	.00	262.40	101881	03/12/2025
		031225KM12	Inv W1895334 Repairs on	2	03/12/2025	262.40	.00	262.40	101881	03/12/2025

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
		031225KM12	Inv W1895334 Repairs on	3	03/12/2025	262.40	.00	262.40	101881	03/12/2025
		031225KM12	Inv W1895334 Repairs on	4	03/12/2025	262.40	.00	262.40	101881	03/12/2025
		031225KM12	Inv W1895334 Repairs on	5	03/12/2025	262.39	.00	262.39	101881	03/12/2025
		031225KM12	Inv W1895334 Repairs on	6	03/12/2025	262.39	.00	262.39	101881	03/12/2025
		031225KM12	Inv W1895334 Repairs on	7	03/12/2025	148.84	.00	148.84	101881	03/12/2025
		031225KM12	Inv W1895334 Repairs on	8	03/12/2025	148.84	.00	148.84	101881	03/12/2025
		031225KM12	Inv W1895334 Repairs on	9	03/12/2025	148.85	.00	148.85	101881	03/12/2025
		031225KM12	Inv W1895334 Repairs on	10	03/12/2025	148.84	.00	148.84	101881	03/12/2025
		031225KM12	Inv W1895334 Repairs on	11	03/12/2025	148.84	.00	148.84	101881	03/12/2025
		031225KM12	Inv W1895334 Repairs on	12	03/12/2025	148.84	.00	148.84	101881	03/12/2025
		Total 1667:				2,467.43	.00	2,467.43		
1728	SEDONA RECYCLES, INC	031225KM11	INV. JRME 225 Hauling &	1	03/12/2025	145.00	.00	145.00	101882	03/12/2025
		Total 1728:				145.00	.00	145.00		
1735	SHAW LAW FIRM, PLLC	030525KM3	Inv. 27213 TR2024-000017	1	03/05/2025	135.00	.00	135.00	101865	03/05/2025
		030525KM3	Inv. 27214 TR2024-000031	2	03/05/2025	600.00	.00	600.00	101865	03/05/2025
		030525KM3	Inv. 27215 TR2024-000028	3	03/05/2025	600.00	.00	600.00	101865	03/05/2025
		030525KM3	Inv. 27216 TR2024-000029	4	03/05/2025	600.00	.00	600.00	101865	03/05/2025
		030525KM3	Inv. 27217 TR2025-00001	5	03/05/2025	600.00	.00	600.00	101865	03/05/2025
		030525KM3	Inv. 27218, 27219, 27221	6	03/05/2025	630.00	.00	630.00	101865	03/05/2025
		032625KM5	Invoices 27284, 27285, & 2	1	03/26/2025	195.00	.00	195.00	101905	03/26/2025
		032625KM5	Invoice 27287 Dated 3-13-	2	03/26/2025	67.50	.00	67.50	101905	03/26/2025
		032625KM5	Invoice 27288 Dated 3-13-	3	03/26/2025	150.00	.00	150.00	101905	03/26/2025
		032625KM5	Invoice 27289 Dated 3-13-	4	03/26/2025	60.00	.00	60.00	101905	03/26/2025
		Total 1735:				3,637.50	.00	3,637.50		
1740	SIMS MACKIN, LTD	031925KM2	INV. 42053 Legal Services	1	03/19/2025	45.00	.00	45.00	101897	03/19/2025
		Total 1740:				45.00	.00	45.00		
1751	SOUTHWESTERN ENVIR	030625KM1	Inv. 2025-026 Project: 23-0	1	03/06/2025	1,000.00	.00	1,000.00	101870	03/06/2025
		030625KM1	Inv. 2025-026 Project: 23-0	2	03/06/2025	4,901.50	.00	4,901.50	101870	03/06/2025
		031225KM17	Inv. 2025-080 Project 20-0	1	03/12/2025	2,991.30	.00	2,991.30	101883	03/12/2025
		031225KM17	Inv. 2025-046 Project 20-0	2	03/12/2025	4,524.23	.00	4,524.23	101883	03/12/2025
		Total 1751:				13,417.03	.00	13,417.03		
1812	TOWN OF JEROME - UTIL	030525KM10	1014.03 - 655 Holly Ave	1	03/05/2025	46.41	.00	46.41	101867	03/05/2025
		030525KM10	6023.03 - 621 Main St	2	03/05/2025	46.41	.00	46.41	101867	03/05/2025
		030525KM10	7060.01 Public Works Yard	3	03/05/2025	229.58	.00	229.58	101867	03/05/2025
		030525KM10	7054.01 Jerome PD Utilitie	4	03/05/2025	177.32	.00	177.32	101867	03/05/2025
		030525KM10	7015-01 Fire Station	5	03/05/2025	229.58	.00	229.58	101867	03/05/2025
		030525KM10	7002.01 Town Hall Utilities	6	03/05/2025	243.65	.00	243.65	101867	03/05/2025
		Total 1812:				972.95	.00	972.95		
1813	TOWN OF JEROME PR	031225KM16	Payroll Transfer for March 2	1	03/12/2025	90,000.00	.00	90,000.00	101885	03/12/2025
		032625KM3	Payroll Transfer for April &	1	03/26/2025	90,000.00	.00	90,000.00	101906	03/26/2025
		Total 1813:				180,000.00	.00	180,000.00		
1825	TYLER CHRISTENSEN	030525KM12	LMP Refund for Acct 2004-	1	03/05/2025	100.77	.00	100.77	101868	03/05/2025

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 1825:						100.77	.00	100.77		
1827	UNISOURCE ENERGY SE	031925KM5	Acct 4353340000 Perkinsvi	1	03/19/2025	362.69	.00	362.69	101898	03/19/2025
		031925KM5	6937260000 303 Main St -	2	03/19/2025	35.86	.00	35.86	101898	03/19/2025
		031925KM5	7505930000 600 Clark St -	3	03/19/2025	597.03	.00	597.03	101898	03/19/2025
		031925KM5	0559820000 101 N Main St	4	03/19/2025	218.09	.00	218.09	101898	03/19/2025
		031925KM5	7133613001 - 655 Holly -	5	03/19/2025	14.48	.00	14.48	101898	03/19/2025
		031925KM5	2353340000 502 N Main St	6	03/19/2025	197.04	.00	197.04	101898	03/19/2025
Total 1827:						1,425.19	.00	1,425.19		
1851	VERDE VALLEY HARDWA	031225KM19	Ref 76642 Nuts & Bolts	1	03/12/2025	38.35	.00	38.35	101887	03/12/2025
		031225KM19	Ref 76676 Couplers	2	03/12/2025	36.22	.00	36.22	101887	03/12/2025
		031225KM19	Ref 76720 Keys	3	03/12/2025	20.17	.00	20.17	101887	03/12/2025
		031225KM19	Ref 76795 Trash Cans	4	03/12/2025	148.24	.00	148.24	101887	03/12/2025
		031225KM19	Ref 76870 Concrete	5	03/12/2025	217.17	.00	217.17	101887	03/12/2025
		031225KM19	Ref 76878 Trimmer Parts	6	03/12/2025	13.12	.00	13.12	101887	03/12/2025
		031225KM19	Ref 76886 Concrete	7	03/12/2025	72.39	.00	72.39	101887	03/12/2025
		031225KM19	Ref 77128 Wire Strpper	8	03/12/2025	90.03	.00	90.03	101887	03/12/2025
		031225KM19	Ref 77233 Cut Off Wheel a	9	03/12/2025	70.62	.00	70.62	101887	03/12/2025
Total 1851:						706.31	.00	706.31		
1854	VERDE VALLEY NEWSPA	030525KM4	ACCT 400622 Annual Subs	1	03/05/2025	60.94	.00	60.94	101869	03/05/2025
Total 1854:						60.94	.00	60.94		
1859	VERIZON WIRELESS	031225KM10	Acct 870476021-00001 FD	1	03/12/2025	92.99	.00	92.99	101888	03/12/2025
		031225KM10	Acct 870476021-00001 PD	2	03/12/2025	72.24-	.00	72.24-	101888	03/12/2025
		031225KM10	Acct 870476021-00001 Sh	3	03/12/2025	40.88	.00	40.88	101888	03/12/2025
		031225KM10	Acct 870476021-00001 PZ	4	03/12/2025	40.88	.00	40.88	101888	03/12/2025
		031225KM10	Acct 870476021-00002 PD	5	03/12/2025	77.40-	.00	77.40-	101888	03/12/2025
		031225KM10	Acct 870476021-00001 PD	6	03/12/2025	52.98	.00	52.98	101888	03/12/2025
		031225KM10	Acct 870476021-00002 PZ	7	03/12/2025	52.98	.00	52.98	101888	03/12/2025
		031925KM7	Acct 870476021-00003 PD	1	03/19/2025	58.71-	.00	58.71-	101899	03/19/2025
		031925KM7	Acct 870476021-00003 PD	2	03/19/2025	98.29	.00	98.29	101899	03/19/2025
		031925KM7	Acct 870476021-00003 PD	3	03/19/2025	40.01	.00	40.01	101899	03/19/2025
		031925KM7	Acct 870476021-00003 FD	4	03/19/2025	259.20	.00	259.20	101899	03/19/2025
Total 1859:						469.86	.00	469.86		
1903	WM CORPORATE SERVI	031225KM14	Inv. 0000213-4655-6 Dump	1	03/12/2025	1,429.60	.00	1,429.60	101889	03/12/2025
Total 1903:						1,429.60	.00	1,429.60		
2009	Jerome Fire Dept Auxiliary	031225KM4	Payment Reimbursement-	1	03/12/2025	702.31	.00	702.31	101878	03/12/2025
Total 2009:						702.31	.00	702.31		
2016	T2 SYSTEMS, INC.	030525KM13	INV. UPS00055198 Feb Au	1	03/05/2025	110.00	.00	110.00	101866	03/05/2025
		031225KM8	INV. MP000003767 Mobile	1	03/12/2025	1,023.07	.00	1,023.07	101884	03/12/2025
Total 2016:						1,133.07	.00	1,133.07		
2054	TRENCH-ADE, LLC	031225KM13	Inv. TA589058 Road Plates	1	03/12/2025	950.90	.00	950.90	101886	03/12/2025

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 2054:						950.90	.00	950.90		
2078	L-TRON CORPORATION	031225KM2	Inv. 686497 Magenetic Mo	1	03/12/2025	54.35	.00	54.35	101880	03/12/2025
Total 2078:						54.35	.00	54.35		
2084	Northern Arizona Upfitters,	030525KM16	INv 240013 Unit 31 Equip	1	03/05/2025	5,956.48	.00	5,956.48	101862	03/05/2025
		030525KM16	INV. 240013 Unit 31-Labor	2	03/05/2025	3,325.00	.00	3,325.00	101862	03/05/2025
Total 2084:						9,281.48	.00	9,281.48		
2085	MAJCO LLC	031925KM1	Inv. 3038-6000224 2023 Fo	1	03/19/2025	957.60	.00	957.60	101890	03/19/2025
		031925KM1	Inv. 3038-6000224 2023 Fo	2	03/19/2025	1,125.32	.00	1,125.32	101890	03/19/2025
Total 2085:						2,082.92	.00	2,082.92		
2087	Raven Cox	031925KM9	LMP Deposit Refund for Ac	1	03/19/2025	45.12	.00	45.12	101896	03/19/2025
Total 2087:						45.12	.00	45.12		
2088	Barbara Henley	032625KM4	LMP Refund for Closed Ac	1	03/26/2025	76.08	.00	76.08	101901	03/26/2025
Total 2088:						76.08	.00	76.08		
Grand Totals:						315,065.37	.00	315,065.37		

Report Criteria:
Detail report type printed

File Attachments for Item:

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

Council will consider and may approve the staff reports.

For the meeting of April 8, 2025

MONTHLY STAFF REPORT TO THE MAYOR AND COUNCIL

Brett Klein, Town Manager/Clerk

My activities have included:

- Continued work on our Zoning Code Update.
- Attended the Verde Valley Community Development Organization strategic planning for a potential Town of Jerome Community Land Trust.
- Facilitated the required final closeout report for our bridge loan from the Arizona Community Foundation, which requires a comprehensive final report / narrative.
- Worked with WIFA staff on completing all elements and follow-up / supplementary information for our \$1.5M grant submission for Verde Central Syphon Line and Deception / Gulch Water line.
- Attended the final Board meeting for our Verde Central and Deception / Gulch Water line in which we were awarded \$1.5M in a full, no-match grant.
- Conducted the new employee onboarding for Court Clerk, Eileen Carr, and was consulted on subsequent termination of said employee.
- Attended and participated in a day-long mediation session with former Judge Mackey in attempts to resolve the remaining Verde Ex easement items.
- Worked on recruiting a new tenant for 500 Main Street after all three preliminary candidates backed out.
- Met with the Mayor and representatives from Governor Hobbs office.
- Reviewed and posted bid documents on the 2024-2025 CDBG Deception waterline project.
- Worked on the Term sheet / agreement resulting from the Verde Ex mediation.
- Participated in the Deception CDBG waterline pre-bid mandatory conference.
- Worked with various individuals on their special event requests.
- Attended the APS bi-annual update.
- Facilitated a massive public records request.
- Participated in a pre-immediate possession hearing conference for necessary easements.
- Met with various individuals in reference to a request for a special event on JHS property.

**** CONGRATULATIONS TO ****

Shawn Maples (Public Works) on completing 3 years of service effective April 4, 2025.

Nancy Driver (Library) on completing 10 years of service effective April 10

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

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

	FY2025 Actual - (based on to-date DOR website)	FY2024 Actual - (based on DOR website)	Actually Received Thus Far
July	110,631	106,085	31,365
August	89,419	130,622	160,198
September	91,512	79,411	257,718
October	120,090	115,250	343,309
November	133,502	78,059	420,679
December	100,280	116,459	508,880
January	96,559	106,378	605,439
February	114,868	89,204	682,944
March	95,109	105,419	825,650
April		150,319	
May		130,160	
June		109,691	
Total YTD	951,970	1,317,058	825,650

TOWN OF JEROME, AZ

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

	RESTAURANTS/BARS (Bus Class 11)			ACCOMMODATION (Bus Class 44/144)			RETAIL (Bus Class 17)		
	FY2025 actual	FY2024 actual	+/- Compared to Last Yr	FY2025 actual	FY2024 actual	+/-	FY2025 actual	FY2024 actual	+/-
July	38302	34,660	3,642	16719	17,969	(1,250)	39902	36,125	3,777
August	35053	37,999	(2,946)	15495	16,130	(635)	30,560	65,439	(34,879)
September	38,469	30,432	8,037	18570	14,875	3,695	25196	27,037	(1,841)
October	40220	43,194	(2,974)	17090	17,207	(117)	45030	39,382	5,648
November	45587	52,665	(7,078)	25020	24,990	30	54553	42,307	12,246
December	40137	38,505	1,632	16021	18,188	(2,167)	33812	43,845	(10,033)
January	36643	38,694	(2,051)	15354	15,472	(118)	43836	43,489	347
February	40291	29,730	10,561	15443	13,973	1,470	29130	28,100	1,030
March		41,146			16,248			36,289	
April		50,719			26,020			52,465	
May		47,169			21,601			50,136	
June		45,893			20,289			34,359	
Total YTD	314,702	490,806	8,823	139,712	222,962	908	302,019	498,973	(23,705)

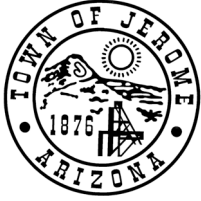
Added 1% Bed Tax

	<u>Monthly total</u>	<u>TOTAL TO DATE</u>
July	2,572	2,572
August	2,384	4,956
September	2,915	7,871
October	2,629	10,500
November	3,849	14,349
December	2,465	16,814
January	2,362	19,176
February	2,376	21,552
March		
April		
May		
June		

WATER FLOWS REPORT

Item A.

Reading Date	WALNUT GPM	VERDE GPM
2024 02-Jan	101	226
08-Jan	101	223
16-Jan	101	248
22-Jan	95	140
29-Jan	95	140
05-Feb	95	140
12-Feb	75	136
20-Feb	75	139
26-Feb	75	140
4-Mar	88	140
11-Mar	88	231
18-Mar	88	233
25-Mar	171	244
1-April	83	250
8-April	171	328
16-April	95	211
22-April	82	163
30-April	201	144
6-May	157	131
13-May	83	116
20-May	153	124
28-May	83	260
3-June	68	250
10-June	71	240
17-June	66	235
24-June	66	230
1-July	57	219
8-July	52	210
15-July	57	262
22-July	55	427
29-July	57	312
5-Aug	57	302
12-Aug	57	292
19-Aug	61	295
26-Aug	61	295
3-Sept	61	281
9-Sept	61	345
16-Sept	57	320
23-Sept	57	288
1-Oct	57	306
7-Oct	57	300
14-Oct	57	300
21-Oct	66	289
28-Oct	57	295
4-Nov	61	300
12-Nov	57	275
18-Nov	57	275
25-Nov	57	275
2-Dec	61	275
9-Dec	57	280
16-Dec	61	274
23-Dec	61	271
30-Dec	60	280
2025 6-Jan	61	273
13-Jan	57	265
21-Jan	57	180
27-Jan	57	195
3-Feb	57	200
10-Feb	57	200
18-Feb	57	230
24-Feb	57	198
3-Mar	52	203
10-Mar	52	200
17-Mar	48	180
24-Mar	43	188
31-Mar	44	190



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

April 2025 Staff Report for March 2025 Activity submitted by Kristen Muenz, Finance Director & Deputy Clerk

- ⚙️ Posted town notices and meeting agendas throughout the month at the three locations in town (Gulch Road, Post Office, Town Hall).
- ⚙️ Assembled packets for and attended Town Council meetings. Posted audio recordings of meetings on Municode and Soundcloud.
- ⚙️ Assisted staff members, department heads, board members, residents, service agents, and contractors with a range of inquiries or tasks and helped answer the phone when needed.
- ⚙️ Processed Payables, Payroll, New Employee Set-Up & Employee Modifications, Check & Cash Deposits, Journal Entries and Bank Reconciliation.
- ⚙️ Maintained files from FY 2025 per the Secretary of State's Retention Schedule, including filing documents in the long-term file room for safety.
- ⚙️ Attended Zoom meetings for Financial Legislation Updates.
- ⚙️ Attended the Verde Valley Finance lunch held at Belfry Brewery. These meetings would take place every month or so before, but stopped when the Finance Manager from Sedona moved to take a different position. Now they have started again.
- ⚙️ Reached out to Sedona's City Clerk's Office to research how their Business Licensing Department handles Special Event locations.
- ⚙️ Permits and Licensing activities for March:
 - Business Licenses**
 - 7 Businesses were sent renewal notices.
 - 10 Businesses sent in their renewal application.
 - 2 Businesses applied for a NEW business license.
 - 8 Business License renewals were issued.
 - 21 Business Licenses are pending approval, including 2 tour businesses.
 - Spreadsheet of Tour & Mobile Food Vendor License updates attached.
 - STR Licenses**
 - 0 new STR/Vacation Rental Licenses were issued

- 1 new STR application was received, but the information was not complete. The application was returned with instructions on completing the steps.
- 18 Total STR Licenses issued currently.
- The total Jerome STR housing units (whole house or separately available units within the same property) is now technically 23 as 1 licensed STR is not currently available due to remodeling- "local's retreat."
- Note: 1 currently licensed location is still for sale (Hampshire Avenue) and another (The "Speakeasy") was just put on the market. The licensed house on Paradise Lane was removed from the market.

In town	CC	Name of FOOD VENDOR Business	TR	Business Type	Expires	App submitted	TPT?	Scanned/ HC to Fire Insp.	\$ received	Payment Rcvd Y/N	Certificate to Manager	Color/Y ear	Issued	Notes
0	7	# (Senor Garcia's) Cheese Stop	#	Food Truck	March	na	na	na	na	na	na	Gray	na	Food Vendor-needs health and fire certifications
0	1	# Mad Honey Food Truck (NEW 2023)	#	Food Truck	June	8/27/2024	2024	8/27/2024	8/27/2024	X	9/9/2024	Beige	9/10/2024	need fire inspection, insurance, etc
0	1	# Merkins Vineyard Kebab Wagon	#	Food Truck	Sept	9/12/2024	2024	9/16/2024	9/12/2024	X	9/30/2024	Gray	9/30/2024	Temp license issued 9/13 expired 9/16. Reg permit issued 9-30
0	E24	# Frosty Cauldron	#	Food Truck	Sep	8/29/2024	2024	29-Aug	9/3/2024	X	9/24/2024	Beige	9/25/2025	Suspended pending appeal
0	1	# Green River Food	#	Food Truck	Nov	na	na	na	na	na	na	na	na	0

In town	CC	Name of TOUR Business	TR	Business Type	Expires	App submitted	TPT?	Scanned/ HC to Fire Insp.	\$ received	Payment Rcvd Y/N	Certificate to Manager	Color/Y ear	Issued	Notes
0	1	# Elevated Wine Tours of Sedona	na	TOUR	May	5/13/2024	na	5/13/2024	5/13/2024	X	9/9/2024	Beige	9/25/2024	Tour Co- approved by Council 5-9-23 RCVD INSURANCE
x	2	# Haunted Tours of Jerome	#	TOUR	June	7/30/2024	2024	7/30/2024	7/30/2024	X	1/21/2025	Beige Su	1/22/2025	Provided driver's licenses for 2 drivers
0	1	# Sip Sedona	#	TOUR	June	10/2/2024	2024	10/3/2024	10/2/2024	X	10/8/2024	Sugar	10/9/2024	Approved by council 6-13-23
0	2	# Wine Tours of Sedona	na	TOUR	June	8/20/2024	0	8/20/2024	10/2/2024	X	9/9/2024	Beige	10/2/2024	Approved by council 6-13-23 INSURANCE + PAYMENT RCVD 10/2/24
x	1	20 Jerome Ghost Tours	#	TOUR	Dec	1/6/2025	2025	6-Jan	1/6/2025	X	2/11/2025	Beige Su	12-Feb	States the approved routes have not changed
0	0	US Ghost Adventures (not approved)	0	TOUR	TBD	na	na	na	na	X	na	na	na	Council voted to deny 1-14-25
0	N25	Capt. Ron's Magical Mystery Tour	#	TOUR	TBD	12/30/2024	2025	na	12/30/2024	X	TBD	TBD	TBD	Approved 1-14-25/Waiting on COI before Issuing License

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



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TOWN OF JEROME, ARIZONA

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

Item A.

April 2025 Staff Report for March Activity Submitted by Michele Sharif, Accounting Clerk/Administrative Specialist

- ❖ Took and transcribed minutes from the Regular Council meetings for March 11th.
- ❖ Transcribed minutes from Planning and Zoning meeting of March 18th.
- ❖ Transcribed minutes from Design Review Board meeting of March 25th.
- ❖ Assisted Utilities Clerk with monthly receiving and posting payments.
- ❖ Processed weekly payables as needed to assist Finance Director.
- ❖ Processed bank reconciliations in Caselle.
- ❖ Monthly reconciliation of petty cash and cash drawer.
- ❖ Scheduled necessary repairs with AES to comply with State of Arizona regulation.
- ❖ Answered phones and assisted at office window as needed.
- ❖ Continued upkeep and organization of both office and public bulletin boards.
- ❖ Additional updating of water line inventory on 120Water website.
- ❖ Received quotes from Caselle/Xpress Bill Pay regarding online utility payment option, information was shared with the Town Manager.
- ❖ Verified that all pertinent wireless lines were cancelled as previously requested.
- ❖ Reviewed emails to be released to legal counsel for public records request.
- ❖ Released first batch of reviewed emails and additional files, as authorized by Town Manager, to new Town legal counsel for review.



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TOWN OF JEROME, ARIZONA

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

Item A.

April 2025 staff report for March activity submitted by Terri Card.

- Current debt (45 days past due):

9 accounts were on the shut-off list at the beginning of March. 4 accounts were sent Yellow Tags, and 0 accounts were shut off because accounts were paid in full or payments were made. 2 accounts are awaiting assistance from local charities.

Balance owed on shut-off accounts from April billing: \$1825.05

Balance owed at end of March: \$3658.94

Late fees: \$90.00

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

Rentals

All renters made their rental payments and are on track.

Report Criteria:

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

Customer Number	Balance	03/31/2025	02/28/2025	01/31/2025	12/31/2024	Last Pmt Date	Last Pmt Amount	Msg	Final Bill Date
1000.01	210.51	97.56	92.13	20.82	.00	02/03/25	250.00-		
1001.03	123.34-	123.34-	.00	.00	.00	11/06/24	1,183.24-		
1003.02	123.94	123.94	.00	.00	.00	03/13/25	123.94-		
1006.02	402.25-	402.25-	.00	.00	.00	02/10/25	750.00-		
1007.02	155.80	155.80	.00	.00	.00	03/27/25	155.80-		
1008.02	92.13	92.13	.00	.00	.00	03/18/25	92.13-		
1009.05	104.36-	104.36-	.00	.00	.00	03/10/25	300.00-		
1010.01	92.13	92.13	.00	.00	.00	03/24/25	92.13-		
1011.01	269.81-	269.81-	.00	.00	.00	03/05/25	500.00-		
1013.01	92.13	92.13	.00	.00	.00	03/19/25	184.26-		
1014.03	46.41	46.41	.00	.00	.00	03/06/25	46.41-		
1015.01	92.13	92.13	.00	.00	.00	03/27/25	92.13-		
1016.01	46.41	46.41	.00	.00	.00	03/17/25	46.41-		
1018.03	155.80	155.80	.00	.00	.00	03/13/25	155.80-		
1021.01	44.77-	44.77-	.00	.00	.00		.00		
1022.01	92.13	92.13	.00	.00	.00	03/18/25	92.13-		
1024.01	110.39-	110.39-	.00	.00	.00	03/31/25	124.00-		
1025.01	107.33	92.13	15.20	.00	.00	03/18/25	84.53-		
1026.01	92.13	92.13	.00	.00	.00	03/17/25	92.13-		
1027.01	92.13	92.13	.00	.00	.00	03/19/25	184.26-		
1028.04	92.13	92.13	.00	.00	.00	03/12/25	92.13-		
1029.01	311.60	155.80	155.80	.00	.00	03/06/25	156.67-		
1030.02	35.08	35.08	.00	.00	.00	03/10/25	198.51-		
1031.03	.02	.00	.00	.00	.02		.00	Final	06/01/12
1031.11	247.88	123.81	123.94	.13	.00	02/12/25	361.94-		
1032.01	92.13	92.13	.00	.00	.00	03/12/25	92.13-		
1036.09	247.88	123.94	123.94	.00	.00	02/20/25	237.94-		
1038.02	92.13	92.13	.00	.00	.00	03/13/25	5.97-		
1040.01	17.34	17.34	.00	.00	.00	03/17/25	17.34-		
1042.01	271.60	271.60	.00	.00	.00	03/17/25	271.60-		
1044.02	164.49	164.49	.00	.00	.00	03/17/25	164.49-		
1051.02	882.84-	1,276.25-	59.16	59.16	275.09	07/08/24	2,672.64-		
1055.05	252.87	.00	.00	.00	252.87		.00	Final	12/12/19
1055.06	92.13	92.13	.00	.00	.00	03/24/25	92.13-		
1056.02	92.13	92.13	.00	.00	.00	03/11/25	92.13-		
1057.01	92.13	92.13	.00	.00	.00	03/17/25	92.13-		
1058.05	92.13	92.13	.00	.00	.00	03/24/25	92.13-		
1059.02	9.88	9.88	.00	.00	.00	03/31/25	114.00-		
1060.02	92.13	92.13	.00	.00	.00	03/24/25	92.13-		
1061.01	123.94	123.94	.00	.00	.00	03/18/25	123.94-		
1062.03	46.41	46.41	.00	.00	.00	03/18/25	46.41-		
1063.02	70.92	70.92	.00	.00	.00	03/10/25	300.00-		
1064.04	434.24	.00	.00	.00	434.24		.00	Final	11/25/13
1064.08	60.18-	60.18-	.00	.00	.00		.00	Final	01/08/18
1064.12	393.22	.00	.00	.00	393.22		.00	Final	04/30/20
1064.15	164.49	164.49	.00	.00	.00	03/10/25	328.98-		
1065.01	78.78-	78.78-	.00	.00	.00		.00		
1066.01	22.80	22.80	.00	.00	.00	03/18/25	84.53-		
1069.02	143.82	123.94	19.88	.00	.00	03/18/25	114.00-		
1071.05	254.60	123.94	130.66	.00	.00		.00		
1073.01	84.18-	84.18-	.00	.00	.00	03/31/25	114.00-		
1074.01	92.13	92.13	.00	.00	.00	03/05/25	184.26-		
1075.01	44.10	44.10	.00	.00	.00	03/17/25	55.00-		

Customer Number	Balance	03/31/2025	02/28/2025	01/31/2025	12/31/2024	Last Pmt Date	Last Pmt Amount	Msg	Final Bill Date
1076.01	73.47	.00	.00	.00	73.47		.00	Final	04/26/22
1076.02	92.82-	92.82-	.00	.00	.00		.00	Final	10/31/22
1076.04	149.23	.00	.00	.00	149.23	09/28/23	149.23-	Final	12/01/23
1076.05	173.32	173.32	.00	.00	.00	03/24/25	356.64-		
1077.01	66.32	66.32	.00	.00	.00	03/18/25	64.50-		
1078.02	66.79	66.79	.00	.00	.00	03/04/25	133.58-		
1079.02	309.11	309.11	.00	.00	.00	03/17/25	309.11-		
1080.01	133.58	66.79	66.79	.00	.00	02/24/25	66.79-		
1081.01	68.58	68.58	.00	.00	.00	03/31/25	68.58-		
1082.01	3.19-	3.19-	.00	.00	.00	03/31/25	100.00-		
1083.05	3.61-	3.61-	.00	.00	.00	03/26/25	150.00-		
1084.01	72.33	49.84	22.49	.00	.00	02/05/25	124.00-		
1085.02	42.56-	42.56-	.00	.00	.00		.00	Final	10/02/13
1085.04	159.52	59.84	49.84	49.84	.00	01/28/25	152.29-		
1086.02	68.58	68.58	.00	.00	.00	03/24/25	68.58-		
1087.01	49.84	49.84	.00	.00	.00	03/24/25	49.84-		
1090.04	247.88	113.29	123.94	10.65	.00	02/24/25	353.94-		
1091.02	94.76	94.76	.00	.00	.00	03/06/25	94.76-		
1093.02	68.58	68.58	.00	.00	.00	03/31/25	68.58-		
1094.01	49.84	49.84	.00	.00	.00	03/24/25	49.84-		
1096.02	74.86	68.58	6.28	.00	.00	03/18/25	65.44-		
1097.03	68.58	68.58	.00	.00	.00	03/12/25	68.58-		
1098.01	42.56	.00	.00	.00	42.56		.00	Final	06/24/13
1098.02	1.84-	1.84-	.00	.00	.00		.00	Final	12/23/21
1098.03	197.60	.00	.00	.00	197.60	02/26/24	100.00-	Final	03/31/24
1098.04	87.35	87.35	.00	.00	.00	03/20/25	242.84-		
1099.02	1,092.13	1,091.60	.53	.00	.00	03/27/25	992.13-		
1100.02	68.58	68.58	.00	.00	.00	03/17/25	68.58-		
1104.08	19.45	.00	.00	.00	19.45		.00	Final	07/01/22
1109.01	177.34-	177.34-	.00	.00	.00	03/11/25	300.00-		
1125.03	72.32-	72.32-	.00	.00	.00	02/18/25	100.00-		
1131.01	66.79	66.79	.00	.00	.00	03/24/25	66.79-		
1132.01	82.13	82.13	.00	.00	.00	03/31/25	25.20-		
1133.01	201.86	102.13	92.13	7.60	.00	03/04/25	84.53-		
1135.02	417.41	.00	.00	.00	417.41		.00	Final	01/01/14
1135.03	416.74	78.58	78.58	78.58	181.00	02/27/25	100.00-		
1139.01	184.26	92.13	92.13	.00	.00	03/06/25	92.13-		
1150.04	320.12	.00	.00	.00	320.12		.00	Final	08/31/20
1150.06	49.84	49.84	.00	.00	.00	03/05/25	49.84-		
1151.02	49.84	49.84	.00	.00	.00	03/13/25	99.68-		
1160.02	201.86	98.39	46.72	44.85	11.90	06/13/24	591.71-		
1162.03	123.94	123.94	.00	.00	.00	03/31/25	19.88-		
1163.01	163.76	.00	.00	.00	163.76		.00	Final	07/01/15
1165.04	92.13	92.13	.00	.00	.00	03/10/25	92.13-		
1166.02	102.54	94.76	7.78	.00	.00	03/12/25	90.87-		
1167.01	89.95-	89.95-	.00	.00	.00	03/20/25	86.00-		
1167.16	82.44-	82.44-	.00	.00	.00	08/19/24	82.44-	Final	07/01/22
1168.01	92.13	92.13	.00	.00	.00	03/12/25	92.14-		
1169.02	123.94	123.94	.00	.00	.00	03/26/25	123.94-		
1170.01	133.58-	133.58-	.00	.00	.00	03/10/25	269.90-		
1171.05	92.13	92.13	.00	.00	.00	03/10/25	92.13-		
1173.06	37.62-	37.62-	.00	.00	.00	03/10/25	77.74-		
1174.02	92.13	92.13	.00	.00	.00	03/13/25	92.13-		
1177.01	536.65	.00	.00	.00	536.65		.00	Final	10/31/16
1178.01	92.13	92.13	.00	.00	.00	03/10/25	92.13-		
1312.04	522.70	.00	.00	.00	522.70		.00	Final	08/21/12
1312.10	247.88	123.94	123.94	.00	.00	02/26/25	237.94-		
1313.04	557.60	.00	.00	.00	557.60		.00	Final	03/01/12

