



# TOWN OF JEROME

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

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## AGENDA

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

**TUESDAY, JULY 11, 2023, AT 7:00 PM**

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

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

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

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

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

#### 2. FINANCIAL REPORTS

Discussion/Possible Action

##### A. Financial Report and Detail Invoice Register Report for June, 2023

Council will consider and may approve the financial reports for month ending June, 2023

#### 3. STAFF AND COUNCIL REPORTS

Discussion/Possible Action

##### A. Reports by the Town Manager / Clerk, Deputy Clerk, Utilities Clerk, Accounting Clerk, Public Works Director, Building Inspector, Library Director, Municipal Magistrate, Police Chief, Fire Chief and Council Members

Council will consider and may approve the staff reports.

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

Information/Council Review

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

#### 5. APPROVAL OF MINUTES

Discussion/Possible Action

**A. Consider Approval of the June 13th Regular Council Meeting Minutes, and the June 26th Special Budget Meeting minutes**

Council will consider and may approve the June 13th and June 26th meeting minutes.

**6. PETITIONS FROM THE PUBLIC**

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

**A. Petition - Speed Limit on Dundee (Gary Felix)**

**7. ORDINANCES AND RESOLUTIONS**

Discussion/Possible Action

**A. Consider Resolution No. 654; A Resolution of the Town of Jerome Designating the Chief Fiscal Officer for Officially Submitting the Fiscal Year 2024 Expenditure Limitation Report to the Arizona Auditor General**

Council will consider and may approve Resolution No. 654.

**B. Consider Resolution No. 656; A Resolution of the Mayor and Town Council of the Town of Jerome, Arizona, Levying Upon the Assessed Valuation of Property Within the Town a Certain Sum of Money for Fiscal Year 2023-2024 to be Assessed Against the Valuation of Real Property for Primary Tax Purposes**

Council may approve Resolution No. 656, which is the Tax Levy for the Town of Jerome for FY 2023-2024. There is no proposed increase to the tax levy from last year.

**8. UNFINISHED BUSINESS**

Discussion/Possible Action

**A. Discussion and Consideration on Park and Open Space Benches and Tables, Including Possible Receipt of Dedication from the Jerome Chamber of Commerce**

The Council will continue their discussion regarding the placement of benches and tables in Town parks and open spaces, and will consider a request from the Chamber for dedications. The Council may provide staff direction.

**9. NEW BUSINESS**

Discussion/Possible Action

**A. Conduct a Public Informational Meeting in Relation to the Town's Application for a USDA Rural Development Grant for Funding Assistance for a Preliminary Engineering Report for the Town's Water System Storage Needs**

Council will conduct a public informational meeting providing residents an opportunity to comment on the proposed project and ask questions on such items as economic and environmental issues that may impact the area along with discussing alternatives to the proposed project.

**B. Consider Request from Haven United Methodist Church Food Pantry for Assistance in Providing a Driver and Transportation Twice Weekly for Delivery of Jerome Food Bank Items to Assist those in Need.**

Council will consider and may approve and / or modify the request.

**C. Consider Renewal Extension of Contract with Contract Wastewater Operations to Include New Monthly Contract Price Terms**

Council will consider and may approve a new contract extension along with a monthly increase of \$250.00, to the new rate of \$4,350.00 / month.

**D. Consider Real Estate Contract from Jerome Investments 1, L.L.C. to Purchase for the Sum of \$40,000.00 an Approximate .052 Parcel of Land Owned by the Town of Jerome as Described on Exhibit A, and Authorizing the Mayor or Town Manager to Execute the Agreement on Behalf of the Town and Accomplish Such Other Administrative Actions to Complete the Sale.**

Council will consider and may approve and execute the offer to purchase real estate from Jerome Investments 1, L.L.C.

**E. Discussion and Possible Direction Related to Staffing at Town Hall**

Council will consider a staff proposal in relation to Town Hall staffing and may provide input or direction.

**10. TO AND FROM THE COUNCIL**

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

**11. ADJOURNMENT**

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

**CERTIFICATION OF POSTING OF NOTICE**

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

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*Kristen Muenz, Deputy Town Clerk*

**File Attachments for Item:**

**A. Financial Report and Detail Invoice Register Report for June, 2023**

Council will consider and may approve the financial reports for month ending June, 2023



TOWN OF JEROME  
 COMBINED CASH INVESTMENT  
 JUNE 30, 2023

Item A.

COMBINED CASH ACCOUNTS

99-00-1003	LGIP	1,709.55
99-00-1011	NBA CHECKING	107,670.53
99-00-1013	OAZ CTL BUSINESS SAVINGS	5.00
99-00-1019	ONE AZ CREDIT UNION CHECKING	450,509.94
99-00-1020	OAZ GENERAL SAVINGS	1,187,168.08
	TOTAL COMBINED CASH	1,747,063.10
99-00-1800	CASH CLEARING - UTILITY MGMT	( 141.47)
99-00-1000	CASH ALLOCATED TO OTHER FUNDS	( 1,746,921.63)
	TOTAL UNALLOCATED CASH	.00

CASH ALLOCATION RECONCILIATION

10	ALLOCATION TO GENERAL FUND	503,385.26
20	ALLOCATION TO UTILITY FUND	661,112.64
30	ALLOCATION TO HURF FUND	( 450,879.16)
35	ALLOCATION TO PARKING FUND	123,277.32
40	ALLOCATION TO FIRE DEPT PENSION & RETIREMENT	12,030.70
50	ALLOCATION TO OPERATING GRANTS REVENUE	87,384.44
60	ALLOCATION TO CAPITAL GRANTS FUND	727,371.82
70	ALLOCATION TO GENERAL FUND CONTINGENCIES FND	( 360,309.26)
80	ALLOCATION TO UTILITIES CONTINGENCIES FUND	320,000.00
90	ALLOCATION TO CAPITAL FUND	123,547.87
	TOTAL ALLOCATIONS TO OTHER FUNDS	1,746,921.63
	ALLOCATION FROM COMBINED CASH FUND - 99-00-1000	( 1,746,921.63)
	ZERO PROOF IF ALLOCATIONS BALANCE	.00

TOWN OF JEROME  
 BALANCE SHEET  
 JUNE 30, 2023

Item A.

GENERAL FUND

ASSETS

10-00-1000	CASH - COMBINED FUND	503,385.26	
10-00-1005	PETTY CASH - GENERAL GOV	275.00	
10-00-1007	COURT - CHECKING & BOND ACCT	93,105.84	
10-00-1008	COURT - JCEF ACCT	14,436.28	
10-00-1009	COURT - FTG ACCT	8,891.93	
10-00-1014	PETTY CASH - FIRE DEPT	150.00	
10-00-1015	PETTY CASH - LIBRARY	150.00	
10-00-1101	AUTO LIEU TAXES	1,369.89	
10-00-1105	CITY SALES TAXES	161,097.72	
10-00-1115	FRANCHISE FEES	3,790.44	
10-00-1120	GF ACCOUNTS RECEIVABLE	10,840.96	
10-00-1135	PROPERTY TAXES	1,309.28	
10-00-1160	STATE SALES TAXES	2,435.52	
	TOTAL ASSETS		801,238.12

LIABILITIES AND EQUITY

LIABILITIES

10-00-2001	ACCOUNTS PAYABLE	973.89	
10-00-2403	UNEMPLOYMENT TAXES	.04	
10-00-2406	HEALTH INSURANCE	431.33	
10-00-2409	PSPRS	( 931.36)	
10-00-2410	WAGES PAYABLE	38,573.32	
10-00-2411	GANISHMENTS PAYABLE	1,735.51	
10-00-2600	CUSTOMER DEPOSITS	7,116.50	
10-00-2940	COURT LIABILITIES	5,635.31	
10-00-2950	FD PER CALL PAYABLE	12,175.00	
10-00-2999	SUSPENSE ACCOUNT	( 618.82)	
	TOTAL LIABILITIES		65,090.72

FUND EQUITY

10-00-3002	UNRESTRICTED FUND BALANCE	393,028.61	
	REVENUE OVER EXPENDITURES - YTD	343,118.79	
	BALANCE - CURRENT DATE	343,118.79	
	TOTAL FUND EQUITY		736,147.40
	TOTAL LIABILITIES AND EQUITY		801,238.12

TOWN OF JEROME  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING JUNE 30, 2023

Item A.

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TAX REVENUE</u>						
10-30-4001	PROPERTY TAXES	2,478.05	48,594.59	47,500.00	( 1,094.59)	102.3
10-30-4005	CITY SALES TAXES	65,272.32	1,319,910.85	1,400,000.00	80,089.15	94.3
10-30-4010	STATE SALES TAXES	6,903.81	68,754.07	66,415.00	( 2,339.07)	103.5
10-30-4030	VEHICLE LICENSE TAX	3,498.61	37,709.37	41,033.00	3,323.63	91.9
10-30-4055	FRANCHISE FEES	.00	18,702.24	15,000.00	( 3,702.24)	124.7
	<b>TOTAL TAX REVENUE</b>	78,152.79	1,493,671.12	1,569,948.00	76,276.88	95.1
<u>LICENSES, PERMITS&amp;OTHER FEES</u>						
10-31-4040	BUILDING PERMITS	784.82	5,333.67	10,500.00	5,166.33	50.8
10-31-4041	PLANNING & ZONING FEES	.00	1,100.00	5,000.00	3,900.00	22.0
10-31-4045	BUSINESS LICENSES	520.00	6,560.00	4,500.00	( 2,060.00)	145.8
10-31-4050	COMMERCIAL FILMING FEES	.00	.00	500.00	500.00	.0
10-31-4071	FEES-SHORT TERM RENTAL LICENSE	.00	1,650.00	.00	( 1,650.00)	.0
	<b>TOTAL LICENSES, PERMITS&amp;OTHER FEES</b>	1,304.82	14,643.67	20,500.00	5,856.33	71.4
<u>INTERGOVERNMENTAL REVENUE</u>						
10-32-4015	URBAN REVENUE SHARE	23,712.69	284,552.28	289,513.00	4,960.72	98.3
	<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	23,712.69	284,552.28	289,513.00	4,960.72	98.3
<u>LIBRARY REVENUE</u>						
10-33-4020	YAVAPAI COUNTY FOR LIBRARY	.00	23,395.34	25,235.00	1,839.66	92.7
10-33-4070	RENTS-LIBRARY	810.36	9,724.32	9,750.00	25.68	99.7
10-33-4200	LIBRARY CONTRIBUTIONS	.00	2,420.99	1,100.00	( 1,320.99)	220.1
	<b>TOTAL LIBRARY REVENUE</b>	810.36	35,540.65	36,085.00	544.35	98.5
<u>POLICE DEPT REVENUE</u>						
10-34-4061	PD PARKING CITATION REVENUE	2,869.09	35,475.94	36,000.00	524.06	98.5
10-34-4062	PD REVENUE FROM PARKING FUND	3,125.00	37,500.00	37,500.00	.00	100.0
10-34-4063	POLICE SMART & SAFE AZ FUND	5,986.15	11,207.07	5,000.00	( 6,207.07)	224.1
10-34-4064	POLICE OFFICER SAFETY EQUIP RE	151.79	1,621.97	2,250.00	628.03	72.1
10-34-4065	POLICE SERVICES	255.00	5,321.89	10,000.00	4,678.11	53.2
	<b>TOTAL POLICE DEPT REVENUE</b>	12,387.03	91,126.87	90,750.00	( 376.87)	100.4

TOWN OF JEROME  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING JUNE 30, 2023

Item A.

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>COURT REVENUE</u>						
10-35-4035	FINES AND FORFEITURES	4,986.72	56,115.22	61,000.00	4,884.78	92.0
10-35-4037	COURT SECURITY FUND REVENUE	870.00	8,155.00	10,000.00	1,845.00	81.6
	<b>TOTAL COURT REVENUE</b>	<b>5,856.72</b>	<b>64,270.22</b>	<b>71,000.00</b>	<b>6,729.78</b>	<b>90.5</b>
<u>RENTAL REVENUE</u>						
10-36-4070	RENTS-TOWN PROPERTIES	6,047.44	77,260.28	80,500.00	3,239.72	96.0
10-36-4080	UTILITY REIMBURSEMENTS	279.79	5,705.96	4,500.00	( 1,205.96)	126.8
	<b>TOTAL RENTAL REVENUE</b>	<b>6,327.23</b>	<b>82,966.24</b>	<b>85,000.00</b>	<b>2,033.76</b>	<b>97.6</b>
<u>FIRE DEPT REVENUE</u>						
10-37-4053	FIRE DEPT SERVICES REV	64.00	4,783.75	2,000.00	( 2,783.75)	239.2
10-37-4090	WILDLAND FIRE FEES	.00	19,805.00	70,000.00	50,195.00	28.3
10-37-4091	WILDLANDS WAGE REIMBURSEMENT	.00	10,272.99	41,000.00	30,727.01	25.1
10-37-4092	FIREWISE WAGE REIMBURSEMENT	.00	8,239.05	36,000.00	27,760.95	22.9
	<b>TOTAL FIRE DEPT REVENUE</b>	<b>64.00</b>	<b>43,100.79</b>	<b>149,000.00</b>	<b>105,899.21</b>	<b>28.9</b>
<u>GENERAL FUND REVENUE</u>						
10-38-4000	FUND BALANCE RESERVES	90,083.00	1,081,000.00	.00	( 1,081,000.00)	.0
10-38-4200	CONTRIBUTIONS	.00	.00	2,500.00	2,500.00	.0
10-38-4300	INTEREST	1,106.91	10,491.11	1,600.00	( 8,891.11)	655.7
10-38-4400	SALE OF ASSETS	.00	161.75	5,000.00	4,838.25	3.2
10-38-4500	MISCELLANEOUS REVENUES	601.00	2,038.38	2,500.00	461.62	81.5
10-38-4510	INS DIVIDENDS,CLAIMS,REIMBURSM	.00	13,304.18	.00	( 13,304.18)	.0
	<b>TOTAL GENERAL FUND REVENUE</b>	<b>91,790.91</b>	<b>1,106,995.42</b>	<b>11,600.00</b>	<b>( 1,095,395.42)</b>	<b>9543.1</b>
<u>ADMINISTRATIVE CHARGES</u>						
10-39-4600	ADMINISTRATIVE CHARGES	14,681.00	176,172.00	176,172.00	.00	100.0
	<b>TOTAL ADMINISTRATIVE CHARGES</b>	<b>14,681.00</b>	<b>176,172.00</b>	<b>176,172.00</b>	<b>.00</b>	<b>100.0</b>
	<b>TOTAL FUND REVENUE</b>	<b>235,087.55</b>	<b>3,393,039.26</b>	<b>2,499,568.00</b>	<b>( 893,471.26)</b>	<b>135.8</b>

TOWN OF JEROME  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING JUNE 30, 2023

Item A.

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GENERAL GOVT EXPENSES</u>					
10-41-5001 SALARIES AND WAGES	15,004.74	246,084.85	261,497.00	15,412.15	94.1
10-41-5006 LONGEVITY BONUS	.00	581.00	1,057.00	476.00	55.0
10-41-5007 PAYMENT IN LIEU OF MEDICAL BEN	.00	595.36	595.00	( .36)	100.1
10-41-5010 FICA MATCH	1,107.83	18,298.66	20,131.00	1,832.34	90.9
10-41-5011 RETIREMENT MATCH	1,082.56	17,730.73	17,462.00	( 268.73)	101.5
10-41-5012 HEALTH/LIFE INSURANCE	3,319.70	52,353.35	61,933.00	9,579.65	84.5
10-41-5013 WORKERS COMPENSATION	57.04	1,254.05	1,365.00	110.95	91.9
10-41-5014 UNEMPLOYMENT INSURANCE	.42	75.64	416.00	340.36	18.2
10-41-6101 ACCOUNTING AND AUDITING	.00	24,535.00	17,000.00	( 7,535.00)	144.3
10-41-6105 ADVERTISING, PRINTING, & PUBLI	.00	3,033.49	7,000.00	3,966.51	43.3
10-41-6110 CONTRACT SERVICES	950.00	16,272.50	16,500.00	227.50	98.6
10-41-6115 CONVENTIONS AND SEMINARS	152.67	1,174.55	4,000.00	2,825.45	29.4
10-41-6116 TRAINING & EDUCATION	.00	1,049.79	2,500.00	1,450.21	42.0
10-41-6125 DUES, SUBS & MEMBERSHIPS	.00	6,323.00	7,000.00	677.00	90.3
10-41-6126 TPT COLLECTION FEE EXP	.00	.00	1,200.00	1,200.00	.0
10-41-6130 ELECTION EXPENSES	.00	995.50	3,100.00	2,104.50	32.1
10-41-6145 FUEL	.00	278.35	.00	( 278.35)	.0
10-41-6155 INSURANCE	.00	19,575.17	17,500.00	( 2,075.17)	111.9
10-41-6156 INSURANCE DEDUCTIBLE EXP	.00	.00	500.00	500.00	.0
10-41-6170 LEGAL EXP - GEN GOV	195.00	6,279.00	20,000.00	13,721.00	31.4
10-41-6185 MISCELLANEOUS	.00	5,369.46	2,707.00	( 2,662.46)	198.4
10-41-6186 BANK FEES - GEN ADMIN	297.54	1,922.41	1,800.00	( 122.41)	106.8
10-41-6188 BANK FEES / MERCH SVCS	.00	4,784.17	9,000.00	4,215.83	53.2
10-41-6190 OFFICE SUPPLIES	1,890.40	12,118.46	8,000.00	( 4,118.46)	151.5
10-41-6191 COPIER & EQUIP LEASE EXPENSE	1,927.90	7,086.20	7,000.00	( 86.20)	101.2
10-41-6192 SOFTWARE SUPPORT EXP - GG	2,451.56	22,660.26	22,478.00	( 182.26)	100.8
10-41-6193 COMPUTER HARDWARE & SERVICE	675.00	6,947.17	10,000.00	3,052.83	69.5
10-41-6195 OPERATING SUPPLIES - GEN GOV	.00	1,310.54	1,500.00	189.46	87.4
10-41-6200 POSTAGE	332.31	3,217.30	4,000.00	782.70	80.4
10-41-6220 REP AND MAINT - VEHICLES	.00	1,546.35	500.00	( 1,046.35)	309.3
10-41-6245 SHUTTLE EXPENSES	389.92	3,293.26	3,000.00	( 293.26)	109.8
10-41-6250 SMALL TOOLS AND EQUIPMENT	1,346.50	12,478.16	12,500.00	21.84	99.8
10-41-6265 TELEPHONE	210.16	2,463.96	3,000.00	536.04	82.1
10-41-6275 TRAVEL	.00	1,286.81	2,000.00	713.19	64.3
10-41-6285 TOURISM 1% BED TAX	.00	10,000.00	10,000.00	.00	100.0
10-41-6286 COMMUNITY HEALTH	.00	.00	500.00	500.00	.0
10-41-6287 ALLOWANCE FOR PRESERVATION OF	.00	.00	60,000.00	60,000.00	.0
10-41-9500 TRANSFERS OUT	93,333.32	1,120,000.00	1,120,000.00	.00	100.0
<b>TOTAL GENERAL GOVT EXPENSES</b>	<b>124,724.57</b>	<b>1,632,974.50</b>	<b>1,738,741.00</b>	<b>105,766.50</b>	<b>93.9</b>

TOWN OF JEROME  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING JUNE 30, 2023

Item A.

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MAGISTRATE COURT EXPENSES</u>						
10-42-5001	SALARIES AND WAGES	5,102.09	60,050.50	68,721.00	8,670.50	87.4
10-42-5006	LONGEVITY BONUS	.00	268.00	200.00	( 68.00)	134.0
10-42-5010	FICA AND MEDICARE	390.31	4,622.79	5,272.00	649.21	87.7
10-42-5011	RETIREMENT	176.00	2,292.00	4,094.00	1,802.00	56.0
10-42-5012	HEALTH/LIFE INSURANCE	.00	.00	8,577.00	8,577.00	.0
10-42-5013	WORKER'S COMPENSATION	11.23	178.34	227.00	48.66	78.6
10-42-5014	UNEMPLOYMENT	.00	19.93	144.00	124.07	13.8
10-42-6037	COURT SECURITY FUND EXPENSES	.00	.00	10,000.00	10,000.00	.0
10-42-6110	CONTRACT SERVICES	.00	2,977.34	7,000.00	4,022.66	42.5
10-42-6116	TRAINING & EDUCATION	.00	645.00	500.00	( 145.00)	129.0
10-42-6125	DUES AND SUBSCRIPTIONS	.00	455.63	350.00	( 105.63)	130.2
10-42-6185	MISCELLANEOUS	.00	288.04	200.00	( 88.04)	144.0
10-42-6190	OFFICE SUPPLIES	.00	276.00	200.00	( 76.00)	138.0
10-42-6191	COPIER & EQUIP LEASE EXP	.00	2,423.01	2,400.00	( 23.01)	101.0
10-42-6265	TELEPHONE	70.64	856.12	800.00	( 56.12)	107.0
10-42-6275	TRAVEL	.00	441.57	1,000.00	558.43	44.2
	<b>TOTAL MAGISTRATE COURT EXPENSES</b>	<b>5,750.27</b>	<b>75,794.27</b>	<b>109,685.00</b>	<b>33,890.73</b>	<b>69.1</b>

TOWN OF JEROME  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING JUNE 30, 2023

Item A.

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>POLICE DEPT EXPENSES</u>						
10-43-5001	SALARIES AND WAGES	28,302.28	340,760.15	373,917.00	33,156.85	91.1
10-43-5006	LONGEVITY BONUS	278.00	1,369.00	1,727.00	358.00	79.3
10-43-5010	FICA AND MEDICARE	2,105.44	25,262.25	28,737.00	3,474.75	87.9
10-43-5011	RETIREMENT	2,676.87	24,554.07	38,366.00	13,811.93	64.0
10-43-5012	HEALTH INSURANCE	4,498.58	58,481.54	77,406.00	18,924.46	75.6
10-43-5013	WORKER'S COMPENSATION	1,281.29	19,949.02	24,792.00	4,842.98	80.5
10-43-5014	UNEMPLOYMENT	4.04	83.40	654.00	570.60	12.8
10-43-5020	PAYROLL ADJUSTMENT-POLICE	.00	( 10,642.41)	.00	10,642.41	.0
10-43-6105	ADVERTISING, PRINTING, & PUBLI	.00	314.72	.00	( 314.72)	.0
10-43-6110	CONTRACT SERVICES	105.00	2,105.00	500.00	( 1,605.00)	421.0
10-43-6116	TRAINING & EDUCATION	189.00	1,022.00	2,000.00	978.00	51.1
10-43-6120	DISPATCH FEES	3,478.75	41,745.00	42,000.00	255.00	99.4
10-43-6125	DUES AND SUBSCRIPTIONS	.00	793.25	1,200.00	406.75	66.1
10-43-6145	FUEL	986.45	9,663.45	15,000.00	5,336.55	64.4
10-43-6172	PROSECUTOR EXP	2,000.00	20,020.50	20,000.00	( 20.50)	100.1
10-43-6185	MISCELLANEOUS	119.25	220.30	600.00	379.70	36.7
10-43-6192	SOFTWARE SERVICE & SUPPORT	2,980.71	9,859.95	8,450.00	( 1,409.95)	116.7
10-43-6193	COMPUTER HARDWARE & SERVICE	411.88	18,723.10	25,000.00	6,276.90	74.9
10-43-6195	OPERATING SUPPLIES - POLICE	.00	2,195.82	2,500.00	304.18	87.8
10-43-6200	POSTAGE	.00	103.06	200.00	96.94	51.5
10-43-6220	REP AND MAINT - VEHICLES	2,077.23	11,776.08	6,000.00	( 5,776.08)	196.3
10-43-6225	REP AND MAINT - EQUIPMENT	.00	( 8,468.35)	5,000.00	13,468.35	(169.4)
10-43-6234	POLICE OFFICER SAFETY EQUIP EX	.00	2,239.28	2,250.00	10.72	99.5
10-43-6250	SMALL TOOLS AND EQUIPMENT	605.92	8,097.36	5,000.00	( 3,097.36)	162.0
10-43-6265	TELEPHONE	435.81	6,602.82	6,750.00	147.18	97.8
10-43-6280	UNIFORMS	1,376.94	5,871.15	1,500.00	( 4,371.15)	391.4
10-43-7025	VEHICLES, CAP OUTLAY, POLICE	5,295.28	43,473.42	37,500.00	( 5,973.42)	115.9
	<b>TOTAL POLICE DEPT EXPENSES</b>	<b>59,208.72</b>	<b>636,174.93</b>	<b>727,049.00</b>	<b>90,874.07</b>	<b>87.5</b>

TOWN OF JEROME  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING JUNE 30, 2023

Item A.

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>FIRE DEPT EXPENSES</u>						
10-44-5001	SALARIES AND WAGES	13,335.21	171,818.28	179,346.00	7,527.72	95.8
10-44-5002	WILDLAND PERSONNEL	.00	10,272.99	35,000.00	24,727.01	29.4
10-44-5003	VOLUNTEER-EMPLOYEE PER CALL PE	2,047.50	18,705.00	34,000.00	15,295.00	55.0
10-44-5004	FIREWISE PERSONNEL	.00	11,841.85	31,000.00	19,158.15	38.2
10-44-5006	LONGEVITY BONUS	.00	466.00	894.00	428.00	52.1
10-44-5007	PAYMENT IN LIEU OF BENEFITS	562.76	7,315.88	7,316.00	.12	100.0
10-44-5010	FICA AND MEDICARE	1,012.48	12,928.08	20,698.00	7,769.92	62.5
10-44-5011	RETIREMENT	1,008.41	12,792.62	13,176.00	383.38	97.1
10-44-5012	HEALTH INSURANCE	2,567.90	33,382.70	36,300.00	2,917.30	92.0
10-44-5013	WORKER'S COMPENSATION	631.08	15,185.36	21,777.00	6,591.64	69.7
10-44-5014	UNEMPLOYMENT	.29	74.99	888.00	813.01	8.4
10-44-5015	RETIREMENT - VOLUNTEER CONTRIB	.00	15,000.00	15,000.00	.00	100.0
10-44-6110	CONTRACT SERVICES	.00	.00	500.00	500.00	.0
10-44-6116	TRAINING & EDUCATION	.00	7,333.32	8,000.00	666.68	91.7
10-44-6120	DISPATCH FEES	8,001.33	14,444.96	6,750.00	( 7,694.96)	214.0
10-44-6125	DUES AND SUBSCRIPTIONS	.00	794.01	700.00	( 94.01)	113.4
10-44-6145	FUEL	827.57	8,008.67	9,000.00	991.33	89.0
10-44-6170	LEGAL EXP - FIRE	312.00	643.50	500.00	( 143.50)	128.7
10-44-6180	MEDICAL EXPENSES	.00	517.66	1,000.00	482.34	51.8
10-44-6181	MEDICAL SUPPLIES EXP	480.38	5,666.56	4,500.00	( 1,166.56)	125.9
10-44-6185	MISCELLANEOUS	.00	272.45	1,423.00	1,150.55	19.2
10-44-6192	SOFTWARE SERVICE & SUPPORT	74.10	1,289.27	900.00	( 389.27)	143.3
10-44-6193	COMPUTER HARDWARE AND SERVICE	.00	.00	2,500.00	2,500.00	.0
10-44-6195	OPERATING SUPPLIES - FIRE DEPT	.00	950.20	1,500.00	549.80	63.4
10-44-6220	REP AND MAINT - VEHICLES	.00	6,708.56	20,000.00	13,291.44	33.5
10-44-6225	REP AND MAINT - EQUIPMENT	2,880.56	5,435.86	5,000.00	( 435.86)	108.7
10-44-6250	SMALL TOOLS AND EQUIPMENT	797.75	8,696.80	10,000.00	1,303.20	87.0
10-44-6265	TELEPHONE	301.92	3,466.83	3,500.00	33.17	99.1
10-44-6270	TRAINING CENTER ASSESSMENT	.00	2,692.00	2,700.00	8.00	99.7
	<b>TOTAL FIRE DEPT EXPENSES</b>	<b>34,841.24</b>	<b>376,704.40</b>	<b>473,868.00</b>	<b>97,163.60</b>	<b>79.5</b>



TOWN OF JEROME  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING JUNE 30, 2023

Item A.

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>LIBRARY EXPENSES</u>						
10-45-5001	SALARIES AND WAGES	4,945.63	69,870.81	72,537.00	2,666.19	96.3
10-45-5006	LONGEVITY BONUS	.00	696.00	558.00	( 138.00)	124.7
10-45-5007	LIBRARY BENEFIT STIPEND	549.56	7,144.28	7,144.00	( .28)	100.0
10-45-5010	FICA AND MEDICARE	419.87	5,959.36	6,138.00	178.64	97.1
10-45-5011	RETIREMENT	289.66	3,791.27	4,370.00	578.73	86.8
10-45-5012	HEALTH INSURANCE	41.22	535.86	492.00	( 43.86)	108.9
10-45-5013	WORKER'S COMPENSATION	11.86	252.12	289.00	36.88	87.2
10-45-5014	UNEMPLOYMENT	.92	49.57	241.00	191.43	20.6
10-45-6110	CONTRACT SERVICES	252.00	1,007.76	1,250.00	242.24	80.6
10-45-6185	MISCELLANEOUS	.00	.00	250.00	250.00	.0
10-45-6190	OFFICE SUPPLIES	.00	274.52	250.00	( 24.52)	109.8
10-45-6195	OPERATING SUPPLIES - LIBRARY	342.37	5,465.70	4,500.00	( 965.70)	121.5
10-45-6205	PRINT AND NON-PRINT MATERIALS	645.79	2,970.32	3,000.00	29.68	99.0
10-45-6225	REP AND MAINT - EQUIPMENT	.00	.00	100.00	100.00	.0
10-45-6250	SMALL TOOLS AND EQUIPMENT	633.83	1,180.05	1,500.00	319.95	78.7
10-45-6265	TELEPHONE	85.43	1,034.63	1,100.00	65.37	94.1
10-45-6266	E-RATE EXP	25.25	53.09	800.00	746.91	6.6
TOTAL LIBRARY EXPENSES		8,243.39	100,285.34	104,519.00	4,233.66	96.0
<u>PLANNING &amp; ZONING EXP</u>						
10-46-5001	SALARIES AND WAGES	4,383.86	55,136.44	62,133.00	6,996.56	88.7
10-46-5006	LONGEVITY BONUS	.00	293.00	358.00	65.00	81.8
10-46-5010	FICA AND MEDICARE	331.04	4,196.67	4,781.00	584.33	87.8
10-46-5011	RETIREMENT	293.26	3,829.82	3,890.00	60.18	98.5
10-46-5012	HEALTH INSURANCE	921.80	11,983.40	11,916.00	( 67.40)	100.6
10-46-5013	WORKER'S COMPENSATION	21.36	350.70	536.00	185.30	65.4
10-46-5014	UNEMPLOYMENT	.50	23.46	144.00	120.54	16.3
10-46-6105	ADVERTISING, PRINTING, & PUBLI	.00	.00	100.00	100.00	.0
10-46-6115	CONVENTIONS AND SEMINARS	.00	.00	500.00	500.00	.0
10-46-6116	TRAINING AND EDUCATION	.00	.00	2,000.00	2,000.00	.0
10-46-6170	LEGAL EXP - P&Z	.00	8,616.00	18,000.00	9,384.00	47.9
10-46-6185	MISCELLANEOUS	.00	.00	200.00	200.00	.0
10-46-6192	SOFTWARE MAINTENANCE & SUPPORT	74.10	1,269.85	1,544.00	274.15	82.2
10-46-6195	OPERATING SUPPLIES	.00	.00	200.00	200.00	.0
10-46-6250	SMALL TOOLS AND EQUIPMENT	.00	14.00	200.00	186.00	7.0
10-46-6265	TELEPHONE	40.69	546.96	600.00	53.04	91.2
10-46-6275	TRAVEL	.00	.00	500.00	500.00	.0
TOTAL PLANNING & ZONING EXP		6,066.61	86,260.30	107,602.00	21,341.70	80.2

TOWN OF JEROME  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING JUNE 30, 2023

Item A.

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PARKS EXPENSES</u>					
10-47-5001 SALARIES AND WAGES	471.11	6,295.10	7,329.00	1,033.90	85.9
10-47-5006 LONGEVITY BONUS	.00	12.64	.00	( 12.64)	.0
10-47-5010 FICA AND MEDICARE	33.07	453.82	561.00	107.18	80.9
10-47-5011 RETIREMENT	37.69	460.88	586.00	125.12	78.7
10-47-5012 HEALTH INSURANCE	161.69	1,948.19	1,883.00	( 65.19)	103.5
10-47-5013 WORKER'S COMPENSATION	18.94	280.14	344.00	63.86	81.4
10-47-5014 UNEMPLOYMENT	.00	2.46	9.00	6.54	27.3
10-47-6145 FUEL	97.72	1,023.01	2,000.00	976.99	51.2
10-47-6170 LEGAL	.00	.00	250.00	250.00	.0
10-47-6185 MISCELLANEOUS	.00	96.16	300.00	203.84	32.1
10-47-6195 OPERATING SUPPLIES - PARKS	.00	136.74	350.00	213.26	39.1
10-47-6215 REP AND MAINT - BUILDING	.00	.00	100.00	100.00	.0
10-47-6220 REP AND MAINT - VEHICLES	33.04	565.64	1,500.00	934.36	37.7
10-47-6225 REP AND MAINT - EQUIPMENT	53.98	578.60	500.00	( 78.60)	115.7
10-47-6230 REP AND MAINT - INFRASTRUCTURE	.00	.00	2,000.00	2,000.00	.0
10-47-6250 SMALL TOOLS AND EQUIPMENT	.00	1,289.53	1,000.00	( 289.53)	129.0
10-47-6280 UNIFORM EXP PARKS	74.63	331.79	400.00	68.21	83.0
10-47-6285 UTILITIES	48.25	2,552.19	2,800.00	247.81	91.2
10-47-8040 LEASE PAYMENTS	43.36	260.16	261.00	.84	99.7
<b>TOTAL PARKS EXPENSES</b>	<b>1,073.48</b>	<b>16,287.05</b>	<b>22,173.00</b>	<b>5,885.95</b>	<b>73.5</b>
<u>PROPERTIES EXPENSES</u>					
10-48-5001 SALARIES AND WAGES	2,916.06	38,924.57	45,382.00	6,457.43	85.8
10-48-5006 LONGEVITY BONUS	.00	78.25	.00	( 78.25)	.0
10-48-5010 FICA AND MEDICARE	204.70	2,809.48	3,472.00	662.52	80.9
10-48-5011 RETIREMENT	233.28	2,853.00	3,631.00	778.00	78.6
10-48-5012 HEALTH INSURANCE	1,000.66	12,058.30	11,662.00	( 396.30)	103.4
10-48-5013 WORKER'S COMPENSATION	117.13	1,636.68	2,065.00	428.32	79.3
10-48-5014 UNEMPLOYMENT	.00	15.33	58.00	42.67	26.4
10-48-6110 CONTRACT SERVICES	1,213.50	7,082.64	10,500.00	3,417.36	67.5
10-48-6140 ENGINEERING FEES	662.50	7,011.25	5,000.00	( 2,011.25)	140.2
10-48-6145 FUEL	50.11	677.56	1,500.00	822.44	45.2
10-48-6170 LEGAL SERVICES	.00	.00	100.00	100.00	.0
10-48-6185 MISCELLANEOUS	401.10	2,527.71	1,000.00	( 1,527.71)	252.8
10-48-6195 OPERATING SUPPLIES - PROPERTIE	.00	996.33	2,000.00	1,003.67	49.8
10-48-6215 R&M BUILDING - PROPERTIES	155.04	4,326.00	50,000.00	45,674.00	8.7
10-48-6220 REP AND MAINT - VEHICLES	69.27	665.32	1,500.00	834.68	44.4
10-48-6225 REP AND MAINT - EQUIPMENT	.00	575.05	250.00	( 325.05)	230.0
10-48-6230 REP AND MAINT - INFRASTRUCTURE	.00	34.69	115,000.00	114,965.31	.0
10-48-6250 SMALL TOOLS AND EQUIPMENT	35.15	507.33	1,200.00	692.67	42.3
10-48-6280 UNIFORM EXP PROPERTIES	74.63	364.73	350.00	( 14.73)	104.2
10-48-6285 UTILITIES	941.03	42,035.30	42,000.00	( 35.30)	100.1
10-48-8040 LEASE PAYMENTS	43.36	260.16	261.00	.84	99.7
<b>TOTAL PROPERTIES EXPENSES</b>	<b>8,117.52</b>	<b>125,439.68</b>	<b>296,931.00</b>	<b>171,491.32</b>	<b>42.3</b>

TOWN OF JEROME  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 12 MONTHS ENDING JUNE 30, 2023

*Item A.*

	GENERAL FUND				
	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
TOTAL FUND EXPENDITURES	248,025.80	3,049,920.47	3,580,568.00	530,647.53	85.2
NET REVENUE OVER EXPENDITURES	( 12,938.25)	343,118.79	( 1,081,000.00)	( 1,424,118.79)	31.7

TOWN OF JEROME  
 BALANCE SHEET  
 JUNE 30, 2023

Item A.

UTILITY FUND

ASSETS

20-00-1000	CASH - COMBINED FUND	661,112.64	
20-00-1015	UTILITIES A/R	44,086.89	
20-00-1125	MISCELLANEOUS	27.21	
20-00-1190	ALLOWANCE FOR DOUBTFUL ACCTS	( 15,000.00)	
20-00-1515	BUILDINGS-PROP, PLANT, EQUIP	2,166,541.66	
20-00-1518	INFRASTRUCTURE	1,399,746.06	
20-00-1520	OPERATING EQUIPMENT-PROP, PLAN	205,764.78	
20-00-1540	CONSTRUCTION WIP	300,422.00	
20-00-1550	BUILDINGS-ACC DEPRECIATION	( 1,685,397.98)	
20-00-1555	OPERATING EQUIPMENT-ACC DEPREC	( 169,992.20)	
	TOTAL ASSETS		<u>2,907,311.06</u>

LIABILITIES AND EQUITY

LIABILITIES

20-00-2450	ACCRUED PAYROLL	6,056.53	
20-00-2500	SALES TAX PAYABLE	2,695.12	
20-00-2600	CUSTOMER DEPOSITS	29,356.92	
20-00-2700	COMPENSATED ABSENCES	5,621.13	
20-00-2950	OTHER LIABILITIES	2,450.36	
	TOTAL LIABILITIES		46,180.06

FUND EQUITY

20-00-3002	UNRESTRICTED FUND BALANCE	1,651,744.47	
20-00-3051	UNRESTRICTED FUND BALANCE	776,964.00	
20-00-3052	UNRESTRICED FUND BALANCE	( 149,031.00)	
	REVENUE OVER EXPENDITURES - YTD	<u>581,453.53</u>	
	BALANCE - CURRENT DATE	<u>581,453.53</u>	
	TOTAL FUND EQUITY		<u>2,861,131.00</u>
	TOTAL LIABILITIES AND EQUITY		<u>2,907,311.06</u>

TOWN OF JEROME  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 12 MONTHS ENDING JUNE 30, 2023

Item A.

UTILITY FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>WATER REVENUE</u>						
20-50-4085	WATER USAGE FEES	13,802.23	162,110.89	182,000.00	19,889.11	89.1
20-50-4100	WATER CONNECTION FEES	.00	.00	5,000.00	5,000.00	.0
20-50-4500	MISCELLANEOUS	75.00	2,166.00	2,500.00	334.00	86.6
20-50-4900	TRANSFERS IN	49,166.66	590,000.00	590,000.00	.00	100.0
	<b>TOTAL WATER REVENUE</b>	<b>63,043.89</b>	<b>754,276.89</b>	<b>779,500.00</b>	<b>25,223.11</b>	<b>96.8</b>
<u>SEWER REVENUE</u>						
20-51-4050	CONNECTION FEES	.00	.00	5,500.00	5,500.00	.0
20-51-4085	SEWER USAGE FEES	12,933.35	153,455.51	182,000.00	28,544.49	84.3
20-51-4900	TRANSFERS IN	7,500.00	90,000.00	90,000.00	.00	100.0
	<b>TOTAL SEWER REVENUE</b>	<b>20,433.35</b>	<b>243,455.51</b>	<b>277,500.00</b>	<b>34,044.49</b>	<b>87.7</b>
<u>SANITATION REVENUE</u>						
20-52-4085	SANITATION USAGE FEES	14,575.13	176,472.13	188,000.00	11,527.87	93.9
20-52-4500	MISCELLANEOUS	.00	449.00	750.00	301.00	59.9
20-52-4900	TRANSFERS IN	2,500.00	30,000.00	30,000.00	.00	100.0
	<b>TOTAL SANITATION REVENUE</b>	<b>17,075.13</b>	<b>206,921.13</b>	<b>218,750.00</b>	<b>11,828.87</b>	<b>94.6</b>
	<b>TOTAL FUND REVENUE</b>	<b>100,552.37</b>	<b>1,204,653.53</b>	<b>1,275,750.00</b>	<b>71,096.47</b>	<b>94.4</b>

TOWN OF JEROME  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING JUNE 30, 2023

Item A.

UTILITY FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>WATER EXPENDITURES</u>						
20-50-5001	SALARIES AND WAGES	5,143.54	68,748.51	80,053.00	11,304.49	85.9
20-50-5006	LONGEVITY BONUS	.00	138.02	.00	( 138.02)	.0
20-50-5010	FICA AND MEDICARE	361.10	4,955.77	6,124.00	1,168.23	80.9
20-50-5011	RETIREMENT	411.47	5,032.45	6,404.00	1,371.55	78.6
20-50-5012	HEALTH INSURANCE	1,764.94	21,269.16	20,571.00	( 698.16)	103.4
20-50-5013	WORKER'S COMPENSATION	206.61	3,579.59	4,474.00	894.41	80.0
20-50-5014	UNEMPLOYMENT	.00	27.04	102.00	74.96	26.5
20-50-6110	CONTRACT SERVICES	900.00	12,256.22	32,000.00	19,743.78	38.3
20-50-6116	TRAINING AND EDUCATION	.00	.00	500.00	500.00	.0
20-50-6135	PERMIT FEE EXP - WATER	.00	411.90	1,800.00	1,388.10	22.9
20-50-6140	ENGINEERING FEES	.00	.00	1,500.00	1,500.00	.0
20-50-6145	FUEL	300.23	3,143.58	3,000.00	( 143.58)	104.8
20-50-6155	INSURANCE	.00	5,642.40	7,500.00	1,857.60	75.2
20-50-6170	LEGAL EXP - WATER	.00	3,456.50	43,000.00	39,543.50	8.0
20-50-6185	MISCELLANEOUS	333.33	429.49	795.00	365.51	54.0
20-50-6192	SOFTWARE SUPPORT EXP - WATER	269.55	5,182.40	5,628.00	445.60	92.1
20-50-6195	OPERATING SUPPLIES - WATER	2,356.22	5,498.07	3,400.00	( 2,098.07)	161.7
20-50-6215	R&M BUILDING - WATER	.00	.00	200.00	200.00	.0
20-50-6220	REP AND MAINT - VEHICLES	33.03	1,138.83	2,000.00	861.17	56.9
20-50-6225	REP AND MAINT - EQUIPMENT	.00	358.01	1,500.00	1,141.99	23.9
20-50-6230	REP AND MAINT - INFRASTRUCTURE	3,962.76	10,639.57	524,000.00	513,360.43	2.0
20-50-6232	SPRINGS SECURITY EXP	87.88	3,959.00	10,000.00	6,041.00	39.6
20-50-6240	SERVICE TESTS/SYSTEM TESTING	15.00	195.00	750.00	555.00	26.0
20-50-6250	SMALL TOOLS AND EQUIPMENT	.00	1,945.96	1,250.00	( 695.96)	155.7
20-50-6271	DWR FEE	.00	.00	900.00	900.00	.0
20-50-6280	UNIFORM EXP WATER	74.63	331.79	350.00	18.21	94.8
20-50-6285	UTILITIES EXP - WATER	.00	417.03	500.00	82.97	83.4
20-50-6290	ADMINISTRATIVE CHARGE	4,524.00	54,288.00	54,288.00	.00	100.0
20-50-8040	LEASE PAYMENTS	151.76	910.56	911.00	.44	100.0
	<b>TOTAL WATER EXPENDITURES</b>	<b>20,896.05</b>	<b>213,954.85</b>	<b>813,500.00</b>	<b>599,545.15</b>	<b>26.3</b>

TOWN OF JEROME  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING JUNE 30, 2023

Item A.