Customer Number	Balance	03/31/2025	02/28/2025	01/31/2025	12/31/2024	Last Pmt Date	Last Pmt Amount	Msg	Final Bill Date
1313.10	3.81	.00	.00	.00	3.81	10/14/24	57.00-	Final	10/01/24
1313.11	184.26	92.13	92.13	.00	.00	02/25/25	176.66-		
1314.05	68.58	68.58	.00	.00	.00	03/20/25	68.58-		
1332.01	92.13	92.13	.00	.00	.00	01/02/25	84.58-		
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	52.41	52.41	.00	.00	.00	03/17/25	52.41-		
1343.04	123.94	123.94	.00	.00	.00	03/11/25	123.94-		
2000.02	82.55	82.55	.00	.00	.00		.00		
2001.01	467.24	.00	.00	.00	467.24		.00	Final	10/01/18
2001.02	155.60	155.60	.00	.00	.00	03/03/25	156.00-		
2002.03	92.82	46.41	46.41	.00	.00	03/25/25	46.41-		
2003.02	92.13	92.13	.00	.00	.00	03/12/25	92.13-		
2004.02	76.41	76.41	.00	.00	.00		.00		
2005.01	92.13	92.13	.00	.00	.00	03/10/25	92.13-		
2006.03	123.94	123.94	.00	.00	.00	03/10/25	123.94-		
2007.02	184.24	184.24	.00	.00	.00	03/13/25	184.24-		
2008.01	123.94	123.94	.00	.00	.00	03/10/25	123.94-		
2009.01	123.94	123.94	.00	.00	.00	03/10/25	123.94-		
2010.03	123.95	123.94	.01	.00	.00	03/03/25	123.93-		
2011.05	92.13	92.13	.00	.00	.00	03/26/25	92.13-		
2013.01	123.94	123.94	.00	.00	.00	03/10/25	123.94-		
2014.01	123.88	123.88	.00	.00	.00	03/12/25	124.00-		
2015.02	1,398.43-	1,398.43-	.00	.00	.00	03/12/25	1,500.00-		
2016.05	206.10	.00	.00	.00	206.10		.00	Final	02/02/20
2016.06	283.82	133.94	133.94	15.94	.00	03/03/25	222.00-		
2017.01	92.13	92.13	.00	.00	.00	03/24/25	92.13-		
2018.01	92.13	92.13	.00	.00	.00	03/12/25	92.13-		
2019.02	155.80	155.80	.00	.00	.00	03/19/25	155.80-		
2020.01	155.80	155.80	.00	.00	.00	03/11/25	155.80-		
2021.06	471.26	.00	.00	.00	471.26		.00	Final	08/30/20
2021.07	123.94	118.62	5.32	.00	.00	03/24/25	7.88-		
2022.01	155.80	155.80	.00	.00	.00	03/06/25	155.80-		
2023.03	92.13	92.13	.00	.00	.00	03/05/25	123.94-		
2024.01	123.94	123.94	.00	.00	.00	03/05/25	123.94-		
2025.02	123.94	123.94	.00	.00	.00	03/17/25	61.97-		
2026.02	123.94	123.94	.00	.00	.00	03/25/25	247.88-		
2028.01	133.72	123.94	9.78	.00	.00	03/10/25	114.03-		
2029.01	123.94	123.94	.00	.00	.00	03/12/25	123.94-		
2030.01	184.26	92.13	92.13	.00	.00	02/18/25	92.13-		
2031.01	325.90	162.95	162.95	.00	.00	02/26/25	162.95-		
2032.03	184.26	92.13	92.13	.00	.00	02/06/25	176.66-		
2034.01	92.13	92.13	.00	.00	.00	03/12/25	92.13-		
2037.03	123.94	123.94	.00	.00	.00	03/11/25	123.94-		
2038.01	92.13	92.13	.00	.00	.00	03/27/25	92.13-		
2042.01	55.29-	55.29-	.00	.00	.00		.00	Final	04/22/21
2042.02	133.80	123.85	9.95	.00	.00	03/12/25	114.00-		
2043.03	123.94	123.94	.00	.00	.00	03/10/25	123.94-		
2044.01	84.56	84.56	.00	.00	.00	03/12/25	92.12-		
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	234.37	84.79	74.79	74.79	.00	01/07/25	134.38-		
2047.02	155.80	155.80	.00	.00	.00	03/24/25	155.80-		
2054.01	288.66	164.49	124.17	.00	.00	03/03/25	300.00-		
2055.01	205.60	102.13	92.13	11.34	.00	03/12/25	77.74-		
2059.01	123.94	123.94	.00	.00	.00	03/31/25	247.88-		
2061.02	162.95	162.95	.00	.00	.00	03/24/25	162.95-		
2062.01	65.47	65.47	.00	.00	.00	03/11/25	68.57-		

Customer Number	Balance	03/31/2025	02/28/2025	01/31/2025	12/31/2024	Last Pmt Date	Last Pmt Amount	Msg	Final Bill Date
2063.01	68.58	68.58	.00	.00	.00	03/10/25	68.58-		
2065.04	159.29	59.84	49.84	49.61	.00	01/28/25	152.52-		
2067.02	272.81-	272.81-	.00	.00	.00		.00		
2068.01	68.56	68.56	.00	.00	.00	03/31/25	68.60-		
2069.02	2.09	2.09	.00	.00	.00	03/17/25	100.00-		
2070.01	106.83-	106.83-	.00	.00	.00	03/18/25	65.43-		
2071.01	7.23	7.23	.00	.00	.00	01/22/25	189.72-		
2073.02	621.72	131.05	131.05	121.05	238.57	03/20/25	100.00-		
2077.01	49.68	49.68	.00	.00	.00	03/10/25	50.00-		
2078.01	94.76	94.76	.00	.00	.00	03/17/25	94.76-		
2079.03	49.84	49.84	.00	.00	.00	03/03/25	157.11-		
2080.01	46.41	46.41	.00	.00	.00	03/18/25	92.82-		
2081.01	13.18	13.18	.00	.00	.00	12/19/24	300.00-		
2083.01	132.34-	195.42-	29.58	29.58	3.92	10/23/24	500.00-		
2084.01	123.94	123.94	.00	.00	.00	03/12/25	123.94-		
2085.02	382.13	382.13	.00	.00	.00	03/17/25	379.13-		
2086.01	92.13	92.13	.00	.00	.00	03/06/25	92.13-		
2089.03	719.26-	719.26-	.00	.00	.00	03/11/25	1,060.50-		
2093.02	397.02	.00	.00	.00	397.02	10/30/24	605.53-	Final	12/01/24
2093.03	176.40	176.40	.00	.00	.00	03/12/25	164.49-		
2100.01	69.14-	69.14-	.00	.00	.00	03/10/25	60.40-		
2102.09	311.78	.00	.00	.00	311.78		.00	Final	07/29/15
2102.13	123.94	123.94	.00	.00	.00	03/18/25	123.94-		
2103.01	123.94	123.94	.00	.00	.00	03/18/25	371.88-		
2104.08	92.13	92.11	.02	.00	.00	03/31/25	92.13-		
2105.03	.38-	.38-	.00	.00	.00		.00	Final	02/05/21
2105.04	163.47	160.43	3.04	.00	.00	03/10/25	330.00-		
2106.01	145.13	123.94	21.19	.00	.00	03/10/25	105.11-		
2107.01	66.06	66.06	.00	.00	.00	03/18/25	66.06-		
2109.03	92.13	92.13	.00	.00	.00	03/17/25	92.13-		
2110.01	1,171.86-	1,171.86-	.00	.00	.00	08/07/23	3,000.00-		
2113.01	123.94	123.94	.00	.00	.00	03/24/25	123.94-		
2115.01	123.94	123.94	.00	.00	.00	03/20/25	123.94-		
2119.05	123.94	123.94	.00	.00	.00	03/18/25	123.94-		
2120.01	381.82	133.94	123.94	123.94	.00	01/27/25	352.00-		
2121.02	68.58	68.58	.00	.00	.00	03/17/25	68.58-		
2122.05	216.05	216.05	.00	.00	.00	03/11/25	216.05-		
2123.01	12.78-	12.78-	.00	.00	.00	03/12/25	105.11-		
2124.01	123.94	123.94	.00	.00	.00	03/19/25	123.94-		
2125.02	68.58	68.58	.00	.00	.00	03/12/25	68.58-		
2126.06	286.39	102.13	92.13	92.13	.00	01/27/25	84.53-		
2128.02	932.04	133.94	133.94	133.94	530.22	03/10/25	50.00-		
2130.06	216.05	216.05	.00	.00	.00	03/05/25	216.05-		
2131.02	583.02	.00	.00	.00	583.02		.00	Final	11/01/11
2131.04	42.56-	42.56-	.00	.00	.00		.00	Final	11/01/12
2131.09	89.87	.00	.00	.00	89.87	01/02/24	283.93-	Final	03/31/24
2131.10	68.58	68.58	.00	.00	.00	03/24/25	68.58-		
2132.02	123.94	123.94	.00	.00	.00	03/26/25	123.94-		
3000.03	184.24	184.24	.00	.00	.00	03/18/25	368.48-		
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	92.13	92.13	.00	.00	.00	03/25/25	92.13-		
3004.01	290.68	.00	.00	.00	290.68		.00	Final	11/05/13
3004.07	52.41	52.41	.00	.00	.00	03/17/25	52.41-		
3005.02	123.94	123.94	.00	.00	.00	03/13/25	123.94-		
3009.01	155.80	155.80	.00	.00	.00	03/17/25	156.10-		
3010.01	123.94	123.94	.00	.00	.00	03/13/25	247.88-		
3012.03	195.78-	195.78-	.00	.00	.00	03/11/25	293.70-		

Customer Number	Balance	03/31/2025	02/28/2025	01/31/2025	12/31/2024	Last Pmt Date	Last Pmt Amount	Msg	Final Bill Date
3013.01	123.94	123.94	.00	.00	.00	03/10/25	123.94-		
3014.01	107.33	92.13	15.20	.00	.00	03/20/25	84.53-		
3015.01	364.02	182.01	182.01	.00	.00	02/27/25	182.01-		
3016.01	123.66	123.66	.00	.00	.00	03/05/25	124.00-		
3017.01	460.82	.00	.00	.00	460.82		.00	Final	03/20/13
3017.03	184.26	92.13	92.13	.00	.00	02/20/25	92.13-		
3018.01	123.94	123.94	.00	.00	.00	03/13/25	123.94-		
3019.01	96.04	96.04	.00	.00	.00	03/12/25	96.04-		
3021.01	49.84	49.84	.00	.00	.00	03/18/25	49.84-		
3022.03	68.58	68.58	.00	.00	.00	03/12/25	68.58-		
3023.01	294.89	.00	.00	.00	294.89		.00	Final	05/01/11
3023.05	66.06	66.06	.00	.00	.00	03/06/25	66.06-		
3024.02	46.41	46.41	.00	.00	.00	03/19/25	46.41-		
3025.02	123.94	123.94	.00	.00	.00	03/20/25	123.94-		
3026.02	67.15	67.15	.00	.00	.00		.00		
3029.01	247.86-	247.86-	.00	.00	.00	03/11/25	371.82-		
3030.08	92.13	92.13	.00	.00	.00	03/24/25	92.13-		
3032.12	164.49	164.49	.00	.00	.00	03/17/25	176.81-		
3035.01	117.88	117.88	.00	.00	.00	03/25/25	120.00-		
3038.01	123.94	123.94	.00	.00	.00	03/12/25	123.94-		
3039.02	266.20-	266.20-	.00	.00	.00		.00	Final	04/01/17
3039.04	219.61	219.61	.00	.00	.00	03/13/25	219.61-		
3040.01	119.39	119.39	.00	.00	.00	03/17/25	119.39-		
4000.01	164.49	164.49	.00	.00	.00	03/10/25	164.49-		
4001.01	528.96	.00	.00	.00	528.96		.00	Final	02/22/18
5000.04	29.82	29.82	.00	.00	.00	10/23/24	912.00-		
5001.01	384.39	.00	.00	.00	384.39	10/15/24	210.83-	Final	11/07/24
5001.02	229.58	229.58	.00	.00	.00	03/18/25	152.75-		
5005.01	44.72	44.72	.00	.00	.00	03/10/25	44.72-		
5006.01	229.58	229.58	.00	.00	.00	03/17/25	229.58-		
5007.01	360.35	360.35	.00	.00	.00	03/18/25	260.54-		
5008.03	229.58	229.58	.00	.00	.00	03/12/25	229.58-		
5009.02	256.37	256.37	.00	.00	.00	03/10/25	256.37-		
5010.01	254.28	254.28	.00	.00	.00	03/17/25	254.28-		
5011.02	229.55	229.55	.00	.00	.00	03/05/25	459.19-		
5012.01	229.58	229.58	.00	.00	.00	03/13/25	229.58-		
5013.01	483.52	483.52	.00	.00	.00	03/13/25	483.52-		
5014.01	229.58	229.58	.00	.00	.00	03/13/25	229.58-		
5015.01	74.79	74.79	.00	.00	.00	03/10/25	74.79-		
5016.01	3,206.80	3,206.80	.00	.00	.00	03/13/25	414.49-		
5016.02	92.13	92.13	.00	.00	.00	03/31/25	92.13-		
5016.03	92.13	92.13	.00	.00	.00	03/12/25	92.13-		
5017.04	229.58	229.58	.00	.00	.00	03/11/25	229.58-		
5018.03	633.19	633.19	.00	.00	.00	03/25/25	622.15-		
5019.03	236.94	236.94	.00	.00	.00	03/18/25	236.94-		
5021.01	123.94	123.94	.00	.00	.00	03/06/25	133.88-		
5022.01	44.72	44.72	.00	.00	.00	03/10/25	44.72-		
5023.02	229.58	229.58	.00	.00	.00	03/13/25	229.58-		
5025.01	123.94	123.94	.00	.00	.00	03/20/25	123.94-		
5027.01	44.50	44.50	.00	.00	.00	03/24/25	44.50-		
5029.01	374.99	374.99	.00	.00	.00	03/11/25	352.92-		
5031.06	459.16	201.73	229.58	27.85	.00	02/10/25	661.24-		
5039.01	229.58	229.58	.00	.00	.00	03/12/25	229.58-		
5041.03	319.02	319.02	.00	.00	.00	03/10/25	319.02-		
5043.01	1,079.63	1,079.63	.00	.00	.00	03/10/25	2,911.73-		
5046.03	184.86	184.86	.00	.00	.00	03/13/25	184.86-		
5046.04	44.72	44.72	.00	.00	.00	03/24/25	44.72-		
5047.01	1,173.14	1,173.14	.00	.00	.00	03/10/25	1,173.14-		

Customer Number	Balance	03/31/2025	02/28/2025	01/31/2025	12/31/2024	Last Pmt Date	Last Pmt Amount	Msg	Final Bill Date
5049.04	229.58	229.58	.00	.00	.00	03/17/25	229.58-		
5052.06	44.72	44.72	.00	.00	.00	03/31/25	44.72-		
5055.01	631.71	587.76	43.95	.00	.00	02/18/25	2,100.00-		
5057.01	734.13	734.13	.00	.00	.00	03/10/25	689.98-		
5058.02	249.20	249.20	.00	.00	.00	03/17/25	458.90-		
5059.04	229.58	229.58	.00	.00	.00	03/04/25	459.16-		
5061.01	184.86	184.86	.00	.00	.00	03/17/25	203.61-		
5062.01	178.14	178.14	.00	.00	.00	03/06/25	178.14-		
5064.02	246.92	246.92	.00	.00	.00	03/18/25	246.92-		
5067.04	229.58	229.58	.00	.00	.00	03/11/25	229.58-		
5074.06	2,893.28-	2,893.28-	.00	.00	.00	03/10/25	450.00-		
5076.01	712.63	712.63	.00	.00	.00	03/18/25	712.63-		
5077.03	229.58	229.58	.00	.00	.00	03/12/25	229.58-		
5078.02	234.23	.00	.00	.00	234.23		.00	Final	07/01/15
5080.01	229.58	229.58	.00	.00	.00	03/03/25	459.16-		
5089.01	272.20-	272.20-	.00	.00	.00	03/18/25	1,000.00-		
5092.01	228.74	228.74	.00	.00	.00	03/17/25	230.00-		
5093.01	1,466.35	.00	.00	.00	1,466.35		.00	Final	09/15/12
5093.04	1,699.26	.00	.00	.00	1,699.26	06/24/24	500.00-	Final	10/01/24
5093.05	46.41	46.41	.00	.00	.00	03/31/25	46.41-		
5094.02	235.40	235.30	.10	.00	.00	03/10/25	235.20-		
5095.02	675.34	675.34	.00	.00	.00	03/10/25	638.17-		
5096.03	229.58	229.58	.00	.00	.00	03/31/25	229.58-		
5097.01	459.16	229.58	229.58	.00	.00	02/24/25	671.24-		
5100.04	75.10-	75.10-	.00	.00	.00		.00	Final	07/01/12
6000.02	360.28	360.28	.00	.00	.00	03/11/25	360.28-		
6001.01	276.38	276.38	.00	.00	.00	03/12/25	276.38-		
6003.01	328.98	164.49	164.49	.00	.00	02/27/25	164.49-		
6004.02	92.13	92.13	.00	.00	.00	03/10/25	92.13-		
6005.03	123.94	123.94	.00	.00	.00	03/18/25	123.94-		
6006.01	184.24	184.24	.00	.00	.00	03/13/25	184.24-		
6007.02	274.30	274.30	.00	.00	.00	03/12/25	274.30-		
6008.01	572.41	572.41	.00	.00	.00	03/13/25	572.41-		
6009.03	255.62	255.62	.00	.00	.00	03/13/25	255.62-		
6010.03	46.41	46.41	.00	.00	.00	03/10/25	46.41-		
6011.02	279.73	279.73	.00	.00	.00	03/13/25	279.73-		
6012.01	92.13	92.13	.00	.00	.00	03/18/25	92.13-		
6013.02	123.94	123.94	.00	.00	.00	03/10/25	123.94-		
6014.01	363.72	165.80	165.80	32.12	.00	03/24/25	150.00-		
6015.01	87.36	87.35	.01	.00	.00	03/12/25	87.34-		
6016.08	92.13	92.13	.00	.00	.00	03/17/25	92.13-		
6017.02	184.24	184.24	.00	.00	.00	03/13/25	184.24-		
6018.01	288.97	288.97	.00	.00	.00	03/12/25	288.97-		
6019.02	271.60	271.60	.00	.00	.00	03/17/25	271.60-		
6020.05	143.82	123.94	19.88	.00	.00	03/12/25	114.00-		
6021.03	26.75	.00	26.75	.00	.00	02/10/25	46.41-	Final	02/19/25
6022.02	92.82	46.41	46.41	.00	.00	02/19/25	47.31-		
6023.03	46.41	46.41	.00	.00	.00	03/06/25	46.41-		
6025.03	87.51	.00	.00	.00	87.51	01/09/24	125.02-	Final	01/01/24
6025.04	159.52	59.84	49.84	49.84	.00	01/30/25	77.29-		
6026.02	3,793.99	.00	.00	.00	3,793.99		.00	Final	12/02/10
6026.04	6,076.65	2,057.97	2,147.31	1,871.37	.00	01/16/25	3,607.29-		
6027.02	144.89	.00	.00	.00	144.89		.00	Final	12/01/17
6027.04	137.16	68.58	68.58	.00	.00	02/26/25	134.02-		
6028.08	92.13	92.13	.00	.00	.00	03/06/25	92.13-		
6029.01	118.08-	118.08-	.00	.00	.00	03/18/25	80.00-		
6031.02	92.13	92.13	.00	.00	.00	03/13/25	92.13-		
6032.01	255.62	255.62	.00	.00	.00	03/13/25	255.62-		

Customer Number	Balance	03/31/2025	02/28/2025	01/31/2025	12/31/2024	Last Pmt Date	Last Pmt Amount	Msg	Final Bill Date
6033.03	229.58	229.58	.00	.00	.00	03/17/25	229.58-		
6033.04	274.30	274.30	.00	.00	.00	03/17/25	274.30-		
6040.03	697.60	.00	.00	.00	697.60		.00	Final	10/01/11
6040.04	184.26	92.13	92.13	.00	.00	02/18/25	176.66-		
6041.02	123.94	123.94	.00	.00	.00	03/18/25	123.94-		
7001.06	332.92	165.80	155.80	11.32	.00	03/10/25	132.52-		
7002.01	243.65	243.65	.00	.00	.00	03/06/25	243.65-		
7004.01	92.13	92.13	.00	.00	.00	03/25/25	92.13-		
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
7005.10	89.44	44.72	44.72	.00	.00	02/19/25	104.44-		
7006.01	62.51-	62.51-	.00	.00	.00	04/17/23	62.51-	Final	09/08/11
7006.11	321.98-	321.98-	.00	.00	.00	03/24/25	500.00-		
7009.01	149.02	49.84	49.84	49.34	.00	01/29/25	142.79-		
7010.01	553.66	553.66	.00	.00	.00	03/13/25	542.62-		
7015.01	229.58	229.58	.00	.00	.00	03/06/25	229.58-		
7017.02	7.14-	16.14-	9.00	.00	.00	03/24/25	70.00-		
7022.01	44.72	44.72	.00	.00	.00	03/10/25	44.72-		
7024.02	198.83	.00	.00	.00	198.83		.00	Final	12/31/22
7025.01	92.13	92.13	.00	.00	.00	03/17/25	92.13-		
7026.04	247.88	123.94	123.94	.00	.00	02/04/25	361.94-		
7029.01	26.30	.00	.00	.00	26.30	02/02/23	92.82-	Final	02/17/23
7029.02	123.94	123.94	.00	.00	.00	03/18/25	247.88-		
7040.03	440.77	.00	.00	.00	440.77		.00	Final	02/02/17
7040.05	44.72	44.72	.00	.00	.00	03/19/25	44.72-		
7041.01	44.72	44.72	.00	.00	.00	01/14/25	134.16-		
7044.02	144.16	.00	54.72	44.72	44.72	12/26/24	44.72-	Final	03/01/25
7044.03	59.72	59.72	.00	.00	.00		.00		
7046.02	164.49	164.49	.00	.00	.00	03/10/25	491.15-		
7047.01	44.72	44.72	.00	.00	.00	03/10/25	44.72-		
7052.02	92.13	79.82	12.31	.00	.00	03/17/25	92.13-		
7053.02	320.01	.00	.00	.00	320.01		.00	Final	12/01/18
7053.07	123.94	123.94	.00	.00	.00	03/10/25	123.94-		
7054.01	177.32	177.32	.00	.00	.00	03/06/25	177.32-		
7057.02	26.04	26.04	.00	.00	.00	03/10/25	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	10.59-	10.59-	.00	.00	.00	03/12/25	47.41-		
7060.01	229.58	229.58	.00	.00	.00	03/06/25	229.58-		
8001.01	2,223.03	2,223.03	.00	.00	.00	03/10/25	2,339.93-		
8008.01	75.10	63.00	12.10	.00	.00	01/08/25	170.85-		
8010.01	52.20-	52.20-	.00	.00	.00	03/11/25	60.78-		
8012.03	60.00	37.59	22.41	.00	.00	03/11/25	60.00-		
8014.03	581.68	290.84	290.84	.00	.00	02/10/25	882.52-		
8022.03	2,844.00	2,844.00	.00	.00	.00	03/05/25	2,844.00-		
8023.03	267.52	267.52	.00	.00	.00	03/05/25	267.52-		
8028.01	347.36	.00	.00	.00	347.36		.00	Final	03/31/12
9999.01	8,784.02-	8,784.02-	.00	.00	.00		.00	Final	01/01/22
10100.01	123.94	123.94	.00	.00	.00	03/20/25	123.94-		
Grand Totals:	66,724.32	32,605.26	7,301.86	3,010.51	23,806.69				



JEROME MUNICIPAL COURT

Hon. Angela M. Bradshaw Napper, Magistrate

P. O. Box 335 / 600 Clark Street
Jerome, AZ 86331

Phone (928) 649-3250

Item A.

TO: Jerome Town Council

FROM: Angela M. Bradshaw Napper, Magistrate

SUBJECT: Monthly Staff Report

DATE: March 27, 2025

Regrettably, the Court's new hire did not work out. Recruiting for the Court Clerk / Administrator position continues. The position is a challenge to fill, since one staff member is required, essentially, to know the tasks of four different staff members: civil traffic case processing, criminal traffic and misdemeanor case processing, as well as the in-court clerk tasks, financial reconciliation procedures, and the software that relates to each of these sets of tasks.

Thankfully, I have benefitted from the full support of county court administration and the town staff navigating this difficult staff transition. We are working diligently to identify and correct all clerical deficiencies that may have occurred during Ms. Carr's tenure. There are a lot of moving parts, but I am grateful to have the assistance of Ms. Brewer who has remained available to us, and a temporary fill-in staff member, Ms. Carothers, from Superior Court. We are experiencing limited hours of operation but remain fully able to continue initial appearances by remote connection and hold regularly scheduled court appearances.

In other news, the Court will have a greater ability to draft documents and access data management systems by expanding computer use in the courtroom for not only staff, but the judge. Hopefully, this will approve efficiency and reduce the amount of paper we are currently using. Installation allowing judicial computer use in the courtroom is scheduled for Thursday, April 3.

Due to the delays of staff changes, our upcoming goals remain the same: completion of our standardized policies and procedures; review the possible updates for the court plea agreement forms; review of time standards to explore possible improvement opportunities; and discussion with stakeholders about possible expanded education and rehabilitation courses as sentencing options.

As always, it is my privilege to be of service to the community.



JEROME MUNICIPAL COURT

Hon. Angela M. Bradshaw Napper, Magistrate

P. O. Box 335 / 600 Clark Street

Jerome, AZ 86331

Phone (928) 649-3250

Item A.

TO: Jerome Town Council

FROM: Angela M. Bradshaw Napper, Magistrate

SUBJECT: Monthly Staff Report

DATE: February 27, 2024

This month the Court is happy to welcome a new Court Clerk / Administrator, Eileen Carr. Ms. Carr relocated to Arizona from New York to be closer to her family. She fell in love with Jerome and already made some contacts in the community prior to applying for the court position. Her professional experience includes paralegal work in the private sector, work in the private security industry, and work in public mental health facilities in New York. In addition to her practical experience, she has a Master's degree in criminal justice administration. We are pleased to have her on board and appreciate everyone's patience as we work through the staffing changes. Please stop by the Court and welcome her to the community.

Upcoming goals for the Court include the following: the completion of our standardized policies and procedures; review the possible updates for the court plea agreement forms; review of time standards to explore possible improvement opportunities; and discussion with stakeholders about possible expanded education and rehabilitation courses as sentencing options.

I remain ever grateful to be of service to the Town of Jerome.

MONTHLY REVENUE REMITTANCE

Feb 2025

TOTAL DISBUR Item A.
8,832.63

SUBTOTALS: 77.35 4,212.54 4,512.73 30.01
 JCEF 77.35 4,443.35 Gen Fund
 FTG 6.80 69.38 Splits

FUND	CODE	GL ACCT	OTH AGY	STATE	TOWN	COUNTY	
Jud Collect Enhan Fnd (Local TPF 12-116 - \$7 Court)	ZJCL	4-13-03	77.35				
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		162.81			165.45 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		275.89			
Crim Jstc Enhnc Fnd Penalty (47% Base) - 12-116.01A, 41-2401	ZCJEF	2-14-01		1,161.14			
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		2.64			
DUI Abatement Fnd - 28-1304A, 1382,3 (Extrm DUI, \$250)	ZDUJA	2-15-11					
DV Shelter Services Fund (DV Assmt) 12-116.06, 12-284.03A2	ZDVSF	2-15-34					(S2 WRITE-IN)
FARE Fee Special Collections (19%) AO 2003-126	ZFAR1	2-13-23		22.59			170.11 ZFAR 1 & 3
FARE Delinquency Fee (\$35.00 Fee) AO 2003-126	ZFAR2	2-13-22					67.54 ZFAR 2 & 4
FARE Enhanced Spec Collection Fee	ZFAR3	2-13-25		147.52			
FARE Enhanced Deliquency Fee	ZFAR4	2-13-24		67.54			
FTG Penalty Assmt (7% of Base) - 12-116.01B, 41-2421J	ZFTGS	2-14-04		193.15			
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		121.56			143.66 ZJCS 52 & ZJCS 53
Jud Collect Enhan Fnd (ST TP - \$2 PubDef Trng) 12-116	ZJCS	2-13-53		22.10			
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		358.64			
2011 Additional Assmt (\$8) 12-116.04C	ZOS1	2-15-31		240.30			339.69 ZOS 1-99
Prison Construction & Operations Fnd 5-395.01A4, 41-1651	ZPCOF	2-15-13		100.00			
Peace Officer Training Equip Fnd (2019-\$4) 12-116.10, 41-1731	ZPOTE	2-15-42		108.72			
Probation Surcharge (\$5) 12-114.01	ZPRSU/6/9	2-14-06		600.67			
Public Safety Equipment Fnd 5-395-397, 28-1381-68, 41-1723	ZPSEF	2-15-14		275.00			275.00 ZGFUDU & ZPSEF
Drug Tech Registration Fnd (Drug lab) 13-3423, 28-737....	ZTECH	2-15-35					
Victim Rights Penalty (2019 - \$9) 12-116.08 (37.6%)	ZVCAF	2-15-43		99.86			265.84 ZVCAF & ZVRF
Victims Rights Enforcement Fund (\$2) 12-116.09, 41-1722	ZVREA	2-15-37		60.06			
Victim Rights Penalty (2019 - \$9) 12-116.08 (62.4%)	ZVRF	2-15-44		165.98			
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					2,771.35 ZCAA2 & ZFINES
Defensive Driving School Fee 28-3396	ZDDS	4-31-01			660.00		
Default Fees - LOCAL	ZDEFF	4-32-01			292.00		292.00 ZDEFF & ZWARF
Deferred Prosecution Fees	ZDFEE	4-31-02					
Fines - CT Penalties - 13-811A & 28-1554B	ZFINE	4-21-10			1,112.75		
Fines - CR (NT) Penalties - 13-811A & 28-1554B	ZFINE	4-22-30			411.26		2,771.35 ALL ZFINES
Fines - CR T (DUI) Penalties - 13-811A & 28-1554B	ZFINE	4-22-10			54.84		
Fines - CR T (NDUI) Penalties - 13-811A & 28-1554B	ZFINE	4-22-20			289.58		
Fines - CR T (GBSE) Penalties - 13-811A & 28-1554B	ZFINE	4-21-95			44.04		
Fines - CR Penalties - 13-811A & 28-1554B	ZFINE	4-59-04					
Fines - LOCAL CIVIL TRAFFIC	ZFINE	4-49-07			858.88		
TITLE 22 OTHER FEES (LOCAL JCEF)	ZJCLF	4-13-02					
COURT SECURITY FEE	ZMCSF	4-30-25			720.00		
Miscellaneous (T22) Filing/Answer Fees 22-281C3	ZMISC	4-11-01					720.00 ZJCL & ZMISC
Miscellaneous (T22) Other Fees 22-281C3	ZMISC	4-11-02					
2011 Additional Assmt - Citing Agcy Share	ZOS	2-51-03					
Officer Safety Equip - LOCAL PD 12-116.04D	ZOS3	4-23-03			69.38		
2011 Additional Assmt - State Citing Agencies	ZOS5	2-15-32					
Non-Refundable Overpayments	ZOVF	4-91-02					
Public Defender Fees	ZPUBZ	4-39-71					(S3 WRITE-IN)
License Plate Violation (Susp/Dispay) 28-4139	ZSLPX/ZHRFC	4-23-02					
Warrant Fee	ZWARF	4-32-03					
Jail (incarceration) Fees	ZJF	4-33-21					
2011 Additional Assmt - Justice Courts Share	ZOS2	2-21-53				30.01	
CITIZENS CLEAN ELCTIONS FUND 1%	ZCEF2	2-14-09		26.37			302.26 ZCEF & ZCEF2

PASS-THROUGH MONIES:		Received
OVERPAYMENT REPORT		
Carried Forward from Previous Month		\$0.00
RECEIVED in current month	ZOVR 2-72-01	\$333.00 (SS WRITE-IN)
DISBURSED (Hold Rcpt Refund) in current month		\$0.00
Allocation Adjustments		\$0.00
Balance at End of Current Month		\$333.00
UNAPPLIED PAYMENTS REPORT		
Carried Forward from Previous Month		\$0.00
Received, not applied this month	UAP 2-79-11	\$231.00 (SS WRITE-IN)
Allocated During Current month		\$0.00
Balance at End of Current Month		\$231.00
DEFERRED AGENCY ALLOCATIONS REPORT		
Carried Forward from Previous Month		\$0.00
Agency Not Assigned in Current Month	DAA 2-92-03/ 2-92-02	\$62.93
Allocated During Current month		\$0.00
Balance at End of Current Month		\$62.93
BOND REPORT		
Carried Forward from previous month		\$3,000.00
RECEIVED in current month	ZBND 2-71-01	
CONVERTED (Exonerated) to Fines/Fees		\$0.00
DISBURSED in current month		\$3,000.00
FORFEITED in current month		\$0.00
Balance at End of Current Month:		\$0.00
RESTITUTION REPORT		
Carried Forward from previous month		\$0.00
RECEIVED in current month	ZREST 2-41-01	\$0.00
DISBURSED in current month		\$0.00
Balance at End of Current Month		\$0.00

TOTAL REVENUE FOR DISBURSEMENT		\$8,728.91
JCEF account	\$77.35	
FTG account	\$0.00	
State Revenue	\$4,212.54	
City/Town	\$4,512.73	
Yavapai County	\$30.01	
Other Agencies		
TOTAL DISBURSEMENTS		\$8,832.63
PASS-THROUGH MONIES:		\$626.93
Overpayment Refunds	\$333.00	
Unapplied Payments	\$231.00	
Bonds (ZBND)	\$0.00	
Restitution (ZREST)	\$0.00	
Agency Not Assigned - not yet allocated	\$62.93	

SABA TOTAL (Total Revenue) \$9,459.56

I, Eileen Carr, Court Clerk, of Jerome Municipal Court, Yavapai County, State of Arizona, do hereby certify that the foregoing is a true and correct account of the funds collected by the Court for the month of **February-25**

Signature



Second Verification:

Verified by:



Town Staff

February 2025 \$\$\$ RECONCILIATION

FOOTHILLS Bank - Jerome Municipal Court acct XXX-3419

ending balance on 1/31/25	\$	78,971.47		
Deposits to account, per bank stmt:	\$	8,965.57	(SABA deposits in AJACS)	(money in transit)
			9,459.56	\$
				493.99

<u>Checks cleared & charge-back debits:</u>				
		<u>date cleared:</u>		
#2368		2/7/2025	\$	56.00 Jerome JCEF
#2367		2/18/2025	\$	5,328.83 Town of Jerome
#2369		2/18/2025	\$	30.91 Yavapai County
TOTAL:			\$	5,415.74

ending balance on 2/28/25

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

JCEF \$14,410.14

Fill the Gap \$10,675.48

2023-2024

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

2024-2025

	<u>Gross</u>	<u>ZOS3 4-23-03</u> <u>off. safety equip.</u>	<u>ZMCSF 4-30-25</u> <u>ct. security fee</u>	<u>June - May</u> <u>NET to Town</u>
July	\$ 4,964.02	\$ 125.26	\$ 671.00	\$ 4,167.76
August	\$ 4,116.59	\$ 91.39	\$ 565.00	\$ 3,460.20
Sept	\$ 4,642.07	\$ 123.13	\$ 539.00	\$ 3,979.94
October	\$ 5,170.06	\$ 156.94	\$ 820.00	\$ 4,193.12
November	\$ 2,963.61	\$ 78.03	\$ 500.00	\$ 2,385.58
December	\$ 3,352.47	\$ 58.18	\$ 420.00	\$ 2,874.29
2025				
January	\$ 5,328.83	\$ 123.56	\$ 715.00	\$ 4,490.27
February	\$ 4,512.73	\$ 69.38	\$ 720.00	\$ 3,723.35
March				
April				
May				
June				
TOTAL	\$ 35,050.38	\$ 825.87	\$ 4,950.00	\$ 29,274.51

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

2024		2025	
JULY	\$ 125.26	JAN	\$ 123.56
AUG	\$ 91.39	FEB	\$ 69.38
SEPT	\$ 123.13	MAR	
OCT	\$ 156.94	APR	
NOV	\$ 78.03	MAY	
DEC	\$ 58.18	JUNE	
		YTD (fiscal)	\$ 825.87



Founded 1876
Incorporated 1899

TOWN OF JEROME, ARIZONA

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

Celebrating Our 124th Anniversary
1899 – 2025

March 2025 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.