UTILITY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SEWER EXPENDITURES</u>					
20-51-5001 SALARIES AND WAGES	2,789.15	37,280.79	43,409.00	6,128.21	85.9
20-51-5006 LONGEVITY BONUS	.00	74.84	.00	( 74.84)	.0
20-51-5010 FICA AND MEDICARE	195.82	2,687.48	3,321.00	633.52	80.9
20-51-5011 RETIREMENT	223.14	2,728.99	3,473.00	744.01	78.6
20-51-5012 HEALTH INSURANCE	957.03	11,533.47	11,155.00	( 378.47)	103.4
20-51-5013 WORKER'S COMPENSATION	112.03	1,854.36	2,237.00	382.64	82.9
20-51-5014 UNEMPLOYMENT	.00	14.64	55.00	40.36	26.6
20-51-6110 CONTRACT SERVICES	3,200.00	35,200.00	54,600.00	19,400.00	64.5
20-51-6135 PERMIT FEE EXP - SEWER	1,000.00	2,378.94	1,375.00	( 1,003.94)	173.0
20-51-6140 ENGINEERING FEES	.00	.00	17,500.00	17,500.00	.0
20-51-6145 FUEL	173.67	1,904.31	3,000.00	1,095.69	63.5
20-51-6155 INSURANCE	.00	5,919.74	10,000.00	4,080.26	59.2
20-51-6170 LEGAL EXP - SEWER	.00	78.00	1,100.00	1,022.00	7.1
20-51-6185 MISCELLANEOUS	.00	287.15	498.00	210.85	57.7
20-51-6192 SOFTWARE SUPPORT EXP - SEWER	269.55	5,182.40	5,628.00	445.60	92.1
20-51-6195 OPERATING SUPPLIES - SEWER	.00	10,312.42	8,000.00	( 2,312.42)	128.9
20-51-6215 R&M BUILDING - SEWER	.00	.00	300.00	300.00	.0
20-51-6220 REP AND MAINT - VEHICLES	104.07	746.17	1,900.00	1,153.83	39.3
20-51-6225 REP AND MAINT - EQUIPMENT	.00	169.69	2,400.00	2,230.31	7.1
20-51-6230 REP AND MAINT - INFRASTRUCTURE	.00	16,316.17	48,000.00	31,683.83	34.0
20-51-6240 SERVICE TESTS/SYSTEM TESTING	707.00	9,838.60	14,000.00	4,161.40	70.3
20-51-6250 SMALL TOOLS & EQUIPMENT (UNDER	333.33	1,234.68	2,000.00	765.32	61.7
20-51-6280 UNIFORM EXP SEWER	74.63	336.15	350.00	13.85	96.0
20-51-6285 UTILITIES	.00	2,231.88	2,500.00	268.12	89.3
20-51-6290 ADMINISTRATIVE CHARGE	4,524.00	58,812.00	54,288.00	( 4,524.00)	108.3
20-51-8040 LEASE PAYMENTS	151.76	910.56	911.00	.44	100.0
TOTAL SEWER EXPENDITURES	14,815.18	208,033.43	292,000.00	83,966.57	71.2

TOWN OF JEROME  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING JUNE 30, 2023

Item A.

UTILITY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SANITATION EXPENDITURES</u>					
20-52-5001 SALARIES AND WAGES	4,437.73	59,311.38	69,060.00	9,748.62	85.9
20-52-5006 LONGEVITY BONUS	.00	119.07	.00	( 119.07)	.0
20-52-5010 FICA AND MEDICARE	311.55	4,275.41	5,283.00	1,007.59	80.9
20-52-5011 RETIREMENT	355.03	4,341.69	5,525.00	1,183.31	78.6
20-52-5012 HEALTH INSURANCE	1,522.79	18,350.28	17,746.00	( 604.28)	103.4
20-52-5013 WORKER'S COMPENSATION	178.25	5,041.53	6,367.00	1,325.47	79.2
20-52-5014 UNEMPLOYMENT	.00	23.28	88.00	64.72	26.5
20-52-6111 RECYCLING CONTRACT EXP	.00	1,320.00	1,500.00	180.00	88.0
20-52-6116 TRAINING & EDUCATION	.00	95.00	500.00	405.00	19.0
20-52-6142 EQUIPMENT RENTALS	1,260.43	2,703.08	800.00	( 1,903.08)	337.9
20-52-6145 FUEL	578.70	7,052.96	10,500.00	3,447.04	67.2
20-52-6155 INSURANCE	.00	6,335.75	10,000.00	3,664.25	63.4
20-52-6165 LANDFILL TIPPING FEES	1,998.80	18,216.80	21,600.00	3,383.20	84.3
20-52-6185 MISCELLANEOUS	135.05	341.43	265.00	( 76.43)	128.8
20-52-6192 SOFTWARE SUPPORT EXP - TRASH	269.55	4,626.31	5,628.00	1,001.69	82.2
20-52-6195 OPERATING SUPPLIES - TRASH	.00	267.81	750.00	482.19	35.7
20-52-6220 REP AND MAINT - VEHICLES	2,441.01	8,098.50	10,000.00	1,901.50	81.0
20-52-6225 REP AND MAINT - EQUIPMENT	231.08	259.43	500.00	240.57	51.9
20-52-6250 SMALL TOOLS AND EQUIPMENT	333.34	340.48	6,000.00	5,659.52	5.7
20-52-6280 UNIFORM EXP TRASH	74.63	327.53	350.00	22.47	93.6
20-52-6290 ADMINISTRATIVE CHARGE	4,524.00	49,764.00	54,288.00	4,524.00	91.7
20-52-9500 TRANSFERS OUT	.00	10,000.00	10,000.00	.00	100.0
TOTAL SANITATION EXPENDITURES	18,651.94	201,211.72	236,750.00	35,538.28	85.0
TOTAL FUND EXPENDITURES	54,363.17	623,200.00	1,342,250.00	719,050.00	46.4
NET REVENUE OVER EXPENDITURES	46,189.20	581,453.53	( 66,500.00)	( 647,953.53)	874.4



TOWN OF JEROME  
 BALANCE SHEET  
 JUNE 30, 2023

Item A.

HURF FUND

<u>ASSETS</u>			
30-00-1000	CASH - COMBINED FUND	( 450,879.16)	
30-00-1015	HURF ACCOUNTS RECEIVABLE	4,521.44	
30-00-1022	OAZ HURF SAVINGS	716,115.33	
	TOTAL ASSETS		<u>269,757.61</u>
 <u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
30-00-2450	ACCRUED PAYROLL	1,548.18	
	TOTAL LIABILITIES		1,548.18
 <u>FUND EQUITY</u>			
30-00-3002	UNRESTRICTED FUND BALANCE	102,311.86	
	REVENUE OVER EXPENDITURES - YTD	165,897.57	
	BALANCE - CURRENT DATE	165,897.57	
	TOTAL FUND EQUITY		<u>268,209.43</u>
	TOTAL LIABILITIES AND EQUITY		<u>269,757.61</u>

TOWN OF JEROME  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 12 MONTHS ENDING JUNE 30, 2023

*Item A.*

HURF FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>HURF REVENUE</u>						
30-30-4020	HURF REVENUE	3,609.71	46,323.73	48,454.00	2,130.27	95.6
30-30-4300	INTEREST AND INVESTMENT EARNIN	292.91	2,181.96	500.00	( 1,681.96)	436.4
30-30-4900	TRANSFERS IN	19,708.33	236,500.00	236,500.00	.00	100.0
	<b>TOTAL HURF REVENUE</b>	23,610.95	285,005.69	285,454.00	448.31	99.8
	<b>TOTAL FUND REVENUE</b>	23,610.95	285,005.69	285,454.00	448.31	99.8

TOWN OF JEROME  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING JUNE 30, 2023

Item A.

HURF FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>HURF EXPENDITURE</u>					
30-30-5001 SALARIES AND WAGES	3,352.31	45,029.47	51,458.00	6,428.53	87.5
30-30-5006 LONGEVITY BONUS	.00	63.18	.00	( 63.18)	.0
30-30-5010 FICA AND MEDICARE	241.62	3,310.02	3,937.00	626.98	84.1
30-30-5011 RETIREMENT	188.37	2,303.66	2,932.00	628.34	78.6
30-30-5012 HEALTH INSURANCE	807.93	9,736.72	9,416.00	( 320.72)	103.4
30-30-5013 WORKER'S COMPENSATION	112.06	1,625.67	2,110.00	484.33	77.1
30-30-5014 UNEMPLOYMENT	.70	22.18	119.00	96.82	18.6
30-30-6140 ENGINEERING FEES	.00	.00	2,500.00	2,500.00	.0
30-30-6142 EQUIPMENT RENTALS	.00	.00	800.00	800.00	.0
30-30-6145 FUEL	100.76	1,263.46	1,800.00	536.54	70.2
30-30-6155 INSURANCE	.00	3,761.60	5,000.00	1,238.40	75.2
30-30-6185 MISCELLANEOUS	.00	96.18	631.00	534.82	15.2
30-30-6192 SOFTWARE SERVICE & SUPPORT	89.85	1,271.85	1,594.00	322.15	79.8
30-30-6195 OPERATING SUPPLIES - HURF	.00	136.80	500.00	363.20	27.4
30-30-6210 PUBLIC RESTROOM SUPPLIES	.00	2,184.73	3,000.00	815.27	72.8
30-30-6215 REPAIR & MAINTENANCE - BUILDIN	.00	.00	500.00	500.00	.0
30-30-6220 REP AND MAINT - VEHICLES	33.04	630.96	1,500.00	869.04	42.1
30-30-6225 REP AND MAINT - EQUIPMENT	.00	250.03	500.00	249.97	50.0
30-30-6230 REP AND MAINT - INFRASTRUCTURE	395.31	1,748.88	165,000.00	163,251.12	1.1
30-30-6250 SMALL TOOLS AND EQUIPMENT	34.03	486.19	500.00	13.81	97.2
30-30-6255 STREET LIGHTS	1,128.78	13,257.03	13,000.00	( 257.03)	102.0
30-30-6260 STREET SUPPLIES	.00	5,761.42	5,000.00	( 761.42)	115.2
30-30-6280 UNIFORM EXP - HURF	74.64	331.81	350.00	18.19	94.8
30-30-6290 ADMINISTRATIVE CHARGE	670.50	8,046.00	8,046.00	.00	100.0
30-30-7000 CAPITAL OUTLAY - PUBLIC RESTRO	.00	17,530.00	25,000.00	7,470.00	70.1
30-30-8040 LEASE PAYMENTS	43.38	260.28	261.00	.72	99.7
TOTAL HURF EXPENDITURE	7,273.28	119,108.12	305,454.00	186,345.88	39.0
TOTAL FUND EXPENDITURES	7,273.28	119,108.12	305,454.00	186,345.88	39.0
NET REVENUE OVER EXPENDITURES	16,337.67	165,897.57	( 20,000.00)	( 185,897.57)	829.5

TOWN OF JEROME  
 BALANCE SHEET  
 JUNE 30, 2023

Item A.

PARKING FUND

<u>ASSETS</u>			
35-00-1000	CASH - COMBINED FUND	123,277.32	
	TOTAL ASSETS		123,277.32
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
35-00-2450	ACCRUED PAYROLL - PARKING FUND	1,271.65	
	TOTAL LIABILITIES		1,271.65
<u>FUND EQUITY</u>			
35-00-3002	UNRESTRICTED FUND BALANCE	192,333.34	
	REVENUE OVER EXPENDITURES - YTD	( 70,327.67)	
	BALANCE - CURRENT DATE	( 70,327.67)	
	TOTAL FUND EQUITY		122,005.67
	TOTAL LIABILITIES AND EQUITY		123,277.32

TOWN OF JEROME  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 12 MONTHS ENDING JUNE 30, 2023

Item A.

PARKING FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>PARKING FUND REVENUE</u>					
35-35-4042 PARKING KIOSK REVENUE	29,277.25	348,544.95	400,000.00	51,455.05	87.1
TOTAL PARKING FUND REVENUE	29,277.25	348,544.95	400,000.00	51,455.05	87.1
TOTAL FUND REVENUE	29,277.25	348,544.95	400,000.00	51,455.05	87.1

TOWN OF JEROME  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING JUNE 30, 2023

Item A.

PARKING FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PARKING FUND EXPENDITURE</u>					
35-35-5001 SALARIES AND WAGES	1,240.00	33,511.45	37,072.00	3,560.55	90.4
35-35-5006 LONGEVITY BONUS	.00	60.00	.00	( 60.00)	.0
35-35-5010 FICA MATCH	94.86	2,580.53	2,836.00	255.47	91.0
35-35-5013 WORKER'S COMPENSATION	21.70	854.59	973.00	118.41	87.8
35-35-5014 UNEMPLOYMENT	.00	31.84	184.00	152.16	17.3
35-35-6145 FUEL	35.17	504.05	2,000.00	1,495.95	25.2
35-35-6185 MISCELLANEOUS	.00	.00	640.00	640.00	.0
35-35-6186 BANK CHARGES	2,151.62	2,185.42	.00	( 2,185.42)	.0
35-35-6188 CREDIT CARD PROCESSING FEES	.00	27,129.26	45,500.00	18,370.74	59.6
35-35-6192 SOFTWARE SERVICE AND SUPPORT	553.14	6,631.07	10,494.00	3,862.93	63.2
35-35-6195 OPERATING SUPPLIES	.00	635.13	3,000.00	2,364.87	21.2
35-35-6265 TELEPHONE	160.04	3,379.61	3,200.00	( 179.61)	105.6
35-35-6290 ADMINISTRATIVE CHARGE	438.50	5,262.00	5,262.00	.00	100.0
35-35-8041 ALLOWANCE FOR ADDITIONAL CAPIT	.00	12,107.67	7,000.00	( 5,107.67)	173.0
35-35-9500 TRANSFERS OUT	27,000.00	324,000.00	336,500.00	12,500.00	96.3
TOTAL PARKING FUND EXPENDITURE	<u>31,695.03</u>	<u>418,872.62</u>	<u>454,661.00</u>	<u>35,788.38</u>	<u>92.1</u>
TOTAL FUND EXPENDITURES	<u>31,695.03</u>	<u>418,872.62</u>	<u>454,661.00</u>	<u>35,788.38</u>	<u>92.1</u>
NET REVENUE OVER EXPENDITURES	<u>( 2,417.78)</u>	<u>( 70,327.67)</u>	<u>( 54,661.00)</u>	<u>15,666.67</u>	<u>(128.7)</u>

TOWN OF JEROME  
 BALANCE SHEET  
 JUNE 30, 2023

Item A.

FIRE DEPT PENSION & RETIREMENT

ASSETS

40-00-1000	CASH - COMBINED FUND	12,030.70	
40-00-1010	INVESTMENTS - PENISON & RELIEF	167,081.82	
	TOTAL ASSETS		179,112.52

LIABILITIES AND EQUITY

FUND EQUITY

40-00-3002	UNRESTRICTED FUND BALANCE	181,760.29	
	REVENUE OVER EXPENDITURES - YTD	( 2,647.77)	
	BALANCE - CURRENT DATE	( 2,647.77)	
	TOTAL FUND EQUITY		179,112.52
	TOTAL LIABILITIES AND EQUITY		179,112.52

TOWN OF JEROME  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 12 MONTHS ENDING JUNE 30, 2023

Item A.

FIRE DEPT PENSION & RETIREMENT

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>FIRE DEPT P&amp;R REVENUE</u>					
40-60-4250 TOWN CONTRIBUTION	.00	15,000.00	15,000.00	.00	100.0
40-60-4255 STATE PENSION CONTRIBUTION	.00	.00	2,500.00	2,500.00	.0
40-60-4256 RETIREMENT REV FD P&R	.00	7,892.38	10,000.00	2,107.62	78.9
TOTAL FIRE DEPT P&R REVENUE	.00	22,892.38	27,500.00	4,607.62	83.3
TOTAL FUND REVENUE	.00	22,892.38	27,500.00	4,607.62	83.3



TOWN OF JEROME  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 12 MONTHS ENDING JUNE 30, 2023

*Item A.*

FIRE DEPT PENSION & RETIREMENT

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>FIRE DEPT P&amp;R EXPENDITURE</u>					
40-60-6110 CONTRACT SERVICES	.00	.00	2,000.00	2,000.00	.0
40-60-6235 RETIREMENT EXP FD P&R	.00	25,540.15	25,500.00	( 40.15)	100.2
TOTAL FIRE DEPT P&R EXPENDITURE	.00	25,540.15	27,500.00	1,959.85	92.9
TOTAL FUND EXPENDITURES	.00	25,540.15	27,500.00	1,959.85	92.9
NET REVENUE OVER EXPENDITURES	.00	( 2,647.77)	.00	2,647.77	.0

TOWN OF JEROME  
 BALANCE SHEET  
 JUNE 30, 2023

Item A.

OPERATING GRANTS REVENUE

<u>ASSETS</u>			
50-00-1000	CASH - COMBINED FUND	87,384.44	
50-00-1800	INVENTORY	13,193.06	
		<hr/>	
	TOTAL ASSETS		100,577.50
			<hr/> <hr/>
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
50-00-2755	DEFERRED REVENUE - OPR GRANTS	66,136.59	
		<hr/>	
	TOTAL LIABILITIES		66,136.59
<u>FUND EQUITY</u>			
50-00-3002	UNRESTRICTED FUND BALANCE	34,343.14	
	REVENUE OVER EXPENDITURES - YTD	97.77	
		<hr/>	
	BALANCE - CURRENT DATE	97.77	
		<hr/>	
	TOTAL FUND EQUITY		34,440.91
			<hr/> <hr/>
	TOTAL LIABILITIES AND EQUITY		100,577.50
			<hr/> <hr/>

TOWN OF JEROME  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 12 MONTHS ENDING JUNE 30, 2023

Item A.

OPERATING GRANTS REVENUE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>OPERATING GRANTS REVENUE</u>					
50-40-4066 RICO REV - OPR GRANTS	.00	.00	4,500.00	4,500.00	.0
50-40-4067 POLICE DEPT REV - OPR GRANTS	.00	6,550.46	9,000.00	2,449.54	72.8
50-40-4068 FIRE DEPT REV - OPR GRANTS	.00	3,949.02	127,500.00	123,550.98	3.1
50-40-4104 FMI: WATER PLANNING	.00	.00	37,000.00	37,000.00	.0
50-40-4105 COMMUNITY & FOUNDATION GRANT R	.00	6,600.00	40,000.00	33,400.00	16.5
50-40-4150 POLICE: PROP 207 FUNDING	.00	.00	( 8,000.00)	( 8,000.00)	.0
50-40-4185 MISCELLANEOUS GRANTS	.00	.00	350,000.00	350,000.00	.0
TOTAL OPERATING GRANTS REVENUE	.00	17,099.48	560,000.00	542,900.52	3.1
TOTAL FUND REVENUE	.00	17,099.48	560,000.00	542,900.52	3.1

TOWN OF JEROME  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 12 MONTHS ENDING JUNE 30, 2023

Item A.

OPERATING GRANTS REVENUE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OPERATING GRANTS EXPENDITURE</u>					
50-40-6104 FMI WATER PLANNING EXPENSES	.00	.00	37,000.00	37,000.00	.0
50-40-6105 COMMUNITY INVESTMENT 2024	.00	.00	40,000.00	40,000.00	.0
50-40-6150 POLICE: PROP 207 FUNDING	.00	.00	8,000.00	8,000.00	.0
50-40-6185 USE OF MISCELLANEOUS GRANTS	182.25	5,182.25	350,000.00	344,817.75	1.5
50-40-6236 RICO EXP - OPR GRANTS	.00	.00	4,500.00	4,500.00	.0
50-40-6237 POLICE DEPT EXP - OPR GRANTS	.00	8,806.42	9,000.00	193.58	97.9
50-40-6238 FIRE DEPT EXP - OPR GRANTS	3,013.04	3,013.04	127,500.00	124,486.96	2.4
<b>TOTAL OPERATING GRANTS EXPENDITURE</b>	<b>3,195.29</b>	<b>17,001.71</b>	<b>576,000.00</b>	<b>558,998.29</b>	<b>3.0</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>3,195.29</b>	<b>17,001.71</b>	<b>576,000.00</b>	<b>558,998.29</b>	<b>3.0</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>( 3,195.29)</b>	<b>97.77</b>	<b>( 16,000.00)</b>	<b>( 16,097.77)</b>	<b>.6</b>

TOWN OF JEROME  
 BALANCE SHEET  
 JUNE 30, 2023

Item A.

CAPITAL GRANTS FUND

ASSETS

60-00-1000	CASH - COMBINED FUND	727,371.82	
60-00-1120	CAP GRANTS RECEIVABLE	251,094.65	
	TOTAL ASSETS		978,466.47

LIABILITIES AND EQUITY

LIABILITIES

60-00-2755	DEFERRED REVENUE - CAP GRANTS	646,479.20	
	TOTAL LIABILITIES		646,479.20

FUND EQUITY

60-00-3001	RESTRICTED FUND BALANCE	291,647.29	
60-00-3002	UNRESTRICTED FUND BALANCE	( 291,134.92)	
	REVENUE OVER EXPENDITURES - YTD	331,474.90	
	BALANCE - CURRENT DATE	331,474.90	
	TOTAL FUND EQUITY		331,987.27
	TOTAL LIABILITIES AND EQUITY		978,466.47

TOWN OF JEROME  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 12 MONTHS ENDING JUNE 30, 2023

Item A.

CAPITAL GRANTS FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>CAPITAL GRANTS REVENUE</u>					
60-70-4105	CDBG DUNDEE WATERLINE REVENUE	.00	204,960.47	300,000.00	95,039.53    68.3
60-70-4106	HURF EXCHANGE DRAINAGE PROJECT	.00	630,000.00	630,000.00	.00    100.0
60-70-4107	YAVAPAI APACHE GAMING DONATION	.00	.00	55,000.00	55,000.00    .0
60-70-4108	FREEPORT MCMORAN - SOCIAL INVE	.00	.00	61,000.00	61,000.00    .0
60-70-4110	GRANT FOR HEALTHCARE CLINIC	.00	.00	50,000.00	50,000.00    .0
60-70-4111	LEGISLATIVE FUNDING-CENTER AVE	.00	.00	560,000.00	560,000.00    .0
60-70-4112	CONGRESSIONAL FUNDING HYDRANTS	.00	.00	1,134,000.00	1,134,000.00    .0
60-70-4185	MISCELLANEOUS CAPITAL GRANTS	.00	.00	500,000.00	500,000.00    .0
60-70-4195	AMERICAN RESCUE FUND AZ STATE	.00	151,460.96	151,780.00	319.04    99.8
TOTAL CAPITAL GRANTS REVENUE		.00	986,421.43	3,441,780.00	2,455,358.57    28.7
TOTAL FUND REVENUE		.00	986,421.43	3,441,780.00	2,455,358.57    28.7

TOWN OF JEROME  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING JUNE 30, 2023

Item A.

CAPITAL GRANTS FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL GRANTS EXPENDITURE</u>					
60-70-6105	CDBG DUNDEE WATERLINE EXPENSES	.00	154,704.25	300,000.00	145,295.75 51.6
60-70-6106	HURF EXCHANGE DRAINAGE EXPENSE	.00	440,175.53	630,000.00	189,824.47 69.9
60-70-6107	YAVAPAI APACHE GRANT EXPENSES	.00	25,025.51	55,000.00	29,974.49 45.5
60-70-6108	FREEPORT MCMORAN - SOCIAL INVE	.00	.00	61,000.00	61,000.00 .0
60-70-6110	GRANT FOR HEALTHCARE CLINIC	.00	.00	50,000.00	50,000.00 .0
60-70-6111	LEGISTATIVE FUNDING-CENTERAVE	.00	19,749.63	560,000.00	540,250.37 3.5
60-70-6112	CONGRESSIONAL FUNDING HYDRANTS	.00	.00	1,134,000.00	1,134,000.00 .0
60-70-6185	MISC EXP - CAP GRANTS	.00	.00	651,780.00	651,780.00 .0
60-70-6195	AMERICAN RESCUE FUND AZ STATE	.00	15,291.61	.00 ( 15,291.61)	.0
	<b>TOTAL CAPITAL GRANTS EXPENDITURE</b>	<b>.00</b>	<b>654,946.53</b>	<b>3,441,780.00</b>	<b>2,786,833.47 19.0</b>
	<b>TOTAL FUND EXPENDITURES</b>	<b>.00</b>	<b>654,946.53</b>	<b>3,441,780.00</b>	<b>2,786,833.47 19.0</b>
	<b>NET REVENUE OVER EXPENDITURES</b>	<b>.00</b>	<b>331,474.90</b>	<b>.00 ( 331,474.90)</b>	<b>.0</b>

TOWN OF JEROME  
 BALANCE SHEET  
 JUNE 30, 2023

Item A.

GENERAL FUND CONTINGENCIES FND

ASSETS

70-00-1000	CASH - COMBINED FUND	(	360,309.26)	
	TOTAL ASSETS			( 360,309.26)

LIABILITIES AND EQUITY

FUND EQUITY

70-00-3002	UNRESTRICTED FUND BALANCE		46,856.86	
	REVENUE OVER EXPENDITURES - YTD	(	407,166.12)	
	BALANCE - CURRENT DATE			( 407,166.12)
	TOTAL FUND EQUITY			( 360,309.26)
	TOTAL LIABILITIES AND EQUITY			( 360,309.26)



TOWN OF JEROME  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 12 MONTHS ENDING JUNE 30, 2023

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	11,741.97	100,000.00	88,258.03	11.7
70-25-4295 EXCESS SALES TAX- MISC	.00	.00	1,682,500.00	1,682,500.00	.0
TOTAL GENERAL FUND CONTINGENCIES RE	.00	11,741.97	1,782,500.00	1,770,758.03	.7
TOTAL FUND REVENUE	.00	11,741.97	1,782,500.00	1,770,758.03	.7

TOWN OF JEROME  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING JUNE 30, 2023

Item A.

GENERAL FUND CONTINGENCIES FND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GNERLA FUND CONTINGENCIES EXP</u>					
70-25-6276 WILDLANDS EXP - CONTINGENCY	.00	12,830.80	100,000.00	87,169.20	12.8
70-25-6295 EXPENSE - GF CONTINGENCIES	.00	86,077.29	1,682,500.00	1,596,422.71	5.1
70-25-9500 TRANSFER OUT	26,666.66	320,000.00	.00	( 320,000.00)	.0
TOTAL GNERLA FUND CONTINGENCIES EXP	26,666.66	418,908.09	1,782,500.00	1,363,591.91	23.5
TOTAL FUND EXPENDITURES	26,666.66	418,908.09	1,782,500.00	1,363,591.91	23.5
NET REVENUE OVER EXPENDITURES	( 26,666.66)	( 407,166.12)	.00	407,166.12	.0

TOWN OF JEROME  
 BALANCE SHEET  
 JUNE 30, 2023

Item A.

UTILITIES CONTINGENCIES FUND

ASSETS

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

LIABILITIES AND EQUITY

FUND EQUITY

80-00-3002	ENDING FUND BALANCE		75,480.48
	REVENUE OVER EXPENDITURES - YTD	244,519.52	
	BALANCE - CURRENT DATE	244,519.52	
	TOTAL FUND EQUITY		320,000.00
	TOTAL LIABILITIES AND EQUITY		320,000.00

TOWN OF JEROME  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 12 MONTHS ENDING JUNE 30, 2023

Item A.

UTILITIES CONTINGENCIES FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>UTILITIES CONTINGENCIES REV</u>					
80-55-4295 REVENUE - UF CONTINGENCIES	.00	( 75,480.48)	341,000.00	416,480.48	( 22.1)
80-55-4900 TRANSFERS IN	26,666.66	320,000.00	.00	( 320,000.00)	.0
TOTAL UTILITIES CONTINGENCIES REV	26,666.66	244,519.52	341,000.00	96,480.48	71.7
TOTAL FUND REVENUE	26,666.66	244,519.52	341,000.00	96,480.48	71.7

TOWN OF JEROME  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 12 MONTHS ENDING JUNE 30, 2023

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	341,000.00	341,000.00	.0
TOTAL UTILITIES CONTINGENCIES EXP	.00	.00	341,000.00	341,000.00	.0
TOTAL FUND EXPENDITURES	.00	.00	341,000.00	341,000.00	.0
NET REVENUE OVER EXPENDITURES	26,666.66	244,519.52	.00	( 244,519.52)	.0

TOWN OF JEROME  
 BALANCE SHEET  
 JUNE 30, 2023

Item A.

CAPITAL FUND

ASSETS

90-00-1000	CASH - COMBINED FUND	123,547.87	
90-00-1021	OAZ CAPITAL IMPROVEMENTS	71,050.57	
90-00-1023	ONEAZ WWTP CHECKING	806,186.62	
90-00-1045	PRE-PAID EXP CAPITAL FUND	5,000.00	
	TOTAL ASSETS		1,005,785.06

LIABILITIES AND EQUITY

FUND EQUITY

90-00-3002	UNRESTRICTED FUND BALANCE	973,613.19	
	REVENUE OVER EXPENDITURES - YTD	32,171.87	
	BALANCE - CURRENT DATE	32,171.87	
	TOTAL FUND EQUITY		1,005,785.06
	TOTAL LIABILITIES AND EQUITY		1,005,785.06

TOWN OF JEROME  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 12 MONTHS ENDING JUNE 30, 2023

Item A.

CAPITAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>CAPITAL FUND REVENUES</u>					
90-57-4300 BANK INTEREST - CAPITAL FUND	30.63	257.82	.00	( 257.82)	.0
90-57-4303 INTEREST - WWTP	66.22	420.83	.00	( 420.83)	.0
90-57-4510 BRIDGE LOAN WASTEWATER TREATME	.00	.00	900,000.00	900,000.00	.0
90-57-4520 CARRYOVER CAPITAL FUND	.00	.00	60,000.00	60,000.00	.0
90-57-4900 TRANSFERS IN - CAPITAL FUND	38,333.33	470,000.00	470,000.00	.00	100.0
90-57-4901 TRANSFER FROM GENERAL FUND	.00	.00	2,685,000.00	2,685,000.00	.0
TOTAL CAPITAL FUND REVENUES	38,430.18	470,678.65	4,115,000.00	3,644,321.35	11.4
TOTAL FUND REVENUE	38,430.18	470,678.65	4,115,000.00	3,644,321.35	11.4

TOWN OF JEROME  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 12 MONTHS ENDING JUNE 30, 2023

Item A.

CAPITAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL FUND EXPENDITURES</u>					
90-57-7024 NEW SHUTTLE VAN (TRADE)	.00	35,000.00	( 35,000.00)	( 70,000.00)	100.0
90-57-7025 DOWNPAYMENT ON NEW GARBAGE TRK	.00	.00	70,000.00	70,000.00	.0
90-57-7026 HOUSING PURCHASE EXPENSE	.00	289,626.07	350,000.00	60,373.93	82.8
90-57-7027 WASTEWATER TREATMENT DESIGN EX	.00	113,880.71	900,000.00	786,119.29	12.7
90-57-7028 THIRD WATER TANK DESIGN	.00	.00	75,000.00	75,000.00	.0
TOTAL CAPITAL FUND EXPENDITURES	.00	438,506.78	1,360,000.00	921,493.22	32.2
TOTAL FUND EXPENDITURES	.00	438,506.78	1,360,000.00	921,493.22	32.2
NET REVENUE OVER EXPENDITURES	38,430.18	32,171.87	2,755,000.00	2,722,828.13	1.2



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	62123KM3	May Fuel for FD	1	06/21/2023	343.63	.00	343.63	100447	06/21/2023
		62123KM3	May Fuel for Parking Rang	2	06/21/2023	35.17	.00	35.17	100447	06/21/2023
Total 1000:						378.80	.00	378.80		
1015	ADEQ	61423KM11	Inv 388084X WQL Water Q	1	06/14/2023	1,000.00	.00	1,000.00	100420	06/14/2023
Total 1015:						1,000.00	.00	1,000.00		
1031	ALL-MED EQUIPMENT &	61423KM9	Inv 740336 Monthly Tank R	1	06/14/2023	109.12	.00	109.12	100421	06/14/2023
Total 1031:						109.12	.00	109.12		
1050	APS	62123KM12	1490440000 Street Lights	1	06/21/2023	1,128.78	.00	1,128.78	100448	06/21/2023
		62823KM16	3216010000 Hotel Jerome	1	06/28/2023	37.94	.00	37.94	100460	06/28/2023
		62823KM16	3601574879 201 Main Pan	2	06/28/2023	48.25	.00	48.25	100460	06/28/2023
		6723KM5	Acct 9438060000 Hull Roof	1	06/07/2023	14.02	.00	14.02	100398	06/07/2023
Total 1050:						1,228.99	.00	1,228.99		
1056	ARIZONA BUG COMPANY	6723KM20	Inv. 197280 Pest Control F	1	06/07/2023	50.00	.00	50.00	100399	06/07/2023
Total 1056:						50.00	.00	50.00		
1142	BOUND TREE MEDICAL,	62823KM7	Inv. 84989213 Pump & Spli	1	06/28/2023	371.26	.00	371.26	100461	06/28/2023
		6723KM14	Inv 33607803 Medical Sup	1	06/07/2023	3,013.04	.00	3,013.04	100400	06/07/2023
Total 1142:						3,384.30	.00	3,384.30		
1156	CALIBRE PRESS	62823KM5	Inv. 77342 Tactical Leaders	1	06/28/2023	189.00	.00	189.00	100462	06/28/2023
Total 1156:						189.00	.00	189.00		
1158	CANDACE GALLAGHER	6723KM4	May 2023 Codification Ser	1	06/07/2023	500.00	.00	500.00	100401	06/07/2023
Total 1158:						500.00	.00	500.00		
1170	CASELLE	61423KM14	INV. 125465 Contract Supp	1	06/14/2023	808.65	.00	808.65	100422	06/14/2023
		61423KM14	INV. 125465 Contract Supp	2	06/14/2023	269.55	.00	269.55	100422	06/14/2023
		61423KM14	INV. 125465 Contract Supp	3	06/14/2023	269.55	.00	269.55	100422	06/14/2023
		61423KM14	INV. 125465 Contract Supp	4	06/14/2023	269.55	.00	269.55	100422	06/14/2023
		61423KM14	INV. 125465 Contract Supp	5	06/14/2023	89.85	.00	89.85	100422	06/14/2023
		61423KM14	INV. 125465 Contract Supp	6	06/14/2023	89.85	.00	89.85	100422	06/14/2023
Total 1170:						1,797.00	.00	1,797.00		
1174	CDW GOVERNMENT, INC	62123KM4	Inv. CB00253401 CSP Sub	1	06/21/2023	1,363.94	.00	1,363.94	100451	06/21/2023
Total 1174:						1,363.94	.00	1,363.94		
1178	CENTURY LINK	62123KM11	Inv. 88707005 GG Phone	1	06/21/2023	6.37	.00	6.37	100452	06/21/2023
		62823KM11	ACCT J-520-111-3806 829	1	06/28/2023	34.28	.00	34.28	100463	06/28/2023
		62823KM11	ACCT J-520-111-3806 829	2	06/28/2023	163.19	.00	163.19	100463	06/28/2023
		62823KM11	ACCT J-520-111-3806 829	3	06/28/2023	177.17	.00	177.17	100463	06/28/2023

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
		62823KM11	ACCT J-520-111-3806 829	4	06/28/2023	85.43	.00	85.43	100463	06/28/2023
		62823KM11	ACCT J-520-111-3806 829	5	06/28/2023	40.16	.00	40.16	100463	06/28/2023
		62823KM11	ACCT J-520-111-3806 829	6	06/28/2023	125.20	.00	125.20	100463	06/28/2023
		62823KM11	ACCT J-520-111-3806 829	7	06/28/2023	70.64	.00	70.64	100463	06/28/2023
		<b>Total 1178:</b>				<b>702.44</b>	<b>.00</b>	<b>702.44</b>		
1195	CITY OF COTTONWOOD	62123KM1	Inv. 0006042 FD Dispatch	1	06/21/2023	588.33	.00	588.33	100453	06/21/2023
		62123KM1	Inv. 0006064 PD Dispatch	2	06/21/2023	3,478.75	.00	3,478.75	100453	06/21/2023
		62123KM2	Annual Dispatch Contract 2	1	06/21/2023	7,413.00	.00	7,413.00	100454	06/21/2023
		<b>Total 1195:</b>				<b>11,480.08</b>	<b>.00</b>	<b>11,480.08</b>		
1213	CONTRACT WASTEWATE	6723KM15	Inv 1015561 Water System	1	06/07/2023	900.00	.00	900.00	100402	06/07/2023
		6723KM15	Inv 1015561 WWTP Mainte	2	06/07/2023	3,200.00	.00	3,200.00	100402	06/07/2023
		6723KM15	Inv 1015561 Sample Trans	3	06/07/2023	130.00	.00	130.00	100402	06/07/2023
		<b>Total 1213:</b>				<b>4,230.00</b>	<b>.00</b>	<b>4,230.00</b>		
1217	COTTONWOOD EXPRES	62823KM1	Ticket 89053 White Charge	1	06/28/2023	58.00	.00	58.00	100464	06/28/2023
		62823KM1	Ticket 89053 White Charge	2	06/28/2023	45.59	.00	45.59	100464	06/28/2023
		62823KM1	Ticket 89030 Unit 28 Dodg	3	06/28/2023	58.00	.00	58.00	100464	06/28/2023
		62823KM1	Ticket 89030 Unit 28 Dodg	4	06/28/2023	10.46	.00	10.46	100464	06/28/2023
		62823KM1	Ticket 89289 Unit 30 Ford	5	06/28/2023	58.00	.00	58.00	100464	06/28/2023
		62823KM1	Ticket 89289 Unit 30 Ford	6	06/28/2023	6.07	.00	6.07	100464	06/28/2023
		<b>Total 1217:</b>				<b>236.12</b>	<b>.00</b>	<b>236.12</b>		
1239	DANA KEPNER CO	61423KM16	INV. 9037307-00 Pipe & C	1	06/14/2023	3,512.76	.00	3,512.76	100424	06/14/2023
		6723KM11	INV. 9037175-00 Tech Sup	1	06/07/2023	2,356.22	.00	2,356.22	100403	06/07/2023
		<b>Total 1239:</b>				<b>5,868.98</b>	<b>.00</b>	<b>5,868.98</b>		
1250	DEERE CREDIT, INC.	62823KM10	Account 510001614248	1	06/28/2023	21.68	.00	21.68	100465	06/28/2023
		62823KM10	Deere Lease-Parks	2	06/28/2023	21.68	.00	21.68	100465	06/28/2023
		62823KM10	Deere Lease-Water	3	06/28/2023	75.88	.00	75.88	100465	06/28/2023
		62823KM10	Deere Lease-Sewer	4	06/28/2023	75.88	.00	75.88	100465	06/28/2023
		62823KM10	Deere Lease-HURF	5	06/28/2023	21.69	.00	21.69	100465	06/28/2023
		6723KM18	Acct 510001614248 Parks	1	06/07/2023	21.68	.00	21.68	100404	06/07/2023
		6723KM18	Acct 510001614248 Prop	2	06/07/2023	21.68	.00	21.68	100404	06/07/2023
		6723KM18	Acct 510001614248 Water	3	06/07/2023	75.88	.00	75.88	100404	06/07/2023
		6723KM18	Acct 510001614248 Sewer	4	06/07/2023	75.88	.00	75.88	100404	06/07/2023
		6723KM18	Acct 510001614248 HURF	5	06/07/2023	21.69	.00	21.69	100404	06/07/2023
		<b>Total 1250:</b>				<b>433.62</b>	<b>.00</b>	<b>433.62</b>		
1264	DIESEL DIRECT WEST	61423KM17	INV. 85189328 Fuel Trash	1	06/14/2023	268.29	.00	268.29	100426	06/14/2023
		61423KM17	INV. 85189328 Fuel Water	2	06/14/2023	33.54	.00	33.54	100426	06/14/2023
		61423KM17	INV. 85189328 Fuel Sewer	3	06/14/2023	33.54	.00	33.54	100426	06/14/2023
		62123KM8	INV. 18583 Diesel Fuel	1	06/21/2023	151.73	.00	151.73	100455	06/21/2023
		62123KM8	INV. 18583 Diesel Fuel W	2	06/21/2023	18.97	.00	18.97	100455	06/21/2023
		62123KM8	INV. 18583 Diesel Fuel S	3	06/21/2023	18.97	.00	18.97	100455	06/21/2023
		<b>Total 1264:</b>				<b>525.04</b>	<b>.00</b>	<b>525.04</b>		
1301	EXPRESS AUTOMOTIVE	62823KM4	Inv. 39145 Unit 27 Ford AC	1	06/28/2023	807.71	.00	807.71	100466	06/28/2023
		62823KM4	Inv. 39145 Unit 27 Ford La	2	06/28/2023	1,033.40	.00	1,033.40	100466	06/28/2023

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 1301:						1,841.11	.00	1,841.11		
1303	EXTRICATION CONCEPT	61423KM8	INV ECI-3727 Repair Agre	1	06/14/2023	1,150.00	.00	1,150.00	100427	06/14/2023
		61423KM8	INV ECI-3727 Repair Agre	2	06/14/2023	294.50	.00	294.50	100427	06/14/2023
		61423KM8	INV ECI-3727 Repair Agre	3	06/14/2023	1,436.06	.00	1,436.06	100427	06/14/2023
Total 1303:						2,880.56	.00	2,880.56		
1322	FOUR-D LLC	62823KM13	Invoice 00000884 Council	1	06/28/2023	1,000.00	.00	1,000.00	100467	06/28/2023
		62823KM13	Council Room A/V Upgrad	2	06/28/2023	182.25	.00	182.25	100467	06/28/2023
		62823KM13	Council Room A/V Upgrad	3	06/28/2023	333.33	.00	333.33	100467	06/28/2023
		62823KM13	Council Room A/V Upgrad	4	06/28/2023	333.33	.00	333.33	100467	06/28/2023
		62823KM13	Council Room A/V Upgrad	5	06/28/2023	333.34	.00	333.34	100467	06/28/2023
		6723KM10	Inv. 00000883 Upgrade Wif	1	06/07/2023	675.00	.00	675.00	100405	06/07/2023
		6723KM10	Inv. 00000883 JPD Networ	2	06/07/2023	411.88	.00	411.88	100405	06/07/2023
Total 1322:						3,269.13	.00	3,269.13		
1374	HOME DEPOT	53123KM8	Qt. H0423-310822 Restroo	1	05/31/2023	8,500.00	.00	.00	100393	Multiple
		53123KM8	Qt. H0423-310822 Restroo	2	05/31/2023	8,500.00	.00	.00		
		6723KM22	Inv. H0423-310822 Public	1	06/07/2023	8,500.00	.00	8,500.00	100406	06/07/2023
Total 1374:						8,500.00	.00	8,500.00		
1419	JC CULLEN INC	61423KM6	Inv. 152771 Annual charge	1	06/14/2023	1,336.38	.00	1,336.38	100428	06/14/2023
Total 1419:						1,336.38	.00	1,336.38		
1459	KACEY LARSON	61423KM2	LMP Refund for Holly Utiliti	1	06/14/2023	36.36	.00	36.36	100429	06/14/2023
Total 1459:						36.36	.00	36.36		
1464	KATHLEEN JARVIS	61423KM21	Reimbursement for Ace Ha	1	06/14/2023	106.39	.00	106.39	100430	06/14/2023
		61423KM21	Reimbursement for Harbor	2	06/14/2023	400.86	.00	400.86	100430	06/14/2023
		61423KM21	Reimbursement for Dharm	3	06/14/2023	126.58	.00	126.58	100430	06/14/2023
Total 1464:						633.83	.00	633.83		
1473	KERRY LEE	61423KM4	Reimbursement For Thumb	1	06/14/2023	48.32	.00	48.32	100431	06/14/2023
		61423KM4	Reimbursement For Ike's K	2	06/14/2023	9.00	.00	9.00	100431	06/14/2023
Total 1473:						57.32	.00	57.32		
1480	KS STATE BANK	6723KM8	Inv. 55641-7-2023 2018 Fo	1	06/07/2023	5,295.28	.00	5,295.28	100407	06/07/2023
Total 1480:						5,295.28	.00	5,295.28		
1503	LEGEND	61423KM1	Inv. 2308004 Testing Servic	1	06/14/2023	75.00	.00	75.00	100432	06/14/2023
		61423KM1	Inv. 2308385 Testing Servic	2	06/14/2023	75.00	.00	75.00	100432	06/14/2023
		62123KM10	Inv. 2308690 Testing Servic	1	06/21/2023	75.00	.00	75.00	100456	06/21/2023
		62823KM12	Inv. 2309142 Testing Servic	1	06/28/2023	277.00	.00	277.00	100468	06/28/2023
		62823KM12	Inv. 2309142 Sink	2	06/28/2023	15.00	.00	15.00	100468	06/28/2023
		6723KM16	Inv 2307912 Testing Servic	1	06/07/2023	75.00	.00	75.00	100408	06/07/2023
Total 1503:						592.00	.00	592.00		