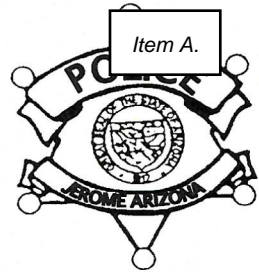
OTHER PROJECTS

- Concrete pour for the new storm drain near the Flat Iron.
- Work on F350/ blue side by side.
- Pull old regulator and install a new regulator at the Grand hotel.
- Dig up, pull old and install new sewer line under Kelly Foy's garage.
- Sewer on First, Vaqueros, and by Gary Shapiro's.
- Install the new flatbed on the new public works truck, building new and installing the wooden side racks for it.
- Do some grading on Juarez.
- Repair the guard rail on the road going to the 500 level.
- Snow removal, ice melt, and removal of rocks in the road.
- Install cat door at town hall.
- Prep area at town hall for concrete.
- Fix a water line at the upper park for the sprinkler system.
- Asphalt patch through town.



JEROME POLICE DEPARTMENT

RUSSELL J. SAN FELICE, CHIEF
305 MAIN STREET
POST OFFICE BOX 335
JEROME, ARIZONA 86331
(928) 634-8992
FAX (928) 649-2776



April 1, 2025

TO: Honorable Mayor and Jerome Town Council

FROM: Russell J. San Felice, Chief of Police

Attached please find the police activity reports for March 2025.

During the month of March, the police department responded to 186 calls for service. We handled one case with a disorderly conduct, trespassing and resisting arrest on Hampshire Avenue. This case resulted in a forced entry to a vehicle. Officers did an excellent job of immediately deescalating the incident and safely apprehending the defendant. There was another disorderly and resisting at the Grand Hotel. This involved a combative, intoxicated suspect. There was a taser deployment. Again, an excellent job by Jerome police to make the apprehension, properly using the tools necessary. There was a reckless driving arrest. This case involved a suspect aggressively passing several cars headed downhill toward the Lower Gulch on 89A. The driving behavior resulted in a multi-car crash.

Jerome Police Officers and Parking Officers conducted several enforcement actions over the month of March. There were 342 parking citations written and 11 parking violation warning. There were 68 citations and 27 warnings for various moving traffic violations.

For the March 2025 status report, here are the kiosk totals:

March 2025: \$44,788.10

March 2024: \$43,302.55

Current Fiscal year total (July 1, 2024-June 30, 2025): \$\$283,761.40

Respectfully,

Russell J. San Felice
Chief of Police

JEROME POLICE DEPARTMENT
305 MAIN STREET

JEROME, AZ 86331
(928) 634-8992

Date : 04/01/2025
Page : Item A.
Agency : JPD

Calls For Service Totals By Call Type

03/01/2025 to 03/31/2025

Call Type		Totals
10-34	Motorist Assist	3
205	Trespass	1
415F	Domestic Disturbance	1
459	Burglary	1
476	Animal Control Problem	1
500	Welfare Check	2
585	Traffic Hazard	1
903	Follow-Up	73
908F	Found Property	3
908L	Lost or Stolen Property	3
961	Accident - No injuries	2
962	Accident - With Injuries	1
AA	Agency Assist	1
ACP	Assist Cottonwood PD	1
ACPD	Assist Clarkdale PD	4
ADPS	Assist DPS	1
AF	Assist Fire Department	1
AYCSO	Assist YCSO	8
BI	Background Investigation	3
CA	Citizen Assist	1
CO	Call Out	2
DIS	Disorderly Conduct	6
DRAL	Dogs Running at Large	1
FP	Foot Patrol	1
HAR	Harrassment	1
HR	Hit & Run Accident	1
HUC	911 Hang Up Call	2
INFO	Information	1
NOISE	Noise Complaint	1
NV	Noise Violation / Town Code	1
OA	Officer Assist	2
OT	Oversize Truck	9
PARK	Parking Complaint	2
PE	Parking Enforcement	14
REC	Reckless Driver	1
SC	Security Check	22
SL	Shoplifting	1
SS	Suspicious Situation	1

Printed By/On: 824 / 04/01/2025 10:00:54
CrimeStar® Law Enforcement Records Management System
Licensed to: JEROME POLICE DEPARTMENT

CFS-002

JEROME POLICE DEPARTMENT
305 MAIN STREET

JEROME, AZ 86331
(928) 634-8992

Date : 04/01/2025
Page : Item A.
Agency : JPD

Calls For Service Totals By Call Type

03/01/2025 to 03/31/2025

Call Type		Totals
TF	Trip & Fall / Slip & Fall	1
TO	Traffic Offense	2
VTC	Violation of Town Code	1
WAC	Wild Animal Call	1
Grand Total for all calls		186



Jerome Fire Department

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

Fire Chief's Report

Month: March Year: 2025

Calls by Type	Number	Resident	Non-Resident
EMS Calls	8	3	5
Residential Fire	0	0	0
Commercial Fire	1	0	1
Wildland	0	0	0
Still Assignment	0	0	0
Station Staffing	4	4	0
Citizen Assist	2	1	1
Agency Assist	3	0	3
Special Duty	8	7	1
Snake Removal	0	0	0
Tech Rope Rescue	0	0	0
MVA/Rescue	7	1	6
HazMat	0	0	0
Dispatch Error	0	0	0
Totals:	33	16	17
Total Calls Chief on Scene	29		
Total JFD Meetings Chief Attended	8	3	5

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

JFD Calls and Meetings hours worked	Total Hours: 361:13
-------------------------------------	---------------------

Meetings	Date
Station 12 Meeting – Blair/Whiting	3/6/25
Verde Valley Life and Fire Safety-Whiting	3/12/25
Communications Meeteing Whiting/Hernandez	3/19/25
Yavapai County Firewise-Whiting	3/6/25
Wildland Qualifications meeting-Whiting	3/24/25
VVFM Meeting – Blair/Whiting	3/6/25

Education, Spring Semester:

- John Krmpotich is in his last part of the Yavapai college Firefighter 1&2 academy. He has finished his Hazardous materials class. John is one of our most dedicated responders, we are fortunate to have him on our team. We are excited that he has decided to further his education and fully support him.
- Carl Whiting, Rick Hernandez and John Krmpotich have completed their classes at the Arizona Wildland Incident Management Academy on the 17th to the 19th of March. This academy allows our responders to attend specialized classes in the Wildland fire response and management.
- Carl Whiting has registered for the second of four classes to obtain his Nationally Certified Fire Investigator.

Weekly Training:

- Thursday March 6th – Whiting/R. SanFelice – Epinephrine Refresher
- Thursday March 13th – Kinsella/Giles – Firefighter construction overview
- Thursday March 20th – Whiting -Wildland overview
- Saturday March 22nd – Kerry Lee – High Angle Offset tracking lines.
- Thursday March 27th – Kinsella- Building Construction

Department Affairs and Ongoing Projects

- Our March call volume is down by 10 over last March's 43 calls, totaling 33 calls this month. Our Fire Department personnel perform their tasks in a professional manner with no injuries occurring.
- Jerome Fire Department and Niles Radio have completed all the repairs to town sirens. The sirens are set to sound during significant emergencies.
- The Annual NAEMS Grant is coming up in March. We have begun the application process. This is an important grant for us. We use this grant to assist in the restocking necessary medical supplies as well as supplement the cost of training for our EMT's. The primary focus for this year's grant application will be assisting with the town's AED pads and batteries. These are generally replaced every 2 to 4 years and are unfortunately quite costly. This grant helps with that cost immensely.
- We have finally received the necessary permissions to get the Helipad marker beacon light up and operational. We have been working with Freeport-MacMorran, APS, and Yavapai County to make this happen. This has been a project that has taken years to complete with the legal and liability issues. The Helipad is now available to the fire department for training as well as emergency response.

Prevention

- We had a total of 82 loads with a total of 114 combined hours from our citizens and fuels crew.
- 25 Firewise activities
- 5 Business license inspections.

March Fire Department Activities and Run Report:

Incident	Date	Time	Day	Select Type	Description	#
25-30	3/1/25	20:44	Sat	EMS Resident	46 YOF Allergic Reaction	9
J-46	3/4/25	8:30	Tue	Citizen Assist Non-Resident	Disabled Vehicle - Jumpstart	1
25-31	3/4/25	10:54	Tue	MVA/Rescue Non-Resident	2 Vehicles 2 pt 5 Occupants	10
25-32	3/4/25	11:35	Tue	MVA/Rescue Non-Resident	1 Pt non-injury	10
J-47	3/5/25	8:30	Wed	EMS Resident	43 YOM - Glucose Check	3
25-33	3/6/25	7:31	Thu	MVA/Rescue Non-Resident	No vehicle found	6
J-48	3/7/25	16:30	Fri	Agency Assist Non-Resident	Assist JPD W/ Disabled Semi	1
J-49	3/7/25	17:00	Fri	Agency Assist Non-Resident	Assist W/ Oversized Escort	1
J-50	3/7/25	17:30	Fri	Special Duty Resident	Hazard Removal - Ice/ Snow	1
25-34	3/8/25	11:52	Sat	MVA/Rescue Non-Resident	2 Vehicles 1 Pt, 3 occupants	7
J-51	3/10/25	10:15	Mon	Citizen Assist Resident	Vehicle Jumpstart	3
J-52	3/10/25	13:30	Mon	Special Duty Resident	Skunk Removal	1
J-53	3/10/25	15:00	Mon	EMS Resident	78 YOF - Vital Check	4
J-54	3/11/25	9:00	Tue	Special Duty Non-Resident	Tree Removal	2
25-35	3/11/25	15:21	Tue	EMS Non-Resident	21 YOM - Possible Allergic Reaction	6
J-55	3/12/25	9:30	Wed	Special Duty Resident	Remove Flag from Powerlines	2
J-56	3/12/25	10:30	Wed	Special Duty Resident	Untangled Lanyard on flagpole	3
25-36	3/13/25	19:29	Thu	Special Duty Resident	Fallen Tree	6
J-57	3/15/25	8:00	Sun	Special Duty Resident	Hazard Removal - Ice/ Snow	2
J-58	3/16/25	9:00	Sun	Station Staffing Resident	Apparatus Checks	4
25-37	3/18/25	16:01	Tue	EMS Non-Resident	Cancelled Enroute	6
J-59	3/20/25	10:30	Thu	Special Duty Resident	Assist Freeport W/ Helipad	4
25-38	3/21/25	16:54	Fri	Commercial Fire Non-Resident	Fire Investigation	9
25-39	3/22/25	15:34	Sat	MVA/Rescue Non-Resident	Non-Injury	8
25-40	3/23/25	14:24	Sun	EMS Non-Resident	50 YOM injuries due to fall	4
25-41	3/25/25	12:08	Tue	EMS Non-Resident	77 YOM - Fall W/ Injury	5
25-42	3/25/25	13:34	Tue	EMS Non-Resident	72 YOF - Syncope	5
J-60	3/26/25	16:53	Wed	Agency Assist Non-Resident	Assist W/ Flat tire	2
25-43	3/26/25	21:19	Wed	MVA/Rescue Resident	Single Vehicle Accident W/ Injury	11
25-44	3/28/25	15:21	Fri	MVA/Rescue Non-Resident	Single Vehicle 2 Pt's Refusals	7
J-61	3/29/25	8:00	Sat	Station Staffing Resident	Rope Class	5
J-62	3/30/25	8:00	Sun	Station Staffing Resident	Rope Class	4
J-63	3/31/25	8:00	Sun	Station Staffing Resident	Rope Class	4

March 2025 Burn Pile Log

JC stands for Jerome citizens.

Date	Address	Adult Prob.	# Fuels Crew	FC Hrs.	Fuels Crew Total Hrs.	# Loads	# crew	# Hrs.	Town Firewise Total Hrs.
3/1/2025	640 Center				0	1	1	1	1
3/4/2025	201 Perkinsville				0	5	1	6	6
3/4/2025	4th St.		1	3	3	4			0
3/4/2025	Town Yard		1	3	3	4			0
3/5/2025	4th St.	1	1	7	14	7			0
3/6/2025	Town Yard		1	4	4				0
3/10/2025	110 Dundee				0	1	1	1	1
3/10/2025	100 Hill St.				0	1	1	2	2
3/11/2025	591 Main St.				0	1	1	2	2
3/11/2025	300 Perkinsville				0	7	3	6	18
3/11/2025	260 Hull				0	3	3	2	6
3/11/2025	Sunshine Hill		1	6	6	8			0
3/13/2025	Town Yard		1	3	3	6			0
3/13/2025	Sunshine Hill		1	3	3	8			0
3/16/2025	111 3rd St				0	1	2	2	4
3/18/2025	752 Gulch				0	1	2	4	8
3/18/2025	Sunshine Hill		1	4	4	8			0
3/18/2025	Town yard		1	3	3	6			0
3/19/2025	UVX rd		3	1	3	1			0
3/19/2025	Town yard		1	3	3	4			0
3/21/2025	Sunshine Hill		1	3	3	0			0
3/22/2025	752 Gulch				0	1	2	4	8
3/24/2025	209 3rd St.				0	1	2	2	4
3/25/2025	222 4th St.				0	2	1	1	1
3/26/2025	40 Rich St.				0	1	1	1	1
		1	14	43	52	82	21	34	62
	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.
Jerome Fire Department**

File Attachments for Item:

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



Founded 1876
Incorporated 1899

Town of Jerome, Zoning Administrators Report

Town Council: Tuesday, April 08, 2025

Prepared by: William Blodgett, Zoning Administrator

Planning & Zoning Commission- The regular meeting of the Planning & Zoning Commission met on March 18th to discuss one item, a rezone (to dual zoning, C-1 to C-1/R-2) for 537 School Street, and approved it. Final approval is provided by the Jerome Town Council.

Design Review Board- The Regular meeting of the town of Jerome's Design Review Board reviewed discussed and approved the latest Draft version of the Design Review Guidelines. This approval send the DRG to the Town Council for final approval and adoption. Minor formatting changes were the only ones to be made.

Code Enforcement-

March continued to see the preparation and acquisition of material to conduct Code enforcement in the field. The Building Inspector and myself are formulating a plan and list of priority enforcement issues.

Administrative Approvals-

No administrative approvals in the prior 30 days to report.

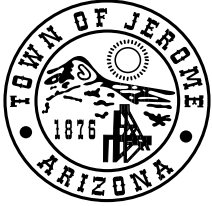
Other Business-

March saw a lot of activity, especially as one of the busiest months of the year for Tourists in Jerome. Additionally many new projects, at various states of readiness for review, are being discussed and worked on. Meetings and planning continue for long-burn projects throughout the Town, including the Hotel Jerome, Commercial Parking, Zoning Ordinance revisions and the Archaeological archival and background research for the Verde Ave. improvements.

File Attachments for Item:

A. Consider Approval of the March 11th, 2025, Regular Council Meeting Minutes

Council will consider and may approve the March 11th, Regular Council Meeting minutes.



TOWN OF JEROME

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Item A.

MINUTES

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

TUESDAY, MARCH 11, 2025, AT 7:00 PM

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

7:00PM (0:26) 1. CALL TO ORDER/ROLL CALL

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

Present were Mayor Alex Barber, Vice Mayor Jane Moore, and council members Dr. Jack Dillenberg, Sonia Sheffield and Issam "Izzy" Sharif.

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

7:00PM 2. PROCLAMATIONS

7:00PM (0:37) A. APS Fire Mitigation Presentation

Representatives from APS will be on hand and provide a presentation for mitigating fire risk.

Presentation given by Northern Division Director, Frank Sanderson from APS. His presentation was regarding the various fire mitigation tools APS is using to protect both their equipment and fixtures as well as the communities they serve. He recounted the different tools used year round to keep the communities safe such as vegetation management, including defensible spaces around poles; grid hardening investments, including mesh pole wrapping and the use of steel poles where applicable; asset inspection including drone deployment and infra-red scans; monitoring and awareness, including the use of cameras, weather stations and input from meteorological teams; and operational mitigations including use of a non-reclosing strategy, public outreach and public safety power shutoffs. He also stressed updating contact information with APS and letting them know of any other extenuating circumstances at home such as medical monitoring or other life support devices.

Mr. Sharif asked if APS had any additional service such as generators for customers in medical situations, or other assistance for community members who may not have the financial means to prepare for a major outage.

Mr. Sanderson answered no there are currently no services that provide generators, but he encouraged customers to come to one of the tabletop meetings in Yavapai County, where they review and plan for a variety of power outage scenarios. He shared that they are also working with the County and with Red Cross to get other locations Red Cross certified.

Dr. Dillenberg inquired if there was any APS effort to educate our young people such as high school and college students.

Mr. Sanderson appreciated the suggestion, he said at this point they haven't done that, and thinks it's a fantastic idea.

7:26PM (26:07) B. Introduction of Deputy Police Chief Michael Odle

Chief San Felice will introduce new Deputy Police Chief Michael Odle and provide a brief biographical overview.

Ms. Barber introduced the item and invited Chief San Felice to introduce the new Deputy Chief, Michael Odle.

Chief San Felice introduced Mr. Odle and gave a brief background on his 43 years of experience with Los Angeles Police Department, including Patrol Commander and SWAT Operator. He then shared a couple of stories regarding Mr. Odle's marksmanship and fitness testing and then invited Mr. Odle to introduce himself to the Council.

Mr. Odle introduced himself, recounting his 40+ years of experience, from patrol level to command, with the Los Angeles Police Department. He shared a story about visiting town with some friends, and that he'd poked his head into the Police Department to buy a hat, that was how he found out about the open position. He shared that he retired from LAPD but missed public service, recounting a quote from his first chief "There is no greater calling than that of a public servant." He said there is a great team here and he's excited for the opportunity.

Council members welcomed him to Jerome and to his new role.

After introductions Mayor Barber moved to item 9B.

7:35PM (35:55) 3. FINANCIAL REPORTS

Discussion/Possible Action

A. Financial Report and Detail Invoice Register Report for February, 2025

Council will consider and may approve the financial reports for month ending February 2025.

Ms. Barber introduced the Financial Reports. She asked if everyone had a chance to review.

There was some commotion in Council Chambers and additional side discussion regarding the upcoming events, as audience members vacated the building.

Ms. Moore said she had a question about the financial reports. She said it looked like there were a lot of computer or software issues in some departments.

Mr. Klein shared that it's really more about timing of when invoices were received.

Ms. Moore asked if that was why it looked like it was over budget.

Mr. Klein answered yes, but we won't be when hardware and software are factored in at the end of the budget year.

Ms. Barber reconfirmed that he has faith that it will even out, and we will stay in budget.

Mr. Klein answered yes.

Ms. Barber moved to accept the financial reports.

Ms. Sheffield seconded the motion.

Ms. Barber called the meeting, and the financial reports were approved.

Motion to approve Financial Reports.

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

7:37M (37:49) 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 introduced staff and council reports.

Mr. Klein shared in addition to his written report the Deception Ln. water line grant was finally reaching the bid portion, recounting that the first public hearing for it was held in 2023. He said at the same time they will also be going out to bid for the Gulch drainage, which is also a grant funded project. He shared that some agencies are working on a faster grant cycle than others such as WIFA, where they received funding for the Mescal Canyon and School St. regulators. He informed Council that he has a meeting with Verde Valley Community Development Organization regarding the home on Holly, and the potential of setting up a community land trust. Lastly, he informed Council that we will be getting Town clothing. He added that because of meetings and conferences they attend, Council members will also have access to polos or sweaters of their choice. He said clothing will be built into the budget for next fiscal year, starting in July, and that council and board members will be able to give a shirt color, embroidery color and clothing size to Kristen to order.

Ms. Barber asked for an exception to order a hoodie, because she's not a polo girl.

Mr. Klein shared yes, she can, and they'll each have \$50 budgeted for a couple of polos or a sweater/sweatshirt.

Ms. Barber said she wanted to follow up on some items Mr. Klein talked about. She sought confirmation that the Deception water line project, from CDBG funding, is to run a water line down for hydrants and not water for homes.

Mr. Klein confirmed yes, that is correct.

Ms. Barber continued that this is a high priority item for the Fire Department. She shared that the pumper truck goes quickly when it's needed, and having no hydrants down in that area means this is something we really, really need. She then asked regarding the gulch drainage, if he was referring to fixing the sides of the road and culverts for when it rains.

Mr. Klein confirmed that is also correct.

Ms. Barber informed that she has a neighbor that has talked about some stuff going on in her area. She said she had asked her to take photos and send them to Mr. Klein, inquiring if he'd received any photos or emails from resident Hanna Flagg about a big piece of concrete, that she's worried if there is too much water something might happen to it?

Mr. Klein said no he had not received any correspondence yet.

Ms. Barber congratulated Terri Card, Utility Clerk, for 3 years of service as of March 14th. She asked if anyone else Council had a report about what they've done over the last month. Starting with herself, Ms. Barber shared there was a Mayor's forum at Embry Riddle, put together by their new Mayor, there were 7 mayors and 1 manager present. The forum was regarding the detrimental impacts of vacation rentals. She shared that she found out it was on the news from her sister, and that you can view the whole forum conversation on Yavapai Speaks; it starts with the Mayor of Sedona. She shared that there was a map of the vacation rental impact and thanked Mr. Klein for sharing bullet points with her so that she sounded professional and concise. She said the event took place last month (February 20th), and hopes that it will generate something, for example maybe a limit to the number vacation rentals, she added she will continue to fight to keep people in Jerome. She restated what she said at the forum "when she grew up there were 500 people in Town, now we're about 460 according to the Census Bureau and according to the emergency housing resolution there are 363 people living here and less than 15 kids living here. She said we have few and far between families and children because all of our houses are being sucked up by investment opportunities.

Dr. Dillenberg remarked when the school bus stops, only 1 kids gets off.

Mr. Sharif shared that he was happy to step up for Town and attend the NACOG meetings. He said he heard a lot of interesting things and had shared with Mr. Klein that there was still a little more NACOG money available but wasn't sure if we might be eligible for it. He thanked Mayor Barber and the Town Manager for the opportunity to serve the Town in another capacity. He said he hopes to continue to bring back as much good information that can help us. He further agreed with Mayor Barber that we need people, he said he knows we don't want to grow too much, but we need people to be here for grant funding as well as tax dollars.

Ms. Barber thanked him for stepping up into that role. She shared the previous representative was Mandy Worth. She continued to clarify that NACOG is the organization that awards CDBG funds every 4 years as well as the SSP funds every 2 years.

Mr. Klein confirmed she was correct.

Ms. Barber reiterated to keep getting our projects on the lists and get as much funding as we can. With no other commentary she moved to accept the staff and council reports.

Dr. Dillenberg seconded the motion.

Ms. Barber called the question, and the staff and council reports were approved.

Motion to approve Staff & Council Reports.

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

7:46PM (46:54) 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

Ms. Barber introduced the Zoning Administrator report. She stated that the minutes are provided for information only and do not require action, however there can be discussion or direction given. She then asked Mr. Blodgett if he had anyone ready to step up and fill the vacancy from the Design Review Board.

Mr. Blodgett clarified that he now has 3 vacancies, 1 on each board, sharing that since his report he had another person advise they would be resigning and possibly moving. He said he has some applications, however, is still looking for more if anyone is interested. He said none of the processes are in danger, as they all still have a quorum, but would like to keep the boards as full as possible. He said in addition to his written report he wanted to add that he's received new code supplies and, working with the police department, will be taking more of a proactive approach to code enforcement. Additionally he is working on some historic preservation language to beef up protections and historic preservation for the ordinance. He shared that his new Design Review Guidelines were back on the Design Review Board's agenda. He said that he'd gone to search for additional information and didn't find what he was hoping for, so he hopes to have a recommendation for Council review at the next meeting.

Ms. Barber asked regarding the vacancy on each board, if one other person doesn't make it, there is still a quorum.

Mr. Blodgett confirmed she is correct.

Ms. Barber shared that the Board of Adjustment doesn't meet regularly, however the Design Review and Planning and Zoning Boards do, if there is something to meet about. She said it would be really nice to have the boards full, because now if there are any absences we can run into an issue not having a quorum.

Mr. Sharif made a statement asking if there was nothing on the agenda for the boards, could that time be used to look into revising, updating and adding new ordinance where needed.

Ms. Barber shared that there are code updates being worked on currently.

Mr. Blodgett shared that they are working on it, never as fast as we want it to, but it is in process.

Ms. Moore inquired about something she saw in Mr. Blodgett's report and asked if he could share anything about the zoning on School Street.

Mr. Blodgett shared that he could talk about it without going into particulars pertaining to the specific homeowner. He said the issue is that historically School St. is a residential street. Many of the homes were built, used, and continue to be used as residential homes. However, somewhere in history, School St. was rezoned as commercial in its entirety, and as a result we have homes zoned C-1. That means that homes that were historically residential are now zoned commercial and have to have a conditional use permit (CUP) in order to be used as a residence, and every time it changes ownership another CUP is needed. He continued that this creates the potential for a legal or ethical problem down the road, sharing a couple of examples of legal and ethical issues that could arise. He shared a fix for it is to dual zone it, and for this house in particular it would be zoned C1/R2. He shared that this could help resolve issues of other properties, where we have triplexes or quadplexes that our own zoning ordinance doesn't even recognize, because we stop at R2 and have no multi-family designation. He continued, for this property the issue was by-right use, dual zoning it adds the R2 use and locks it in as a duplex, adding it historically is, and allows the use by right.

Ms. Moore thanked him for his explanation. She then remarked she was sorry to see the house near the State Park road has metal siding on it.

Mr. Blodgett shared nothing can be done by ordinance language or planning reasons to say no. He added technically as a historic building material it's perfectly appropriate, pointing out that there are 4 other structures on the same street that also use metal siding or roofing material, however in those cases they are painted surfaces.

Ms. Moore said there is something in the ordinance regarding compatibility sharing that the structures surrounding this home have stucco on them.

Mr. Blodgett shared compatibility is a loose term open for interpretation.

Ms. Moore said she is familiar it was just too bad that the owner chose that option.

Ms. Barber remarked that she hadn't seen it yet. She asked if anyone had anything else, there was nothing.

7:54PM (54:21) 6. APPROVAL OF MINUTES

Discussion/Possible Action

A. Consider Approval of the February 11, 2025, Regular and Special Council Meeting Minutes

Council will consider and may approve the February 11th Regular and Special Council Meeting minutes.

Ms. Barber introduced the meeting minutes and asked if there was any reason to split them or vote on them together. The consensus from councilmembers was to vote on them together.

Ms. Barber asked if anyone had any input or changes to be made.

Dr. Dillenberg moved to approve the minutes.

Ms. Barber confirmed his motion and seconded the motion. She called the question, and the meeting minutes from the Regular and Special Council meetings of February 11, 2025, were approved.

Motion to approve both Regular and Special Council meeting minutes from February 11, 2025.

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

7. PETITIONS FROM THE PUBLIC

There were none.

7:55PM 8. UNFINISHED BUSINESS

Discussion/Possible Action

7:55PM (55:20) A. Discussion and Possible Staff Direction Regarding the Sale or Lease of Town-Owned Property (655 Holley)

Council will discuss and may provide staff direction.

Ms. Barber introduced this item.

Mr. Klein shared that he had hoped to have more information, however a meeting on it was scheduled for tomorrow, March 12th, the day after the Council meeting. He said his staff report mentioned this item, continuing coincidentally as we had a need they were looking to provide the first community land trust in Yavapai County. He said this could be a win-win that we get some money out of the investment the Town made, but also some say in terms of leaving it as an employee and workforce housing option in perpetuity. He said he'll have more information at the next meeting.

Ms. Barber asked if Council could table this to the April meeting, then.

Mr. Klein confirmed yes, they can.

Ms. Barber made the motion to table this item until the April Meeting.

Mr. Sharif seconded the motion.

Ms. Barber asked if there was any further discussion, there was none. She called the question and item 8A was tabled to the April meeting.

Motion to table until April Council Meeting.

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

7:56PM (56:35) B. Consider Taking the Item from the Table and Discussion and Update / Possible Direction Regarding the Proposed Community Garden and the Community Garden Shed Along with Discussion on Fruit Trees for the Community Garden

Council will be provided an update regarding the proposed community garden and shed, and may provide staff direction, along with discussing fruit tree additions to the community garden.

Ms. Barber introduced the item to consider taking from the table. She said the advocate for the community garden walked around the garden yesterday, Monday March 10th. She shared that there is a \$500, non-expiring, gift certificate from APS for Verde River Growers, for trees. She said she thought at this point the advocate does not think they need a garden shed; however she believed there was still some funds leftover from the Yavapai Apache for it. She said not to get rid of the plans because maybe down the line they may want a garden shed. She thought it best to put in a drip system or sprinkler system, not inside the fenced area, but on the outside of the fence in flat areas where there is room.

She said she would move to use some of the Yavapai Apache funding and put in a drip system. She continued, that way whoever is responsible for the garden doesn't have to worry about the trees; they can water them or not, but if something falls through the cracks then the trees have the support they need. She pointed out some areas on the layout where she would suggest planting some trees. She said she would meet on site with Marty Boland, to talk about putting in the sprinkler system and would take the gift certificate to buy a couple of trees. She shared that Mr. Klein received an email from Verde River Growers regarding a sale, however she was unsure how long the sale was. She said she believed they wanted to start with 2 apple trees and a plum tree.

Mr. Klein confirmed that he thought that was correct.

She said starting out with 3 trees seems like a good idea to start out and see how it goes. She said the placement is a flat area, so you won't have to climb a hill to pick fruit off the trees.

Dr. Dillenberg said he thought it was a good idea.

Ms. Moore clarified that Wendy Mills drew up the plans. She then pointed out where she had included some rainwater harvesting in the design drawings.

Mr. Sharif said he was going to suggest something like that. He said he knows we don't get much rain, but could we put a downspout coming from the restrooms to capture in rain barrels or other natural water feature. His other statement was based on the age of the trees when they are purchase, they are going to need some level of maintenance, so is the person in the garden going to take care of them while they take root. He shared based on growing his own fruit trees sometimes you need the manure and mulch plus the watering; he'd hate to see us plant a bunch of trees and then they just die and now we've wasted time and money. He said he had yet to see and advocate present in front of council.

Ms. Barber followed up that she told the advocate, Cole Vasquez, that he didn't have to come tonight because she had enough information. She continued that there has been talk about rain barrels and rain harvesting for a while, resharing some of their previous ideas regarding water storage, drainage and earthwork. She shared that they are currently trying to catch and direct the water in that area, adding that she has faith in garden people and what they can accomplish. She also shared that they've planted a fig tree and believes that there is an established tree that might be a black walnut. She said she had spoken with the town manager previously about the possibility of bringing in an arborist to look at their trees as it appears that some are dying, for reasons unknown possibly bark beetles. She reiterated they should start small, remarking a lot of work has been done already. She continued by sharing that the garden was originally started for those in the community who didn't have enough room on their own property to garden, that originally, they had considered charging a fee for it, but ultimately, opted for no fee and the garden provided space for those who had none at home. She said further discussions with the advocate included turning the current garden beds into the hügelkultur style beds if the current wooden garden beds fail.

Ms. Muenz confirmed that the prior Zoning Administrator that helped start the garden had started them out as hügelkultur beds. She said he'd asked for branches and other leaf litter to put underneath the dirt. So if the wood being used for the garden beds isn't treated and continues to break down it could continue to contribute to the hügelkultur bed.

Ms. Barber encouraged anyone unfamiliar with this style of gardening to look into it. She added it is more prevalent in

Europe and there are pros and cons to how much water use is needed, and if we can divert water from other places we could really use it.

Dr. Dillenberg asked what they needed to vote on.

Mr. Klein said direction was all that was needed and there has been plenty of that.

Ms. Barber asked if everyone was in agreement with the direction.

The general consensus was that all council members agreed.

9. NEW BUSINESS

Discussion/Possible Action

7:33PM (33:31) A. Consideration of a Request from the Jerome Humane Society for a Council Approved Exception to the Special Event Permit Application in Accordance with Section 10-3-7(D) of the Jerome Town Code to Hold a Fundraiser (St. PETrick's Day) with Proceeds Going to the Jerome Humane Society

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

Ms. Barber introduced the item for approval. She said she wasn't sure why they had to do this because it's held on private property, other than she saw that it was advertised to the public with donations to the Humane Society.