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
1507	LIFE & PROPERTY SAFE	62823KM3	Inv. 9860 Fire Alarm Monito	1	06/28/2023	96.00	.00	96.00	100469	06/28/2023
Total 1507:						96.00	.00	96.00		
1546	MELANIE ATKIN	61423KM19	Contract Services-Budget	1	06/14/2023	450.00	.00	450.00	100435	06/14/2023
Total 1546:						450.00	.00	450.00		
1564	MINGUS ELECTRIC	6723KM6	Inv. 3 Extension box and o	1	06/07/2023	300.00	.00	300.00	100409	06/07/2023
		6723KM6	Inv. 3 Extension box and o	2	06/07/2023	46.50	.00	46.50	100409	06/07/2023
Total 1564:						346.50	.00	346.50		
1576	NAPA AUTO PARTS	6723KM9	Inv 319968 Antifreeze	1	06/07/2023	75.73	.00	75.73	100410	06/07/2023
		6723KM9	Inv 320095 Core Deposit &	2	06/07/2023	71.03	.00	71.03	100410	06/07/2023
		6723KM9	Inv 320844 Relay	3	06/07/2023	21.96	.00	21.96	100410	06/07/2023
Total 1576:						168.72	.00	168.72		
1603	ODP BUSINESS SOLUTIO	61423KM3	Wireless headset Inv. 3119	1	06/14/2023	105.22	.00	105.22	100436	06/14/2023
		61423KM3	Filters Inv. 311909261001	2	06/14/2023	19.78	.00	19.78	100436	06/14/2023
		61423KM3	Report Covers Inv. 311910	3	06/14/2023	10.92	.00	10.92	100436	06/14/2023
		61423KM3	Chairs Inv. 314771332001	4	06/14/2023	755.07	.00	755.07	100436	06/14/2023
		61423KM3	Desk Inv. 314765851001	5	06/14/2023	108.14	.00	108.14	100436	06/14/2023
		62123KM9	Printer Paper Inv. 3174166	1	06/21/2023	225.07	.00	225.07	100457	06/21/2023
		62123KM9	Envelope Glue Inv. 317424	2	06/21/2023	3.08	.00	3.08	100457	06/21/2023
		62123KM9	Wireless Present Inv. 3180	3	06/21/2023	38.00	.00	38.00	100457	06/21/2023
		6723KM1	INV. 315046686001 Staple	1	06/07/2023	66.13	.00	66.13	100411	06/07/2023
Total 1603:						1,331.41	.00	1,331.41		
1607	O'REILLY AUTOMOTIVE, I	61423KM26	Cust. 2848366 Tailgate & 3	1	06/14/2023	33.03	.00	33.03	100437	06/14/2023
		61423KM26	Cust. 2848366 Tailgate & 3	2	06/14/2023	33.04	.00	33.04	100437	06/14/2023
		61423KM26	Cust. 2848366 Tailgate & 3	3	06/14/2023	33.03	.00	33.03	100437	06/14/2023
		61423KM26	Cust. 2848366 Tailgate & 3	4	06/14/2023	33.04	.00	33.04	100437	06/14/2023
		61423KM26	Cust. 2848366 Tailgate & 3	5	06/14/2023	33.03	.00	33.03	100437	06/14/2023
		61423KM26	Cust. 2848366 Tailgate & 3	6	06/14/2023	33.04	.00	33.04	100437	06/14/2023
Total 1607:						198.21	.00	198.21		
1615	PARKEON	62823KM6	INV. IV136812 Flowbird Ap	1	06/28/2023	54.65	.00	54.65	100471	06/28/2023
		6723KM17	INV IV136483 Parkfolio Ala	1	06/07/2023	408.64	.00	408.64	100412	06/07/2023
Total 1615:						463.29	.00	463.29		
1618	PATRIOT DISPOSAL, INC.	6723KM19	INV 3770 Garbage Dispos	1	06/07/2023	1,998.80	.00	1,998.80	100413	06/07/2023
Total 1618:						1,998.80	.00	1,998.80		
1637	POSTMASTER	61423KM20	Box 1 Annual Renewal Fee	1	06/14/2023	252.00	.00	252.00	100438	06/14/2023
		62823KM9	Postage Bulk Newsletter J	1	06/28/2023	72.18	.00	72.18	100472	06/28/2023
Total 1637:						324.18	.00	324.18		
1641	PREMIER DIESEL TRUCK	6723KM13	PDT566 Full Service & Inp	1	06/07/2023	1,320.00	.00	1,320.00	100414	06/07/2023
		6723KM13	PDT566 Full Service PART	2	06/07/2023	990.29	.00	990.29	100414	06/07/2023

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 1641:						2,310.29	.00	2,310.29		
1647	PROCOPY	6723KM3	INV4092143 Rate Charge	1	06/07/2023	336.33	.00	336.33	100416	06/07/2023
		6723KM3	INV4092144 Contract Use	2	06/07/2023	424.86	.00	424.86	100416	06/07/2023
Total 1647:						761.19	.00	761.19		
1718	SALTUS TECHNOLOGIES	61423KM24	INV. 2306-11 digiTicket Sof	1	06/14/2023	1,396.00	.00	1,396.00	100439	06/14/2023
		62823KM15	INV. 2306-67 Batteries	1	06/28/2023	596.92	.00	596.92	100473	06/28/2023
Total 1718:						1,992.92	.00	1,992.92		
1740	SIMS MACKIN, LTD	61423KM13	INV 37008 Legal Services	1	06/14/2023	195.00	.00	195.00	100440	06/14/2023
		61423KM13	INV 37008 Legal Services	2	06/14/2023	312.00	.00	312.00	100440	06/14/2023
Total 1740:						507.00	.00	507.00		
1743	SMELTER CITY IRON WO	62123KM5	Inv. 79659 Pipe & Weld Pla	1	06/21/2023	395.31	.00	395.31	100458	06/21/2023
		62123KM5	Inv. 79664 Single Line Hos	2	06/21/2023	35.15	.00	35.15	100458	06/21/2023
Total 1743:						430.46	.00	430.46		
1751	SOUTHWESTERN ENVIR	61423KM23	Inv. 2023-162 SEC Proj. 23	1	06/14/2023	662.50	.00	662.50	100441	06/14/2023
Total 1751:						662.50	.00	662.50		
1767	STEVE KNOWLTON	61423KM25	Invoice for Final Prelim Dra	1	06/14/2023	590.00	.00	590.00	100442	06/14/2023
Total 1767:						590.00	.00	590.00		
1812	TOWN OF JEROME - UTIL	6723KM2	Acct 7054 Police Station	1	06/07/2023	177.32	.00	177.32	100417	06/07/2023
		6723KM2	Acct. 7015 Fire Station	2	06/07/2023	177.76	.00	177.76	100417	06/07/2023
		6723KM2	Acct 7002 Town Hall	3	06/07/2023	200.23	.00	200.23	100417	06/07/2023
		6723KM2	Acct. 7060 Town Yard	4	06/07/2023	186.16	.00	186.16	100417	06/07/2023
Total 1812:						741.47	.00	741.47		
1813	TOWN OF JEROME PR	61423KM7	Monthly Payroll Transfer Ju	1	06/14/2023	90,000.00	.00	90,000.00	100443	06/14/2023
		62823KM8	Payroll Transfer for end of	1	06/28/2023	90,000.00	.00	90,000.00	100474	06/28/2023
Total 1813:						180,000.00	.00	180,000.00		
1827	UNISOURCE ENERGY SE	62123KM13	201 Perkinsville 43533400	1	06/21/2023	21.34	.00	21.34	100459	06/21/2023
		62123KM13	502 Main Acct. 235334000	2	06/21/2023	21.76	.00	21.76	100459	06/21/2023
		62123KM13	101 Main St. 0559820000	3	06/21/2023	37.68	.00	37.68	100459	06/21/2023
		62123KM13	600 Clark Acct. 750593000	4	06/21/2023	45.06	.00	45.06	100459	06/21/2023
		62123KM13	303 Main PD 6937260000	5	06/21/2023	21.76	.00	21.76	100459	06/21/2023
Total 1827:						147.60	.00	147.60		
1851	VERDE VALLEY HARDWA	61423KM27	Ref. 56412 Garbage Bags	1	06/14/2023	135.05	.00	135.05	100444	06/14/2023
		61423KM27	Ref. 56530 Weed Eater Pa	2	06/14/2023	219.63	.00	219.63	100444	06/14/2023
		61423KM27	Ref. 56531 Rollers	3	06/14/2023	34.03	.00	34.03	100444	06/14/2023
		61423KM27	Ref. 56635 Weed Eater Pa	4	06/14/2023	32.91	.00	32.91	100444	06/14/2023
		61423KM27	Ref. 56805 Pump & Towels	5	06/14/2023	69.59	.00	69.59	100444	06/14/2023
		61423KM27	REf. 56969 Joint Compoun	6	06/14/2023	45.20	.00	45.20	100444	06/14/2023

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
		61423KM27	Ref. 57036 Torsion Spring	7	06/14/2023	2.19	.00	2.19	100444	06/14/2023
		61423KM27	Ref. 57037 LED Bulbs	8	06/14/2023	109.84	.00	109.84	100444	06/14/2023
		61423KM27	Ref. 57078 Spray Paint	9	06/14/2023	43.02	.00	43.02	100444	06/14/2023
		61423KM27	Ref. 57098 Properties Sup	10	06/14/2023	29.84	.00	29.84	100444	06/14/2023
		61423KM27	Ref. 57141 Bushing & Spri	11	06/14/2023	53.98	.00	53.98	100444	06/14/2023
		Total 1851:				775.28	.00	775.28		
1859	VERIZON WIRELESS	61423KM15	INV. 9935818996 PD phon	1	06/14/2023	52.09	.00	52.09	100445	06/14/2023
		61423KM15	INV. 9935818996 PD phon	2	06/14/2023	52.09	.00	52.09	100445	06/14/2023
		61423KM15	INV. 9935818996 Kiosk	3	06/14/2023	40.01	.00	40.01	100445	06/14/2023
		61423KM15	INV. 9935818996 Kiosk	4	06/14/2023	40.01	.00	40.01	100445	06/14/2023
		61423KM15	INV. 9935818996 Kiosk	5	06/14/2023	40.01	.00	40.01	100445	06/14/2023
		61423KM15	INV. 9935818996 Kiosk	6	06/14/2023	40.01	.00	40.01	100445	06/14/2023
		61423KM15	INV. 9935818995 Phone P	7	06/14/2023	40.69	.00	40.69	100445	06/14/2023
		61423KM15	INV. 9935818995 Phone F	8	06/14/2023	56.69	.00	56.69	100445	06/14/2023
		61423KM15	INV. 9935818995 Phone S	9	06/14/2023	40.60	.00	40.60	100445	06/14/2023
		61423KM15	INV. 9935818995 Phone P	10	06/14/2023	40.01	.00	40.01	100445	06/14/2023
		61423KM15	INV. 9935818995 Phone F	11	06/14/2023	40.01	.00	40.01	100445	06/14/2023
		61423KM15	INV. 9935818995 Phone F	12	06/14/2023	40.01	.00	40.01	100445	06/14/2023
		61423KM15	INV. 9935818995 Phone P	13	06/14/2023	40.01	.00	40.01	100445	06/14/2023
		61423KM15	INV. 9935818995 Phone F	14	06/14/2023	40.01	.00	40.01	100445	06/14/2023
		Total 1859:				602.25	.00	602.25		
1878	WASTE MANAGEMENT O	61423KM12	Inv. 2365193-1586-5 Dump	1	06/14/2023	1,260.43	.00	1,260.43	100446	06/14/2023
		Total 1878:				1,260.43	.00	1,260.43		
1909	XEROX FINANCIAL SERV	62823KM14	S. 3TX396371 Xerox Contr	1	06/28/2023	1,166.71	.00	1,166.71	100475	06/28/2023
		Total 1909:				1,166.71	.00	1,166.71		
1914	YAVAPAI CO. EDUCATION	6723KM21	Inv. 22-1873 Library E-Rate	1	06/07/2023	25.25	.00	25.25	100418	06/07/2023
		6723KM21	Inv. 22-1874 Internet Acces	2	06/07/2023	74.10	.00	74.10	100418	06/07/2023
		6723KM21	Inv. 22-1874 Internet Acces	3	06/07/2023	74.10	.00	74.10	100418	06/07/2023
		6723KM21	Inv. 22-1874 Internet Acces	4	06/07/2023	148.20	.00	148.20	100418	06/07/2023
		6723KM21	Inv. 22-1874 Internet Acces	5	06/07/2023	118.56	.00	118.56	100418	06/07/2023
		Total 1914:				440.21	.00	440.21		
1968	COAST TO COAST	61423KM5	Inv A2544717 Laserjet Cart	1	06/14/2023	322.97	.00	322.97	100423	06/14/2023
		Total 1968:				322.97	.00	322.97		
1974	MOYER'S HEATING & CO	62823KM2	INV. 120184 AC Service	1	06/28/2023	47.50	.00	47.50	100470	06/28/2023
		62823KM2	INV. 120187 Replacement	2	06/28/2023	430.00	.00	430.00	100470	06/28/2023
		Total 1974:				477.50	.00	477.50		
1981	LEXINGTON LAW	61423KM10	INV. 6811 Services for May	1	06/14/2023	2,000.00	.00	2,000.00	100433	06/14/2023
		Total 1981:				2,000.00	.00	2,000.00		
1991	MDC Mobile Drug Collectio	61423KM22	Inv. 12158 Lab Panel Fee	1	06/14/2023	105.00	.00	105.00	100434	06/14/2023

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 1991:						105.00	.00	105.00		
1993	Zachary MacGregor	6723KM7	Reimburse for Academy Sh	1	06/07/2023	177.87	.00	177.87	100419	06/07/2023
		6723KM7	Reimburse for Academy Cl	2	06/07/2023	161.70	.00	161.70	100419	06/07/2023
Total 1993:						339.57	.00	339.57		
1994	Prescott Utility Locating	6723KM12	Inv. 868278 Leak Inv. & Au	1	06/07/2023	450.00	.00	450.00	100415	06/07/2023
Total 1994:						450.00	.00	450.00		
1995	DBS Concepts	61423KM18	New Graphics on Brush Tr	1	06/14/2023	150.00	.00	150.00	100425	06/14/2023
		61423KM18	New Graphics on Brush Tr	2	06/14/2023	350.00	.00	350.00	100425	06/14/2023
Total 1995:						500.00	.00	500.00		
1996	Casner B. Wessel Dudley	62123KM6	Dudley Payout for Town 45	1	06/21/2023	868.27	.00	868.27	100449	06/21/2023
		62123KM7	Dudley Payout for FD Pens	1	06/21/2023	441.20	.00	441.20	100450	06/21/2023
Total 1996:						1,309.47	.00	1,309.47		
Grand Totals:						261,189.33	.00	261,189.33		

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**

Council will consider and may approve the staff reports.



## MONTHLY STAFF REPORT TO THE MAYOR AND COUNCIL

*Brett Klein, Town Manager/Clerk*

*My activities have included:*

- This was the first new fiscal year using Caselle and first year for Kristen changing over fiscal years and payroll data. This process takes days to complete under ideal circumstances.
- Had a follow-up meeting with Eric Jurison to discuss the potential purchase of Town-owned land adjacent to his restaurant.
- Posted numerous adds for filling open positions within the Town and had some initial interviews for public works crew members.
- Worked with various individuals on their special event requests.
- Attended the periodic Yavapai County Supervisor, Mayors and Managers meeting as well as the Verde Valley meeting, along with Vice Mayor Moore and Councilmember Dillenberg.
- Met with Vice-Mayor Moore and the Clarkdale Mayor and Manager to discuss water service outside of Jerome Town limits and the Town's Cemetery land.
- Completed the FY 2024 budget. Melanie assisted with completing the State budget forms.
- Facilitated several public records requests.
- Continued work on a partial wrap for the new shuttle.
- Submitted restitution forms to Yavapai County Courts for the DUI damage to railing.
- Met with engineer for project update and ensure approved projects are progressing.
- Met with volunteers from Haven United Methodist Church Food Pantry to discuss in greater detail their request for transportation assistance.
- CAT riders for the pilot program are averaging around 12 per week (Thursday).
- Had a status update meeting with CAT to discuss the pilot program and Jerome's needs and future status on June 28<sup>th</sup>.
- Continued to work with Dan Jackson for preliminary data collection for the rate study. Dan was on site to discuss irrigation charges and sanitation charge updates in addition to the work that his firm is completing.
- Met with insurance representatives to discuss our full suite of liability, property and WC coverages for the annual renewal.

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

Allen Muma (Police Dept) on completing 24 years of service effective July 1, 2023.

Scott Kolu (Shuttle Driver) on completing 2 years of service effective July 7, 2023.

Following is an accounting of sales tax revenues through May, and a water flow report.

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

	<b>FY2023 BUDGET</b>	<b>FY2023 actual</b>	<b>Budget +/-</b>	<b>FY2022 actual</b>	<b>Compared to prior year +/-</b>
July	111,000	104,350	(6,650)	117,605	(13,255)
August	111,000	74,612	(36,388)	118,436	(43,824)
September	78,000	115,431	37,431	81,826	33,605
October	132,000	114,937	(17,063)	140,055	(25,118)
November	150,000	139,121	(10,879)	160,051	(20,930)
December	117,000	96,194	(20,806)	124,708	(28,514)
January	116,000	132,403	16,403	123,149	9,254
February	81,000	78,212	(2,788)	85,855	(7,643)
March	100,000	97,338	(2,662)	105,343	(8,005)
April	148,000	132,605	(15,395)	157,557	(24,952)
May	141,000	135,359	(5,641)	149,917	(14,558)
June	115,000			121,930	
<b>Total YTD</b>	<b>1,400,000</b>	<b>1,220,562</b>	<b>(64,438)</b>	<b>1,486,432</b>	<b>(143,940)</b>

**TOWN OF JEROME, AZ**

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

	RESTAURANTS/BARS (Bus Class 11)			ACCOMMODATION (Bus Class 44/144)			RETAIL (Bus Class 17)		
	FY2023 actual	FY2022 actual	+/-	FY2023 actual	FY2022 actual	+/-	FY2023 actual	FY2022 actual	+/-
July	38,001	38,281	(280)	18,295	18,467	(172)	32,588	47,339	(14,751)
August	31,508	41,580	(10,072)	4,896	18,024	(13,128)	18,230	47,731	(29,501)
September	32,105	26,920	5,185	14,925	14,684	241	33,655	28,573	5,082
October	39,918	45,726	(5,808)	18,989	20,051	(1,062)	36,563	58,351	(21,788)
November	48,302	53,186	(4,884)	24,809	25,622	(813)	57,373	68,645	(11,272)
December	36,015	42,240	(6,225)	18,502	19,769	(1,267)	37,136	51,239	(14,103)
January	38,684	36,189	2,495	15,966	17,289	(1,323)	53,008	48,750	4,258
February	28,441	28,416	25	14,328	12,954	1,374	26,837	32,562	(5,725)
March	34,550	33,497	1,053	16,857	19,946	(3,089)	35,868	41,523	(5,655)
April	46,274	57,834	(11,560)	24,338	25,878	(1,540)	45,268	57,920	(12,652)
May	48,192	47,889	303	21,152	24,239	(3,087)	56,620	69,268	(12,648)
June		43,530			17,059			53,014	
<b>Total YTD</b>		<b>495,288</b>	<b>(29,767)</b>		<b>233,982</b>	<b>(23,866)</b>		<b>604,915</b>	<b>(118,755)</b>

*Added 1% Bed Tax*

	<u>Monthly total</u>	<u>TOTAL TO DATE</u>
July	2,815	2,815
August	753	3,568
September	2,296	5,864
October	1,909	7,773
November	3,817	11,590
December	2,865	14,455
January	2,456	16,911
February	3,750	20,661
March	2,593	23,254
April	3,744	26,998
May	3,256	30,254
June		

**WATER FLOWS REPORT**

Item A.

<u>Reading Date</u>	<u>WALNUT GPM</u>	<u>VERDE GPM</u>
<b>2022</b> 3-Jan	71	140
18-Jan	68	145
24-Jan	71	150
31-Jan	77	141
7-Feb	77	137
14-Feb	57	134
28-Feb	57	139
14-Mar	52	148
21-Mar	48	135
28-Mar	48	129
4-Apr	52	131
11-Apr	40	163
18-Apr	44	153
25-Apr	40	153
2-May	44	159
9-May	44	148
16-May	44	153
23-May	40	154
31-May	39	153
21-Jun	36	157
27-Jun	40	162
5-July	39	165
11-July	32	170
25-July	26	212
1-Aug	36	210
8-Aug	40	135
15-Aug	77	148
22-Aug	77	128
29-Aug	61	104
7-Sept	61	148
12-Sept	61	233
19-Sept	52	272
26-Sept	57	266
3-Oct	61	235
10-Oct	57	224
17-Oct	57	225
24-Oct	57	219
31-Oct	57	242
7-Nov	57	244
14-Nov	61	230
21-Nov	61	235
28-Nov	57	235
05-Dec	57	230
12-Dec	57	235
19-Dec	57	229
27-Dec	57	230
<b>2023</b> 03-Jan	57	318
09-Jan	57	87
19-Jan	66	99
24-Jan	66	95
30-Jan	57	98
06-Feb	83	101
14-Feb	71	101
21-Feb	83	100
27-Feb	83	139
06-Mar	95	244
13-Mar	233	326
20-Mar	115	270
27-Mar	71	356
03-Apr	154	253
17-Apr	146	311
24-Apr	115	157
01-May	231	112
08-May	200	92
15-May	172	75
22-May	190	72
29-May	162	64
5-June	154	130
12-June	154	126
19-June	130	114
26-June	137	338
03-July	115	326



Founded 1876  
Incorporated 1899

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

**July 2023 Staff Report for June Activity submitted by Kristen Muenz, Deputy Town Clerk**

- ⚙ Assisted Zoning Administrator Will Blodgett with BOA, P&Z and DRB-related business, answering general questions, arranging meeting times, and gathering information.
- ⚙ Posted town notices and meeting agendas throughout the month at the three locations in town (Gulch Road, Post Office, Town Hall). Special Thank You to Will Blodgett for posting the agendas for P&Z and DRB!
- ⚙ Took and transcribed the minutes for all open sessions of Council, P&Z, and DRB meetings.
- ⚙ Assisted staff members, department heads, board members, residents, service agents, and contractors with a range of inquiries or tasks and helped answer the phone when needed.
- ⚙ Maintained record retention duties for Ordinances, Resolutions and Minutes. Continued to work on organizing physical files and maintaining proper records of agendas and drafted minutes.
- ⚙ Processed Payables, Payroll, Check & Cash Deposits, Journal Entries and Bank Reconciliation.
- ⚙ Attended a Teams meeting about the FY 23-24 AMRRP Renewal.
- ⚙ Updated Employee records to reflect FY 23-24 Wages & Benefits.
- ⚙ Permits and Licensing activities for June:
  - Business Licenses**
    - 11 Businesses were sent renewal notices.
    - 12 Businesses sent in their renewal application.
    - 3 Businesses applied for a NEW Business License.
    - 12 Business Licenses were issued.
    - 6 Business Licenses are pending approval.
  - STR Licenses**
    - 0 new STR/Vacation Rental License applications were received.
    - 0 new STR Licenses were issued.
    - 1 STR License is pending approval.
    - 19 Total STR Licenses issued to date.
  - Special Event Permits**
    - No Special Event permits were issued.