Dr. Dillenberg moved to approve

Ms. Moore seconded the motion.

Ms. Barber acknowledged an audience member with their hand up.

Candace Gallagher, audience member, asked for permission to approve the exception for both St. PETrick's Day and Woofstock in May.

Ms. Barber said there was nothing mentioned about Woofstock.

Mr. Klein shared that his omission, which was accidental and was supposed to be included in the agenda item. He advised the Council could approve both with their motion.

Ms. Barber asked for confirmation of the dates of both events.

Ms. Gallagher shared St. PETrick's Day is March 16th and Woofstock is May 14th

Ms. Moore asked if both events were at the same place.

Ms. Gallagher confirmed that Woofstock is held at the Spirit Room.

Ms. Barber asked if Dr. Dillenberg would amend his motion to include both events.

Dr. Dillenberg and Ms. Moore both reconfirmed their motions and seconds to include both events.

Ms. Barber called the question and the motion to approve exceptions for St. PETrick's Day and Woofstock are approved unanimously.

Motion to approval special event exceptions for Jerome Humane Society for both St. PETrick's Day & Woofstock

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

After the vote Ms. Barber thanked the Humane Society, adding this is really something the community is thankful for. The meeting then moved back to item 3 and continued in the order in which they appear on the agenda.

7:30PM (30:08) B. Consideration of Bids for the Repair and Necessary Improvements to 621 Main Street (Employee and Workforce Housing)

Council will consider bids and may award a contract for the repair and improvements to 621 Main Street.

Mayor Barber introduced the item for consideration. She asked Mr. Klein to share more information.

Mr. Kelin recounted Council approval to purchase 621 Main Street for workforce housing. He shared that the purchase price had reflected items that needed to be completed, so we knew this was coming and bids had been solicited for several weeks. He said contractors came in to evaluate what they thought needed to be completed from a safety, longevity and durability standpoint. He shared that neither contractor was aware of the bid from the other, and that we had tried to get at least 3 bids. However, after weeks of solicitation these were the only two contractor bids we were able to obtain.

Ms. Barber read the recommendation to award the bid to Tile, Perfected with the exception of the work in the upper unit loft. She read that the fiscal impact is \$31,500 which looks a lot better than \$95,000. She asked if there was dialogue or questions.

Dr. Dillenberg said so moved.

Ms. Barber confirmed his motion was to award the bid to Tile, Perfected.

Dr. Dillenberg confirmed.

Ms. Barber seconded the motion. With no additional question or commentary, she called the question.

Tile, Perfected was awarded the contract for repair and improvements to 621 Main Street by unanimous approval.

Motion to award bid for repairs and improvements of 621 Main St. to Tile, Perfected

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

After the vote the meeting moved to item 9A.

8:06PM (1:06:35) C. Consider Approval of a One-Year Professional Services Agreement with Gust Rosenfeld for the Provision of Town Legal Services

Council will consider and may approve the agreement with Gust Rosenfeld to be designated as the Town Attorney.

Ms. Barber introduced the item for consideration. She said it was a hard choice between the two but between Mr. Sharif, Mr. Klein and herself they came to a decision. She apologized for not having the numbers in front of her, but she recalled one of the candidates having more clientele than the other, which was a difference of us being 96th or 39th as far as representation.

Mr. Sharif confirmed she was correct; however their decision was flipped. He said ultimately the choice came down to tenure. He said the ladies spoke and presented very well, and that the younger gal had the ADEQ experience that might be beneficial, but ultimately, they decided to give the other candidates, Gust Rosenfeld, a year.

Ms. Barber further clarified that yes, the ladies were great, however the woman who presented the most wasn't going to be the main point of contact for Town it was going to be the younger of the two ladies present, and based on the presentation and years of experience, the gentlemen candidates both had more years of experience behind them.

Mr. Sharif agreed, adding it was a very hard decision.

Mr. Klein shared that they were both phenomenal firms and knows that we will do work with Pierce Coleman anyway with regards to labor law. He shared that all their references were sought out and Cottonwood spoke glowingly of Gust Rosenfeld, adding that they have some presence in the area with an office in Flagstaff. He also pointed out as they mentioned during their presentation that they did work on their rates as they had stated in the previous meeting.

Ms. Barber asked if there was anything else to add.

Dr. Dillenberg moved to approve a 1 year professional agreement.

Mr. Sharif shared that he had also spoken to a councilmember in Cottonwood and received the same feedback regarding Gust Rosenfeld.

Ms. Barber confirmed Dr. Dillenberg's motion.

Mr. Sharif seconded the motion.

Ms. Barber called the question and a 1 year professional service agreement for legal services with Gust Rosenfeld was approved.

Motion to approve 1 year professional services agreement with Gust Rosenfeld.

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

8:10PM (1:10:22) D. Conduct a Hearing to Consider the Appeal of the Town Manager's Decision to Suspend the Business License of Frosty Cauldron (License #1150)

Council will open the hearing, conduct the appeal hearing, close the hearing, and then will affirm or reverse the decision.

Mayor Barber introduced the item and Mr. Klein advised that she open the hearing.

Ms. Barber then opened the hearing at 8:10p.m. to appeal the Town Manager's decision to suspend the business license of Frosty Cauldron.

She asked if they have a current TPT license?

Ms. Muenz confirmed that she had received an image, not the original, and its issuance date was for February 24, 2025

which is why it couldn't previously be provided, however, it is valid through the remainder of the calendar year.

Mr. Blodgett remarked that it still does not reflect Jerome as a business code or jurisdiction.

Ms. Muenz added that she spoke with ADOR (Arizona Department of Revenue) regarding that, and they advised that the onus is on the business owner on how many business/jurisdiction codes they include on the bottom of their TPT. When they submit their taxes to the state, they are supposed to record the type and location of the different type sales tax they are submitting. It's much easier when reporting sales tax if a town is already listed on their TPT, but business owners can report sales tax even when a specific town is not listed on a TPT. She said she asked if we could require Jerome to be listed on a TPT, but ADOR did not give a hard answer, potentially for legal reasons.

Mr. Klein further elaborated on why this business license was suspended.

Ms. Barber then inquired, if the TPT says Cottonwood does that mean that all the sales tax from being in Jerome then goes to Cottonwood.

Ms. Muenz answered that if she or any mobile food or other mobile vendor failed to specify where sales tax was collected then no, none of the sales tax would come to Jerome, it would go to Cottonwood.

Ms. Barber remarked that sounds problematic.

Mr. Sharif agreed with her and said that his first request to legal counsel would be, is there a way to require Jerome be on a TPT. He continued, as we stated before, Town needs funding. He said if you're going to operate a business here because you love this town then you'd want to do what you could to make sure we get the funding properly, because otherwise you're taking business from other businesses in Town and not providing the tax funding.

Dr. Dillenberg agreed and asked what action can be taken.

Mr. Klein answered he's not sure that can be a factor, and wasn't factored into the decision to suspend. He said, based on his conversation with the State, we can't require that a municipality be listed on a TPT.

Ms. Moore asked if the business owner was aware this would be happening tonight.

Ms. Muenz said she did inform the business owner that this would be taking place.

Ms. Barber confirmed if she had used the correct email address for notification.

Ms. Muenz confirmed that she had used the contact information as suggested by the business owner.

Ms. Moore said she was sorry to see that the owner did not attend tonight to talk to them.

Mr. Blodgett said they'd been working on this for many months and made a good faith effort to help a small business get off the ground. He continued over the last 2 months a lot of staff hours have been eaten up by trying to collect documents, tracking down unexpired health permits, and sometimes receiving documents other than the document that was requested.

Ms. Moore disclosed that this business owner had come into her pottery shop to speak with her. She said she was complaining about the problems she was having. She said she'd see her parked overnight in places that are not parking spots.

Mr. Blodgett shared that she had been told repeatedly that she could not be parked overnight and had also repeatedly abandoned the vehicle and couldn't be found during her hours of operation.

Ms. Moore asked if it was true that she was told she could park where she was parking.

Mr. Blodgett said that it's hard to verify because the party she claims gave her permission has since retired and left the state.

Ms. Muenz further clarified that when she spoke to the business owner that she had backtracked a little on what she said previously, and told Ms. Muenz she was told she couldn't park in the other place, so asked someone if she could park there, but wouldn't specify a name that gave her permission. She continued at the same time the Town Code does clearly specify in mobile food vendor ordinance where and how to legally park.

Mr. Blodgett recited part of the ordinance, that it says no more than 6 hours in any one spot, remarking that she sought permission from just about everyone else besides who she needed it from.

Ms. Barber pointed out that there are 14 pages of back and forth communication starting on 8/20/2024 ending 2/26/2025.

Mr. Blodgett shared that a lot of that doesn't include his own back and forth communication with the business.

Ms. Barber said her second question was whether we have the certificate of insurance showing the Town of Jerome as additional insured on file.

Ms. Muenz said that it was finally provided in February, from Geico. She said it does have the 1 million general liability coverage for the business and does reflect Town of Jerome as additional insured.

Ms. Barber said she also wanted to point out that it's not a food truck, it's a trailer being pulled around.

Ms. Muenz showed Council the copy of the insurance issued on February 14th.

Ms. Barber asked about the health license issued by Yavapai County.

Ms. Muenz said the original permit issued was a 90-day provisional permit that would have expired in November. She said she had started to reach out to the business owner regarding the health license because we hadn't received it, and it took a while to hear back from her. So Mr. Blodgett helped a lot with tracking her down and asking questions. Then we found out that she had to apply and receive a second 90-day provisional health license because she had failed to get her health inspection in time. Then there was a minor issue with an item on the inspection with the second provisional permit, so a follow-up inspection was needed, which was getting close to the expiration of the second provisional permit. She said she called Yavapai County Health Services who said she did receive the final inspection and is on track to get her health license, however she hadn't paid for it yet. She said since then she hadn't heard from her nor received any proof that a health license was paid for; it hasn't been received by Town either.

Mr. Klein advised the Mayor and Council that what they're doing with this hearing is affirming his decision to suspend license or reversing his decision. He said the decision to suspend was made based on not having the TPT license, not having the certificate of insurance and not having a health license, at the time. There is still 1 remaining outstanding item and once it's delivered, she'll be approved to operate her business. This is an appeal process, and the only action is to affirm or reverse the decision made.

Ms. Barber outlined that at a hearing it does say he or a designee will present the reasons to deny, suspend or revoke the license. She confirmed that the presentation was given and then sought input from the remainder of the Council.

Dr. Dillenberg said he supports the Town Manager's decision.

Mr. Sharif said he seconds.

Mr. Klein advised to close the hearing.

Ms. Barber asked if there was any further discussion about this. There was none.

Mayor Barber closed the hearing was closed at 8:21p.m.

It was confirmed that she does have a business license, and will be granted to operate once she's complied with all of the requirements.

Ms. Barber asked if it would come back in front of council.

Mr. Klein said no it would not.

Ms. Barber reconfirmed Dr. Dillenberg's motion to approve, affirming the Town Manager's decision to suspend the business license and Mr. Sharif's second. She called the question and the motion to uphold the Manager's decision was approved unanimously.

Motion to affirm the Town Manager's decision to suspend business license.

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

After the vote Mayor Barber and council members thanked staff for their hard work collecting the information for this and being so diligent and thorough.

Dr. Dillenberg requested that someone keep an eye on her parking in the future. There was general agreement and confirmation from Mr. Blodgett that a lot of people have eyes on this.

8:23PM (1:23:08) E. Consideration of a New Tenant for 500 Main Street and Setting Terms of the Lease Agreement

Council will consider and may select a new tenant, along with setting the lease terms (duration and rent amount) for 500 Main Street unit.

Ms. Barber introduced the item for consideration. She said she didn't see anything more in the packet.

Mr. Klein informed the Council that there was interest in leasing this space, however at this time both applicants had withdrawn. He confirmed that at this time there are no tenants to consider for the space.

Ms. Barber confirmed there was nothing to consider at this point.

Mr. Klein confirmed. No motion was made so the meeting continued to the next item on the agenda.

8:23PM (1:23:42) F. Consider Proposal and Agreement from Southwestern Environmental Consultants (SEC) for Engineering and Design Plans for Mescal Siphon Line and School Street Pressure Regulator (WIFA Grant Funded)

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

Ms. Barber introduced the item and shared that this is a WIFA grant funded project.

Mr. Klein confirmed that it is a 100% funded project through WIFA and is part of a large expensive project that needs to be done.

Ms. Barber said this is a tricky situation. She said to pick Tyler's brain about how this is going to work out.

Ms. Moore confirmed it is very tricky.

Ms. Barber said it is kind of scary. It's nice to have something to move forward but it's kind of scary to know what the impact could be if something were to go wrong. She then entertained a motion.

Mr. Sharif moved to accept.

Ms. Moore commented that she hoped they were aware that when this is done, we need to get plenty of water in from Walnut.

Mr. Klein said yes, Tyler will be working hand in hand with them.

Ms. Barber confirmed the motion.

Mr. Sharif confirmed that he motioned to approve.

Dr. Dillenberg seconded the motion.

Ms. Barber confirmed the motion and the second. She then called the question the motion to approve the proposal and agreement was approved.

Motion to approve proposal & agreement from SEC for Mescal Siphon and School Street Regulator.

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

After the vote Mayor Barber moved to item 11 before item 10.

8:38PM (1:27:22) 10. TO AND FROM THE COUNCIL

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

Mayor Barber introduced item 10 and said for the record that she wanted to know when APS was going to come and finally turn down the lights as promised from their meeting. She said it had been a couple of months since their meeting and felt if they would just come to turn the lights down it would make everyone in town happy.

Mr. Sharif stated for the record that he has faith in Cole and the garden crew and appreciates their hard work and Mayor Barber's decision to give them the night off.

No other council members had any input at this point of the meeting. The meeting then moved onto item 12. Adjournment.

8:26PM (1:26:04) 11. EXECUTIVE SESSION

A. Discussion and Negotiations for Easements for the Town's Wastewater Treatment Plant Upgrade

The Council may provide its representatives and legal counsel with instructions regarding negotiations for easements for completing the wastewater treatment plant upgrade.

Mayor Barber introduced the item and made the motion to move into executive session at 8:26p.m.

Ms. Moore seconded the motion.

Executive session started at 8:26p.m.

Motion to enter executive session at 8:26p.m.

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

Executive session ended at 8:38p.m.

8:38PM (1:26:47) B. Consider Action to be Taken from the Executive Session

Council may make a motion to take necessary action as a result of the Executive Session discussions.

Ms. Barber introduced the item. She confirmed the recording was back on for the record.

Ms. Sharif confirmed it was.

Ms. Barber made the motion to authorize the pursuit of mediation if agreed to by the other party.

Ms. Moore seconded the motion.

Ms. Barber asked if there was any additional discussion. There was none. She called the question, and the motion passed.

Motion to authorize the pursuit of mediation if agreed by the other party.

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

After the vote the meeting moved back to Item 10 – To and From the Council, before moving to adjournment.

8:40PM (1:28:28) 12. ADJOURNMENT

Dr. Dillenberg moved to adjourn the meeting.

Mr. Sharif seconded the motion.

Mayor Barber called the question, and the meeting adjourned at 8:40p.m.

Motion to adjourn at 8:40p.m.

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

APPROVE:

ATTEST:

Alex Barber, Mayor

Brett Klein, Town Manager

DRAFT

File Attachments for Item:

A. Consideration of First Reading of Ordinance No. 493 Amending the Town Zoning Map in Accord with the Planning and Zoning Commission Recommendation to Rezone 537 School Street from C-1, to the Dual Zone of C1/R2

Council will consider and may approve first reading of Ordinance No. 493.



TOWN OF JEROME

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

ORDINANCE NO. 493

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, APPROVING AN AMENDMENT TO THE ZONING MAP

WHEREAS, the Town of Jerome Zoning Map dated April 14, 2020 illustrates the location and boundaries of all zoning districts in the Town; and

WHEREAS, the owner of parcel 401-06-042 (537 School Street), which parcel is currently in the C-1 Zone, has requested that the parcel be rezoned as a dual zoned C-1/R2 to make the parcel a residence by right as it has historically been residential in nature; and

WHEREAS, on March 18, 2025 the Planning and Zoning Commission held a public hearing and recommended that Council approve this rezoning request; and

WHEREAS, in accordance with Article II, Sections 1 and 2 of the Constitution of Arizona, Council has considered the individual property rights and personal liberties of the residents of the Town before adopting this ordinance; and

WHEREAS, Council has considered a housing impact statement that includes the information required by A.R.S. § 9-462.01(J); and

WHEREAS, it is the desire of the Town Council to amend the Town Zoning Map accordingly;

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

Section 1. The foregoing recitals are incorporated as if fully set forth herein.

Section 2. Parcel 401-06-042 (537 School Street) is hereby rezoned from C1 to C-1/R2.

Section 3. The Town Clerk is hereby directed to arrange for a new Zoning Map reflecting this change.

Section 4. Upon receipt of the new Zoning Map, a notation shall be included in the Jerome Zoning Ordinance referencing the date of the new map as the effective date of this Ordinance.

Section 5. 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 6. 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.

PASSED AND ADOPTED BY THE TOWN COUNCIL OF THE TOWN OF JEROME,
YAVAPAI COUNTY, ARIZONA, THIS 8TH DAY OF APRIL, 2025.

Christina "Alex" Barber, Mayor

ATTEST:

APPROVED AS TO FORM:

Brett Klein, Town Manager/Clerk

Gust Rosenfeld, PLC, Town Attorney
By: John A. Gaylord

Date of first reading: 4/08/2025

Dates of publication:

Date of adoption:

Voting record at adoption:

	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
BARBER						
DILLENBERG						
MOORE						
SHARIF						
SHEFFIELD						



TOWN OF JEROME

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

Zoning Administrator Analysis Jerome Town Council Tuesday, April 8, 2025

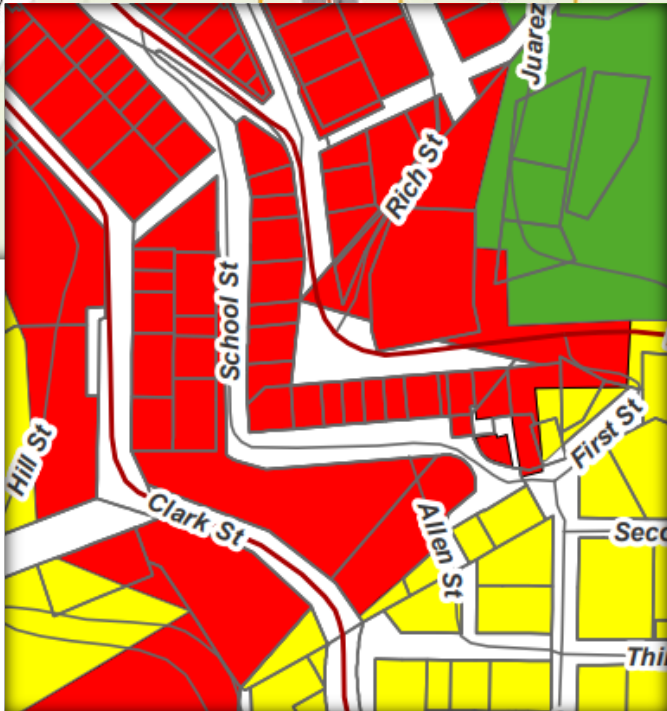
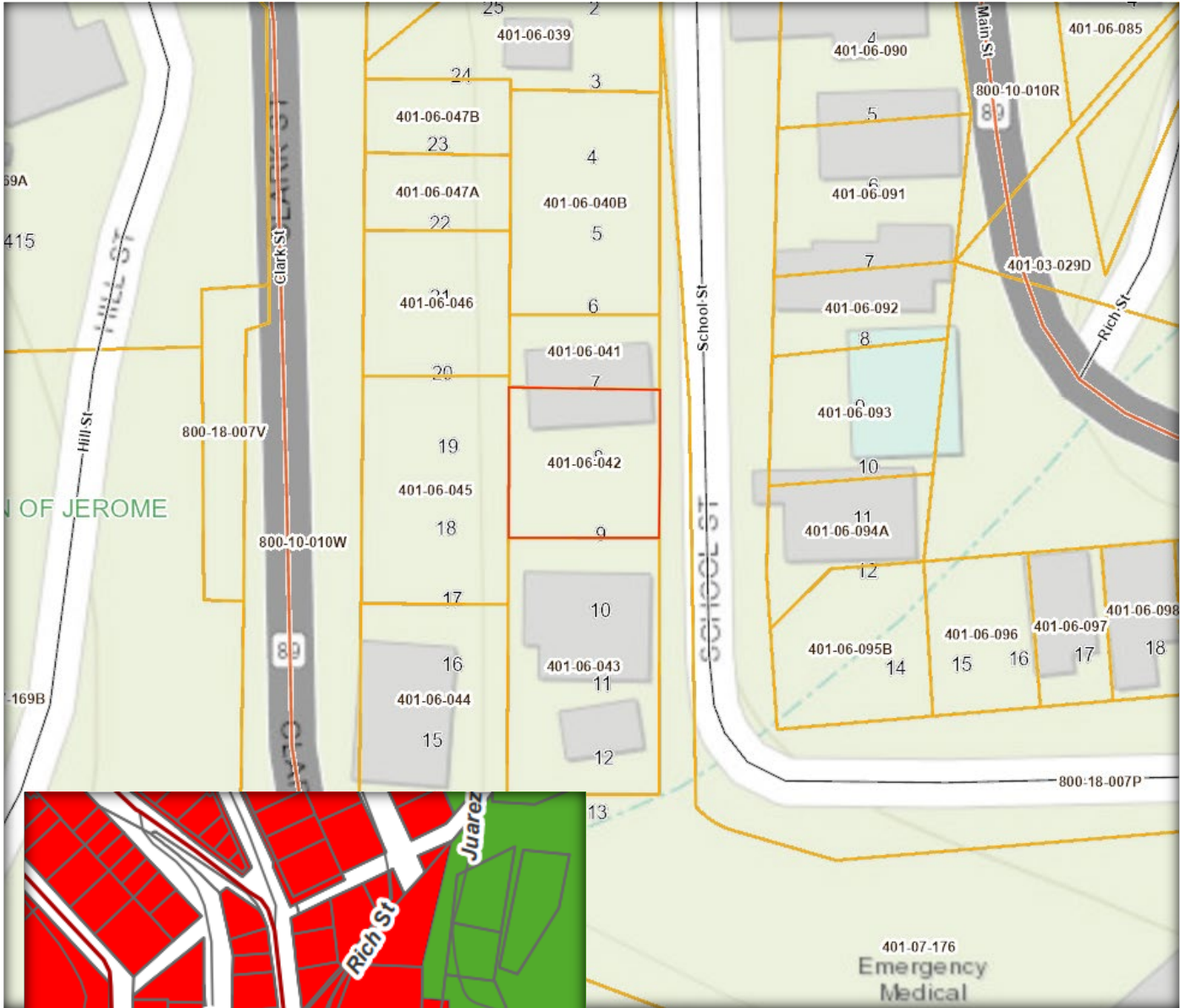
Item :
Location: 537 School Street
Applicant/Owner: Scott McCoy
Zone: C-1
APN: 401-06-042
Prepared by: Will Blodgett, Zoning Administrator
Recommendation: Recommend discussion / Approval

Background and Summary: The applicant/Owner of 537 School street is seeking a rezone, to a dual-zoned property. The current zoning for this parcel (401-06-042) is Commercial C-1, and the owner would like to be able to use the property (Historically in Residential use, and built as a Residential property) as a residence by-right. Currently, residential properties on School street are required to have a conditional use permit for the residential use. This is especially problematic for properties that were Residential prior to rezoning School Street, and have since remained Residential. Dual zoning of the property would allow for the residential use without conditional approval or possible denials.

Building Background: Parcel number 401-06-042 (537 School Street) is listed has having been built in 1896 as a split, or bi-level Residence, commonly called a duplex.

Considerations: The Commercial rezoning of School street created multiple situations where traditionally residential properties were rezoned to commercial without the actual use of the building changing, yet now requiring a Conditional Use Permit to allow for continued use, of what was once a permitted use-by-right. Without these Conditional Use Permits running with the building, a new permit is required every time a building changes ownership. This is potentially problematic legally and ethically. Dual-Zoning will add the zoning type that allows for the use-by-right, and also identifying the property density with more clarity (i.e. R-2, two-unit dwelling) as opposed to a non-conforming situation, the zoning of which may not be defined at all.

Recommendations: Recommend approval of this rezone to add the R-2 designation in addition to the C-1 designation (C1 to C1/R2 Zoning) as my suggested short-term fix for this issue on this property (537 School Street). The Planning & Zoning Commission has also recommended this rezoning action of 537 School Street. Recommend adoption of the Zoning Administrator and Planning and Zoning Commission's recommendation.



Application & Related Information

HOUSING IMPACT STATEMENT

A.R.S. § 9-462.01

Item A.

Ordinance No. 493

Applicant (if applicable): Scott McCoy, Rezone of 537 School Street, Jerome Arizona

General estimate of the ordinance's probable impact on the average cost to construct housing for sale or rent.

N/A

The rezone to allow for use-by-right will should not have any impact on the costs of building new housing.

Describe any data or reference material on which the ordinance is based.

No data as the rezone is a fix for the property owner to allow for use-by-right of a residential property.

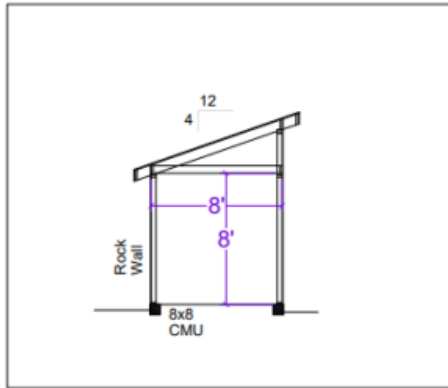
Describe any less costly or less restrictive alternative methods of achieving the ordinance's purpose.

The solution as presented (Rezone from C-1 to C-1/R-2) is the cost-effective solution for the applicant.

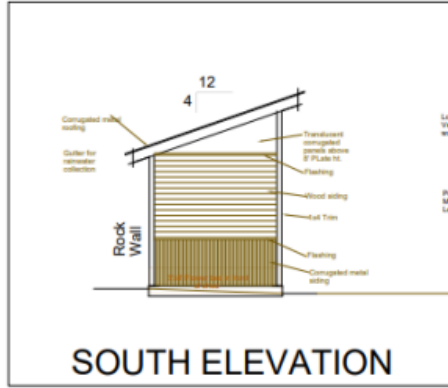
File Attachments for Item:

A. Consider Taking the Item from the Table and Discussion and Update / Possible Direction Regarding the Proposed Community Garden and the Community Garden Shed Along with Updated Discussion on Fruit Trees for the Community Garden

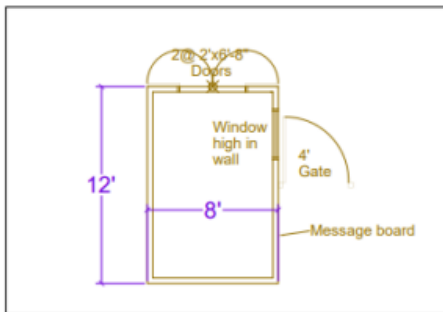
Council will be provided an update regarding the proposed community garden and shed, and may provide staff direction, along with discussing fruit tree additions to the community garden.



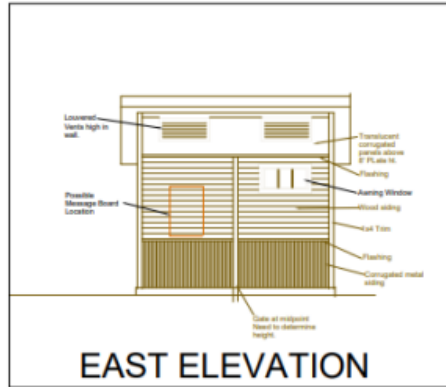
SHED SECTION



SOUTH ELEVATION



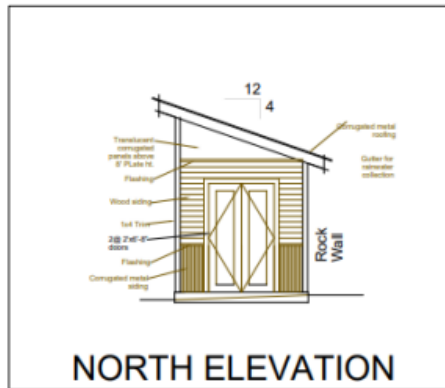
SHED PLAN



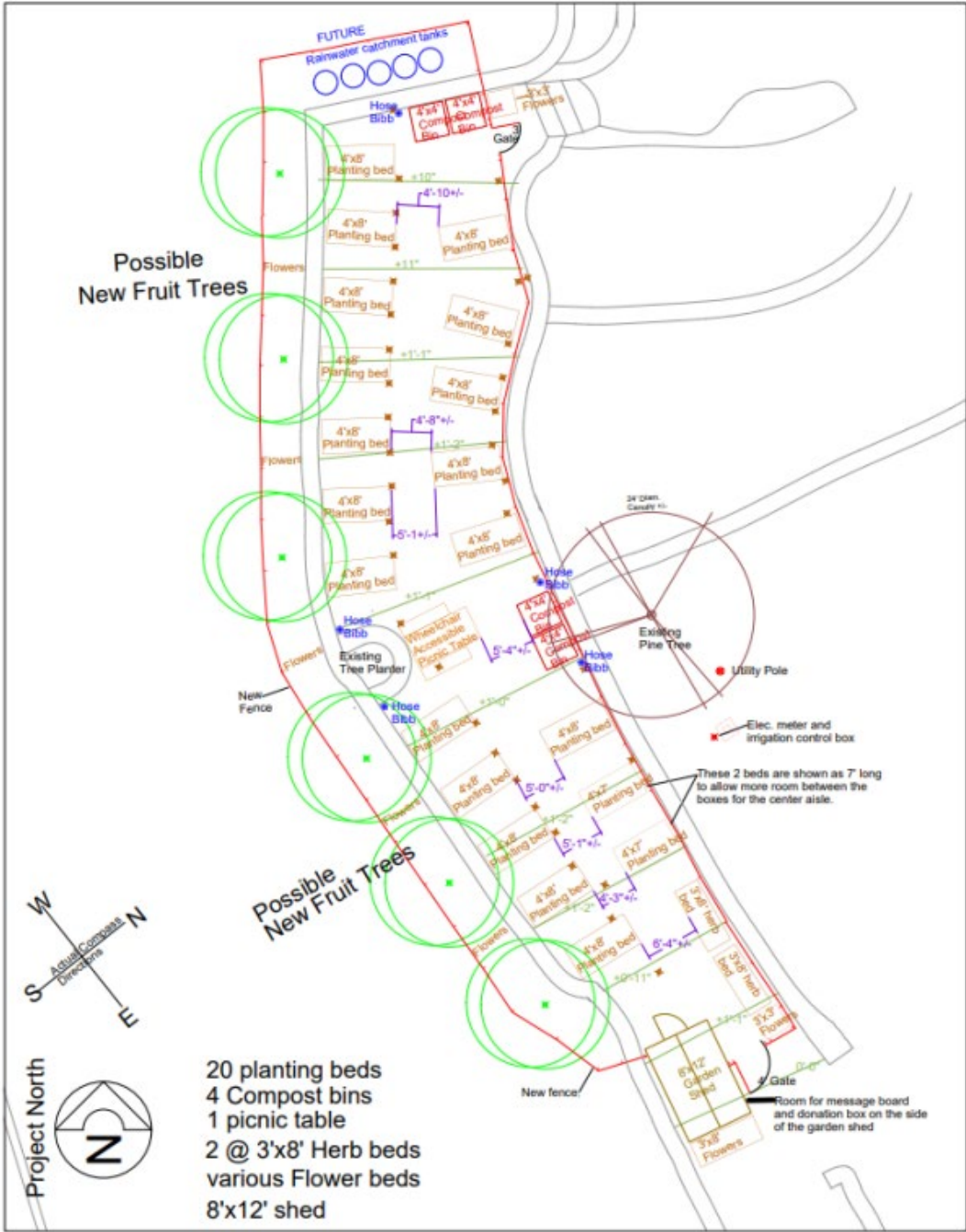
EAST ELEVATION

Jerome Community Garden
Proposed Garden Shed
Option 2

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



NORTH ELEVATION



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

Date: 2020-08-19

Drawn by: WIM

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

File Attachments for Item:

A. Consider Proposal and Agreement from Southwestern Environmental Consultants (SEC) for Engineering and Design Plans for Verde Central Line and Deception Water Improvements (WIFA Grant Funded)

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



**SOUTHWESTERN
ENVIRONMENTAL
CONSULTANTS, INC.**

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

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

Item A.

March 18, 2025

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

RE Town of Jerome, Verde Central & Deception water improvements

Dear Brett,

SEC is pleased to provide a proposal for water distribution improvements for Verde Central and Deception lines. The exposed water line at Verde central & water line at Deception will be reviewed under the proposed work. SEC propose to provide the following work.

Water line across Deception Ln & Verde Central Water line

Preliminary design

- Onsite investigations
- Topographic survey - Any blue stake to be coordinated by the Town. Town to provide potholes, if required. SEC crew will pick up the as builts.
- Exclude boundary survey

30% Design

- Develop Horizontal layout
- Develop vertical profile

60% Design

- Develop Plan & Profile drawings
- Start the development of details and specifications
- Start initial cost estimate
- Water report is excluded- As this project consists of replacing existing water lines, it is assumed that additional water modeling and reports would not be required.

90% Design

- Update Plan & Profile drawings
- Update to the development of details and specifications
- update to cost estimate



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Item A.

- Water report is excluded- As this project consists of replacing existing water lines, it is assumed that additional water modeling and reports would not be required.

Final Design

- Final Plan & Profile drawings
- Final details and specifications
- Final cost estimate
- Water report is excluded- As this project consists of replacing existing water lines, it is assumed that additional water modeling and reports would not be required.
- Assist the Town to obtain Approval to Construct Application (ATC)

The proposal excludes geotechnical, structural or Traffic engineering. Construction staking, post design services or certification are not part of this proposal. Based on our understanding, we propose providing the above services for an estimated cost of **\$130,700.00**. All work will be billed at current Time & Material rates.

If this meets your approval, please sign the attached Work Order and return it for our records. Schedule A & B is for your records. We look forward to working with the Town on this project. Please feel free to contact me at kginige@sec-landmgt.com or 928-634-5889 if I can be of assistance.

Sincerely,

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



WORK ORDER

Date Opened 3-18-2025 Date Required ASAP

Project Name TOJ/ Verde Central & Deception Water Improvement Project No. _____

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

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

Street PO Box 335 City Jerome State AZ Zip 86331

Received by Krishan Ginige Office Letter Phone Other

PROJECT LOCATION Yavapai County Town of Jerome

PROJECT DESCRIPTION TOJ Engineering and Surveying – Verde Central & Deception Water Improvements

- 1) Per attached SEC Proposal Letter, dated 3/18/25, attached hereto and made a part of this Work Order.
- 2) Any additional requests will be billed as "extra" items at current Time & Materials rates. Prior approval will be obtained before proceeding.

SEC, Inc. agrees to perform the work outlined herein under the terms and conditions set forth in Schedules A and B, attached hereto and made a part hereof. Client agrees to pay an estimated fee of **\$ 130,700.00** plus any direct expenses. This is an estimated fee only, based upon information provided to SEC, Inc. by client, and in the event the information is inaccurate, or in the event of unforeseen circumstances, this estimate may change. Estimate may become void if Work Order is not received by 6/18/2025.

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

Acknowledgement and authorization:

Client Signature

Date

File Attachments for Item:

B. 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

Item B.

Permit # J25-0037

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.

*Need list
of vendors &
TPTs
still*

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

Town Use Only

Date Submitted: 3/19/25 Fee: 25.00 Date Paid: 3/19/25
 Paid via: Check # 421 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 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.
 - List of all participating vendor(s)/businesses (if applicable).
 - Accessibility, parking and/or traffic control plan.
 - Restroom plan.
 - Trash and waste removal plan.
 - 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. *N/A*
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 Angela Arndt Date: 3/19

Name of Organization/Sponsor Jerome Chamber of Commerce

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

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 Angela Arndt Phone _____

Name Anastasia Darah Phone _____

Emergency contact for Event*

Name Valerie Whitcomb 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: 5/24/25 Time 11 AM End: Date 5/24/25 Time 6 PM

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

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

Set-Up Date/Time: From 5/24/25 8 AM To _____
Date Time Date Time

Tear-Down Date/Time: From 5/24/25 7 PM To _____
Date Time Date Time

Number of expected/estimated Participants 200-300

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 accomodate live performers. No professional sound company involvement. We will work w/ fire + police to ensure we observe all applicable ordinances pertaining to live outdoor performance

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 w/ fire chief to ensure we are meeting proper regulations in 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'll promote the town shuttle & also use other licensed shuttle services.

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.

will continue community outreach efforts up to, during, and after the event.



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

Item B.

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: JEROME CHAMBER OF COMMERCE

Address: 310 HULL AVE. JEROME, AZ 86331

Telephone: _____

If applicant is an organization, list officers:

Name	Address	Telephone
Angela Arndt		2
Anastasia Dorah		
Valerie Whitcomb		7

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: May 24, 2025

Rain Date: MAY 25, 2025

Hours of Use: 8AM-7PM Approximate # of people: 175-275

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
3-19-2025
Date of application

Angela Arndt
Print Name

PO Box Jerome AZ 86331
Address

Telephone



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

03/17 Item B.

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: clclgna@leavitt.com	FAX (A/C, No): (866) 298-7798
	INSURER(S) AFFORDING COVERAGE	
INSURED Jerome Chamber of Commerce Drawer K Jerome AZ 86331	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:	

COVERAGES **CERTIFICATE NUMBER:** 24/25 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 checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			59SBABV5100	08/10/2024	08/10/2025	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"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <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						EACH OCCURRENCE \$ AGGREGATE \$ \$
	<input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			SWC1512896	10/08/2024	10/08/2025	<input checked="" type="checkbox"/> E.L. EACH ACCIDENT \$ 100,000 <input checked="" type="checkbox"/> E.L. DISEASE - EA EMPLOYEE \$ 100,000 <input checked="" type="checkbox"/> E.L. DISEASE - POLICY LIMIT \$ 500,000
C	Directors and Officers			59KM0342325-23	10/15/2024	10/15/2025	General Aggregate \$1,000,000 Each Occurrence \$1,000,000

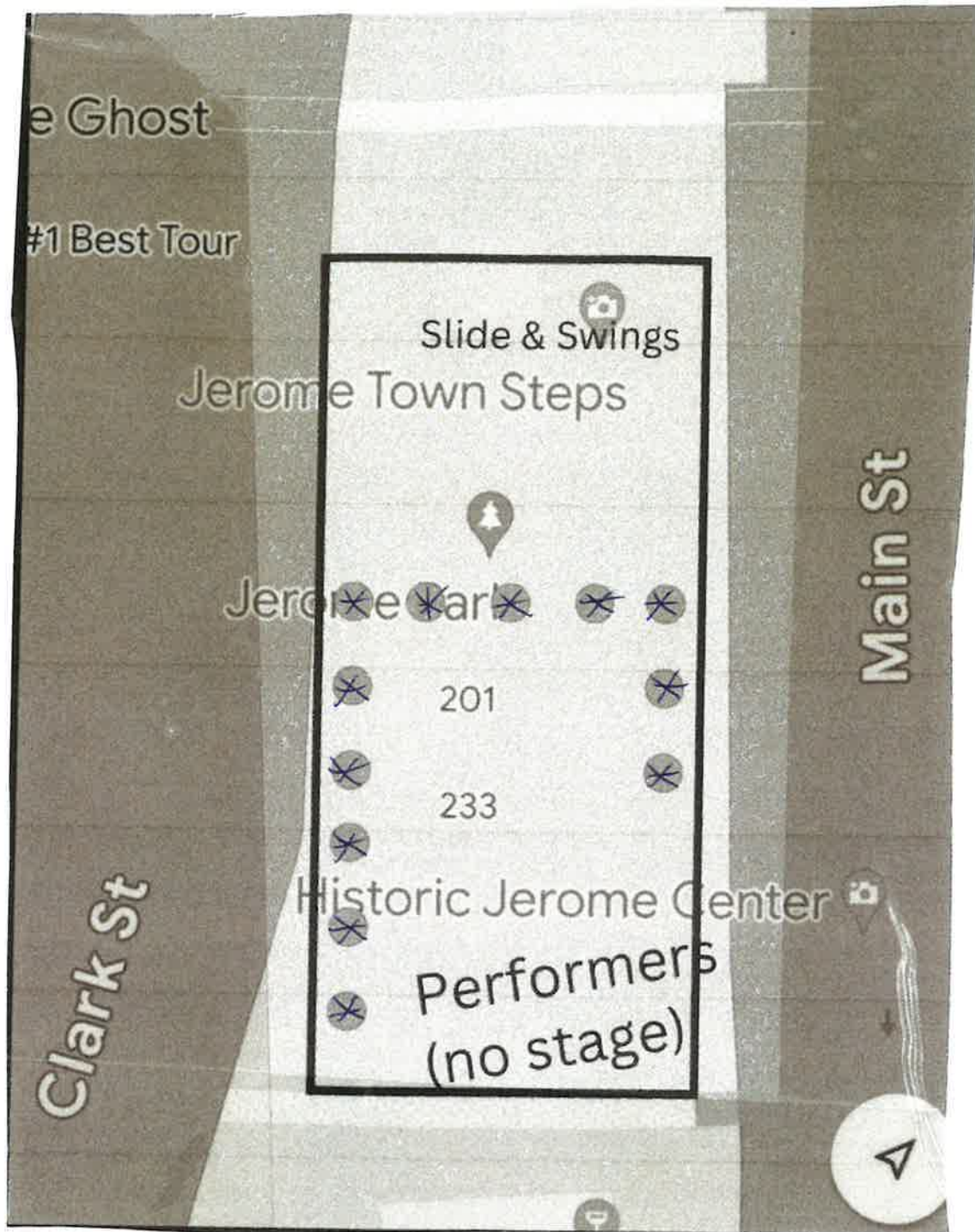
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

RE: JEROME ART IN THE PARK, May 24, 2025

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

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JEROME ART IN THE PARK
 MAY 24, 2025 11am-5pm

⊗ indicate numerous artists painting in the park.
 Performer area 2-3 acts per day (no stage)
 Event IS FREE & OPEN TO THE PUBLIC (ALL AGES)

File Attachments for Item:

C. Consideration of a New Tenant for 500 Main Street and Setting Terms of the Lease Agreement

Council will consider and may select a new tenant, along with setting the lease terms (duration and rent amount) for 500 Main Street unit.



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TOWN OF JEROME, ARIZONA

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(928) 634-7943

Item C.

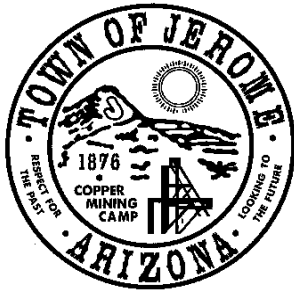
December 20, 2024

Hotel Jerome Main Floor Street Level Space Available

The Town of Jerome has an immediate availability for rental of a commercial retail space at Hotel Jerome – 500 Main Street. The space has Main Street level access, with plenty of windows providing ample amount of natural lighting. The space is ~square in shape and is approximately 806 square feet. The anticipated rental fee will be \$1.60-\$1.75 / square foot per month, but will be set by the Town Council and may differ based on proposed usage and Town needs.

If you are interested, please submit a letter of interest to Town Manager Brett Klein (b.klein@jerome.az.gov) as soon as possible. The letter of interest must include your complete name, address, phone number and e-mail, along with a detailed description of your proposed use and anticipated days / hours of use. Please include as much detailed information as possible. If your application is considered, you will need to provide a suitable amount of references upon request.

For questions please call Town Manager Brett Klein at (928) 634-7943.



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TOWN OF JEROME

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

Item C.

STAFF SUMMARY REPORT

FROM: Brett Klein, Town Manager/Clerk

ITEM: **Item: Consideration of a New Tenant and Lease Terms for 500 Main Street**

MEETING DATE: April 8, 2025

Summary:

In December, 2024, Jerome Ghost Pepper terminated the lease with the Town. Subsequent to the termination of the lease, an ad was placed soliciting potential tenants. There has been a lot of interest, but for one reason or another potential tenants have backed out. This month we received a letter of interest from Gold Standard Apparel (see attached). The owner provided a brief overview of the business and the proposed hours of operation if selected for the unit. At the time of the lease termination, the monthly rent amount was \$1,300, or \$1.61 per square foot, which was just raised nearly ten-percent after a considerable time with no increases prior.

Fiscal Impact:

Recommendation:

Staff recommend a 2-year lease with the interested tenant, with a monthly rent amount of \$1,300 as has been established already. We ordinarily enter into a 3-year lease, but this will be a new tenant, so a 2-year term is recommended.

Brett Klein

From:
Sent: Sunday, March 30, 2025 8:30 PM
To: Brett Klein
Subject: Inquiry

Hello,

Here's requested details for Hull Ave vacancy...

•607 Sports LLC/DBA Gold Standard Apparel •Currently occupant of 419 Hull Ave •Sun-Sat 10a-5p •T-Shirt, Hat, Souvenir store

Let me know if you need additional information!

Thank you

Micah Owens
Owner
Gold Standard Apparel
www.goldstandardapparel.net

File Attachments for Item:

D. Consider Approval of the Design Review Board's Recommendation of Design Guidelines for the Town of Jerome

Council will consider and may approve the Design Guidelines.

JEROME DESIGN GUIDELINES

Town of Jerome, Arizona



Prepared by William Blodgett, Zoning Administrator
for the Town of Jerome

DRAFT

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Cover art credit to; Anne Bassett, "Jerome Park"

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How to use this document

The following guidelines are intended to be used when considering or reviewing any projects which will be submitted for review by the Design Review Board. Each application must be considering a wide range of criteria, depending on the project type. Jerome is a Federally recognized Historic Landmark, and a Certified Local Government (CLG) which makes the Town responsible for reviewing projects with the goal of preserving the character of the Town that gives Jerome its Landmark status. The Design Review Board acts as the Towns Historic Preservation Commission, providing the protection framework required by our status. The Zoning Administrator acts additional as the Historic Preservation Officer and is responsible for protecting and maintaining the towns status and cultural resources and has to balance these requirements with the Towns responsibility to its residents.

This document is intended to be a guide for interested residents, Design Review, and for potential builders and home buyers. To this end, the document summarizes a number of things, and highlights sections of Federal and Town code. Do not trust this document as your only source of information, as some sections were abridged to conserve space. Instead use this a starting point, and then look up the relevant sections in the Town Code, Zoning Ordinance, or other official sources referenced.

Some sections will have key points, or codes that affect considerations that are relevant, highlighted in colored text boxes within the text. One example is the four treatments under the Secretary of the Interiors Standards, where I have the key points for each treatment numbered in a blue text box at the end of each section. This is intended to help pick out key points within the text to make the review process, and looking up specific information faster, and less frustrating.

There are sections that expand on Architectural styles, their history and use. These sections are a brief “primer” on the subjects, intended to provide enough of a background to be able to understand the specifics of a historic structure and make good decisions without having to become an expert in the subject.

Elsewhere you will find sections that are focused on more visual components, and for these subjects graphics such as photographs and collages are provided for use as a quick reference. An example of this is in the section discussing Signs. A full-page collection of a number of Commercial signs is provided to observe and compare the various aesthetic qualities adjacent to one another.

Lastly, this is a living document. That means that over time this document is intended to be updated, as both aesthetic considerations, Federal Law, and Town code change throughout the life of the Town. Areas within this text should always be updated, and discussed so as to keep this a useable resource for the Town and the people who live here.

■ William Blodgett, Zoning Administrator/HPO, 2023

INTRODUCTION

The Town of Jerome was listed as a National Historic District in 1967. Fifty-four years later, Jerome is recognized and appreciated as a unique example of living history in Arizona. The purpose of these Guidelines is to support the preservation of the existing historic resources including structures, streets, sidewalks, retaining walls and other physical features. In addition to preservation of historic fabric, these guidelines apply to new construction within the Town limits, to ensure that new projects are compatible with the existing structures and patterns of development.

I. HISTORIC CONTEXT

Jerome's Location on the east slope of Cleopatra Hill is one of its unique features; another is its fabulous past as the Billion Dollar Mining Camp, the source of this wealth, rich deposits of copper ore. In 1967 the town became a National Historic Landmark designating Jerome as a site worthy of official preservation.

Jerome, dubbed "The Most Unique City in America," had its modest beginnings in 1876 when the first mineral claims were filed. It grew from a community of tents and shacks to a modern incorporated city of 15,000. At its peak in the 1920's, Jerome was the fifth largest city in Arizona and home to more than 2,500 working miners. Jerome was a beautifully situated company-owned town – with a company hospital, theaters, opera house and restaurants; it was the shopping center for the Verde Valley.

In June of 1876 Morris Ruffner filed claims on the mineralized outcrop of rocks. He names the mines: "The Wade Hampton" (a hero in the Civil War) and "The Eureka." Both were rich with ore, but there was no transportation available for hundreds of miles. Ruffner convinced brothers George and Angus McKinnon to take two-thirds interest in the mines for a grubstake, thus dating modern efforts that started the town's growth. In 1883, the mining claims on the side of the hills known as Cleopatra and Woodchute Mountain were incorporated as United Verde Copper Company (UVCC).

When Eugene Murray Jerome decided to invest in the mining claims, it was with the stipulation that the town be named after him. But the financier never came to Jerome; he directed operations from New York City. Mr. Jerome was a cousin of Jennie Jerome, a famous society belle of international circles and the mother of Sir Winston Churchill.

On February 14, 1888, William Andrews Clark, a copper king, industrial giant, and Montana senator, purchased the United Verde Copper Company property in Jerome. Clark avoided mergers and partnerships; his huge fortune allowed him this luxury. As the mine profits soared, he began to buy all outstanding shares until he controlled ninety-five percent of the United Verde Copper stock. Only James McDonald, UVCC President, refused to sell his stock and he remained the sole outside stockholder. It is said that McDonald's foresight made him more than three million dollars. After his death in 1929, the McDonald heirs sold their 12,500 shares to Clark's sons.

Clark was able to solve Jerome's transportation problem – he built a twenty-six mile narrow gauge railroad over the mountains to connect with the new Santa Fe line at Jerome Junction (now Chino Valley). Clark's knowledge of mining and his willingness to reinvest the profits made the United Verde Copper Company one of the largest privately owned copper, gold and silver mines in the world.

In 1894 a destructive fire started underground in the area below the Jerome smelter. Clark spent heavily to extinguish the fire, but to no avail. The combination of the United smelter's sulphur-laden smoke and the underground fires contributed to numerous health problems and killed every trace of vegetation in the area. The underground fire in the main ore body caused the ground to give way as the structural timbers burned. Clark's only option to access this rich vein of ore was to open pit the area. However, it was later decided to mine below the fire area after the fire had been contained, by the use of concrete bulkheads. There are 88 miles of tunnel under the town of Jerome.

Five miles down the hill along the Verde River, Clark purchased a number of ranches to build his new reduction plant and a model town. William Clark always stated that, "my workers deserve comfortable housing, fair wages, good health benefits and wholesome activities." Clark's model town had brick homes, wide paved streets, a beautiful park, tennis courts and a baseball field. He opened Peck's Lake for fishing and boating, built a large dance pavilion and a nine-hole golf course. A Clark home was built in the area. After Clark's death in 1925, his heirs followed their father's wishes and built a clubhouse with lounges, card rooms, a billiard room, bowling alley, library and a swimming pool. Clark had allowed only three saloons and no red light district within his town limits. He also built a new brick plant near the town site turning out thousands of bricks each day to construct his new smelter and town. Work was started on the new location in 1912 and completed in May of 1915. Clark gave his name to both projects – Clarkdale Smelter and the Town of Clarkdale.

While Clark's primary residences were in Butte, Montana and New York City, he oversaw the operations of the UVCC and was a frequent visitor to the area. At the age of eighty-seven, William A. Clark passed away due to complications of pneumonia. His two sons, Charles and William Jr., effected a smooth transition, and good times continued until the Great Depression. In the early years of the depression, the UVCC shut down because of low copper prices, but also due to the untimely deaths of Charles, William Jr. and a grandson, Tertius, heir apparent to the Clark fortune. One of the two remaining heirs was William Clark's daughter who sold the UVCC in 1935 to the Phelps Dodge Corporation for \$20,800,000 – ending Clark's reign as Copper King of the Verde Valley.

The second copper giant was "Rawhide" James Douglas who came to Jerome in 1912 to look over the Little Daisy Mine, owned by the United Verde Extension Company (UVX). "Rawhide's" father was Dr. James Douglas who worked for Phelps Dodge (PD) and had looked over the UVX mine in 1881 and 1885. Dr. Douglas said he liked the color of the copper but not the distance to the market. He advised PD not to invest. Phelps Dodge then turned their focus to Bisbee and the Copper Queen Mine. When young Jimmie moved to Arizona in 1890, he was a farmer, but he soon found could not live on farming skills. He made use of his father's influence to gain employment with PD. Young Douglas was a hard worker and moved up the ladder to managerial positions. He later became superintendent of PD's Prescott properties, and while in the area became very familiar with the Jerome district. By 1912 he had found his place in mining, banking and real estate speculation and he had become very wealthy.

In 1900 J. J. Fisher staked out a claim known as the Little Daisy. The location was a short distance east of the UVCC on Bitter Creek. This was the same Bitter Creek and Gulch that Clark had filled with slag to level the area so he could build his first smelter. After 10 years, the Little Daisy began to droop. "Rawhide" James Douglas took a close look at the geologic structure and resolved that the Verde fault that runs under Jerome had cracked and slipped a half mile down Cleopatra Hill. A famous geologist, Atwater, wrote in a private consultation report that he believed that the odds were good that a large

portion of Clark's rich ore body in the UVCC was under approximately 600 feet of lava and limestone in the Little Daisy territory. Douglas tried to interest Phelps Dodge in a partnership option. Again they turned down a stake in the Jerome area – because of some imaginary title defect as well as the possibility they feared apex litigation with Clark. Douglas was urged by friends to undertake the option himself, but he did not have the financial status of Clark, so he had to look for investors. Douglas took on a financial partner, George E. Tener, a steel industrialist from Pittsburgh. They sent letters to all of their wealthy, capitalist acquaintances and to expert mining men. The money was easily raised and about two thousand feet East of the Little Daisy shaft they started the Edith Shaft, named for Tener's wife in early 1913. For two years Douglas' group of hard rock miners kept bringing out small deposits of ore. Douglas kept assuring his investors that a large body of copper ore would be found. On December 20, 1914, at the 1,200 foot level, Douglas hit the mother lode, five feet of 45% ore. This body of ore was so valuable that no further money was ever borrowed. In January 1916 at the 1,400 level, 200 feet of 16% ore was discovered. These two large finds of ore established the UVX as one of the world's great copper mines. When Clark developed the world famous United Verde Copper Company, he was under the misconception that he did not need any mineral claims surrounding the UVCC. This oversight of Clark's allowed the UVX to develop within feet of his own property. As a result, Clark never did like the second mine, and it led to decades of bad feelings and competition between the UVCC and the UVX. This being said, Douglas found it necessary to build his own smelter, and he chose an area a few miles east of Clark's smelter along the Verde River.

Like Clark, he also found it necessary to provide homes, schools, and other amenities for his employees. He named this town Verde. However, Douglas could not build his town on a grand scale as Clark did; he had stockholders who were more interested in dividends than in making improvements or tending to the employees' welfare. Douglas built a fine home in Jerome near the Little Daisy, now known to the locals as the Douglas Mansion (Jerome State Historic Park).

When WWI broke out Douglas volunteered his services. He was given charge of all the Red Cross warehouses in France. Douglas loved all things that were French, and he became a good friend of the Premier Georges Clemenceau. When Douglas returned from the war, he was informed by the post office of the necessity to change the town's name of Verde (as there were already numerous properties with that name). In 1920, in honor of his friend, Douglas renamed his town Clemenceau, which consisted of a small business district and approximately 80 homes. The area that was once Clemenceau is now a part of Cottonwood. The old Clemenceau School houses the Clemenceau Heritage Museum and the administrative offices of Cottonwood Elementary Schools.

In Jerome, Douglas built the Daisy Hotel for single miners including a small clinic within the facility. Douglas built a hospital, but he did not open it as such when he saw that the ore was starting to play out. He gave the building to the Jerome schools. He also built several beautiful homes on the hill next to the Daisy Hotel; these are now privately owned. Douglas had started building homes on each side of 89A and on Hampshire Street (East Avenue) but again stopped when the ore was not profitable to mine. Although Douglas built the Douglas mansion as his home in Jerome; he seldom lived there. The mansion was used by many of his mining friends and stockholders when they visited Jerome. In 1929 the stock market crashed, followed by the Great Depression of the 1930's. By 1932 the copper prices had dropped to 5 cents and the mines were virtually closed. Douglas closed his mine for the final time in 1938. President Roosevelt's New Deal angered Douglas, and he returned to Canada, regained his Canadian citizenship and lived in Montreal until his death in 1949 at the age of 80.

In 1962 the Douglas family gave the mansion and surrounding grounds to the State Parks of Arizona to be used as a museum dedicated to the history of Jerome, the Douglas family and the mine. It is now known as the Jerome State Historic Park.

The town of Jerome has survived near death time and time again. In the late 1800's the town was burned down three times in an 18-month period. It was declared by a New York Newspaper to be the wickedest town in the west.

On January 30,1953, headlines in a Phoenix newspaper read "END COMES TO FAMED JEROME MINING CAMP – PD DRAGS LAST ORE FROM HOLES" Jerome, one of Arizona's great mining camps, will die as a mining town in about two months. The last car of ore trundled down the tracks at 5:30 pm May 13, 1953. Jerome was turned over to the ghosts. Jerome soon became known as the largest ghost city in the United States. The city dwindled to a small town as businesses were closed and the hospital moved to Cottonwood. Schools were closed and students were bused to the Clarkdale facilities.

When the mines closed in 1953, not everyone felt that they wanted to leave Jerome. Approximately 75-100 residents felt Jerome was still home, and a good place to live. In 1960 the census was 243 and in 1970 it had climbed to 290. The census of 2004 lists Jerome with 470 residents. Many homes and business buildings were torn down or moved from Jerome in the late 50's and early 60's. The Jerome Historical Society was formed in 1953 and was instrumental in saving many of the buildings on Main Street. The blizzard of 1967 destroyed many of the unoccupied residences of the town, but in the last forty years, homes have been purchased and restored. Numerous new homes were built on the vacant lots, and the population of today continues to remain right around 450 residents.

II. DEVELOPMENT OF GUIDELINES

A structure is in place for Design Review of new buildings in Jerome. Section 106 of the Jerome Zoning Ordinance provides for a Design Review Board. Section 304 defines the purpose, projects that require review and procedures for Design Review. With criteria for basic concerns to be considered. These Guidelines have been developed to further define the purpose of Design Review for preservation treatments of historic buildings and the compatible and visually related design of new buildings. The general plan expands on the preservation goals to include:

- A) Protection of historic assets.
- B) Maintain historic context.
- C) Provide structure to protect additional assets.
- D) Optimize stewardship of Town of Jerome policy.
- E) Provide municipal processes in support of historic preservation goals.
- F) Involve the public.
- G) Partner with property owners.

H) Coordinate with the Federal Government, the staff, the County and bordering communities.

III. MASTER PLAN PRESERVATION GOALS

The Jerome 2018 General Plan outlines the Town preservation strategy. The document is part of the thread of continuity that citizens have kept intact since the closing of the mine in 1953 and the establishment of the National Historic Landmark District in 1967. Pages 7 – 16 of the General Plan describe the historic preservation goals in a broad context.

IV. DISTRICT QUALITIES AND DESIGN ELEMENTS IN JEROME

When the mine closed in 1953, the evolution of Historic architectural styles came to an end. The last major building constructed (not including the new Fire Station) in Jerome in 1939 was the United Verde Hospital. Along with the hospital, the elementary school, dated 1924, in the Eclectic Neo Classical, Mission style, and the Mingus Union High School (JHS) dated 1920, in the Eclectic, Mission/Italianate style, are the primary public buildings in Town. The Commercial District displays a variety of neo-classical, Italianate and second empire elements, with large expanses of glass storefronts, some with balconies on the upper floors and the addition of cast iron storefronts (Mesker Ironworks for example) make for an eclectic mix of commercial facades. Society Hill District is primarily Victorian style historic homes. The Hogbacks and then Gulch Districts are residential and a mix of craftsman, bungalow, and Western ranch style homes with simple gable end hip roofs.

The most common framing technique employed in Jerome's historic buildings is the plank system. This is comprised of vertical 1" x 12" members nailed face-to-face, with toe-nailing top and bottom to flush plates or blocking in the plane of the floor or ceiling. The planks are then covered with beaver board and wood strips to cover the joists. This may have been chosen because of the greater flexibility than braced stud construction, or the builders may have had a greater supply of 1" x 12" lumber than 2" x 4" boards, or lastly because it was simpler, and less expensive. In many cases these structures bear a floor to roof load, which is not desirable because of the deflection felt in the system under various loads.

Many of these older plank framed buildings have been remodeled or have had additions made to them. This work was generally accomplished using the "Balloon" framing technique or a variation thereof called "Platform framing". This system is efficient and provides good load bearing capacity. Within the range of wood-framed structures, the range goes from Board and batten minors shack, to artfully executed Victorian style homes with ornamental features. The most frequently encountered siding in use throughout Jerome is clapboard, or lap-siding, installed horizontally. Another common system in use is Stucco on wire lath which generally requires less maintenance than wood siding. Lastly there are examples of masonry veneer, brick or stone, applied to frame a structure.

The area referred to as "Company Hill" was where persons of "status" were housed, such as mine managers, officials and high value professionals. These homes can be best identified as Victorian with elements of folk and Queen Anne architectural styles. These styles are detailed in a later section.

Because of the greater cost involved in building a stone or brick structure, masonry construction was primarily used for commercial buildings. Masonry bearing walls supported a wood frame floor and roof system, with arched openings used in the older stone structures, and stud lintels in the brick storefronts, many of which had flat roofs with parapet walls. The façade of stucco-brick parapets allows for a “territorial” expression either in stepped or rounded shapes. The strongest positive statement of character for the Main Street in Jerome is provided by the decorative brickwork of the various buildings which line it.

Steel framed buildings were generally built as garages or warehouses, or for other functions requiring an incombustible structure. In many cases the walls and roofs were also corrugated sheet metal (such as standing seam). Since metal structures have the characteristics of modularity, standardization of parts, and factory production, these buildings usually express minimal architectural ornamentation as they were primarily functional buildings.

Historic Properties Any proposed work on existing historic properties will be reviewed by the Design Review Board with the goal of preservation of original historic fabric and elements whenever possible. See Section 304 of the Jerome Zoning Ordinance for projects requiring review by the Board and the Zoning Administrator. The guiding principles for preservation projects are the determination of historic significance and integrity. Historic Significance refers to the specific value of the resource. 1) Is it associated with important events and or persons in the history of Jerome, 2) Is it a unique or high-quality example of an architectural style, expert craftsmanship or innovative design for its construction period, 3) It was built by an important person in the history of the area. Integrity refers to the quality of the resource. Examples of high integrity include any original elements such as original brick, cast iron store fronts, original flooring, and other interior fixtures. Also, the original floor plan layout, door hardware, original windows, and other features. (A valid comparison is an intact historic vehicle, if the serial numbers on the engine match the body and transmission, and it has mostly original parts, it has greater value). Significance and integrity should be the basis of design for any work on historic properties. Preservation treatments should be considered in the following order of preference:

1) Restoration: Returning the historic resource to its original configuration, based on historic documentation including photographs.

2) Rehabilitation: Remaining historic materials should be preserved and restored Where possible and new construction should be compatible with the historic.

3) Renovation: This treatment should only be considered when the resource does not have a high degree of significance and/or integrity. Alterations to these resources may be undertaken as long as changes do not affect the scaled proportion of the structure and its relationship to adjoining structures and the neighborhood.



The Four treatments under the Secretary of the Interior's Standards:

The following four sections focus each on one of the four treatment standards, Preservation, Rehabilitation, Restoration and Reconstruction. Each treatment is broken down into it's own section to provide guidelines for each treatment that are recommended for the course of a successful project.

The first treatment is Preservation, which is defined in the Secretary of the Interior's (SOI) standards as; *"Preservation is defined as the act or process of applying measures necessary to sustain the existing form, integrity, and materials of an historic property. Work, including preliminary measures to protect and stabilize the property, generally focuses upon the ongoing maintenance and repair of historic materials and features rather than extensive replacement and new construction. The limited and sensitive upgrading of mechanical, electrical, and plumbing systems and other code-required work to make properties functional is appropriate within a preservation project. However, new exterior additions are not within the scope of this treatment. The Standards for Preservation require retention of the greatest amount of historic fabric along with the building's historic form."*

The second treatment is Rehabilitation, defined by the SOI standards as; *"Rehabilitation is defined as the act or process of making possible a compatible use for a property through repair, alterations, and additions while preserving those portions or features which convey its historical, cultural, or architectural values. The Rehabilitation Standards acknowledge the need to alter or add to a historic building to meet continuing or new uses while retaining the building's historic character."*

The third treatment is Restoration, defined by SOI standards as; *"Restoration is defined as the act or process of accurately depicting the form, features, and character of a property as it appeared at a particular period of time by means of the removal of features from other periods in its history and reconstruction of missing features from the restoration period. The limited and sensitive upgrading of mechanical, electrical, and plumbing systems and other code-required work to make properties functional is appropriate within a restoration project. The Restoration Standards allow for the depiction of a building at a particular time in its history by preserving materials, features, finishes, and spaces from its period of significance and removing those from other periods."*

The fourth, and final treatment is Reconstruction, defined by SOI standards as; *"Reconstruction is defined as the act or process of depicting, by means of new construction, the form, features, and detailing of a non-surviving site, landscape, building, structure, or object for the purpose of replicating its appearance at a specific period of time and in its historic location. The Reconstruction Standards establish a limited framework for recreating a vanished or non-surviving building with new materials, primarily for interpretive purposes."*

How to choose an appropriate treatment for a Historic Building:

The Guidelines are intended to promote responsible preservation practices that help protect the nation's irreplaceable cultural resources. For example, they cannot, in and of themselves, be used to make essential decisions about which features of the historic building should be saved and which can be changed. But, once a treatment is selected, the Standards and Guidelines provide a consistent philosophical approach to the work.