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# TOWN OF JEROME, ARIZONA

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

Item A.

July 2023 staff report for June activity submitted by Terri Card.

## Utilities

- Current debt (45 days past due):

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

Balance owed on shut-off accounts from June billing: \$575.76

Balance owed at end of May: \$2900.71

- A copy of the June 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	06/30/2023	05/31/2023	04/30/2023	03/31/2023	Last Pmt Date	Last Pmt Amount	Msg	Final Bill Date
1000.01	155.48	77.74	77.74	.00	.00	04/24/23	233.22-		
1001.03	155.48	155.48	.00	.00	.00	06/28/23	155.48-		
1003.02	105.11	105.11	.00	.00	.00	06/07/23	105.11-		
1006.02	13.84-	13.84-	.00	.00	.00	02/15/23	600.00-		
1007.02	147.52	147.52	.00	.00	.00		.00		
1008.02	77.74	77.74	.00	.00	.00	06/13/23	77.74-		
1009.05	61.41	61.41	.00	.00	.00		.00		
1010.01	77.74	77.74	.00	.00	.00	06/14/23	77.74-		
1011.01	20.21-	55.60-	25.36	10.03	.00	02/06/23	500.00-		
1013.01	.70	.70	.00	.00	.00	06/27/23	154.78-		
1014.03	92.82	46.41	46.41	.00	.00	05/15/23	46.41-		
1015.01	77.74	77.74	.00	.00	.00	06/27/23	77.74-		
1016.01	46.41	46.41	.00	.00	.00	06/20/23	46.41-		
1018.03	132.52	132.52	.00	.00	.00	06/13/23	132.52-		
1021.01	44.77-	44.77-	.00	.00	.00		.00		
1022.01	268.14	77.74	77.74	77.74	34.92	06/26/23	77.74-		
1024.01	105.11	92.70	12.41	.00	.00	05/15/23	105.11-		
1025.01	77.74	77.74	.00	.00	.00	06/14/23	77.74-		
1026.01	77.74	77.74	.00	.00	.00	06/12/23	77.74-		
1027.01	77.74	77.74	.00	.00	.00	06/13/23	77.74-		
1028.04	77.74	77.74	.00	.00	.00	06/13/23	77.74-		
1029.01	265.04	132.52	132.52	.00	.00	05/15/23	407.56-		
1030.02	.01	.01	.00	.00	.00	06/26/23	182.85-		
1031.03	.02	.00	.00	.00	.02		.00	Final	06/01/12
1031.07	77.74-	77.74-	.00	.00	.00	03/08/23	77.74-	Final	11/22/21
1031.10	209.18	77.74	77.74	53.70	.00	05/25/23	200.00-		
1032.01	77.74	77.74	.00	.00	.00	06/13/23	77.74-		
1036.09	105.11	105.11	.00	.00	.00	06/08/23	210.22-		
1038.02	77.48	77.48	.00	.00	.00	06/07/23	78.00-		
1040.01	17.34	17.34	.00	.00	.00	06/15/23	17.34-		
1042.01	266.96	266.96	.00	.00	.00	06/15/23	224.26-		
1044.01	105.11	105.11	.00	.00	.00	06/21/23	105.11-		
1051.02	155.54	577.77-	104.76	104.76	523.79		.00		
1055.05	252.87	.00	.00	.00	252.87		.00	Final	12/12/19
1055.06	77.74	77.74	.00	.00	.00	06/26/23	77.74-		
1056.02	77.74	77.74	.00	.00	.00	06/06/23	77.74-		
1057.01	77.74	77.74	.00	.00	.00	06/15/23	77.74-		
1058.05	77.74	77.74	.00	.00	.00	06/15/23	77.74-		
1059.02	105.11	105.11	.00	.00	.00	06/06/23	105.11-		
1060.02	165.96	77.74	87.74	.48	.00	06/13/23	155.00-		
1061.01	105.11	105.11	.00	.00	.00	06/13/23	105.11-		
1063.02	77.74	77.74	.00	.00	.00	06/28/23	92.82-		
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
1064.14	56.91	286.29-	68.64	68.64	205.92	01/12/23	182.85-		
1065.01	78.78-	78.78-	.00	.00	.00		.00		
1066.01	10.56-	10.56-	.00	.00	.00	06/26/23	77.74-		
1069.02	105.11	105.11	.00	.00	.00	06/14/23	105.11-		
1071.03	105.11	105.11	.00	.00	.00	06/13/23	105.11-		
1073.01	105.11	105.11	.00	.00	.00	06/06/23	105.11-		
1075.01	138.64	46.41	46.41	45.82	.00	04/20/23	47.00-		
1076.01	73.47	.00	.00	.00	73.47		.00	Final	04/26/22

Customer Number	Balance	06/30/2023	05/31/2023	04/30/2023	03/31/2023	Last Pmt Date	Last Pmt Amount	Msg	Final Bill Date
1076.02	92.82-	92.82-	.00	.00	.00		.00	Final	10/31/22
1076.03	46.41	.00	.00	46.41	.00	04/11/23	46.41-	Final	04/30/23
1076.04	46.41	46.41	.00	.00	.00	06/14/23	46.41-		
1077.01	61.50	61.50	.00	.00	.00	06/13/23	61.50-		
1078.02	61.50	61.50	.00	.00	.00	06/07/23	61.50-		
1079.02	301.60	301.60	.00	.00	.00	06/15/23	225.80-		
1080.01	61.50	61.50	.00	.00	.00	06/06/23	61.50-		
1081.01	125.02	62.51	62.51	.00	.00	05/25/23	62.51-		
1082.01	29.28	29.28	.00	.00	.00	04/19/23	100.00-		
1083.05	80.80	45.20	35.60	.00	.00	05/15/23	50.00-		
1084.01	34.68	34.68	.00	.00	.00	05/02/23	140.00-		
1085.02	42.56-	42.56-	.00	.00	.00		.00	Final	10/02/13
1085.04	135.60	45.20	45.20	45.20	.00	04/25/23	145.60-		
1086.02	62.51	58.31	4.20	.00	.00	05/25/23	135.02-		
1087.01	45.20	45.20	.00	.00	.00	06/15/23	45.20-		
1090.03	105.11	.00	105.11	.00	.00	05/03/23	210.22-	Final	06/20/23
1090.04	120.11	120.11	.00	.00	.00		.00		
1091.02	87.28	87.28	.00	.00	.00	06/07/23	87.28-		
1093.02	125.02	62.51	62.51	.00	.00	05/23/23	125.02-		
1094.01	135.60	45.20	45.20	45.20	.00	04/26/23	45.20-		
1097.03	62.51	62.51	.00	.00	.00	06/26/23	62.51-		
1098.01	42.56	.00	.00	.00	42.56		.00	Final	06/24/13
1098.02	1.84-	1.84-	.00	.00	.00		.00	Final	12/23/21
1098.03	177.08	88.54	88.54	.00	.00	05/25/23	259.78-		
1099.01	105.11	105.11	.00	.00	.00	06/14/23	105.11-		
1100.02	62.51	62.51	.00	.00	.00	06/15/23	62.51-		
1104.08	19.45	.00	.00	.00	19.45		.00	Final	07/01/22
1109.01	77.74-	77.74-	.00	.00	.00	06/14/23	233.22-		
1125.03	46.93-	46.93-	.00	.00	.00	04/19/23	100.00-		
1131.01	138.93	116.87	22.06	.00	.00	05/11/23	277.86-		
1132.01	77.74	77.74	.00	.00	.00	06/15/23	77.74-		
1133.01	77.74	77.74	.00	.00	.00	06/22/23	77.74-		
1135.02	417.41	.00	.00	.00	417.41		.00	Final	01/01/14
1135.03	122.59	62.51	60.08	.00	.00	05/30/23	180.00-		
1139.01	155.48	77.74	77.74	.00	.00	05/15/23	243.22-		
1150.04	320.12	.00	.00	.00	320.12		.00	Final	08/31/20
1151.02	45.20	45.20	.00	.00	.00	06/06/23	90.40-		
1160.02	210.22	105.11	105.11	.00	.00	05/23/23	105.11-		
1162.03	210.22	105.11	105.11	.00	.00	05/03/23	105.11-		
1163.01	163.76	.00	.00	.00	163.76		.00	Final	07/01/15
1165.04	77.71	77.71	.00	.00	.00	06/13/23	77.77-		
1166.02	87.28	87.28	.00	.00	.00	06/20/23	87.28-		
1167.01	71.96	71.96	.00	.00	.00	06/20/23	79.85-		
1167.16	79.75-	79.75-	.00	.00	.00	04/17/23	79.75-	Final	07/01/22
1168.01	77.74	77.74	.00	.00	.00	06/13/23	77.74-		
1169.02	105.11	105.11	.00	.00	.00	06/29/23	105.11-		
1170.01	61.50	43.07	18.43	.00	.00	03/14/23	246.00-		
1171.05	77.74	77.74	.00	.00	.00	06/20/23	77.74-		
1173.06	77.74	77.74	.00	.00	.00	06/07/23	77.74-		
1174.02	77.74	77.74	.00	.00	.00	06/20/23	77.74-		
1177.01	536.65	.00	.00	.00	536.65		.00	Final	10/31/16
1178.01	77.74	77.74	.00	.00	.00	06/12/23	77.74-		
1312.04	522.70	.00	.00	.00	522.70		.00	Final	08/21/12
1312.09	132.52	132.52	.00	.00	.00	06/26/23	132.52-		
1313.04	557.60	.00	.00	.00	557.60		.00	Final	03/01/12
1313.09	134.94	77.74	57.20	.00	.00	05/18/23	80.00-		
1314.05	62.51	62.51	.00	.00	.00	06/13/23	62.51-		
1332.01	77.74	77.74	.00	.00	.00	06/15/23	77.70-		



Customer Number	Balance	06/30/2023	05/31/2023	04/30/2023	03/31/2023	Last Pmt Date	Last Pmt Amount	Msg	Final Bill Date
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	87.28	87.28	.00	.00	.00	06/13/23	87.28-		
1343.03	282.42	141.21	141.21	.00	.00	05/23/23	141.21-		
1344.01	61.07-	224.40-	42.24	42.24	78.85	12/12/22	300.00-		
2000.01	139.75	139.75	.00	.00	.00	06/13/23	139.75-		
2001.01	467.24	.00	.00	.00	467.24		.00	Final	10/01/18
2001.02	67.24-	67.24-	.00	.00	.00	06/06/23	600.00-		
2002.03	46.41	46.41	.00	.00	.00	06/12/23	46.41-		
2003.02	77.74	77.74	.00	.00	.00	06/08/23	77.74-		
2004.01	105.11	105.11	.00	.00	.00	06/12/23	210.22-		
2005.01	77.74	77.74	.00	.00	.00	06/20/23	77.74-		
2006.03	120.11	120.11	.00	.00	.00		.00		
2007.02	141.21	141.21	.00	.00	.00	06/08/23	141.21-		
2008.01	105.11	105.11	.00	.00	.00	06/07/23	105.11-		
2009.01	70.07	70.07	.00	.00	.00	06/06/23	105.11-		
2010.03	105.11	105.11	.00	.00	.00	06/06/23	105.11-		
2011.05	155.48	77.74	77.74	.00	.00	05/30/23	75.48-		
2013.01	105.11	105.11	.00	.00	.00	06/07/23	105.11-		
2014.01	105.11	105.11	.00	.00	.00	06/08/23	105.11-		
2015.02	860.02-	860.02-	.00	.00	.00	03/13/23	1,300.00-		
2016.05	206.10	.00	.00	.00	206.10		.00	Final	02/02/20
2016.06	105.11	105.11	.00	.00	.00	06/13/23	105.11-		
2017.01	105.11	105.11	.00	.00	.00	06/26/23	105.11-		
2018.01	77.74	77.74	.00	.00	.00	06/13/23	77.74-		
2019.01	105.11	105.11	.00	.00	.00	06/06/23	105.11-		
2020.01	132.52	132.52	.00	.00	.00	06/14/23	132.52-		
2021.06	471.26	.00	.00	.00	471.26		.00	Final	08/30/20
2021.07	105.11	105.11	.00	.00	.00	06/13/23	105.11-		
2022.01	132.52	132.52	.00	.00	.00	06/06/23	132.52-		
2023.03	77.74	77.74	.00	.00	.00	06/12/23	77.74-		
2024.01	105.11	105.11	.00	.00	.00	06/12/23	105.11-		
2025.02	141.21	141.21	.00	.00	.00	05/24/23	282.42-		
2026.02	325.33	105.11	115.11	105.11	.00	06/14/23	105.11-		
2028.01	105.11	105.11	.00	.00	.00	06/13/23	105.11-		
2029.01	105.11	105.11	.00	.00	.00	06/12/23	105.11-		
2030.01	77.74	77.74	.00	.00	.00	06/22/23	253.22-		
2031.01	139.75	139.75	.00	.00	.00	06/15/23	139.75-		
2032.03	77.74	77.74	.00	.00	.00	06/27/23	77.74-		
2034.01	105.11	105.11	.00	.00	.00	06/12/23	105.11-		
2037.03	105.11	105.11	.00	.00	.00	06/12/23	105.11-		
2038.01	77.74	77.74	.00	.00	.00	06/20/23	77.71-		
2042.01	55.29-	55.29-	.00	.00	.00		.00	Final	04/22/21
2042.02	105.11	105.11	.00	.00	.00	06/06/23	210.22-		
2043.03	46.41	46.41	.00	.00	.00	06/07/23	61.41-		
2044.01	77.74	77.74	.00	.00	.00	06/13/23	77.74-		
2046.02	58.60-	58.60-	.00	.00	.00		.00	Final	11/10/12
2046.05	1,457.87	.00	.00	.00	1,457.87		.00	Final	05/27/21
2046.07	46.41	46.41	.00	.00	.00	06/26/23	149.23-		
2047.02	132.52	132.52	.00	.00	.00	06/07/23	132.52-		
2054.01	282.42	141.21	141.21	.00	.00	05/25/23	418.47-		
2055.01	77.74	77.74	.00	.00	.00	06/13/23	77.74-		
2058.01	77.74	23.04	25.36	25.36	3.98	03/28/23	233.32-		
2059.01	105.11	105.11	.00	.00	.00	06/26/23	210.22-		
2061.02	139.75	139.75	.00	.00	.00	06/13/23	139.75-		
2062.01	62.51	62.51	.00	.00	.00	06/07/23	62.51-		
2063.01	62.51	62.51	.00	.00	.00	06/22/23	62.51-		
2065.04	135.60	45.20	45.20	45.20	.00	04/18/23	90.40-		

Customer Number	Balance	06/30/2023	05/31/2023	04/30/2023	03/31/2023	Last Pmt Date	Last Pmt Amount	Msg	Final Bill Date
2067.02	272.81-	272.81-	.00	.00	.00		.00		
2068.01	62.51	62.51	.00	.00	.00	06/28/23	62.51-		
2069.01	45.20	45.20	.00	.00	.00	06/07/23	45.20-		
2070.01	56.80-	56.80-	.00	.00	.00	06/13/23	62.51-		
2073.01	46.41	.00	46.41	.00	.00	05/02/23	149.23-	Final	06/20/23
2077.01	79.85	79.85	.00	.00	.00	06/14/23	79.85-		
2078.01	87.28	87.28	.00	.00	.00	06/08/23	87.28-		
2079.03	90.40	45.20	45.20	.00	.00	05/31/23	90.40-		
2080.01	159.70	79.85	79.85	.00	.00	05/16/23	69.55-		
2081.01	5.73	4.05	1.68	.00	.00	05/09/23	230.00-		
2083.01	119.99-	258.87-	19.84	19.84	99.20		.00		
2084.01	105.11	105.11	.00	.00	.00	06/29/23	105.11-		
2085.02	248.71	248.71	.00	.00	.00	06/13/23	248.71-		
2086.01	77.74	77.74	.00	.00	.00	06/08/23	77.74-		
2089.02	155.48	155.48	.00	.00	.00	06/26/23	155.48-		
2093.02	372.45	124.15	124.15	124.15	.00	04/25/23	382.45-		
2100.01	60.40	60.40	.00	.00	.00	06/08/23	60.40-		
2102.09	311.78	.00	.00	.00	311.78		.00	Final	07/29/15
2102.12	105.11	105.11	.00	.00	.00	06/08/23	105.11-		
2103.01	105.11	105.11	.00	.00	.00	06/27/23	105.11-		
2104.07	105.11	105.11	.00	.00	.00	06/26/23	105.11-		
2105.03	.38-	.38-	.00	.00	.00		.00	Final	02/05/21
2105.04	141.37	141.21	.16	.00	.00	06/06/23	317.10-		
2106.01	.26-	.26-	.00	.00	.00	06/13/23	105.11-		
2107.01	56.64	56.64	.00	.00	.00	06/22/23	56.64-		
2109.03	77.74	77.74	.00	.00	.00	06/12/23	77.74-		
2110.01	77.74	77.74	.00	.00	.00	06/20/23	77.74-		
2113.01	105.11	105.11	.00	.00	.00	06/07/23	105.11-		
2115.01	105.11	105.11	.00	.00	.00	06/13/23	105.11-		
2119.05	105.11	105.11	.00	.00	.00	06/20/23	105.11-		
2120.01	210.22	105.11	105.11	.00	.00	05/22/23	325.33-		
2121.01	62.51	62.51	.00	.00	.00	06/13/23	62.51-		
2122.05	182.85	182.85	.00	.00	.00	06/07/23	182.85-		
2123.01	60.94	60.94	.00	.00	.00	06/13/23	105.11-		
2124.01	105.11	105.11	.00	.00	.00	06/13/23	105.11-		
2125.02	62.51	62.51	.00	.00	.00	06/07/23	62.51-		
2126.06	77.74	77.74	.00	.00	.00	06/29/23	77.74-		
2127.05	105.11	105.11	.00	.00	.00	06/08/23	105.11-		
2128.02	.29	.29	.00	.00	.00	06/12/23	105.00-		
2130.06	155.48	77.74	77.74	.00	.00	05/15/23	77.74-		
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
2132.02	105.11	105.11	.00	.00	.00	06/15/23	105.11-		
3000.03	332.54	166.27	166.27	.00	.00	05/16/23	166.27-		
3001.02	437.87	.00	.00	.00	437.87		.00	Final	05/31/21
3001.04	405.55	.00	.00	.00	405.55		.00	Final	10/31/22
3003.01	77.74	77.74	.00	.00	.00	06/21/23	77.74-		
3004.01	290.68	.00	.00	.00	290.68		.00	Final	11/05/13
3004.07	87.28	87.28	.00	.00	.00	06/13/23	87.28-		
3005.02	105.11	105.11	.00	.00	.00	06/21/23	105.11-		
3007.01	61.50	61.50	.00	.00	.00	06/26/23	61.50-		
3009.01	132.52	132.52	.00	.00	.00	06/13/23	132.52-		
3010.01	210.22	105.11	105.11	.00	.00	05/08/23	210.22-		
3011.01	77.74	77.74	.00	.00	.00	06/22/23	77.74-		
3012.03	466.48-	466.48-	.00	.00	.00	02/07/23	900.00-		
3013.01	105.11	105.11	.00	.00	.00	06/13/23	105.11-		
3014.01	77.74	77.74	.00	.00	.00	06/13/23	77.74-		
3015.01	77.74	77.74	.00	.00	.00	06/20/23	225.48-		

Customer Number	Balance	06/30/2023	05/31/2023	04/30/2023	03/31/2023	Last Pmt Date	Last Pmt Amount	Msg	Final Bill Date
3016.01	105.07	105.07	.00	.00	.00	06/06/23	105.00-		
3017.01	460.82	.00	.00	.00	460.82		.00	Final	03/20/13
3017.03	77.74	77.74	.00	.00	.00	06/15/23	50.37-		
3018.01	105.11	105.11	.00	.00	.00	06/15/23	105.11-		
3019.01	45.20	45.20	.00	.00	.00	06/29/23	45.20-		
3021.01	45.20	45.20	.00	.00	.00	06/20/23	45.20-		
3022.03	125.02	62.51	62.51	.00	.00	06/06/23	62.51-		
3023.01	294.89	.00	.00	.00	294.89		.00	Final	05/01/11
3023.05	56.64	56.64	.00	.00	.00	06/08/23	56.64-		
3024.02	46.41	46.41	.00	.00	.00	06/13/23	46.41-		
3025.02	105.11	105.11	.00	.00	.00	06/06/23	105.11-		
3026.01	210.22	105.11	105.11	.00	.00	05/10/23	210.22-		
3029.01	525.23-	956.69-	71.91	71.91	287.64	12/12/22	1,261.00-		
3030.08	77.74	77.74	.00	.00	.00	06/13/23	77.74-		
3032.11	61.41	61.41	.00	.00	.00		.00		
3034.01	71.26	71.26	.00	.00	.00	06/15/23	80.00-		
3035.01	88.52	88.52	.00	.00	.00	06/07/23	110.00-		
3038.01	105.11	105.11	.00	.00	.00	06/13/23	105.11-		
3039.02	266.20-	266.20-	.00	.00	.00		.00	Final	04/01/17
3039.04	176.19	176.19	.00	.00	.00	06/15/23	176.19-		
3040.01	315.00	105.00	105.00	105.00	.00	04/11/23	210.00-		
4000.01	141.21	141.21	.00	.00	.00	06/13/23	141.21-		
4001.01	528.96	.00	.00	.00	528.96		.00	Final	02/22/18
5000.04	210.22	105.11	105.11	.00	.00	05/03/23	210.22-		
5001.01	5.52	55.26-	60.78	.00	.00	04/12/23	550.00-		
5005.01	44.72	44.72	.00	.00	.00	06/08/23	44.72-		
5006.01	186.16	186.16	.00	.00	.00	06/12/23	186.16-		
5007.01	1,875.07	1,805.77	69.30	.00	.00	05/16/23	455.18-		
5008.02	46.41	46.41	.00	.00	.00	06/29/23	46.41-		
5009.02	223.17	223.17	.00	.00	.00	06/20/23	223.17-		
5010.01	216.58	210.86	5.72	.00	.00	06/13/23	222.48-		
5011.02	186.16	186.16	.00	.00	.00	06/12/23	186.16-		
5012.01	186.16	186.16	.00	.00	.00	06/08/23	186.16-		
5013.01	440.10	440.10	.00	.00	.00	06/08/23	440.10-		
5014.01	186.16	186.16	.00	.00	.00	06/08/23	186.16-		
5016.01	564.01	564.01	.00	.00	.00	06/08/23	476.98-		
5017.04	202.95	202.95	.00	.00	.00	06/13/23	85.50-		
5018.03	599.04	450.48	148.56	.00	.00	06/20/23	557.10-		
5019.03	193.52	193.52	.00	.00	.00	06/13/23	193.52-		
5020.01	44.72	44.72	.00	.00	.00	06/22/23	44.72-		
5021.01	105.11	105.11	.00	.00	.00	06/13/23	105.11-		
5022.01	44.72	44.72	.00	.00	.00	06/13/23	44.72-		
5023.02	186.16	186.16	.00	.00	.00	06/08/23	186.16-		
5025.01	105.11	105.11	.00	.00	.00	06/13/23	105.11-		
5027.01	44.50	44.50	.00	.00	.00	06/13/23	44.50-		
5029.01	312.59	312.59	.00	.00	.00	06/14/23	320.98-		
5031.04	5.52	55.26-	60.78	.00	.00	04/12/23	550.00-		
5039.01	186.16	186.16	.00	.00	.00	06/12/23	186.16-		
5041.03	230.88	230.88	.00	.00	.00	06/13/23	230.88-		
5043.01	1,394.73	1,394.73	.00	.00	.00	06/07/23	1,025.63-		
5046.03	141.44	141.44	.00	.00	.00	06/14/23	141.44-		
5047.01	1,173.14	1,173.14	.00	.00	.00	06/13/23	1,173.14-		
5049.04	186.16	186.16	.00	.00	.00	06/08/23	186.16-		
5052.06	493.36-	493.36-	.00	.00	.00	03/21/23	137.56-		
5055.01	1,602.28	939.55	662.73	.00	.00	06/06/23	1,308.65-		
5057.01	514.12	514.12	.00	.00	.00	06/07/23	514.12-		
5058.02	214.18	214.18	.00	.00	.00	06/13/23	130.28-		
5059.04	203.32	186.16	17.16	.00	.00	06/13/23	180.44-		

Item A.