Choosing the most appropriate treatment for a building requires careful decision making about a building's historical significance, as well as taking into account a number of other considerations:

Level of Significance. National Historic Landmarks, designated for their "exceptional significance in American history," and other properties important for their interpretive value may be candidates for Preservation or Restoration. Rehabilitation, however, is the most commonly used treatment for the majority of historic buildings Reconstruction has the most limited application because so few resources

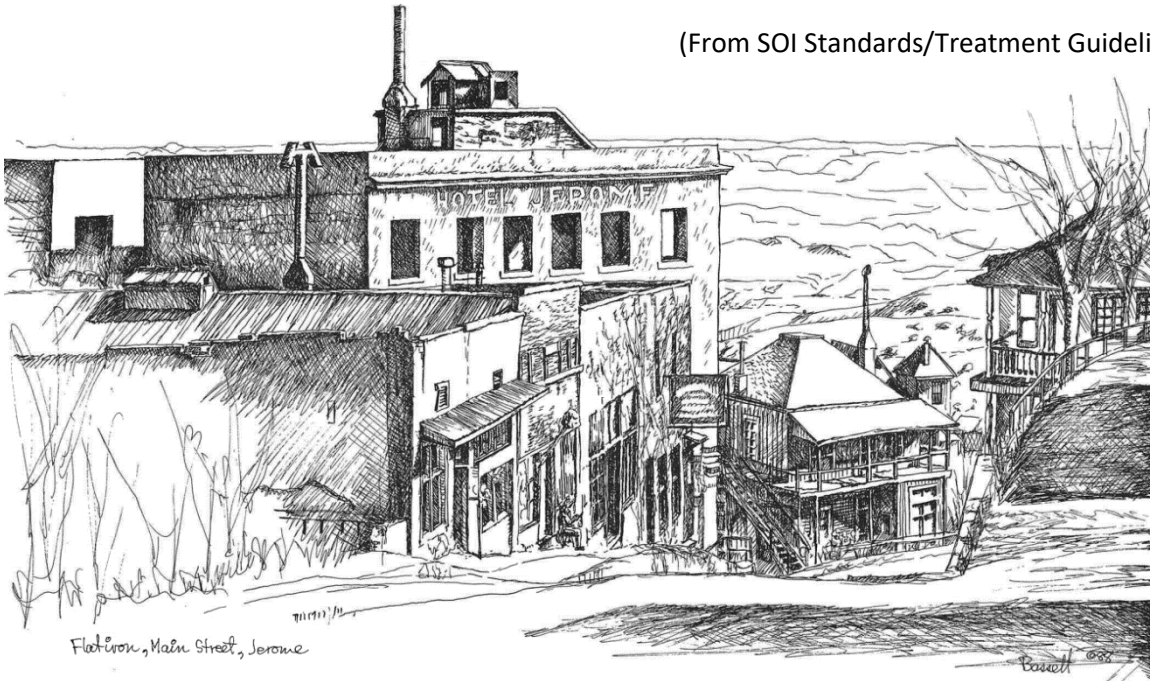
that are no longer extant can be documented to the degree necessary to accurately recreate the property in a manner that conveys its appearance at a particular point in history.

Physical condition. Preservation may be appropriate if distinctive materials, features, and spaces are essentially intact and convey the building’s historical significance. If the building requires more extensive repair and replacement, or if alterations or a new addition are necessary for a new use, then Rehabilitation is probably the most appropriate treatment.

Proposed use. Many historic buildings can be adapted for a new use or updated for a continuing use without seriously impacting their historic character. However, it may be very difficult or impossible to convert some special-use properties for new uses without major alterations, resulting in loss of historic character and even integrity.

Code and other regulations. Regardless of the treatment, regulatory requirements must be addressed. But without a sensitive design approach such work may damage a building’s historic materials and negatively impact its character. Therefore, because the ultimate use of the building determines what requirements will have to be met, some potential uses of a historic building may not be appropriate if the necessary modifications would not preserve the building’s historic character. This includes adaptations to address natural hazards as well as sustainability.

(From SOI Standards/Treatment Guidelines 2017)



Secretary of the Interior’s Standards for Preservation and Preserving Historic Buildings:

Preservation is the appropriate treatment when the objective of the project is to retain the building as it currently exists. This means that not only the original historic materials and features will be preserved, but also later changes and additions to the original building. The expressed goal of the Standards for Preservation and Guidelines for Preserving Historic Buildings is retention of the building's existing form, features, and materials. This may be as simple as maintaining existing materials and features or may involve more extensive repair. Protection, maintenance, and repair are emphasized while replacement is minimized.

Identify, Retain, and Preserve Historic Materials and Features

The guidance for the treatment Preservation begins with recommendations to identify the form and detailing of those architectural materials and features that are important in defining the building's historic character and which must be retained to preserve that character. Therefore, guidance on identifying, retaining, and preserving character-defining features is always given first.

Stabilize Deteriorated Historic Materials and Features as a Preliminary Measure

Deteriorated portions of a historic building may need to be protected through preliminary stabilization measures until additional work can be undertaken. Stabilizing may begin with temporary structural reinforcement and progress to weatherization or correcting unsafe conditions. Although it may not be necessary in every preservation project, stabilization is nonetheless an integral part of the treatment Preservation; it is equally applicable to the other treatments if circumstances warrant.

Protect and Maintain Historic Materials and Features

After identifying those materials and features that are important and must be retained in the process of Preservation work, then protecting and maintaining them are addressed. Protection generally involves the least degree of intervention and is preparatory to other work. Protection includes the maintenance of historic materials and features as well as ensuring that the property is protected before and during preservation work.

Repair (Stabilize, Consolidate, and Conserve) Historic Materials and Features

Next, when the physical condition of character-defining materials and features warrants additional work, repairing by stabilizing, consolidating, and conserving is recommended. The intent of Preservation is to retain existing materials and features while introducing as little new material as possible. Consequently, guidance for repairing a historic material, such as masonry, begins with the least degree of intervention possible, such as strengthening materials through consolidation, when necessary, or repointing with mortar of an appropriate strength. Repairing masonry, as well as wood and metal

features, may include patching, splicing, or other treatments using recognized preservation methods. All work should be physically and visually compatible.

Limited Replacement in Kind of Extensively Deteriorated Portions of Historic Features

The greatest level of intervention in this treatment is the limited replacement in kind of extensively deteriorated or missing components of features when there are surviving prototypes or when the original features can be substantiated by documentary and physical evidence. The replacement material must match the old, both physically and visually (e.g., wood with wood). Thus, with the exception of hidden structural reinforcement, such as steel rods, substitute materials are not appropriate in the treatment Preservation. If prominent features are missing, such as an interior staircase or an exterior cornice, then a Rehabilitation or Restoration treatment may be more appropriate.

Code-Required Work: Accessibility and Life Safety

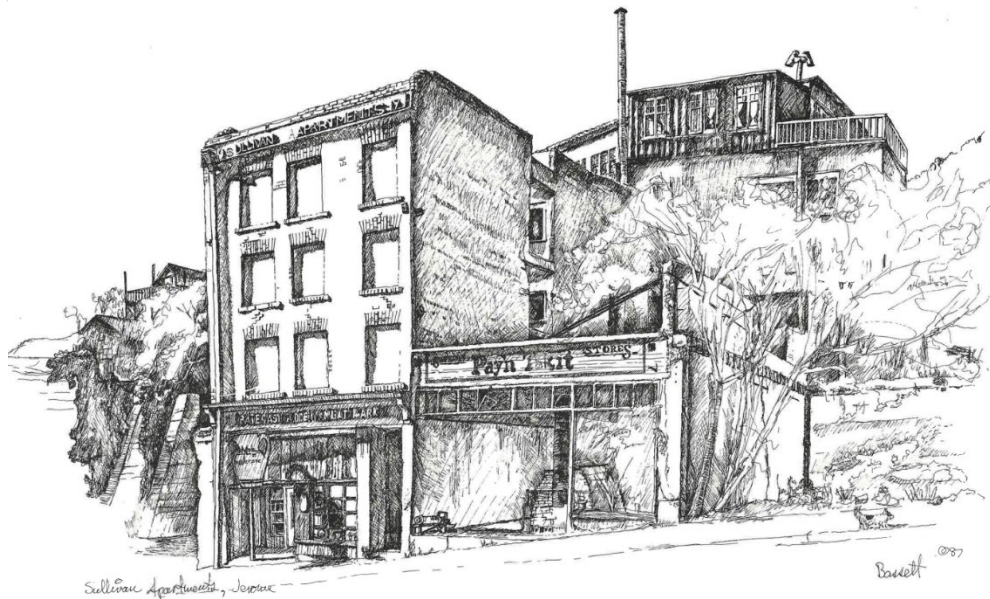
These sections of the Preservation guidance address work that must be done to meet accessibility and life-safety requirements. This work may be an important aspect of preservation projects, and it, too, must be assessed for its potential negative impact on the building's character. For this reason, particular care must be taken not to obscure, damage, or destroy character-defining materials or features in the process of undertaking work to meet code requirements.

Resilience to Natural Hazards

Resilience to natural hazards should be addressed as part of a Preservation project. A historic building may have existing characteristics or features that help to address or minimize the impacts of natural hazards. These should always be used to best advantage when planning new adaptive treatments so as to have the least impact on the historic character of the building, its site, and setting.

Standards for Preservation

1. A property will be used as it was historically, or be given a new use that maximizes the retention of distinctive materials, features, spaces and spatial relationships. Where a treatment and use have not been identified, a property will be protected and, if necessary, stabilized until additional work may be undertaken.
2. The historic character of a property will be retained and preserved. The replacement of intact or repairable historic materials or alteration of features, spaces and spatial relationships that characterize a property will be avoided.
3. Each property will be recognized as a physical record of its time, place and use. Work needed to stabilize, consolidate and conserve existing historic materials and features will be physically and visually compatible, identifiable upon close inspection and properly documented for future research.
4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
5. Distinctive materials, features, finishes and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. The existing condition of historic features will be evaluated to determine the appropriate level of intervention needed. Where the severity of deterioration requires repair or limited replacement of a distinctive feature, the new material will match the old in composition, design, color and texture.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.



Secretary of the Interior's Standards for Rehabilitation & guidelines for rehabilitating historic buildings:

In Rehabilitation, historic building materials and character-defining features are protected and maintained as they are in the treatment Preservation. However, greater latitude is given in the Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings to replace extensively deteriorated, damaged, or missing features using either the same material or compatible substitute materials. Of the four treatments, only Rehabilitation allows alterations and the construction of a new addition, if necessary for a continuing or new use for the historic building.

Identify, Retain, and Preserve Historic Materials and Features

The guidance for the treatment Rehabilitation begins with recommendations to identify the form and detailing of those architectural materials and features that are important in defining the building's historic character and which must be retained to preserve that character. Therefore, guidance on identifying, retaining, and preserving character-defining features is always given first.

Protect and Maintain Historic Materials and Features

After identifying those materials and features that are important and must be retained in the process of Rehabilitation work, then protecting and maintaining them are addressed. Protection generally involves the least degree of intervention and is preparatory to other work. Protection includes the maintenance of historic materials and features as well as ensuring that the property is protected before and during rehabilitation work. A historic building undergoing rehabilitation will often require more extensive work. Thus, an overall evaluation of its physical condition should always begin at this level.

Repair Historic Materials and Features

Next, when the physical condition of character-defining materials and features warrants additional work, repairing is recommended. Rehabilitation guidance for the repair of historic materials, such as masonry, again begins with the least degree of intervention possible. In rehabilitation, repairing also includes the limited replacement in kind or with a compatible substitute material of extensively deteriorated or missing components of features when there are surviving prototypes features that can be substantiated by documentary and physical evidence. Although using the same kind of material is always the preferred option, a substitute material may be an acceptable alternative if the form, design, and scale, as well as the substitute material itself, can effectively replicate the appearance of the remaining features.

Replace Deteriorated Historic Materials and Features

Following repair in the hierarchy, Rehabilitation guidance is provided for replacing an entire character-defining feature with new material because the level of deterioration or damage of materials precludes repair. If the missing feature is character defining or if it is critical to the survival of the building (e.g., a roof), it should be replaced to match the historic feature based on physical or historic documentation of its form and detailing. As with repair, the preferred option is always replacement of the entire feature in kind (i.e., with the same material, such as wood for wood). However, when this is not feasible, a compatible substitute material that can reproduce the overall appearance of the historic material may be considered. It should be noted that, while the National Park Service guidelines recommend the replacement of an entire character-defining feature that is extensively deteriorated, the guidelines never recommend removal and replacement with new material of a feature that could reasonably be repaired and, thus, preserved.

Design for the Replacement of Missing Historic Features

When an entire interior or exterior feature is missing, such as a porch, it no longer plays a role in physically defining the historic character of the building unless it can be accurately recovered in form and detailing through the process of carefully documenting the historic appearance. If the feature is not critical to the survival of the building, allowing the building to remain without the feature is one option. But if the missing feature is important to the historic character of the building, its replacement is always recommended in the Rehabilitation guidelines as the first, or preferred, course of action. If adequate documentary and physical evidence exists, the feature may be accurately reproduced. A second option in a rehabilitation treatment for replacing a missing feature, particularly when the available information about the feature is inadequate to permit an accurate reconstruction, is to design a new feature that is compatible with the overall historic character of the building. The new design should always take into account the size, scale, and material of the building itself and should be clearly differentiated from the authentic historic features. For properties that have changed over time, and where those changes have acquired significance, reestablishing missing historic features generally should not be undertaken if the missing features did not coexist with the features currently on the building. Juxtaposing historic features that did not exist concurrently will result in a false sense of the building's history.

Alterations

Some exterior and interior alterations to a historic building are generally needed as part of a Rehabilitation project to ensure its continued use, but it is most important that such alterations do not radically change, obscure, or destroy character-defining spaces, materials, features, or finishes. Alterations may include changes to the site or setting, such as the selective removal of buildings or other features of the building site or setting that are intrusive, not character defining, or outside the building's period of significance.

Code-Required Work:

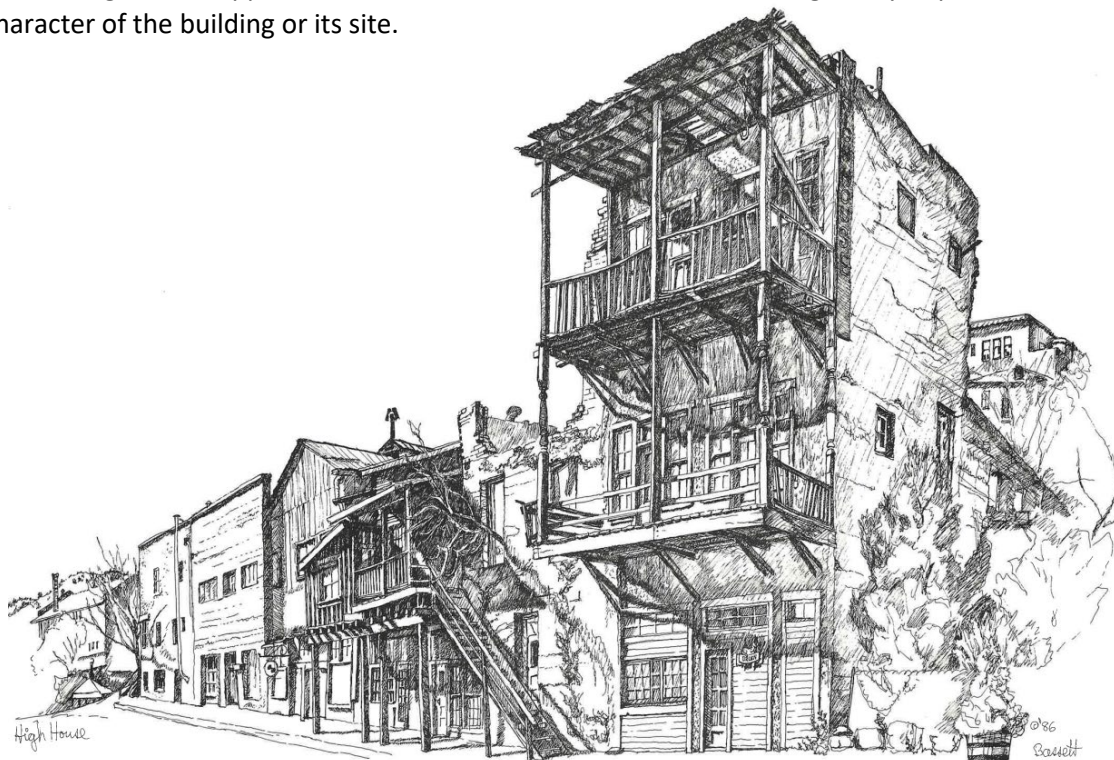
Accessibility and Life Safety Sensitive solutions to meeting code requirements in a Rehabilitation project are an important part of protecting the historic character of the building. Work that must be done to meet accessibility and life-safety requirements must also be assessed for its potential impact on the historic building, its site, and setting.

Resilience to Natural Hazards

Resilience to natural hazards should be addressed as part of a Rehabilitation project. A historic building may have existing characteristics or features that help to address or minimize the impacts of natural hazards. These should always be used to best advantage when considering new adaptive treatments so as to have the least impact on the historic character of the building, its site, and setting.

New Exterior Additions and Related New Construction

Rehabilitation is the only treatment that allows expanding a historic building by enlarging it with an addition. However, the Rehabilitation guidelines emphasize that new additions should be considered only after it is determined that meeting specific new needs cannot be achieved by altering non-character-defining interior spaces. If the use cannot be accommodated in this way, then an attached exterior addition may be considered. New additions should be designed and constructed so that the character-defining features of the historic building, its site, and setting are not negatively impacted. Generally, a new addition should be subordinate to the historic building. A new addition should be compatible, but differentiated enough so that it is not confused as historic or original to the building. The same guidance applies to new construction so that it does not negatively impact the historic character of the building or its site.



Standards for Rehabilitation

1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces and spatial relationships.
2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces and spatial relationships that characterize a property will be avoided.
3. Each property will be recognized as a physical record of its time, place and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.
4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work will be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.
10. New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.



Secretary of the Interior's Standards for Restoration and restoring historic buildings:

Restoration is the treatment that should be followed when the expressed goal of the project is to make the building appear as it did at a particular—and at its most significant—time in its history. The guidance provided by the Standards for Restoration and Guidelines for Restoring Historic Buildings is to first identify the materials and features from the restoration period. After these materials and features have been identified, they should be maintained, protected, repaired, and replaced, when necessary. Unlike the other treatments in which most, if not all, of the historic elements are retained, restoration will likely include the removal of features from other periods. Missing features from the restoration period should be replaced, based on physical or historic documentation, with either the same or compatible substitute materials. Only those designs that can be documented as having been built should be recreated in a restoration project.

Identify, Retain, and Preserve Materials and Features from the Restoration Period

The guidance for the treatment Restoration begins with recommendations to identify the form and detailing of those architectural materials and features that are significant to the restoration period as established by historic research and documentation. Therefore, guidance on identifying, retaining, and preserving features from the restoration period is always given first.

Protect and Maintain Materials and Features from the Restoration Period

After identifying those materials and features from the restoration period that must be retained in the process of Restoration work, then protecting and maintaining them are addressed. Protection generally involves the least degree of intervention and is preparatory to other work. Protection includes the maintenance of materials and features from the restoration period as well as ensuring that the property is protected before and during restoration work. An overall evaluation of the physical condition of the features from the restoration period should always begin at this level.

Repair (Stabilize, Consolidate, and Conserve) Materials and Features from the Restoration Period

Next, when the physical condition of restoration-period features requires additional work, repairing by stabilizing, consolidating, and conserving is recommended. Restoration guidance focuses on the preservation of those materials and features that are significant to the period. In Restoration, repair may include the limited replacement in kind or with a compatible substitute material of extensively deteriorated or missing components of existing restoration-period features when there are surviving prototypes to use as a model.

Replace Extensively Deteriorated Features from the Restoration Period

In Restoration, replacing an entire feature from the restoration period, such as a porch, that is too deteriorated to repair may be appropriate. Together with documentary evidence, the form and detailing of the historic feature should be used as a model for the replacement. Using the same kind of material is preferred; however, compatible substitute material may be considered. New work may be unobtrusively dated to guide future research and treatment.

Remove Existing Features from Other Historic Periods

Most buildings change over time, but in Restoration the goal is to depict the building as it appeared at the most significant time in its history. Thus, it may involve removing or altering existing historic features that do not represent the restoration period. Materials, features, spaces, and finishes that characterize other historical periods should be documented to guide future research and treatment prior to their alteration or removal.

Recreate Missing Features from the Restoration Period

Most Restoration projects involve recreating features that were significant to the building during the restoration period, such as a porch, but are now missing. Missing features to be replaced should be substantiated by documentary and physical evidence to ensure the restoration is accurate. Using the same materials to depict lost features is always the preferred approach; however, using compatible substitute material is an acceptable alternative in Restoration because the goal of this treatment is to replicate the appearance of the historic building at a particular time. If documentary and physical evidence are not available to provide an accurate recreation of missing features, the treatment Rehabilitation might be a better overall approach to project work.

Code-Required Work:

Accessibility and Life Safety Sensitive solutions to meeting code requirements in a Restoration project are an important part of protecting the historic character of the building. Work that must be done to meet accessibility and life-safety requirements must also be assessed for its potential impact on the historic building as it is restored.

Resilience to Natural Hazards

Resilience to natural hazards should be addressed as part of a Restoration project. A historic building may have existing characteristics or features that help to address or minimize the impacts of natural hazards. These should always be used to best advantage when planning new adaptive treatments that have the least impact on the historic character of the building, its site, and setting.

Standards for Restoration

1. A property will be used as it was historically or be given a new use that interprets the property and its restoration period.
2. Materials and features from the restoration period will be retained and preserved. The removal of materials or alteration of features, spaces and spatial relationships that characterize the period will not be undertaken.
3. Each property will be recognized as a physical record of its time, place and use. Work needed to stabilize, consolidate and conserve materials and features from the restoration period will be physically and visually compatible, identifiable upon close inspection and properly documented for future research.
4. Materials, features, spaces and finishes that characterize other historical periods will be documented prior to their alteration or removal.
5. Distinctive materials, features, finishes and construction techniques or examples of craftsmanship that characterize the restoration period will be preserved.
6. Deteriorated features from the restoration period will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture and, where possible, materials.
7. Replacement of missing features from the restoration period will be substantiated by documentary and physical evidence. A false sense of history will not be created by adding conjectural features, features from other properties, or by combining features that never existed together historically.
8. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
9. Archeological resources affected by a project will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
10. Designs that were never executed historically will not be constructed.



Secretary of the Interior's Standards for Reconstruction and Reconstructing Historic Buildings:

Reconstruction is different from the other treatments in that it is undertaken when there are often no visible historic materials extant or only a foundation remains. Whereas the treatment Restoration provides guidance on restoring historic building features, the Standards for Reconstruction and Guidelines for Reconstructing Historic Buildings should be followed when it is necessary to recreate a non-surviving building using new material. But, like restoration, reconstruction also involves recreating a historic building which appears as it did at a particular—and at its most significant—time in its history. Because of the potential for historical error in the absence of sound physical evidence, this treatment can be justified only rarely and, thus, is the least frequently undertaken of the four treatments. Reconstructing a historic building should only be considered when there is accurate documentation on which to base it. When only the appearance of the exterior of the building can be documented, it may be appropriate to reconstruct the exterior while designing a very simple, plain interior that does not attempt to appear historic or historically accurate. Signage and interpretative aids should make it clear to visitors that only the exterior of the building is a true reconstruction. Extant historic surface and subsurface materials should also be preserved. Finally, the reconstructed building must be clearly identified as a contemporary recreation.

Research and Document Historical Significance

The guidance for the treatment Reconstruction begins with researching and documenting the building's historical significance to determine whether its recreation is essential to the public understanding of the property. In some instances, reconstruction may not be necessary if there is a historic building still existing on the site or in a setting that can explain the history of the property. Justifying a reconstruction requires detailed physical and documentary evidence to minimize or eliminate conjecture and to ensure that the reconstruction is as accurate as possible. Only one period of significance is generally identified; a building—as it evolved—is rarely recreated. If research does not provide adequate documentation for an accurate reconstruction, other interpretive methods should be considered, such as an explanatory marker.

Investigate Archeological Resources

Investigating archeological resources is the next area of guidance in the treatment Reconstruction. The purpose of archeological research is to identify any remaining features of the building, site, and setting that are essential to an accurate recreation and must be reconstructed. Archeological resources that are not essential to the reconstruction should be left in place. The archeological findings, together with archival documentation, should be used to replicate the design, materials, and plan of the historic building.

Identify, Protect, and Preserve Extant Historic Features

Closely aligned with archeological research, recommendations are given for identifying, protecting, and preserving extant features of the historic building. It is never appropriate to base a Reconstruction upon conjectural designs or on features from other buildings. Any remaining historic materials and features should be retained and incorporated into the reconstruction when feasible. Both the historic and new materials should be documented to assist in interpretation.

Reconstruct Non-Surviving Building and Site

After the research and documentation phases, guidance is given for Reconstruction work itself. Exterior and interior features are addressed in general, always emphasizing the need for an accurate depiction (i.e., careful duplication of the appearance of historic materials and features for interpretative purposes). While the use of traditional materials and finishes is always preferred, in some instances substitute materials may be used if they are able to convey the same appearance. Where non-visible features of the building are concerned, such as interior structural systems, contemporary materials and technology may be used. Recreating the features of the building site or setting based on archeological findings should also be an integral part of project work.

Accessibility and Life Safety, Natural Hazards, and Sustainability

Whereas preservation, rehabilitation, and restoration treatments usually necessitate retrofitting to meet code requirements and to address other issues (including natural hazards and sustainability), in this treatment it is assumed that the Reconstructed building will be essentially new construction. Thus, code-required work, treatments to reduce the potential impact of natural hazards, and ensuring that the reconstructed building is as sustainable as possible should be considered during the design phase—when appropriate to the particular Reconstruction project—so as not to negatively impact or detract from the reconstructed appearance of the building, its site, and setting. The fact that the non-surviving building was located in a floodplain or another area especially vulnerable to the impact of natural hazards is crucial to consider when determining whether the building should be reconstructed. The topic of sustainability is addressed in detail in The Secretary of the Interior's Standards for Rehabilitation & Illustrated Guidelines on Sustainability for Rehabilitating Historic Buildings. Although specifically developed for the treatment Rehabilitation, the Guidelines can be used to help guide the other treatments.

Standards for Reconstruction

1. Reconstruction will be used to depict vanished or non-surviving portions of a property when documentary and physical evidence is available to permit accurate reconstruction with minimal conjecture and such reconstruction is essential to the public understanding of the property.
2. Reconstruction of a landscape, building, structure or object in its historic location will be preceded by a thorough archeological investigation to identify and evaluate those features and artifacts which are essential to an accurate reconstruction. If such resources must be disturbed, mitigation measures will be undertaken.
3. Reconstruction will include measures to preserve any remaining historic materials, features, and spatial relationships.
4. Reconstruction will be based on the accurate duplication of historic features and elements substantiated by documentary or physical evidence rather than on conjectural designs or the availability of different features from other historic properties. A reconstructed property will re-create the appearance of the non-surviving historic property in materials, design, color and texture.
5. A reconstruction will be clearly identified as a contemporary re-creation.
6. Designs that were never executed historically will not be constructed.

The SOI Standards for the Treatment of Historic Properties

The previous four sections boil down the four treatments for the sake of this document. When considering one of these treatments be sure to look at *“The Secretary of the Interiors Standards for the treatment of Historic Properties”* which goes into much greater depth, outlining recommended and not recommended practices for all four treatments and provide outlines for the materials. A section outlining best practices for materials would lengthen this document greatly, so is left out of this document. The “Standards” is available in print from the U.S. department of the Interior, or online for free as a pdf here: <https://www.nps.gov/orgs/1739/upload/treatment-guidelines-2017-part1-preservation-rehabilitation.pdf>

Design elements and Architectural features common to Jerome



Following are descriptions of the primary types of architecture existing in Jerome. The most prolific is “Vernacular”, which basically means “plain and simple.” These buildings were built by people who possessed basic construction skills, using simple geometry. These buildings generally do not have overly ornate doors or windows, and their “lines” are made up of squares and rectangles, being again, functional not ornate.

The next two most prevalent types of architecture are the “Eclectic” and “Folk Victorian” styles. These types of architecture, although still reasonably simple, may have more ornate windows and doors, and may have a combination of accessory decorative treatments to their porches and decks.

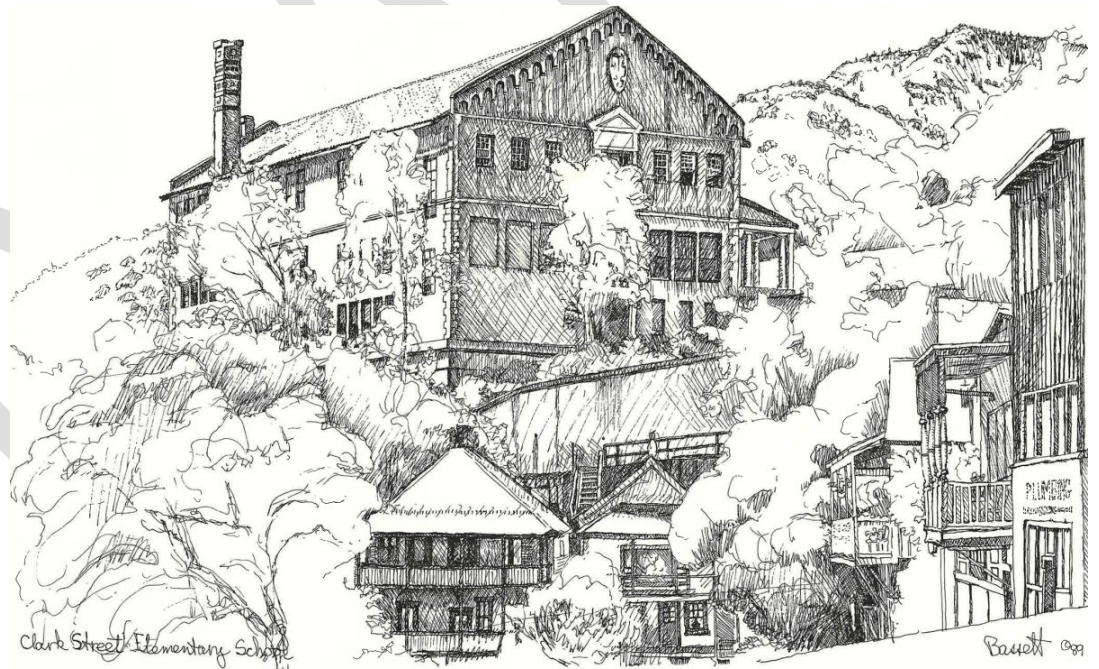
Lastly are the varying renditions of “Victorian” architecture. These buildings are the most ornate, and required specially skilled craftspeople to create the doors and windows and wrap-around porches. These buildings have more oval and rounded treatments to their roofs and porches, and have a much more creative treatment to the roof and exterior siding in both materials and colors.

The Eclectic Style

Eclecticism came into practice during the late 19th century, as architects sought after a style that would allow them to retain previous historic precedent but create unseen designs as well. From a complete catalogue of past styles, the ability to mix and combine styles allowed for more expressive freedom and provided an endless source of inspiration. While other design professionals (referred to as “revivalists”) aimed to meticulously imitate past styles, Eclecticism differed, as the main driving force was creation, not nostalgia and there was a desire for the designs to be original.

The end of the 19th century saw a profound shift in American architecture. Architects educated at the Ecole des Beaux-Arts in Paris, such as Richard Morris Hunt and Charles Follen McKim were responsible for bringing the Beaux-Arts approach back from Europe, which was said to be the cornerstone of eclectic Architecture in America. At a time of increasing commercial prosperity and commercial pride, many eclectic buildings were commissioned in large cities around the country. The style thrived, as it introduced historical features, previously only seen in the aristocratic architecture of European countries such as Great Britain and France, contributing to a richer sense of culture and history within America. In the case of Hunt and many other eclectic Architects, his ‘typically eclectic viewpoint’ enabled him to make stylistic choices based on whatever suited the particular project or the client. This flexibility to adapt, and to blend freely between styles gave eclectic designers more appeal to clients.

The creation of multistory buildings and other large public spaces such as churches, courthouses, City halls, public libraries and movie theatres, meant that eclectic design was no longer only for members of high-society, but was also accessible to the general public. While some of these buildings have since been demolished, projects that remain from this era are still valued as some of the most important structures in America.



The Vernacular Style

Vernacular architecture is a category of architecture based on local needs and local construction materials and reflects local traditions. At least originally, vernacular architecture did not use formally

schooled architects, but relied on the design skills and tradition of local builders and craftsmen. Since the late 19th century many professional architects have worked in versions of this style.

This style tends to evolve over time to reflect the environmental, cultural, technological, economic and historic context in which it exists. While often difficult to reconcile with regulatory and popular demands, this kind of architecture still plays a role in architecture and design, especially in local traditions.

Vernacular architecture can be contrasted against polite architecture, which is characterized by stylistic elements of design intentionally incorporated for aesthetic purposes which go beyond a building's functional requirements.



Folk Victorian

The Folk Victorian style is one of the most often found styles of architecture on historic homes in America. Folk Victorians can be found in almost every state, and many if not most historic towns and cities. Next to the “craftsman bungalow”, this is the style most often associated with what most people consider a “historic home” and with access to Railroads, these transportation networks played a major part of bringing this style of home to every town they passed through in the form of “kits” which could be purchased, delivered and assembled.

From 1870 to 1910 the Folk Victorian ruled the day. Unlike the high-style Victorian homes such as the Queen Anne and Second Empire, the Folk Victorian was something the masses could afford. Simply put, the Folk Victorian is really just a dressed up folk or folk-vernacular home. A folk house is essentially a home built to provide basic shelter with little regard for changing fashion or style. A Folk Victorian was a folk house dressed up with some of the trimmings that were becoming readily available through the burgeoning railroad system.

Folk Victorians popped up like wildfire across the country as the growing railroads brought the heavy machinery into towns where they could then produce inexpensive Victorian detailing. Local builders could simply graft pieces of the newly available trim onto the existing folk houses in the area. The drive to have the most unique and ornate house in the neighborhood sometimes led to pockets of overly decorated structures.

The embellishments used are most often inspired by the Queen Anne and Italianate styles, with occasional appearances by Gothic Revival details. The ground-floor front porch is quintessential to the design, and it's often the most heavily decorated part of the house. This was the era when the classic American front porch really took root.

The most common porch posts are turned spindles (balusters) or posts with simple chamfered (beveled) edges as well as posts embellished with carvings and added details. These supports are enhanced with friezes above, balustrades between the posts, and intricately cut spandrels in the upper corners.

The cornice lines, overhanging eaves, and gable-ends are trimmed with bands of decorative millwork. Window and door moldings, when used at all, are usually limited to one simple header pediment. This streamlined approach to molding is another aspect that sets folk Victorian architecture apart from its British counterpart, which features elaborate molding.

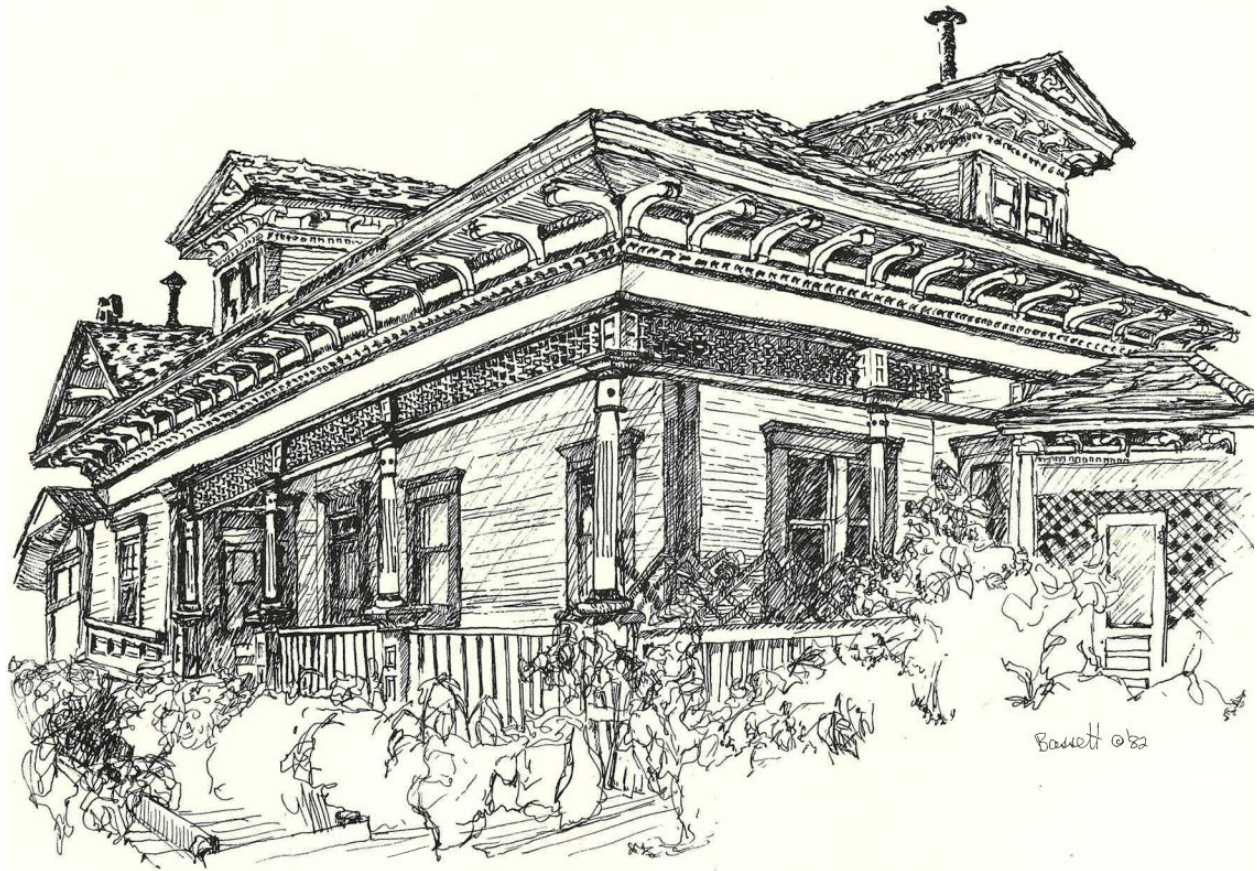
The exterior of a folk Victorian home is usually clad in clapboard or board-and-batten style cladding, although scalloped shingles or shakes are also popular. In their prime, folk Victorian homes often boasted the exuberant polychrome color schemes typical of any Victorian-era home. Today, many have been re-painted in polychrome schemes using more subdued Victorian colors such as dark green, butter yellow, and gray.



Some include floor plan differences such as second-story balconies or bay windows, but it's the variety of details that really sets each house apart. Folk Victorians were built based on designs in the plan books or pattern books architectural companies and lumber mills at the time produced to help homeowners and builders gather ideas. Each book offered anywhere from a handful of plans to more than one hundred.

As thorough as they were, they didn't always classify millwork in terms of styles, such as Queen Anne or Gothic Revival. This made it harder for those choosing parts to get a look consistent with a high-style Victorian appearance. When builders and homeowners added millwork to existing folk houses, they had a wide range of trim, molding, and other detailing options to draw from. While some followed the plan books' suggestions precisely, others mixed and matched from several books or worked from their own ideas. In the hands of highly skilled craftspeople, the results were often strikingly unique. Neighborly competition for the most elaborate house further drove creativity.

Mills also sold complete packages of porch parts, but the millwork included wasn't always true to one particular style. Do-it-yourselfers and less skilled professional builders who relied on these packages often ended up with an eclectic Victorian look. More than just decorative buildings, folk Victorian homes are symbols of adaptability and self-expression born of growing industrial development. Learning to recognize the creative combination of simple structures and ornate detailing in these homes will give you a little more insight into a flourishing period in America's past.



Key features of Victorian Architecture

Vibrant Colors- Prior to the 19th century most buildings were of one uniform color. Post 1885 onward, bright colors such as burnt sienna and mustard yellow came into fashion.

Multi-story- Many Victorian buildings were built to be impressive, if not downright imposing and as such generally had two or more floors. In Jerome this is very common, although due to the nature of our geography (the slope) more floors (three, or even Four) are common.

Asymmetrical shape- Some elements of Victorian architecture utilize asymmetrical shapes, if not on the entire building possibly on elements such as entryways, corners (wings, bays, etc....) and the like.

Wood or Stone exterior- Most Victorian structures used wood siding, which is true with most of the buildings in Jerome. Ship-lap siding and scalloped shingles are two examples of this. Larger buildings in the commercial district, or in public buildings (such as schools, and hospitals) have stone exteriors in the Italianate, Romanesque or Second Empire style of Architecture.

Decorative Trim- The “Gingerbread” trim as it is sometimes referred to, these structures had ornate decorative elements in a wide range of styles. Here in Jerome most of these features fall into the “Folk” or “eclectic” varieties of Victorian design.

Imposing Rooflines- Many Victorian homes have a steep roofline with gables. The Second-Empire style of roof is described as a flat-topped mansard style, the best example of which is the Powder Box Church on Douglas Ave. The commercial district buildings in the Italianate and Romanesque styles exhibit a flat roof with surrounding parapets of generally only a few feet in height.

Porches- Wrap-around porches are a common element of Victorian domestic architecture, specifically they are a major element of the Queen-Anne style. In Jerome Porches are all the more common due to our topography, and the generally magnificent views of Sedona afforded by that topography. It is not uncommon for a structure to have as many porches as it has levels.

General Design Guidelines

General Project Guidelines

Whenever possible, design projects are to comply with the Secretary of the Interior's Standards for the project of its type.

Identify, retain and preserve the architectural features that establish the historic or architectural character of the building, and to protect and maintain these architectural features when possible.

Repair, matching as closely as possible, the design and materials of the original feature. When repair is not possible, the replacement should use matching or compatible materials and duplicate the original design.

Re-create missing historical features of a building. For example, if a historic window has been replaced by a contemporary design, the historic window should be re-created.

Design alterations or additions in such a manner that it does not radically change, obscure, or destroy the historic character of the building.

Work done to ensure code compliance should be completed in a manner that does not radically change, obscure, or destroy the historic character of the building.

Site Planning

Many of Jerome's Historic buildings are existing, non-conforming buildings for one or more Zoning requirements. The Town of Jerome's Zoning Ordinance covers Nonconforming Situations in Section 501. The section entitled "Purpose" states that;

"While permitting the use and maintenance of nonconforming structures, this section is intended to limit the number and extent of nonconforming uses and structures by prohibiting their being moved, altered, enlarged or restored after destruction in a manner which would increase the discrepancy between conditions existing at the time of adoption of the ordinance, and the standards prescribed in this ordinance, except as provided for by A.R.S. 9-462.02."

Nonconforming situations are discussed in greater detail further on. Other complications to site planning are the generally non-Euclidean geometry that was used to lay the Town out originally, combined with steep mountain slopes. Suitability for building is the first aspect to planning any project, and some key things to remember include lot-size, lot slope and does it have nonconforming status?

Lighting

All exterior site lighting shall be directed so as not to disturb adjacent uses. The town of Jerome Zoning Ordinance (502.K) requires; *“All lighting for off-street parking or loading areas or for the external illumination of buildings or signs shall be directed away from and shielded from any adjacent residential district and shall not detract from driver visibility on adjacent streets.”*

At the beginning of the Summer of 2024 the Town of Jerome officially became a Dark Sky community. Ordinance no. 490 adopted 6/11/2024 adds the definitions and regulations as taken from Darksky.org which is intended to help reduce light pollution and protect the historic and natural beauty of the night skies in Jerome. Specifics on this are located further on in this document.

Fences & Walls

The Town of Jerome Zoning Ordinance (502.J.2) requires; *“In any residential or commercial zone, no wall or fence over three (3) feet high shall be constructed or maintained nearer to the street line than the front and side walls of the building erected, nor be more than six (6) feet in height on any side or rear-lot-line. Provided however that open wire fences exceeding the above heights may be built around schools and other public or quasi-public institutions when necessary for the safety or restraint of the occupants thereof.”* And continues in the next section (502.J.3) *“No fence or wall shall contain barbed wire, electrical current or charge of electricity, broken glass, or similar hazardous materials or devices, provided, however, that fences enclosing storage areas in Industrial districts may use barbed wire so long as such wire is located not less than six (6) feet above grade.”*

Many varieties of fencing were used in Jerome during it’s active life as a Mining Town, from old bed springs to reclaimed industrial metal. Today these types of fencing are mostly historic, and for the sake of historic preservation we allow these to be repaired, and maintained in the same way a nonconforming situation works.

Utilities & Mechanical Equipment

Mechanical, lighting, and plumbing systems improved significantly with the onset of the Industrial Revolution. The 19th-century interest in hygiene, personal comfort, and reducing the spread of disease resulted in the development of central heating, piped water, piped gas, and networks of underground cast-iron sewers in urban areas. The mass production of cast-iron radiators made central heating affordable to many. By the turn of the 20th century, it was common for heating, lighting, and plumbing to be an integral part of most buildings. The increasing availability of electricity as the 20th century progressed had a tremendous effect on the development of mechanical systems and opened up a new age of technology. Electric lighting brightened the interiors of all types of buildings, as well as building exteriors, their sites, and settings. Electricity not only improved heating systems, but in the 1920s it also brought central air conditioning to movie theaters and auditoriums, where it was first installed. By the

middle of the 20th century, forced-air systems provided both heat and cooling in many buildings. In the late 20th century, as HVAC systems increased in efficiency, they decreased in size, with smaller components, such as split ductless systems with wall-mounted air handlers, cassette ceiling-mounted diffusers, or high-velocity mini duct systems. These systems can be especially useful for retrofitting historic buildings because they are small and unobtrusive. Heat pumps, another late-20th century invention, can help to supplement existing HVAC systems. Replacing hydraulic elevators, which were invented in the mid-19th century, with electric elevators in the early decades of the 20th century resulted in a boom in the construction of taller high-rise buildings and skyscrapers. Escalators, also invented in the mid 19th century, became more and more common as the 20th century advanced. By the latter part of the century, moving walkways helped facilitate travelers' passage from one place to another in transportation centers, such as airports. The visible decorative features that remain of historic mechanical systems (such as grilles, lighting fixtures, elevator doors, and escalators) themselves may contribute to the overall historic character of the building and should be retained when feasible. Reusing an existing, functioning system and upgrading it as needed, should always be considered when feasible. However, because a mechanical system needs to work efficiently, most historic or older systems will likely need to be replaced to meet modern requirements. (From SOI Standards, 2017)

Facades & Building Form

Storefronts The storefront is often the most prominent feature of a historic commercial building, playing a crucial role in a store's advertising and merchandising strategy. The earliest storefronts in America,



Hotel Sullivan, Main Street, Jerome

dating from the late 18th and early 19th centuries, had small, residential-style windows with limited display space. A few featured oriel windows or glass vitrine cases (sometimes added later) that projected out from the façade. Early storefront systems were frequently wood. In the 19th century, storefront display windows progressively increased in size as plate glass became available in larger units. This reflected the fact that cast-iron columns and lintels were thinner, allowing larger sheets of glazing that became available at about the same time. In some regions, storefronts and the entire building façade were constructed entirely of cast iron, later followed by galvanized metal, copper, bronze, and aluminum. Historic storefront systems have many different configurations: they may have multiple entrance doors (including one to access an upstairs apartment if one exists); they may be symmetrical or asymmetrical; and entrances may be flush or recessed from the shop's windows. Transoms, sometimes with prism glass, are often a component of storefronts. In the 19th century, awnings added another feature to the storefront. Permanent metal canopies attached to the façade or supported by free-standing posts or columns, as well as retractable canvas awnings, provided shelter for customers and merchandise alike. As the 20th century progressed, new storefront designs were introduced, some with deeply recessed entrances with expanded display cases or "floating display islands." In the 1920s, 1930s, and later, structural pigmented glass such as Carrara Glass, Vitrolite, and Sani Onyx; aluminum and stainless steel; porcelain enamel; glass block; neon signs; and other new materials were introduced in Art Deco-style and *Art Moderne* storefronts. Modular storefront systems were introduced after World War II. Storefronts are typically altered more than any other building feature to reflect the latest architectural styles and appear up-to-date to attract customers. Older storefronts were often remodeled with a new design and materials by installing pigmented structural glass, for instance, and other 20th-century materials. These altered store-fronts may have acquired significance in their own right and, in this case, should be retained. (From SOI Standards, 2017)

Windows



Technology and prevailing architectural styles shaped the history of windows in America. The earliest windows were essentially medieval in their form. Small panes of glass, usually diamond-shaped and held together with lead, were set in a hinged casement sash of wood or iron. By the beginning of the 18th century, the glass had increased in size and had become rectangular, with putty holding it in place. Wood muntins replaced lead comes between the panes, and two sashes were placed in a frame where the lower one could slide vertically. Such simple windows remained common in utilitarian buildings well into the 20th century. With the introduction of iron pulleys, the sash could be hung from cords connected to counter-weights, which resulted in single-hung windows, or double hung when both sashes were counterbalanced. Sash increased in depth as it evolved, providing additional strength that allowed narrower muntins. As the production of glass (blown initially as a disk and later as a cylinder) improved, larger pieces of glass became more affordable, resulting in fewer panes of glass in a window. A sash that would have had twelve panes of glass in the 18th century often had only two by the mid 19th century. After about 1850, with the advent of mass-produced millwork, standard profiles and sizes of windows were established with a wide variety of designs and glazing configurations that could be

purchased from catalogues. The Chicago window, which featured a large fixed pane of glass in the center with a narrow, double-hung, operable sash window on either side of it, was introduced in the last decades of the 19th century as a feature of the Chicago School-style of architecture. The picture window, popular in ranch-style houses in the mid 20th century, evolved from this.

Steel was employed beginning at the end of the 19th century to build fire-resistant windows in tight urban environments. These hollow-core windows were frequently galvanized. Windows with solid, rolled steel sections were first produced in the first decade of the 20th century in many forms, ranging from casements (especially popular in domestic construction) to large, multi-pane units that provided whole walls of natural light in industrial and warehouse buildings. Operable vents in these large windows pivoted on simple pins. Their relatively small panes and the fact that they were puttied in from the interior made the inevitable breakage easy and inexpensive to repair. Rolled steel was also used for double-hung windows, which were common in high-rise buildings in the 1920s and beyond. Aluminum windows were developed in the 1930s and, by the 1970s, rivaled wood in popularity, particularly in commercial and institutional buildings. They were produced in a variety of styles and functionality, including casement, hopper, awning, and double-hung sash. Metal-clad (initially copper) wood windows appeared early in the 20th century but were not common until the later part of the century, when enameled aluminum cladding replaced copper. Although used primarily as replacements in older buildings, vinyl windows were developed in the latter part of the 20th century and marketed as inexpensive and thermally efficient. Modern windows are also made of fiberglass and polymer-based composites.

Storm windows were used historically and are still used to help regulate interior temperatures. Limited commercial use of thermal-pane or insulated glass in windows began in the 1930s, but it was not readily available until about 1950. Tempered glass also came into use about this time. Since then, work has continued to improve its efficiency and to reduce the effect of ultra-violet rays with tinted and low-e (low emissivity) glass. Impact-resistant glass is not new, but its use in windows continues to expand to meet modern hurricane code requirements as well as protection and security requirements. (From SOI Standards, 2017)

Doors

Entrances and porches are often the focus of historic American buildings. With their functional and decorative features (such as doors, steps, balustrades, columns, pilasters, and entablatures), they can be extremely important in defining the historic character of a building. In many cases, porches were also energy-saving features and remain so today, shading southern and western elevations. Usually, entrances and porches were integral components of a historic building's design; for example, porches on Greek Revival houses, with pediments and Doric or Ionic columns, echoed the architectural elements and features of the building itself. Center, single-bay porches or arcaded porches are evident in Italianate-style buildings of the 1860s. Doors of Renaissance Revival-style buildings frequently featured entablatures or pediments. Porches characterized by lathe-turned porch posts, railings, and balusters were especially prominent and decorative features of Eastlake, Queen Anne, and Stick-style houses. Deep porches on bungalows and Craftsman-style houses of the early 20th century feature tapered posts, exposed posts and beams, rafter tails, and low-pitched roofs with wide overhangs.

Roofing

The roof—with its form; features such as cresting, dormers, cupolas, and chimneys; and the size, color, and patterning of the roofing material—is an important design element of many historic buildings. In addition, a weathertight roof is essential to the long-term preservation of the entire structure. Historic roofing reflects availability of materials, levels of construction technology, climate, and cost. Throughout all periods of American history, with only minor exception, wood has been used for roofing; despite the early use of many other materials, wood shingles remained the most common roofing material throughout much of the 19th century. Initially the species of wood used would have been specific to a region, but the quality and design of a building were usually the prime determinants in the way wood was used, ranging from wide, lapped boards to small, uniform, geometrically-shaped shingles.

Clay tile was used at least in a limited way in the first settlements on the East coast and it was manufactured in America by the mid 17th century. The Spanish influence in the use of clay roofing tiles is apparent in buildings in the south, southwest, and western parts of the country. Slate was also an early roofing material, but it was imported until the end of the 18th century when the first slate quarry opened. Both slate and tile roofs provided fire protection, especially important in urban areas. The use of slate expanded quickly in the second half of the 19th century with the development of the railroads, and it remained a preferred roofing material until the middle of the 20th century. Lead and copper were the first metals used for roofing, later joined by zinc and iron in the beginning of the 19th century. Lead was used in the mid 19th century for flashing and sometimes for the roofs of bay windows, domed, or steeply-pitched sections of a larger roof, and steeples. Copper has continued in use for roofing, gutters, downspouts, and flashing. Painted iron was initially used in large sheets, but it was replaced with smaller sheets of iron plated with tin or terne—a lead-tin mix— which were a more successful roofing material. As plated iron and, later, steel became widely available, their light weight, fire resistance, and low cost made them the ideal alternative to wood shingles. Galvanized metal—base steel coated with an alloy of zinc—gained widespread popularity in the 20th century. Galvanizing not only protects metal from rusting, but it also adds strength; corrugated sheet metal, when galvanized, became the preferred metal roofing material because it reduced the need for sheathing. Galvanized steel also could be stamped into sheets simulating shingles and clay tiles. In the late 19th century, concrete roofing tiles began to be produced as a substitute for clay tiles. At about the same time, composition roofing (built-up or roll roofing) was developed. This is a layered assembly of felt sheets and coal tar or asphalt, topped with gravel that is suitable for waterproofing flat and low-sloped roofs. Shortly after the start of the 20th century, asbestos fiber cement and asphalt shingles came into use as less-expensive alternatives to slate. Later in the 20th century, sheets of modified bitumen and synthetic rubber provided more options for a flat roof. By the end of the 20th century, liquid and vinyl membranes were also installed on flat roofs, and synthetic recycled materials were used increasingly for both new and replacement roofs. (From SOI Standards, 2017)

Signs

Jerome can boast a number of preserved historic signs throughout its commercial district. Some of these were painted directly on the buildings and have been maintained, restored or preserved and exist today as part of our historical character rather than as commercial advertising. Modern commercial signage however has regulations placed on them by the Town Zoning Ordinance that generally limit the

size and number of signs and encourage the business owners to design signage that will fit in with the existing historic nature and character of the Town.

Generally speaking, signs in the commercial zone are dictated by the Zoning Ordinance, the main provisions of which are outlined here in brief in the orange boxes. Following the regulatory outline are a series of photographs that show existing signage in the Commercial district, and how these regulations have guided business owners in their development.

Weather-resistant, or weather-proof signs are strongly recommended, as the climate and high UV index has a noticeable impact on signage. Without proper materials and sealing/coating many signs begin to deteriorate within months of installation.

Signage located in Residential zones has additional regulations that can be found in section 509 of the Jerome Zoning Ordinance.

Signs in Commercial Zones

- For MOST situations no more than two (2) signs are permitted for any one business, except for those that have frontage and an address from two (2) or more streets.
- The area of a single wall, projecting, free-standing or canopy sign shall not exceed sixteen (16) square feet.
- No sign shall extend above the roof of the building to which it is attached.
- The bottom of any projecting sign shall be no lower than eight (8) feet above the ground directly below it.
- No part of any projecting or free-standing sign may project over any roadway.

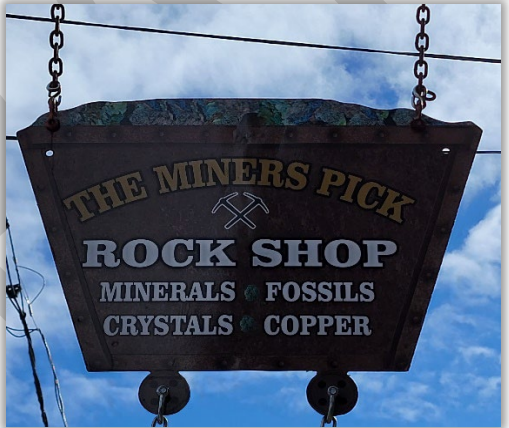
Some General Regulations about Signage

- Free-standing signs shall not exceed four (4) feet in height.
- Lighting shall be directed at the sign from an external incandescent light source and shall be installed so as to avoid any glare or reflection into any adjacent property, or onto a street or alley so as to create a traffic hazard. These restrictions shall apply to internally lighted signs, which may be allowed if constructed of metal or wood. No internally lit signs that are constructed of acrylic or plastic are allowed. No sign that flashes or blinks shall be permitted outside. No visible bulbs, neon tubing, or luminous paints shall be permitted as part of any sign.
- Any existing nonconforming sign may be continued in use; if such a sign is damaged, it may be restored or repaired. If a new sign is constructed, it must conform to the provisions in section 509 of the Jerome Town Code.

A list of Prohibited sign types

- Abandoned signs
- Billboards
- Digital or Electronic signs
- Flying Banners
- Flashing or Blinking signs
- Gas-generated signs
- Inflatable or balloon signs
- Moving & Rotating signs
- Off-premise signs
- Signs on Trees, rocks, etc.
- Signs emitting sound
- Signs in the clear vision triangle.
- Signs in the right-of-way
- Signs painted on fences
- Sign walkers
- Signs with visible bulbs, neon tubing, or luminous paints.

The following page contains examples of signage found in the Commercial district. The signs shows are all projecting, hanging signs that are installed directly to the wall on the front façade of the buildings. Notice the use of copper, and aged/oxidized copper colors commonly used in the signs.



It is the Historic Preservation Officer's obligation to educate and assist an applicant with the design of any sign(s) that they wish to present to the Design Review Board. The objective is to assist the applicant in achieving their advertising goal while maintaining the town's historic character. For the review process consider;

- 1- Verify that all standards described in section 509 of the Town of Jerome Zoning Ordinance are met.
- 2- The signs must reflect and maintain the historic character of the signs already in use, in shape, color and design, and may only use indirect, shielded incandescent lighting.
- 3- If the sign(s) in question meet all zoning requirements and have visual compatibility with the surrounding neighborhood, the a Zoning Administrator analysis supporting the request should be included in the application packet submitted to the board.

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Color and Exterior Treatments

Exterior building colors have changed over time, due to both technological improvements and ever changing design aesthetics. In the earliest days of Jerome's existence building color was dictated mainly by availability. Exposed wood was always an option, and always present but the harsh climate encourages property owners to coat lumber with paint as a preservative if nothing else. During the early part of the 20th century, Jerome was described as an "Easter-basket of pastels" though many of the Town's buildings used paint from local mining companies (through a private individual who painted buildings using paint purchased from Phelps-Dodge) and were either "Phelps-Dodge Green" or "Phelps-Dodge Grey." As these were lead based paints, much of the original paint of this type has since been painted over, or mitigated for the lead it contains, but still throughout town a "Forest green" reminiscent of the "Phelps-Dodge Green" can still be observed.

Exterior Lighting Regulations

At the beginning of the Summer of 2024 the Town of Jerome officially became a Dark Sky community. Ordinance no. 490 adopted 6/11/2024 adds the definitions and regulations as taken from Darksky.org which is intended to help reduce light pollution and protect the historic and natural beauty of the night skies in Jerome.

Jerome, a historic Town, will have a number of nonconforming situations, where historic lighting, appropriate to the character of a historic building and the Town is not in compliance with the lighting ordinance. Provisions for this are included, allowing for the continuation of use until either needing repairs or replacement due to wear and time. Property owners can come into compliance prior to this on their own volition.

The Ordinance (Ordinance #490) goes into great detail and should be referenced in addition to this section. This break-down is intended for preliminary planning and decision making.

DEFINITIONS

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.

Application

The general provisions primary goal is to reduce the amount of “fugitive light” or light-pollution, which spills off-site from the source, which is mitigated by shielding the light sources. In most communities this is a “horizontal problem” but in Jerome on a slope light pollution from even a shielded light source that is directed downwards can potentially “spill” over onto a neighboring property down-slope from the source. This is a problem that is mitigated by considering the TYPE of bulb at the source. Low-intensity bulbs and bulbs that provided a specific wave-length of light can reduce this impact. In general a shielded light source is preferred and encouraged.

Ordinance #490 has regulations based on Zoning, use and Time of year (holiday lighting, etc..) in addition to best practices and requirements for driveway, pedestrian and emergency lighting and should be read as a whole. For ease of reference, prohibited lighting types are listed on the next page.

Prohibited Lighting Types and Fixtures

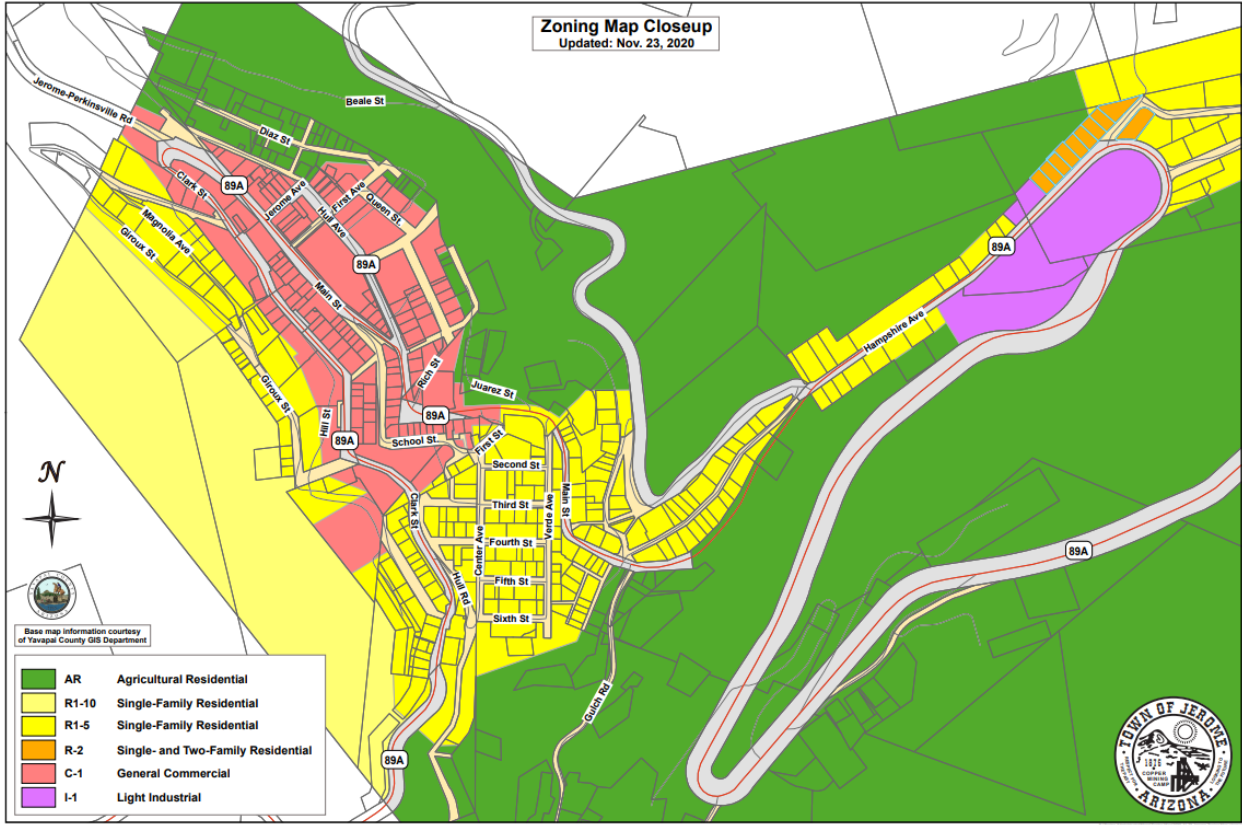
- a. Outdoor floodlighting by floodlight projection above the horizontal plane is prohibited.
- b. Mercury vapor light bulbs and fixtures.
- c. Lamps emitting a Correlated Color Temperature (CCT) in excess of 4,000 Kelvin
- d. Searchlights, laser source lights, strobe or flashing lights, illusion lights 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.

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Planning Process in Jerome

Starting a project in the Town of Jerome can seem like a daunting task with a multitude of challenges, but the process itself is relatively simple and strait-forward.

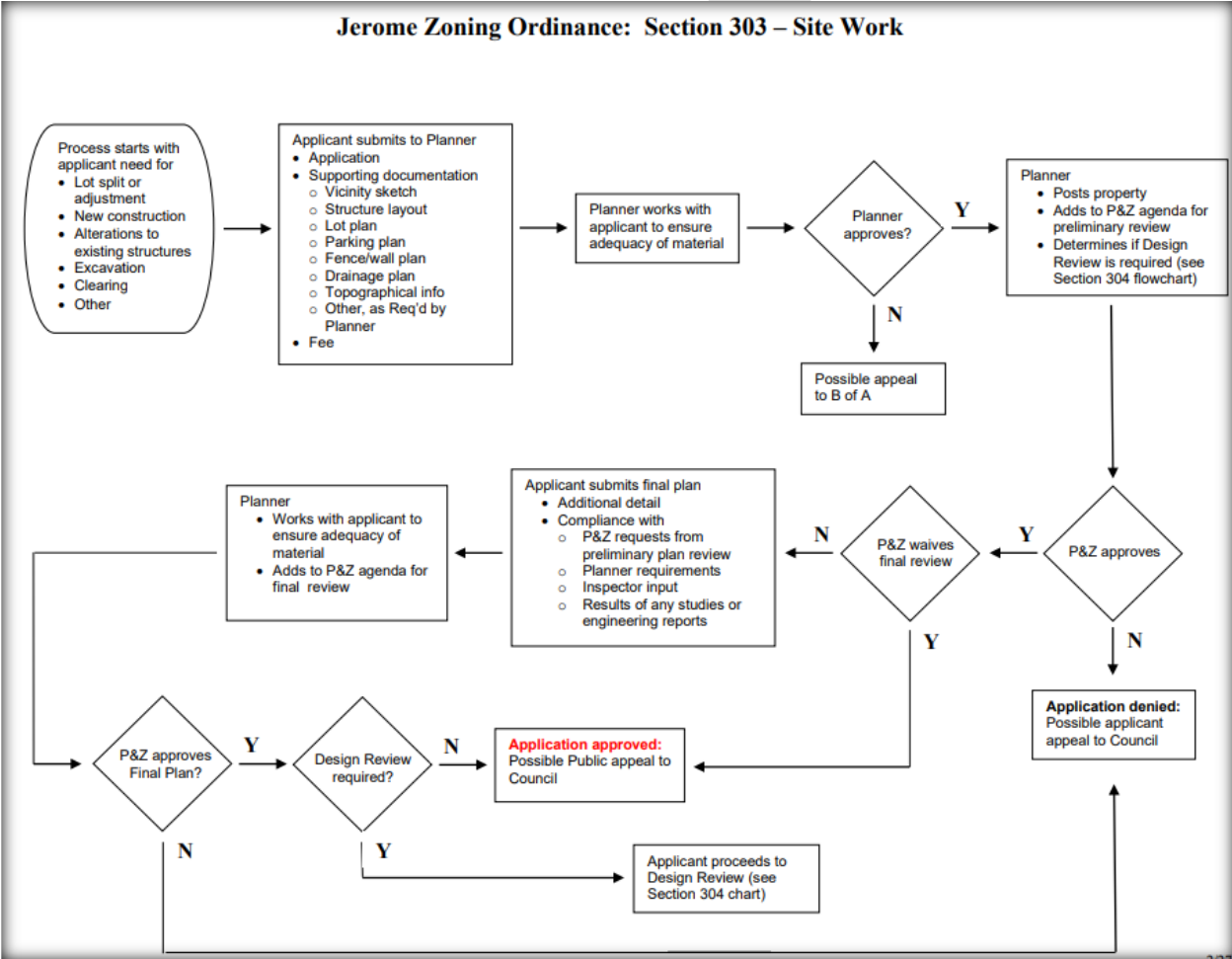
Any and all projects start with the “General Land use application” and continue with any relevant checklist or additional job-specific application. For example, an application for a demolition would include; A General Land use application, Demolition Permit application, and Demolition permit Checklist. Most specific applications come with a checklist to assist the applicants in knowing what might be required for the project review. The Zoning Administrator for the Town is there to assist with these tasks and can answer any related questions. The basic requirements for a Site Plan review (preliminary or final) can be found in Section 301.1 of the TOJ Zoning Ordinance.