Customer Number	Balance	06/30/2023	05/31/2023	04/30/2023	03/31/2023	Last Pmt Date	Last Pmt Amount	Msg	Final Bill Date
5061.01	141.44	141.44	.00	.00	.00	06/20/23	141.88-		
5062.01	259.92	259.92	.00	.00	.00	06/28/23	201.58-		
5064.02	203.50	203.50	.00	.00	.00	06/20/23	203.50-		
5066.03	44.72	44.72	.00	.00	.00	06/07/23	44.72-		
5067.03	186.16	186.16	.00	.00	.00	06/15/23	186.16-		
5074.06	4,030.21-	4,030.21-	.00	.00	.00	06/13/23	450.00-		
5076.01	712.63	712.63	.00	.00	.00	06/13/23	712.63-		
5077.03	186.16	186.16	.00	.00	.00	06/07/23	186.16-		
5078.02	234.23	.00	.00	.00	234.23		.00	Final	07/01/15
5078.07	173.40-	173.40-	.00	.00	.00	05/31/23	270.10-		
5080.01	558.48	186.16	186.16	186.16	.00	04/13/23	567.04-		
5083.08	46.41	46.41	.00	.00	.00	06/27/23	149.23-		
5089.01	398.36	199.18	199.18	.00	.00	06/07/23	199.18-		
5092.01	184.16	184.16	.00	.00	.00	06/08/23	188.16-		
5093.01	1,466.35	.00	.00	.00	1,466.35		.00	Final	09/15/12
5093.04	686.36	329.54	339.54	17.28	.00	06/26/23	600.00-		
5094.02	378.94	378.94	.00	.00	.00	06/07/23	209.81-		
5095.02	378.58	378.58	.00	.00	.00	06/07/23	378.58-		
5096.03	245.76	275.31-	141.44	141.44	238.19	03/21/23	137.56-		
5097.01	92.82	46.41	46.41	.00	.00	05/23/23	46.41-		
5098.05	186.16	186.16	.00	.00	.00	06/22/23	186.16-		
5100.04	75.10-	75.10-	.00	.00	.00		.00	Final	07/01/12
5100.06	105.11	105.11	.00	.00	.00	06/27/23	105.11-		
6000.02	316.86	316.86	.00	.00	.00	06/20/23	316.86-		
6001.01	233.21	233.21	.00	.00	.00	06/06/23	233.21-		
6003.01	282.42	141.21	141.21	.00	.00	05/09/23	282.42-		
6004.02	77.74	77.74	.00	.00	.00	06/14/23	77.74-		
6005.03	105.11	105.11	.00	.00	.00	06/14/23	105.11-		
6006.01	155.48	155.48	.00	.00	.00	06/15/23	155.48-		
6007.02	230.88	230.88	.00	.00	.00	06/14/23	230.88-		
6008.01	528.99	432.91	96.08	.00	.00	06/07/23	369.69-		
6009.03	212.20	212.20	.00	.00	.00	06/08/23	212.20-		
6010.02	404.32	202.16	202.16	.00	.00	05/24/23	202.16-		
6011.02	332.54	332.54	.00	.00	.00	06/15/23	210.22-		
6012.01	77.74	77.74	.00	.00	.00	06/20/23	77.74-		
6013.02	105.11	105.11	.00	.00	.00	06/06/23	105.11-		
6014.01	132.52	132.52	.00	.00	.00	06/20/23	132.52-		
6015.01	159.70	79.85	79.85	.00	.00	06/06/23	79.85-		
6016.08	77.74	77.74	.00	.00	.00	06/15/23	77.74-		
6017.02	155.49	155.48	.01	.00	.00	06/06/23	155.47-		
6018.01	312.67	312.67	.00	.00	.00	06/12/23	153.27-		
6019.02	266.96	266.96	.00	.00	.00	06/15/23	224.26-		
6021.02	77.74	77.74	.00	.00	.00	06/20/23	77.74-		
6022.02	105.11	105.11	.00	.00	.00	06/12/23	210.22-		
6023.01	210.22	210.22	.00	.00	.00	06/20/23	210.22-		
6025.02	88.54	88.54	.00	.00	.00	06/20/23	264.16-		
6026.02	3,793.99	.00	.00	.00	3,793.99		.00	Final	12/02/10
6026.04	2,676.92	1,409.76	1,267.16	.00	.00	05/24/23	1,267.16-		
6027.02	144.89	.00	.00	.00	144.89		.00	Final	12/01/17
6027.04	185.06	62.51	62.51	60.04	.00	04/24/23	200.00-		
6028.08	77.74	77.74	.00	.00	.00	06/06/23	243.22-		
6029.01	188.48-	188.48-	.00	.00	.00	06/15/23	80.00-		
6031.02	77.74	77.74	.00	.00	.00	06/21/23	77.74-		
6032.01	212.20	212.20	.00	.00	.00	06/08/23	212.20-		
6033.03	203.50	203.50	.00	.00	.00	06/12/23	407.00-		
6040.03	697.60	.00	.00	.00	697.60		.00	Final	10/01/11
6040.04	233.22	77.74	77.74	77.74	.00	04/24/23	243.22-		
6041.02	105.11	105.11	.00	.00	.00	06/13/23	105.11-		

Customer Number	Balance	06/30/2023	05/31/2023	04/30/2023	03/31/2023	Last Pmt Date	Last Pmt Amount	Msg	Final Bill Date
7001.06	132.52	132.52	.00	.00	.00	06/07/23	132.52-		
7002.01	200.23	200.23	.00	.00	.00	06/08/23	200.23-		
7004.01	155.48	77.74	77.74	.00	.00		.00		
7005.04	670.09	.00	.00	.00	670.09		.00	Final	05/03/12
7005.05	37.27-	37.27-	.00	.00	.00		.00	Final	11/01/13
7005.09	44.72	44.72	.00	.00	.00	06/22/23	88.32-		
7006.01	62.51-	62.51-	.00	.00	.00	04/17/23	62.51-	Final	09/08/11
7006.11	185.13-	232.32-	33.20	13.99	.00	03/23/23	500.00-		
7009.01	45.20	45.20	.00	.00	.00	06/26/23	180.80-		
7010.01	499.20	499.20	.00	.00	.00	06/08/23	406.91-		
7015.01	186.16	186.16	.00	.00	.00	06/08/23	177.76-		
7017.02	5.00-	30.36-	25.36	.00	.00		.00		
7022.01	44.72	44.72	.00	.00	.00	06/13/23	44.72-		
7024.02	198.83	.00	.00	.00	198.83		.00	Final	12/31/22
7025.01	77.74	77.74	.00	.00	.00	06/29/23	77.74-		
7026.03	105.11	105.11	.00	.00	.00	06/28/23	92.82-		
7029.01	26.30	.00	.00	.00	26.30	02/02/23	92.82-	Final	02/17/23
7029.02	105.11	105.11	.00	.00	.00	06/22/23	105.11-		
7040.03	440.77	.00	.00	.00	440.77		.00	Final	02/02/17
7040.05	89.44	44.72	44.72	.00	.00	05/15/23	44.72-		
7041.01	44.69	44.69	.00	.00	.00	03/15/23	134.20-		
7044.02	44.72	44.72	.00	.00	.00	06/13/23	44.72-		
7046.02	141.21	141.21	.00	.00	.00	06/26/23	141.21-		
7047.01	44.72	44.72	.00	.00	.00	06/13/23	44.72-		
7052.02	77.74-	77.74-	.00	.00	.00	05/22/23	233.22-		
7053.02	320.01	.00	.00	.00	320.01		.00	Final	12/01/18
7053.05	133.22	77.74	55.48	.00	.00	06/08/23	100.00-		
7054.01	177.32	177.32	.00	.00	.00	06/08/23	177.32-		
7057.02	26.04	26.04	.00	.00	.00	06/13/23	26.04-		
7058.01	296.17	.00	.00	.00	296.17		.00	Final	12/01/13
7059.01	46.86-	46.86-	.00	.00	.00		.00	Final	11/01/13
7059.02	463.21	.00	.00	.00	463.21		.00	Final	03/12/20
7059.03	10.41	10.41	.00	.00	.00	06/13/23	47.41-		
7060.01	186.16	186.16	.00	.00	.00	06/08/23	186.16-		
8001.01	209.89	209.89	.00	.00	.00	06/29/23	1,832.74-		
8004.03	1,269.90	1,269.90	.00	.00	.00	06/07/23	1,269.73-		
8008.01	56.95	56.95	.00	.00	.00	04/13/23	170.85-		
8010.01	409.58-	409.58-	.00	.00	.00	06/20/23	70.00-		
8012.03	48.91	44.88	4.03	.00	.00	05/08/23	110.00-		
8014.03	290.84	290.84	.00	.00	.00	06/12/23	581.68-		
8015.02	252.00	252.00	.00	.00	.00	06/06/23	252.00-		
8022.03	2,844.00	2,844.00	.00	.00	.00	06/06/23	2,844.00-		
8023.02	267.52	267.52	.00	.00	.00	06/13/23	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
Grand Totals:	55,367.70	25,282.88	7,566.31	1,533.44	20,985.07				

## **Library Staff Report, June 2023**

Yavapai College Library is continuing to give away furniture and books

Jerome Library staff visit weekly to pick up items that we can use.

This month we received 56 books 26 DVDs and a trailer load of very nice upholstered furniture for the library.

The Old Book Room on the third floor has a new Director , the Library welcomes Erica Raspberry Knitzz to our volunteer staff. She is currently working on a map of the OBR. She is familiarizing herself with the book room and will be open to the public soon.

The NEW phone directory is available for distribution in the library, as usual the directory is published by Nancy and Tracy Weisel with Donations going to the library. Donated amount will be published in the Town newsletter.

Jerome library staff are concerned about the publicity surrounding Banned books. Recently, the Camp Verde Library had to remove several kids' books from the children's area displays during PRIDE month in June. This concerns all libraries in Yavapai County as these books can be requested through Inter library loan.

Jerome Library staff are working on a banned book policy as we have never banned books here and need a policy in place should we need to deal with a ban request..

## **Community Art Workshop**

Kids Art Workshop class in Metal embossing on colored foil has been scheduled for July 15<sup>th</sup>, from Noon – 2 pm.

Sign up in the library or e-mail [jeromeartworkshop@gmail.com](mailto:jeromeartworkshop@gmail.com)

Ages 6 – 14 and parents are welcome to attend.

*Respectfully, Librarian , Kathleen Jarvis*



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 - 2023

### June 2023 PUBLIC WORKS MONTHLY REPORT

#### NORMAL WEEKLY DUTIES

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

#### OTHER PROJECTS

- Listen, locate, pothole and fix at least one leak on the waterline headed to the 500 level.
- Assemble chairs and desk at Town Hall.
- Sprinkler repairs at the parks.
- Remove stickers, drop fuel tank, and replace fuel pump on the old shuttle van.
- Weld up and paint the handrailing on School St.
- Dig up, repair, and patch the waterline on Clark St.
- Repairs to the door and drywall, and toilet at the Passion Cellar.
- Run out and turn springs in on Mingus.
- Trimming trees, bushes, and pick up trimmings throughout town.
- Track down and fix an oil leak on the garbage truck.



# Jerome Volunteer Fire Department

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

## Fire Chief's Report

Month: June Year: 2023

Calls by Type	Number	Resident	Non-Resident
EMS Calls	19	12	7
Residential Fire	0	0	0
Commercial Fire	0	0	0
Wildland	1	0	1
Still Assignment	0	0	0
Station Staffing	2	2	0
Citizen Assist	6	1	5
Agency Assist	10	6	4
Special Duty	3	2	1
Snake Removal	1	1	0
Tech Rope Rescue	1	0	1
MVA/Rescue	3	1	2
HazMat	2	2	0
Dispatch Error	0	0	0
<b>Totals:</b>	<b>48</b>	<b>27</b>	<b>21</b>
<b>Total Calls Chief on Scene</b>	<b>41</b>		
<b>Total JFD Meetings Chief Attended</b>	<b>8</b>		

Department Meetings and Drills	Number
Officer's Meeting	1
Work Session	1
Rope Drill	1
Drills	5

JVFD Hours Worked (No Salaried Hours Included in these totals)	Total Hours: 388.25
--	---------------------

Fire Chief Meetings	Date
Red Cross	6/2
Prescott National Forest	6/2
Fire Marshals	6/7
Chief's Meeting	6/7

### Education, Summer Semester:

- We currently have 4 Swiftwater technicians. June 2<sup>nd</sup>, they attended a Swiftwater training here in the Verde Valley.



- Rick will be attending a Fire Inspection Code Course in July.

### **Additional Training:**

- On Thursday 5PM June 1<sup>st</sup> we had a business meeting with Bandaging and Packaging Training, conducted by Whiting.
- On Thursday 5PM June 8<sup>th</sup> we conducted a Wildland Truck Overview Training with Whiting.
- On Thursday 5PM June 15<sup>th</sup> we conducted Air Pack Training with Giles.
- On Thursday 5PM June 22<sup>nd</sup> we conducted Training on Rope Anchors with Lee.
- On Saturday 9AM June 24<sup>th</sup> we conducted Training on Rope Rescue Basic Skills with Lee.
- On Thursday 5PM June 29<sup>th</sup> we conducted Training on Radio Communications and Equipment with Hernandez.

### **Department Affairs and On-going Projects**

- Our June call volume is up by 4 calls over last June's 44 calls, totaling 48 calls this month. Our Year-to-Date call volume is 236 compared to last year's 237 calls YTD 2022. Our Fire Department personnel perform their tasks in a professional manner with no injuries occurring.
- Jerome Fire has been working with the Town crew to restore the water tanks and water lines to full capacity due to the right-hand tank on Cleopatra hill having a leak on the bottom of the tank. The Tank is currently being repaired; Work should be complete before the end of July.
- We have been monitoring all the water tanks multiple times daily throughout the months. To ensure we have water overflow, in addition to filling the sunshine hill tanks. At this point all the water tanks are full, other than the one that needs repair.
- There was a leak found down on the State Park, on their irrigation line. The line has since been turned off, and the Sunshine hill tanks have stabilized.
- Jerome Fire and the Town Crew have also been working together on addressing the problems with the Cantilevered Sidewalk on Hampshire Ave. The worst portions have been repaired; the rest of the project is on hold. We are currently getting quotes for fencing on the existing railing. The engineer has approved the fencing examples, and we should be installing the fence within the next month.
- We have received a grant for \$120,000, This grant is for Incident Management software as well as laptops. We are currently working with the two approved companies for quotes on the services that will be provided. We had demonstrations from both companies, Adashi and 3AM innovations. We're still looking for input from Allen before making our final decision.
- Jerome Fire has purchased a \$11,000 public safety drone using auxiliary funds. This drone has dual Cameras with FLIR (Thermal Imaging) capability. This drone will be able to serve both the Fire department and the Police Department in many different aspects, including Fire spotting, Search and rescue, Patient location and more. A roster of potential Pilots is also being developed to begin training. These include Allen Muma, Carl Whiting, Ricardo Hernandez, Kerry Lee, Jason Supple and John Krmpotich. The drone had some software issues, so the company is sending us a whole new drone. We hope to have it in service this month.
- JFD has received another hazardous fuel grant from the state through PAWUIC as well as Title III Money. The Grant is for 20 acres and will be around the sewage treatment plant and other adjoining drainages. We have until June of 2025 to complete the work. They're hoping to get some of these projects done with the 2 new fuel abatement personnel that was budgeted for.
- We have received our new Wildland Truck. It is a 2023 Ram 5500 Crew Cab. With the Wildland Fire season starting to get active it is in the town's best interest to wait for things to slow down. We are hoping to install the rear compartments/ pump and other components as soon as possible to have it ready for service.

- With the spring moisture Arizona is not seeing the normal fire season. But the Pacific Northwest and areas in that region of the country are picking up. We have sent out a crew for a Phoenix Prepositioning assignment on Thursday the 22<sup>nd</sup> of June. This assignment will be submitted and imbursed on the 23-24 budget year.
- We will be putting our Hydrant testing on hold until we get approval from the public works. With the Right-hand tank still inoperable and Jerome in stage one water restrictions, JFD feels it's in the town's best interest to remain in restrictions until the tanks and water lines have been repaired.
- We are looking into making subscriptions available for out-of-town residences and businesses, making it more equitable for residences and businesses for our response.
- We are currently busy with the new fiscal year documentation transfer, the Auxiliary year end audit, and the Fire department annual pension report.
- We are caught up and current with our Annual NFIRS Reports for 2022. Which was due by the first of July 2023. We have received a no errors report from NFIRS. This allows us to be eligible for many grants and funds

### Prevention

- We have had a total of 35 Firewise activities and visits to the burn pile in June with 43 loads of trimmings, slash, and brush for a total of 99 combined Jerome's citizen hours. As well as 125.5 total hours from our Fuels Crew and Adult Probation. We are currently managing a crew of 2 part time Firewise personnel and have 2 Adult Probation Crew that have signed up to help the department with their community service. If you need assistance, and have not filled out a Firewise application, they can be obtained at the Town Hall or the Fire Department.
- JFD Performed 9 Business license inspections over the course of June.

Thank you to all Jerome residents and property owners who have helped in the creation of defensible space around their properties by removing dead and overgrown trees, brush, and grasses.