Planning & Zoning Commission and Site Plan Review

The Planning & Zoning Commission exists to conduct preliminary, and final site plan reviews, which types of projects include; Additions and alterations to residential, commercial, or industrial structures, Decks, Grading, excavation, clearing and grubbing, lot splits and lot line adjustments, modifications to nonconforming structures, new structures, sheds and accessory structures and finally any projects not specifically exempted or requiring only Zoning Administrator review.

Exempted projects include; repair, replacement of existing structures providing that the same materials are used. Projects that require at least review by the Zoning Administrator include; Parking Areas, Patios, and replacement of exterior stairs with fire-resistant materials (provided there is less than a 10% change in the original footprint).



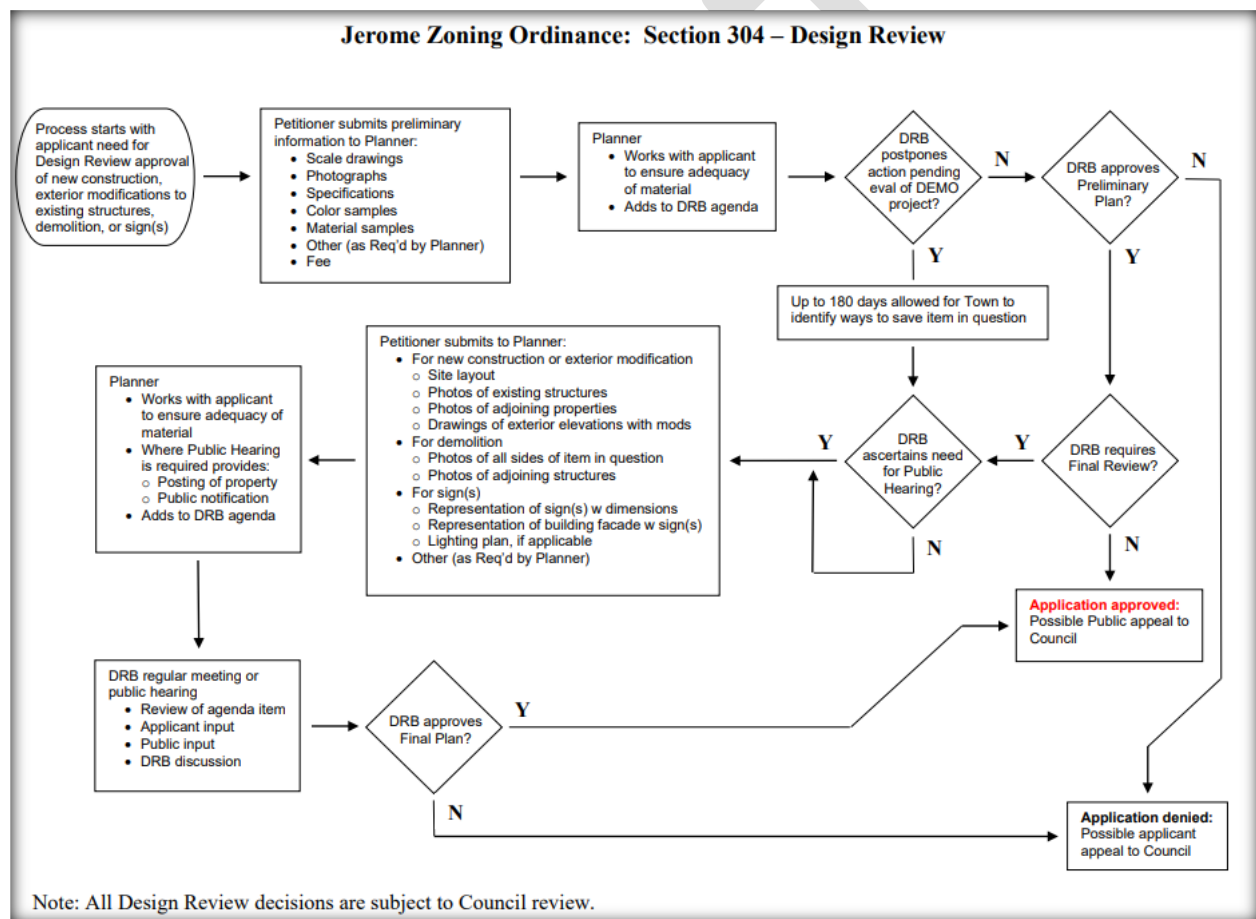
Design Review Board and review process

The purpose of Design Review is to enable the board to review the exterior design of proposed new buildings and structures, proposed alterations of buildings and structures, proposed signs, and

proposed demolition of structures within the Historic Overlay District. The Design Review Board acts as the Town of Jerome’s Historic Preservation Commission, and is the process utilized to protect the historic character, and uniqueness of Jerome.

The Design Review Board is required to review projects that include; Awnings and permanent signs, additions and exterior modifications, Decks, demolition of existing structures, fences and walls, new construction, paint, stain and exterior coatings/treatments, as well as any projects not specifically listed as exempt from review, or requiring only Zoning Administrator review.

Exempted projects include; Landscaping (not including any accessory structures such as Gazebos, pergolas, shade structures and sheds) provided any grading and excavation is in compliance with section 303.3 and repair, replacement and maintenance of existing structures, provided that the same materials are used.



New Exterior Additions and Related New Construction

A new exterior addition to a historic building should be considered in a rehabilitation project only after determining that requirements for a new or continuing use cannot be successfully met by altering non-significant interior spaces. If the existing building cannot accommodate such requirements in this way, then an exterior addition or, in some instances, separate new construction on a site may be acceptable alternatives. A new addition must preserve the building's historic character, form, significant materials, and features. It must be compatible with the massing, size, scale, and design of the historic building while differentiated from the historic building. It should also be designed and constructed so that the essential form and integrity of the historic building would remain if the addition were to be removed in the future. There is no formula or prescription for designing a compatible new addition or related new construction on a site, nor is there generally only one possible design approach that will meet the Standards.

New additions and related new construction that meet the Standards can be any architectural style—traditional, contemporary, or a simplified version of the historic building. However, there must be a balance between differentiation and compatibility to maintain the historic character and the identity of the building being enlarged. New additions and related new construction that are either identical to the historic building or in extreme contrast to it are not compatible. Placing an addition on the rear or on another secondary elevation helps to ensure that it will be subordinate to the historic building. New construction should be appropriately scaled and located far enough away from the historic building to maintain its character and that of the site and setting. In urban or other built-up areas, new construction that appears as infill within the existing pattern of development can also preserve the historic character of the building, its site, and setting. (From SOI Standards, 2017)

The key issue when considering exterior remodeling is the basic structural design, including any porches, decks and accessory structures and buildings. Things such as roof-slope, window openings as well as entrances, doors and doorways should be retained in their original location and configuration whenever possible under preservation standards.

A challenge for the Town of Jerome stems from the fact that our Town is a living community, where families and individuals try to carry on a “normal life” while living in an abnormal historic community. Most municipalities have “historic districts”, where building owners are held to very strict Historic Preservation standards as a requirement to maintain the Federal recognition, and benefits, of the Historic District, while the remainder of the Town is subject only to general zoning and building codes. Jerome is almost unique in that the Town's historic district encompasses the entire town.

Generally in Jerome, it is only necessary that we preserve the basic visual historic aesthetic within the Town, while being less restrictive when it comes to specific materials or methods as long as the visual objective is met. Literal preservation as a treatment (discussed earlier) is between the property owner and the State Historic Preservation Office (SHPO). Our objective is to preserve the basic built environment while being reasonably flexible with materials and methods.

Adding a new addition to an existing historic building, as well as constructing a new home or commercial building within the Jerome both have special challenges. First, the Town does not want an addition or new building to be constructed as a facsimile, or close reproduction, that mimics the historic building. Although it is important that an addition or building fits in with the basic visual aesthetics, such as height, mass, roof pitch and openings (windows and doors) of the new construction must be visually-compatible, or similar enough to fit the aesthetic. The purpose here is to keep the visual compatibility, while not falsifying the historical record, or corrupting Archaeological data in the future.

Additions & New Construction

- Additions and alterations to existing buildings, as well as new construction need Site Plan Review by the Planning & Zoning Commission.
- Repairs and maintenance (like-for-like) and landscaping does NOT require Site Plan review.
- Slopes in excess of 35% will require a topographic survey.
- All excavation & grading shall conform to section 303.3 of the Town of Jerome Zoning Ordinance.
- Once approved by Planning & Zoning, the project will require Design Review, for both aesthetics, and for historic preservation purposes.

- 1- In the case of new additions, verify that the roof pitches are similar, and that the addition maintains the established vertical and horizontal design lines of the historic building. Window and door sizes must be a reasonable scale when compared to the originals on the building.
- 2- Although an addition should be clearly “new”, it is permissible and even desirable to use materials which have been used historically throughout the Town. Evidence that such materials have been, or are being used, should be visually presented as part of the application packet, by providing pictures of where those materials are already in use throughout the Town, as well as “after” pictures or drawings, showing where and how these materials will be applied to the new construction.
- 3- When considering the construction of an addition to a “non-historic” building, it is possible that more modern types of design and materials may be considered, however, there should be an attempt at continuity with the original building.
- 4- When reviewing a new building located in the Town’s outlying areas, such as “The Gulch”, the materials and design should be visually compatible in a general way as it applies to height, mass, roof pitch and treatments, but generally have more creative license than a home located within the Town center.
- 5- Remember, Arizona is a Prop 207 State, so it is important to review each project based not only on historic design standards, but also an individuals right to protect and maintain their property in a way that is affordable.

Porches and Decks

Porches and Decks play a prominent role in both Residential and Commercial buildings in Jerome from the beginning. A deck is an open, unroofed porch or platform structure built at least 12 inches above ground, while a Porch is a covered area adjoining an entrance to a structure, usually having its own roof. Many variations of the two exist, and Porches, especially wrap-around and multi-level porches are common.

The Town of Jerome Zoning Ordinance states in addition to maintaining a visual compatibility with the primary structure and surrounding neighborhood that; *“No portion of any deck shall be located within five (5) feet of the lot line except in those districts where residential use is not a permitted use. In those districts, decks should conform to the required yard for that zone. Decks shall not encroach into any public easement. Square footage of decks shall be included in lot coverage for each zoning district.” TOJ Zoning Ordinance, Section 502.H.10.*

Additionally the height of any deck may not exceed twenty-seven (27) feet from the natural grade in any district. Also worth remembering here is that the area of the deck counts towards the total lot coverage when designing a new building.

Guidelines for Nonconforming Situations

As we discussed before, Jerome is a complex town, balancing historic preservation with a living community, and situations arise that can lead to confusion or larger problems if not properly understood. Historically Jerome had a higher residential density that we do now, primarily to house the mine workforce during its years of operation. Many homes constructed during that time were multi-unit boarding-style homes, duplexes, triplexes and often more. The zoning regulations that limit multi-family dwelling units were enacted on June 14 1977, and have undergone many revisions since adoption. Section 501 of the Town of Jerome Zoning Ordinance addresses nonconforming situations, and defines them as;

“A nonconforming situation is a condition that occurs when, on the effective date of this zoning ordinance or a previous

Ordinance, or on the effective date of an Ordinance text amendment, or rezoning an existing lot, structure, building, sign, development or use of an existing lot or structure does not conform to one or more of the regulations currently applicable to the district in which the lot, structure, building, sign, development, or use is located.”

(Ord. no. 293) In brief, this is the “grandfathered” clause that we hear and see all the time in Jerome. A common example is lot size. The Town of Jerome Zoning Ordinance set minimum buildable lot sizes when it was adopted however many lots, especially in residential zones are well under the minimum lot area to be considered buildable. A nonconforming lot like this is still useable, with some conditions however, especially if there is an

existing structure on that lot. The existing structure may not meet the setback requirements though as it was built prior to their adoption. Despite not meeting those requirements, the building is allowed to stay, and to continue to operate as it always had. Should the building go into disuse, or go through significant changes/remodeling or the like, this CAN remove the nonconforming status and require adherence to modern code and zoning requirements.

Nonconforming Situations

- Any nonconforming structure or portion thereof declared unsafe by a proper authority may be restored to a safe condition.
- The lawful use of land, buildings or structures existing at the time of the passage of this Ordinance, or amendment thereof, although such does not conform to the provisions hereof for said land, may be continued, but if such nonconforming uses are discontinued for a period of six (6) months, any future use of said land or structure shall be in conformity with the provisions of this Ordinance.
- No nonconforming use shall be extended to replace a conforming use.
- A nonconforming use of a building or lot shall not be changed to another nonconforming use whatsoever. Changes in use shall be made only to a conforming use.
- A nonconforming building may not be reconstructed or structurally altered during its life to an extent which would increase the discrepancy between conditions existing at the time of adoption of this Ordinance and the standards prescribed in this Ordinance.
- No repairs, alterations or additions shall be made to any building used for a nonconforming use or a nonconforming building which has been damaged by fire, flood, wind, earthquake, explosion or other calamity, act of God or act of public enemy or which has been dismantled or demolished by the owner, to an extent which would increase the discrepancy between conditions at the time of such damage and the standards prescribed in this Ordinance.

Nonconforming Situations Continued

- A nonconforming use shall not be extended, but the extension of a lawful use to any portion of a nonconforming building which existed prior to the enactment of this Ordinance shall not be deemed the extension of such nonconforming use.
- A nonconforming building or portion thereof which was specifically designed, or beyond a reasonable doubt, intended by the nature of its arrangement and construction to be used in any way which would be nonconforming under this Ordinance, but was not so at the time this Ordinance became effective, may, if not altered or repaired as prohibited elsewhere in this Ordinance be occupied or used for the purpose for which it was designed, arranged or intended provided such building is so used within six (6) months after the effective date of this Ordinance, otherwise the use of such building shall conform to the provisions of this Ordinance.
- Nothing in this article shall be interpreted as authorization for approval of the continuance of the use of a building or premises in violation of regulations in effect at the time of the effective date of this ordinance.
- Notwithstanding any other provisions of this Ordinance, a building may be constructed on any lot of record before the adoption of this Ordinance in any zone in which such buildings are permitted even though such lot fails to meet the area or width requirements for the zone, except that such construction shall conform to any lot coverage, yard and parking and loading requirements of the zone.

Many nonconforming situations that might be encountered in Jerome need to be thoroughly investigated before arriving at a decision. Often times you'll find conflicting, overlapping regulations or situations where strict adherence to the modern zoning regulations can infringe upon private property rights. Take these situations slowly, and methodically, and reach out to Town officials as early as possible to provide adequate time to research the history of a particular situation.

There are no easy tricks to reviewing these situations. Often these situations are fairly unique, so take the time and investigate them fully. Always remember this is a Prop 207 state, private property rights are important.

Quick Reference Section

Common Questions:

Who is SHPO and what is their role?

The Arizona State Historic Preservation Office (SHPO), a division of Arizona State Parks, assists private citizens, private institutions, local governments, tribes, and state and federal agencies in the identification, evaluation, protection, and enhancement of historic and archeological properties that have significance for local communities, the State of Arizona, or the nation.

The SHPO works in partnership with the federal, state and local governments, Indian Tribes, and private organizations and individuals to assist in planning for the continued use and preservation of heritage resources for the benefit of future Arizonans. In order to fulfill our mission, the SHPO supports educational and outreach activities that bring awareness to Arizona's rich archeological heritage and unique built environment resources, provides professional guidance on best practices for preservation and conservation, and manages programs to incentivize preservation activities in the private sector. (From AZ State Parks, SHPO website, 2023)

What, and who is a Certified Local Government (CLG)?

In 1980, Congress established a framework for local preservation programs through an amendment to the National Historic Preservation Act. This program recognizes political subdivisions of Arizona, such as cities and counties, which may apply to the SHPO to become Certified Local Governments (CLGs). Once certified, these entities are eligible for specialized assistance and funds for developing their own local preservation programs. The number of CLGs is growing and they are active participants in local and state preservation initiatives to protect and preserve Arizona's cultural heritage. For further information on the CLG program, please call **Eric Vondy** at (602) 542-6998.

In Arizona, 30 local governments (1 county and 29 municipalities) have established preservation programs that qualify as Certified Local Governments (CLG.) The CLG designation signifies that a municipality has entered into an agreement with the State Historic Preservation Office and the National Park Service to commit to work collaboratively to fulfill the goal of preserving, protecting and increasing awareness of heritage resources. CLGs possess local preservation ordinances and Historic Preservation Commissions and processes to identify and designate significant historic properties worthy of preservation. They also possess professional staff to administer their program, and a process of design review to ensure that designated properties are appropriately preserved and considered in planning.

CLGs play an active role in assisting the State in the process of nominating properties within their jurisdiction, to the National Register of Historic Places, and as consulting parties to Section 106 of the National Historic Preservation Act. CLGs are also eligible

to receive pass through grants from the federal Historic Preservation Fund (HPF) for preservation planning activities. For more information on the CLG program and the certification process, please visit <https://www.nps.gov/clg/>. (From AZ State Parks, SHPO website, 2023)

What do I have to do for approval to maintain my historic building?

The Town of Jerome Zoning Ordinance does not require site plan review for *“Repair, replacement and maintenance of existing structures, provided that the same materials are used.”* (TOJ Z.O. 303.1.D.1) A good rule-of-thumb, is that if there are changes in the materials, layout, color or other aspect of the repairs, likely some form of review will be required. If review is required, see the Design Review Checklist to help organize your project packet and check for completeness.

What about Building & Fire and other related Code compliance?

The Town of Jerome is using; *“International Building Code, 2012 edition”* as well as; *“International Residential Code for one- and two-family dwellings, 2012 edition”* *“International Plumbing Codes, 2012 edition”* *“National Electric Code, 2011 edition”* *“International Mechanical Code, 2012 edition”* *“International Fuel Gas Code, 2012 Edition”* *“International Property Maintenance Code, 2012 edition”* *“International Fire Code, 2012 edition”* and for Grading appendix 33 of the *“Uniform Building Code, 1997 edition”*.

The following pages contain examples of application paperwork used for projects in Jerome.

File #: _____

Town Use



TOWN OF JEROME, ARIZONA
600 Clark Street, P.O. Box 335, Jerome, AZ 86331
(928) 634-7943

General Land Use Application – Check all that apply

- Site Plan Review \$300
- Design Review \$25 to \$500
- Conditional Use Permit (CUP) \$500
- Demolition \$50/\$200
- Signage/Awning \$50
- Paint/Roofing \$25
- Time Extension \$200
- Other: _____
- Other: _____

Note: Refer to the corresponding Project Application Checklist/s for additional submittal requirements.

Applicant:	Owner:
Applicant mailing address:	Property owner mailing address:
Applicant role/title:	
Applicant phone:	Owner phone:
Applicant email:	Owner email:
Project address:	Parcel number:
Describe project:	

- I understand that review by the Jerome Design Review Board, Planning and Zoning Commission, and Town Council is discretionary.
- I understand that the application fee is due at submission and review will not be scheduled until fee is paid to the Town.
- I understand review criteria are used in evaluation by the Jerome Design Review Board and/or Planning and Zoning Commission. These criteria are included in the Jerome Zoning Ordinance.
- I understand that this application will not be scheduled for consideration until all required materials have been submitted and the application is determined to be complete.

Applicant Signature: _____ Date: _____

Property Owner Signature: _____ Date: _____

For Town Use Only

Received from: _____ Date: _____

Received the sum of \$ _____ as: Check No. _____ Cash Credit Card

By: _____ For: _____

Tentative Meeting Date/s - DRB: _____ P&Z: _____



Site Plan Review Application Checklist

Each application will be filed with the zoning administrator and forwarded to the Jerome Planning and Zoning Commission once the application has been reviewed by staff and determined to be complete. All application materials must be submitted electronically in PDF format (8.5-by-11 inches or 11-by-17 inches). Contact the zoning administrator at 928-634-7943 if assistance is needed regarding submitting materials.

- General Land Use Application Form
- Written narrative of the proposed project (include uses, hours of operation, number of employees, etc.)
- Plot plan or site layout, including all improvements drawn to scale
- Location, dimension, and calculation of required parking spaces
- Dimensions of all setbacks (front, rear, sides)
- Diagram and calculation of median grade and maximum building height
- Topographic survey (note: may be waived for some projects)
- Existing and proposed grades
- Location and dimensions of property lines, street right-of-way boundaries, and easements
- Location and dimensions of all existing buildings, structures, and nearby features
- Square footage and coverage of existing and proposed buildings
- Elevations and dimensions of all sides of proposed building walls
- Location and dimensions of existing and proposed pedestrian walkways and stairways
- Photographs showing all sides of existing structures
- Location of trees and other natural features
- Utility locations and connections
- Method of disposal for storm drainage (including energy dissipaters and retention/detention)
- Fire sprinkler and fire safety components
- Landscape plan
- Lighting plan and lighting fixtures
- Signage (if applicable)
- Photographs showing adjoining properties, buildings, and structures
- Explanation and location of any building or structure to be demolished or removed
- Depth and volume of any cut and fill or other proposed excavation
- Additional information requested by zoning administrator



Design Review Application Checklist

Each application will be filed with the zoning administrator and forwarded to the Jerome Design Review Board once the application has been reviewed by staff and determined to be complete. All application materials must be submitted electronically in PDF format (8.5-by-11 inches or 11-by-17 inches). Contact the zoning administrator at 928-634-7943 if assistance is needed regarding submitting materials.

- General Land Use Application Form
- Written narrative of the proposed project, uses, hours of operation, number of employees, etc.
- Plot plan or site layout, including all improvements drawn to scale
- Elevations (all sides of proposed building or project) drawn to scale
- Photographs showing all sides of existing structures
- Photographs showing adjoining properties, buildings and structures
- Material samples
- Color samples
- Explanation and location of any building or structure to be demolished or removed
- Location of trees and other natural features
- Utility locations and connections
- Method of disposal for storm drainage (including energy dissipaters and retention/detention)
- Fire sprinkler and fire safety components
- Landscape plan
- Lighting plan and lighting fixtures
- Signage (if applicable)
- Additional information requested by Zoning Administrator



Conditional Use Permit Application Checklist

Each application will be filed with the zoning administrator and forwarded to the Jerome Planning and Zoning Commission once the application has been reviewed by staff and determined to be complete. Projects recommended for approval by the Jerome Planning and Zoning Commission will be forwarded to the Town Council for final approval. All application materials must be submitted electronically in PDF format (8.5-by-11 inches or 11-by-17 inches). Contact the zoning administrator at 928-634-7943 if assistance is needed regarding submitting materials.

- General Land Use Application Form
- Written narrative of the proposed project (include uses, hours of operation, number of employees, etc.)
- Plot plan or site layout, including all improvements drawn to scale
- Location, dimension, and calculation of required parking spaces
- Dimensions of all setbacks (front, rear, sides)
- Diagram and calculation of median grade and maximum building height (for new construction)
- Topographic survey (note: may be waived for some projects)
- Existing and proposed grades (for new construction)
- Location and dimensions of property lines, street right-of-way boundaries, and easements
- Location and dimensions of all existing buildings, structures, and nearby features
- Square footage and coverage of existing and proposed buildings
- Elevations and dimensions of all sides of proposed building walls (for new construction)
- Location and dimensions of existing and proposed pedestrian walkways and stairways
- Photographs showing all sides of existing structures
- Location of trees and other natural features
- Utility locations and connections
- Method of disposal for storm drainage (including energy dissipaters and retention/detention)
- Fire sprinkler and fire safety components
- Landscape plan (for new construction)
- Lighting plan and lighting fixtures
- Signage (if applicable)
- Photographs showing adjoining properties, buildings, and structures
- Explanation and location of any building or structure to be demolished or removed
- Depth and volume of any cut and fill or other proposed excavation (for new construction)
- Additional information requested by zoning administrator
 - _____
 - _____



Demolition Application Checklist

Each application will be filed with the zoning administrator and forwarded to the Jerome Design Review Board once the application has been reviewed by staff and determined to be complete. All application materials must be submitted electronically in PDF format (8.5-by-11 inches or 11-by-17 inches). Contact the zoning administrator at 928-634-7943 if assistance is needed regarding submitting materials.

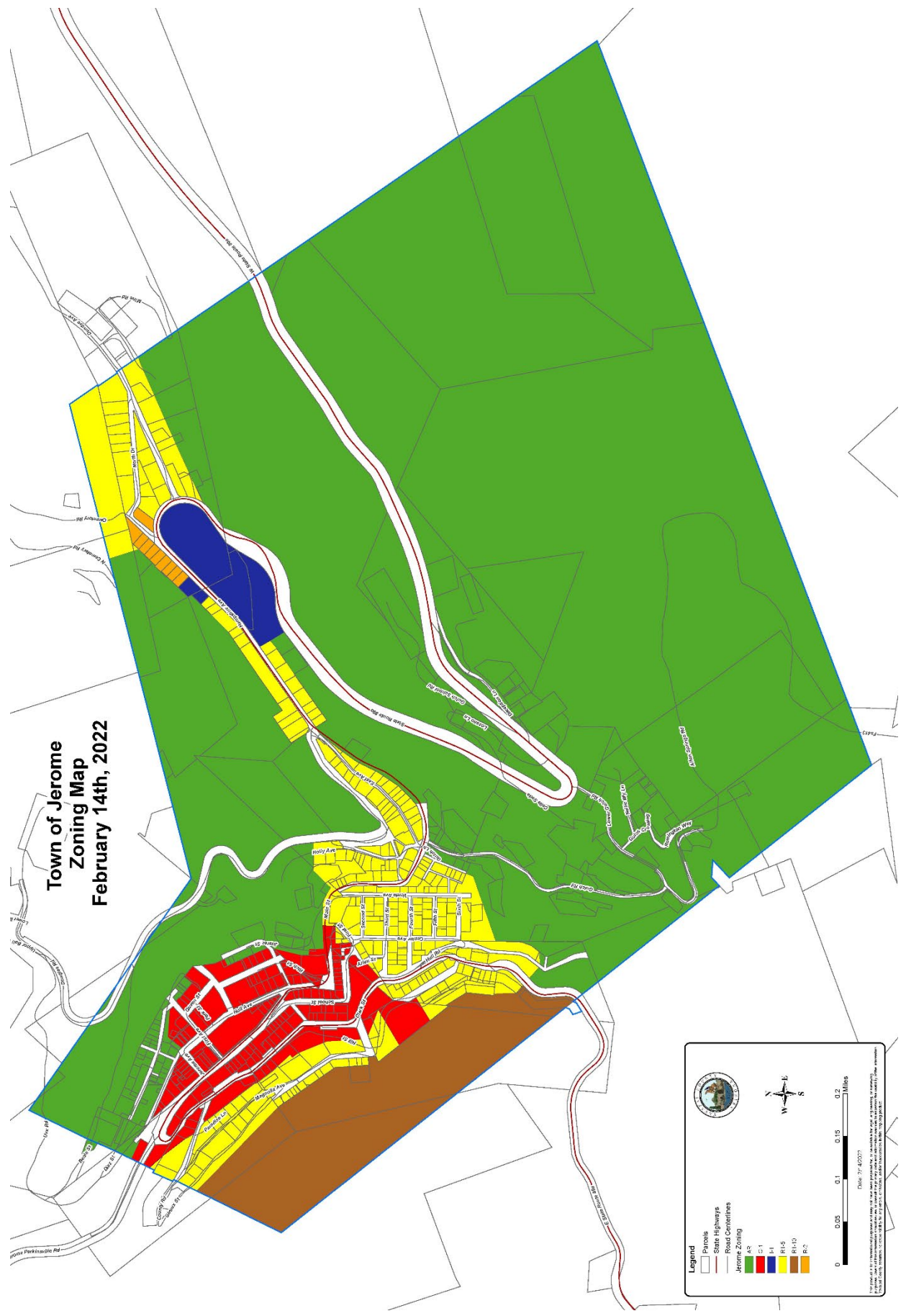
- General Land Use Application Form
- Written narrative describing the proposed demolition and need for demolition
- Background information on the historic, architectural, aesthetic quality or significance of the building or structure to be removed
- Plot plan or site layout, including all improvements drawn to scale
- Photographs showing all sides of building/s or structure/s to be removed
- Photographs showing adjoining properties, buildings, and structures
- Location and method or protection of trees and other natural features to be retained
- Method of controlling dust
- Method of controlling drainage and erosion during demolition
- Utility locations and connections to be removed
- Additional information requested by zoning administrator
 - _____
 - _____
 - _____



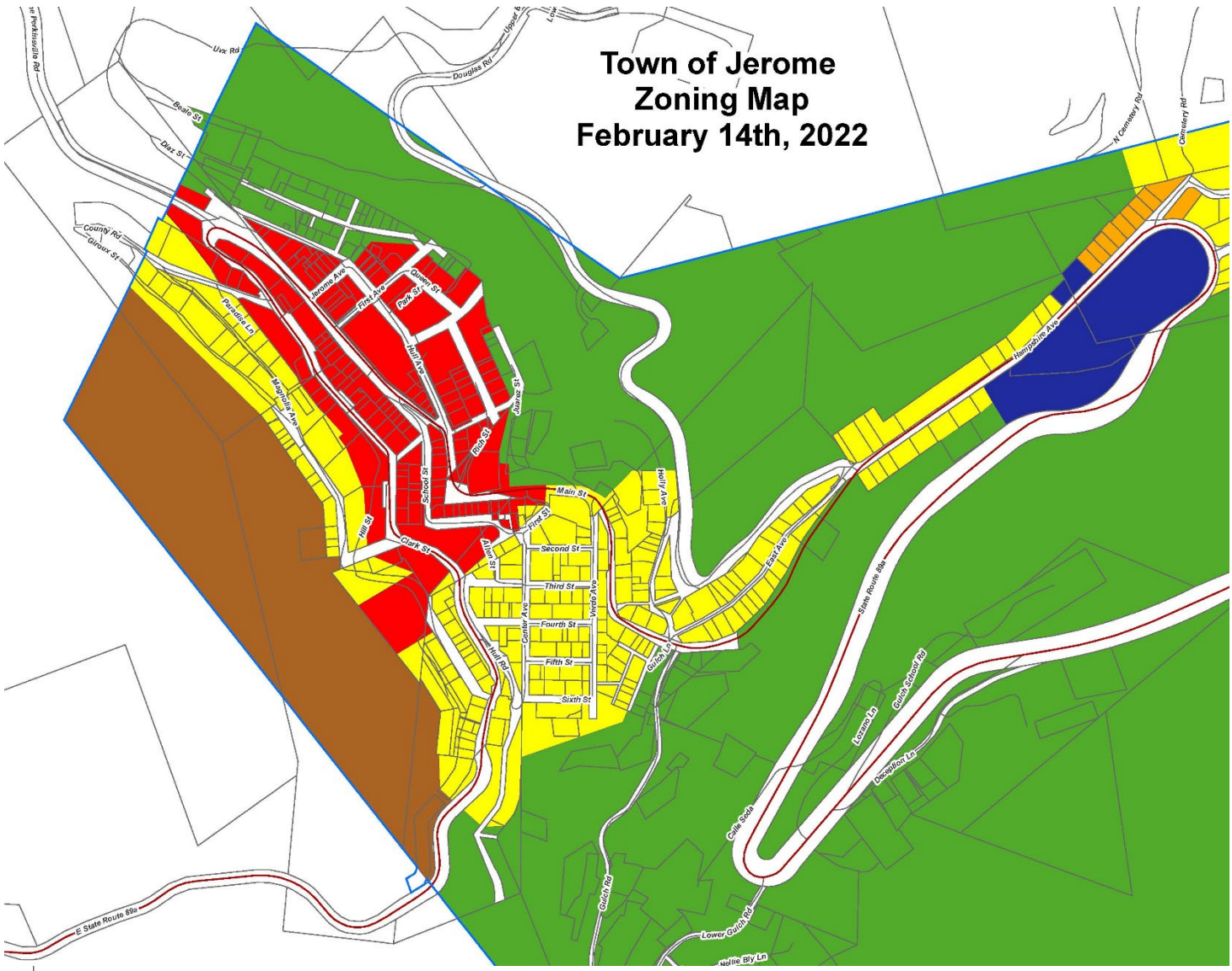
Variance Application Checklist

Each application will be filed with the zoning administrator and forwarded to the Jerome Board of Adjustment once the application has been reviewed by staff and determined to be complete. All application materials must be submitted electronically in PDF format (8.5-by-11 inches or 11-by-17 inches). Contact the zoning administrator at 928-634-7943 if assistance is needed regarding submitting materials.

- General Land Use Application Form
- Written narrative of the proposed project (include uses, hours of operation, number of employees, etc.)
- Written response to variance criteria contained in Section 305 of the Town of Jerome Zoning Ordinance
- Plot plan or site layout, including all improvements drawn to scale
- Location, dimension, and calculation of required parking spaces
- Dimensions of all setbacks (front, rear, sides)
- Diagram and calculation of median grade and maximum building height
- Topographic survey (note: may be waived for some projects)
- Existing and proposed grades
- Location and dimensions of property lines, street right-of-way boundaries, and easements
- Location and dimensions of all existing buildings, structures, and nearby features
- Square footage and coverage of existing and proposed buildings
- Elevations and dimensions of all sides of proposed building walls
- Location and dimensions of existing and proposed pedestrian walkways and stairways
- Photographs showing all sides of existing structures
- Location of trees and other natural features
- Utility locations and connections
- Method of disposal for storm drainage (including energy dissipaters and retention/detention)
- Fire sprinkler and fire safety components
- Landscape plan
- Lighting plan and lighting fixtures
- Signage (if applicable)
- Photographs showing adjoining properties, buildings, and structures
- Explanation and location of any building or structure to be demolished or removed
- Depth and volume of any cut and fill or other proposed excavation
- Additional information requested by zoning administrator
 - _____
 - _____



Town of Jerome Zoning Map February 14th, 2022





Legend

- Parcels
- State Highways
- Road Centerlines

Jerome Zoning

- AR
- C-1
- I-1
- R1-5
- R1-10
- R-2

0 0.05 0.1 0.15 0.2 Miles

Date: 2/14/2022

This product is for informational purposes and may not have been prepared for, or be suitable for legal, engineering, or surveying purposes. Users of this information should review or consult the primary data and information sources to ascertain the usability of the information. Yavapai County assumes no responsibility for any errors, omissions, and/or inaccuracies in this mapping product.

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