### June Fire and EMS Report:

Incident	Date	Time	Day	Select Type	Additional Info	#
J-128	6/1/23	9:15:00 AM	Thu	Citizen Assist Non-Resident	Disabled Vehicle	3
J-129	6/1/23	2:15:00 PM	Thu	EMS Non Resident	63 YOF - Fall – Basic First Aid	3
23-62	6/2/23	10:51:00 AM	Fri	EMS Non Resident	30 YOM - Grease Burn	6
J-130	6/2/23	11:30:00 AM	Fri	Hazmat	Grease Spill	3
J-131	6/2/23	8:00:00 AM	Fri	Special Duty Non-Resident	Training - Swiftwater	3
23-63	6/2/23	9:14:00 PM	Fri	EMS Resident	80 YOM - Abdominal Pain	6
J-132	6/3/23	9:30:00 AM	Sat	Agency Assist Non-Resident	Oversized Vehicle	3
J-133	6/3/23	7:45:00 PM	Sat	MVA/Rescue Resident	Single Vehicle Non-Injury Accident	3
J-134	6/3/23	8:45:00 PM	Sat	Citizen Assist Non-Resident	Disabled Vehicle	3
J-135	6/5/23	2:00:00 PM	Mon	Citizen Assist Resident	Assist in Home Entry - Lockout	2
J-136	6/5/23	7:00:00 PM	Mon	EMS Resident	70 YOM - Vitals Check	2
23-64	6/5/23	9:08:00 PM	Mon	EMS Non Resident	Canceled Enroute	4
J-137	6/6/23	6:45:00 AM	Tue	EMS Resident	70 YOM - Welfare Check	1
J-138	6/6/23	12:00:00 PM	Tue	Citizen Assist Non-Resident	Disabled Vehicle	2

J-139	6/6/23	3:45:00 PM	Tue	EMS Non Resident	58 YOM - Leg Scrape	3
J-140	6/6/23	2:00:00 PM	Tue	EMS Non Resident	57 YOM - Basic First Aid	4
23-65	6/8/23	11:43:00 AM	Thu	EMS Resident	80 YOM - Seizure	6
23-66	6/8/23	6:03:00 PM	Thu	MVA/Rescue Non-Resident	Rollover - Single Vehicle 2 Pts	13
23-67	6/8/23	7:18:00 PM	Thu	EMS Non Resident	60 YOM - Chest pain	13
23-68	6/8/23	4:59:00 AM	Fri	EMS Resident	78 YOM - Difficulty Breathing	5
J-141	6/10/23	2:00:00 PM	Sat	Station Staffing	Station Staffing	5
J-142	6/11/23	2:15:00 PM	Sun	Citizen Assist Non-Resident	Stuck Vehicle	2
23-69	6/12/23	3:20:00 PM	Mon	EMS Non Resident	15 YOM - Bee Sting	5
23-70	6/13/23	8:11:00 AM	Tue	MVA/Rescue Non-Resident	Single Vehicle Rollover - Noninjury	8
J-143	6/13/23	8:00:00 AM	Tue	Snake Removal & Relocation	Rattlesnake + King Snake - Nothing Found	2
23-71	6/14/23	7:34:00 PM	Wed	EMS Resident	5 YOM - Scratch on Eye	5
23-72	6/16/23	9:19:00 AM	Fri	EMS Resident	Canceled enroute	5
23-73	6/18/23	2:17:00 PM	Sun	Tech Rescue Non-Resident	56 YOF - Heat Exhaustion	11
J-144	6/18/23	2:30:00 PM	Sun	Station Staffing	Station Staffing	3
23-74	6/18/23	6:58:00 PM	Sun	EMS Resident	74 YOM - Fall	8
J-145	6/19/23	8:00:00 AM	Mon	Agency Assist Resident	Check Water System 500 level	1
23-75	6/19/23	5:16:00 PM	Mon	EMS Resident	76 YOM - Unknown Medical- Possible Stroke	6
J-146	6/21/23	1:30:00 PM	Sat	Agency Assist Non-Resident	Oversized Vehicle	2
23-76	6/22/23	8:56:00 AM	Thu	Wildland	Phoenix Preposition	3
J-147	6/22/23	8:00:00 AM	Thu	Agency Assist Resident	Prepare for Wildland assignment	5
23-77	6/23/23	1:36:00 AM	Fri	EMS Resident	87 YOF - Abdominal Pain	5
J-148	6/23/23	10:58:00 AM	Fri	Agency Assist Non-Resident	Oversized Vehicle	5
J-149	6/23/23	12:00:00 PM	Fri	Agency Assist Resident	Assisted UNS With Gas Leak	1
J-150	6/23/23	3:00:00 PM	Fri	Special Duty Resident	Checked on Bee Problem	1
J-151	6/24/23	2:00:00 PM	Sat	Agency Assist Resident	Assist JPD W/ trespassing	1
J-152	6/25/23	11:30:00 AM	Sun	Agency Assist Resident	Assist JPD W/ Search for Missing Person	6
J-153	6/26/23	1:30:00 PM	Mon	Citizen Assist Non-Resident	Vehicle High Center on Curb	2
J-154	6/26/23	7:00:00 PM	Mon	Special Duty Resident	Removed Road Hazards	1
23-78	6/27/23	3:03:00 AM	Tue	EMS Resident	Medical Alert - No Emergency	4
J-155	6/27/23	11:00:00 PM	Tue	Agency Assist Resident	Assist JPW W/ Water Leak	1
J-156	6/28/23	12:30:00 PM	Wed	Agency Assist Non-Resident	Assist JPD W/ an Oversized Vehicle	1
J-157	6/29/23	8:30:00 AM	Thurs	Hazmat	Clean Up Biohazard	2
23-79	6/30/23	12:35:00 PM	Fri	EMS Resident	77 YOM - Fall W/ Head Injury	5
<b>Incident</b>	<b>Date</b>	<b>Time</b>	<b>Day of week</b>	<b>Select Type</b>	<b>Additional Info</b>	<b>#</b>

### June 2023 Burn File Log

**JC stands for Jerome citizens.**

Date	Address	Adult Prob.	# Crew Firewise	FW Hrs.	Firewise Total Hrs.	# Loads	JC# crew	JC# Hrs.	JC Total Hrs.
6/1/2023	Douglas Rd		3	4	12				0
6/2/2023	640 Main	2	3	3	15	1			0
6/2/2023	654 Giroux	2	3	3	15	1			0
6/3/2023	1000 Perkinsville Burn Permit				0				0
6/3/2023	302 Hull Ave.	2	3	7	35				0
6/4/2023	209 3rd				0	2	2	4	8
6/4/2023	Lower Bell Rd.				0	1	1	2	2
6/5/2023	Dundee				0	4	4	8	32
6/5/2023	Gulch Rd.				0	1	1	1	1
6/5/2023	Center Park				0	1	2	2	4
6/5/2023	222 Dundee				0	1	1	1	1
6/6/2023	213 6th St.				0	2	2	4	8
6/6/2023	545 Main				0	1	1	2	2
6/7/2023	248 Dundee				0	1	1	1	1
6/9/2023	416 Main				0	1	1	1	1
6/9/2023	Rich St.				0	1	1	1	1
6/9/2023	1000 Perkinsville Burn Permit				0				0
6/8/2023	Mine Rich Rd.		3	7.5	22.5				0
6/9/2023	233 Allen Springs				0	1	2	2	4
6/12/2023	150 North Dr.				0	2	2	2	4
6/12/2023	103 Main				0	1	1	2	2
6/13/2023	673 Main				0	1	2	2	4
6/13/2023	764 East				0	1	1	2	2
6/14/2023	673 Main				0	1	2	2	4
6/17/2023	898 Hampshire				0	2	2	2	4
6/19/2023	401 Hull Ave.		1	2	2	1			0
6/24/2023	701 Hull Ave.				0	5	2	4	8
6/24/2023	UVX Rd.	2		4	8	3			0
6/26/2023	101 County				0	2	2	2	4
6/26/2023	Verde				0	1	2	1	2
6/26/2023	Main		2	2	4				0
6/27/2023	Clark St.		2	1	2	2			0
6/29/2023	Perkinsville Rd.		1	4	4				0
6/30/2023	North Dr.		1	6	6	2			0
					0				0
		<b>8</b>	<b>22</b>	<b>43.5</b>	<b>125.5</b>	<b>43</b>	<b>35</b>	<b>48</b>	<b>99</b>
	Jerome Citizen Hours-	Adult Prob.	Firewise	FW Hrs.	Firewise Total Hrs.	# Loads	JC# Crew	JC# Hrs.	JC Total Hrs.

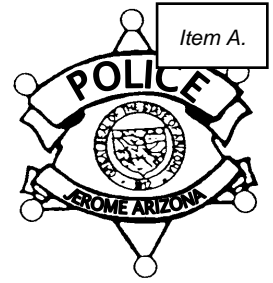
**Thank you for your continuing support.**

**Rusty Blair Chief JVFD**



# JEROME POLICE DEPARTMENT

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



June 7, 2023

TO: Honorable Mayor and Jerome Town Council

FROM: Allen L. Muma, Chief of Police

Attached please find the police activity report for June 2023.

During the month of June, the police department responded to 173 calls for service. Of note, we had a stalking offense. This is a repeat offender and the suspect was charged with felony offenses. There was an assault case involving the unlawful touching of a juvenile, by someone known to her. That case was referred to the County Attorney for review. We had several DUI arrests this month, with one being a repeat offender, charged as a felony.

Jerome Police Officers and Parking Officers conducted several enforcement actions over the month of June. There were 189 parking citations written and 3 warnings for parking. There were 88 citations and 35 warnings for various moving traffic violations.

Parking Kiosks took in \$28,642.60 in June 2023 compared to \$22,111.85 June 2022.  
YTD Parking Kiosks have netted \$181,675.95

Respectfully,

Allen L. Muma  
Chief of Police

# JEROME POLICE DEPARTMENT

305 MAIN STREET

JEROME, AZ 86331

(928) 634-8992

Date : 07/03/2023

Page :

Agency :

Item A.

## Calls For Service Totals By Call Type

06/01/2023 to 06/30/2023

Call Type	Totals	
205	Trespass	2
215	Drug Related	1
240	Assault	2
247	Civil Problem	1
410	Criminal Damage	2
415C	Juvenile Disturbance	1
459	Burglary	1
476	Animal Control Problem	1
487	Theft	2
667	Missing Person Adult	1
903	Follow-Up	33
908F	Found Property	4
908L	Lost or Stolen Property	3
961	Accident - No injuries	1
AA	Agency Assist	2
ACPD	Assist Clarkdale PD	4
ADPS	Assist DPS	1
AF	Assist Fire Department	9
AYCSO	Assist YCSO	15
BI	Background Investigation	4
CA	Citizen Assist	5
CO	Call Out	1
DIS	Disorderly Conduct	5
DUI	Driving Under the Influence	3
ES	Escort Services	1
FP	Foot Patrol	1
HAR	Harrassment	1
HR	Hit & Run Accident	3
HSE	Hampshire Speed Enforcement	1
NOISE	Noise Complaint	1
OA	Officer Assist	1
OC	Open Intoxicants in Public Place	1
ORV	ORV Related Complaint	1
OT	Oversize Truck	8
PARK	Parking Complaint	2
PE	Parking Enforcement	26
REC	Reckless Driver	2
SC	Security Check	12

Printed By/On: 804 / 07/03/2023 12:11:10

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 : 07/03/2023

Page :

Agency :

Item A.

## Calls For Service Totals By Call Type

06/01/2023 to 06/30/2023

Call Type	Totals
SS Suspicious Situation	1
STLK Stalking	1
T/S Traffic Stop	1
TO Traffic Offense	3
TRN Training	1
VM Vehicle Maintenance	1
<b>Grand Total for all calls</b>	<b>173</b>





## JEROME MUNICIPAL COURT

Hon. Angela M. Bradshaw Napper, Magistrate


P O Box 335  
Jerome, AZ 86331

600 Clark Street  
Phone (928) 649-3250

Item A.

---

TO: Jerome Town Council

FROM: Angela M. Bradshaw Napper, Magistrate 

SUBJECT: Monthly Staff Report

DATE: July 6, 2023

Court business was a bit slower in June. However, court staff have remained busy updating and customizing the extensive and detailed standardized policy and procedures manual from the LJ county courts committee. With the assistance of the town manager, we also began the process of acquiring some security upgrades.

The court clerk attended over nine hours of continuing education delivered through the county superior court with remote appearance courses and in-person classes in Prescott. I received 15 hours of training at the annual judicial conference. The conference was a wonderful networking opportunity, meeting judges from around the state, discussing challenges and successes.

The highlight of the judicial conference was a presentation by Hon. Olena Tanasevych, the first President (Chief Judge) of the Ukrainian High Anti-Corruption Court. She provided an overview of the structure of the Ukrainian courts and their efforts to eradicate systemic corruption in the country and defend justice before the war and now as the war continues. Martial law was imposed in Ukraine on February 24<sup>th</sup>, 2022, and remains in effect. Of note, particularly as we recently celebrated Independence Day in the United States, the declaration of martial law in Ukraine did not curtail the powers of the courts. Rather it assured the citizens that the powers of the courts, prosecutors, and law enforcement would not be limited, terminated, or transferred to another body. Judge Tanasevych was truly inspirational, a paragon of personal strength and an advocate of justice.

As always, I am humbled by the opportunity to be of service to the Town of Jerome and to uphold our nation's and our state's constitutions.

# JEROME MUNICIPAL COURT

## CITY/TOWN DISBURSEMENT

### Jun 2023

TOWN OF JEROME	CODE	GL	AMOUNT	
Forfeited Overpayments		4-91-04	0.00	
Confidential Address Assmt - LOCAL DV/Sx (5%) 12-116.05	ZCAA2	4-29-22	0.00	
Defensive Driving School Fee 28-3396	ZDDS	4-31-01	440.00	
Default Fees - LOCAL	ZDEFF	4-32-01	302.80	
Deferred Prosecution Fees	ZDFEE	4-31-02	290.00	
Fines - CT Penalties - 13-811A & 28-1554B	ZFINE	4-21-10	943.84	
Fines - CR (NT) Penalties - 13-811A & 28-1554B	ZFINE	4-22-30	0.00	
Fines - CR T (DUI) Penalties - 13-811A & 28-1554B	ZFINE	4-22-10	365.18	
Fines - CR T (NDUI) Penalties - 13-811A & 28-1554B	ZFINE	4-22-20	0.00	
Fines - CR T (GBSE) Penalties - 13-811A & 28-1554B	ZFINE	4-21-95	7.63	
Fines - CR Penalties - 13-811A & 28-1554B	ZFINE	4-59-04	0.00	
Fines - LOCAL CIVIL TRAFFIC	ZFINE	4-49-07	1,130.31	
TITLE 22 OTHER FEES ( LOCAL JCEF)	ZJCLF	4-13-02	0.00	
Jud Collect Enhan Fnd (LOCAL T22) (Other Fees)	ZJCLF	4-13-02	0.00	
COURT SECURITY FEE	ZMCSF	4-30-25	668.00	
Miscellaneous (T22) Filing/Answer Fees 22-281C3	ZMISC	4-11-01	0.00	
Miscellaneous (T22) Other Fees 22-281C3	ZMISC	4-11-02		
Non-Refundable Overpayments	ZOVF	4-91-02	9.00	
License Plate Violation (Susp/Dispaly) 28-4139	ZSLPX/ZHRFC	4-23-02	0.00	
Warrant Fee	ZWARF	4-32-03	25.00	
OTHER CLERK FEES	ZLCL	4-39-09	0.00	
<b>SUBTOTAL - City/Town, General Fund</b>			<b>\$4,181.76</b>	
Attorney Reimbursement Fees (Indigent Defense)	ZATT	2-31-01	77.14	77.14
Public Defender Fees	ZPUBZ	4-39-71	0.00	
Court Enhancement Fee	ZCE	4-30-04	0.00	
Officer Safety Equip - LCOAL PD 12-116.04D	ZOS3	4-23-03	110.00	
2011 Additional Assmt - Citing Agcy Share	ZOS	2-51-03		
<b>SUBTOTAL - City/Town, Split Accounts</b>			<b>\$187.14</b>	
<b>City/Town TOTAL:</b>			<b>\$4,368.90</b>	

**MONTHLY REVENUE REMITTANCE**

Jun 2023

TOTAL DISBURSEMENTS Item A.

**SUBTOTALS: 70.00 4,722.10 4,368.90 120.36**  
 JCEF 70.00 4,181.76 Gen Fund  
 FTG 0.00 187.14 Splits

**9,281.36**

FUND	CODE	GL ACCT	OTH AGY	STATE	TOWN	COUNTY
Jud Collect Enhan Fnd (Local TPF 12-116 - \$7 Court)	ZJCL	4-13-03	70.00			
Jud Collect Enhan Fnd (LOCAL T22) (Other Fees)	ZJCLF	4-13-02				
Jud Collect Enhan Fnd (LOCAL T22) (Filing and Answer Fees)	ZJCLF	4-13-01				
Fill the Gap Revenue (MFTG)	FTGREV	4-98-03				(S2 WRITE-IN)
ADPS Forensic Fund	ZADPS	2-14-08		139.75		141.15 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		236.17		
Crim Jstc Enhnc Fnd Penalty (47% Base) - 12-116.01A, 41-2401	ZCJEF	2-14-01		993.63		
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		1.40		
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				109.06 ZFAR 1 & 3
FARE Delinquency Fee (\$35.00 Fee) AO 2003-126	ZFAR2	2-13-22		35.00		187.00 ZFAR 2 & 4
FARE Enhanced Spec Collection Fee	ZFAR3	2-13-25		109.06		
FARE Enhanced Delinquency Fee	ZFAR4	2-13-24		152.00		
FTG Penalty Assmt (7% of Base) - 12-116.01B, 41-2421J	ZFTGS	2-14-04		165.32		
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		110.00		130.00 ZJCS 52 & ZJCS 53
Jud Collect Enhan Fnd (ST TP - \$2 PubDef Trng) 12-116	ZJCS	2-13-53		20.00		
Jud Collect Enhan Fnd (CVLTP) Title 22-281C1 (18.39% of Fee)	ZJCSF	2-13-51				
Medical Svcs Enhan Fnd (13% Base) 12-116.02F, 36-2219.01	ZMSEF	2-14-02		307.04		
2011 Additional Assmt (\$8) 12-116.04C	ZOS1	2-15-31		220.05		357.55 ZOS 1-99
Prison Construction & Operations Fnd 5-395.01A4, 41-1651	ZPCOF	2-15-13		750.00		
Peace Officer Training Equip Fnd (2019-\$4) 12-116.10, 41-1731	ZPOTE	2-15-42		109.66		
Probation Surcharge (\$5) 12-114.01	ZPRSU/6/9	2-14-06		550.07		
Public Safety Equipment Fnd 5-395-397, 28-1381-88, 41-1723	ZPSEF	2-15-14		500.00		500.00 ZGFDU & ZPSEF
Drug Tech Registration Fnd (Drug lab) 13-3423, 28-737.....	ZTECH	2-15-35				
Victim Rights Penalty (2019 - \$9) 12-116.08 (37.6%)	ZVCAF	2-15-43		92.65		246.71 ZVCAF & ZVRF
Victims Rights Enforcement Fund (S2) 12-116.09, 41-1722	ZVREA	2-15-37		54.98		
Victim Rights Penalty (2019 - \$9) 12-116.08 (62.4%)	ZVRF	2-15-44		154.06		
Forfeited Overpayments		4-91-04				
Installment Payment Fee		4-39-08				
Attorney Reimbursement Fees (Indigent Defense)	ZATT	2-31-01			77.14	77.14 ZATT & ZPUBZ
Confidential Address Assmt - LOCAL DV/Sx (5%) 12-116.05	ZCAA2	4-29-22				
Court Enhancement Fee	ZCE	4-30-04				2,446.96 ZCAA2 & ZFINES
Defensive Driving School Fee 28-3396	ZDDS	4-31-01			440.00	
Default Fees - LOCAL	ZDEFF	4-32-01			302.80	327.80 ZDEFF & ZWARF
Deferred Prosecution Fees	ZDFEE	4-31-02			290.00	
Fines - CT Penalties - 13-811A & 28-1554B	ZFINE	4-21-10			943.84	
Fines - CR (NT) Penalties - 13-811A & 28-1554B	ZFINE	4-22-30				2,446.96 ALL ZFINES
Fines - CR T (DUJ) Penalties - 13-811A & 28-1554B	ZFINE	4-22-10			365.18	
Fines - CR T (NDUI) Penalties - 13-811A & 28-1554B	ZFINE	4-22-20				
Fines - CR T (GBSE) Penalties - 13-811A & 28-1554B	ZFINE	4-21-95			7.63	
Fines - CR Penalties - 13-811A & 28-1554B	ZFINE	4-59-04				
Fines - LOCAL CIVIL TRAFFIC	ZFINE	4-49-07			1,130.31	
TITLE 22 OTHER FEES ( LOCAL JCEF)	ZJCLF	4-13-02				
COURT SECURITY FEE	ZMCSF	4-30-25			668.00	
Miscellaneous (T22) Filing/Answer Fees 22-281C3	ZMISC	4-11-01				668.00 ZJCL & ZMISC
Miscellaneous (T22) Other Fees 22-281C3	ZMISC	4-11-02				
2011 Additional Assmt - Citing Agcy Share	ZOS	2-51-03				
Officer Safety Equip - LCOAL PD 12-116.04D	ZOS3	4-23-03			110.00	
2011 Additional Assmt - State Citing Agencies	ZOS5	2-15-32				
Non-Refundable Overpayments	ZOVF	4-91-02			9.00	
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			25.00	
Jail (Incarceration) Fees	ZJF	4-33-21				92.86
2011 Additional Assmt - Justice Courts Share	ZOS2	2-21-53				27.50
CITIZENS CLEAN ELCTIONS FUND 1%	ZCEF2	2-14-09		21.26		257.43 ZCEF & ZCEF2

<b>PASS-THROUGH MONIES:</b>		<b>Received</b>
<b>OVERPAYMENT REPORT</b>		
Carried Forward from Previous Month		\$0.00
RECEIVED in current month	ZOVR 2-72-01	\$0.00 <small>(S5 WRITE-IN)</small>
DISBURSED (Hold Rcpt Refund) in current month		\$0.00
Allocation Adjustments		\$0.00
<b>Balance at End of Current Month</b>		<b>\$0.00</b>
<b>UNAPPLIED PAYMENTS REPORT</b>		
Carried Forward from Previous Month		\$0.00
Received, not applied this month	UAP 2-79-11	\$0.00 <small>(S5 WRITE-IN)</small>
Allocated During Current month		\$0.00
<b>Balance at End of Current Month</b>		<b>\$0.00</b>
<b>DEFERRED AGENCY ALLOCATIONS REPORT</b>		
Carried Forward from Previous Month		\$0.00
Agency Not Assigned in Current Month	DAA 2-99-02	\$0.00
Allocated During Current month		\$0.00
<b>Balance at End of Current Month</b>		<b>\$0.00</b>
<b>BOND REPORT</b>		
Carried Forward from previous month		\$3,500.00
RECEIVED in current month	ZBND 2-71-01	
CONVERTED (Exonerated) to Fines/Fees		\$0.00
DISBURSED in current month		\$3,500.00
FORFEITED in current month		\$0.00
<b>Balance at End of Current Month:</b>		<b>\$0.00</b>
<b>RESTITUTION REPORT</b>		
Carried Forward from previous month		\$0.00
RECEIVED in current month	ZREST 2-41-01	\$50.00
DISBURSED in current month		\$50.00
<b>Balance at End of Current Month</b>		<b>\$100.00</b>

<b>TOTAL REVENUE FOR DISBURSEMENT</b>		<b>\$9,190.10</b>
JCEF account	\$70.00	
FTG account	\$0.00	
State Revenue	\$4,722.10	
City/Town	\$4,368.90	
Yavapai County	\$120.36	
Other Agencies		
<b>TOTAL DISBURSEMENTS</b>		<b>\$9,281.36</b>
<b>PASS-THROUGH MONIES:</b>		<b>\$50.00</b>
Overpayment Refunds	\$0.00	
Unapplied Payments	\$0.00	
Bonds (ZBND)	\$0.00	
Restitution (ZREST)	\$50.00	
Agency Not Assigned - not yet allocated	\$0.00	
<b>SABA TOTAL (Total Revenue)</b>		<b>\$9,331.36</b>

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

**June-23**

Signature

*Micheala Brewer*

Verified by:

*[Signature]*

**June \$\$\$ RECONCILIATION**

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

Ending Balance from 5/31/2023 \$ 79,819.97

Deposits to account, per bank stmt: \$ 9,474.36 (deposits to AJACS) (money in transit)

\$ 9,331.36 \$ 143.00

Checks cleared & charge-back debits:      date cleared:

#2271	6/5/2023	\$ 500.00	bond exon. St.v.Medrano #TR2022000015
#2275	6/1/2003	\$ 49.00	Jerome - JCEF funds
#2274	6/12/2023	\$ 5,979.86	Town of Jerome - monthly disbursement
#2273	6/16/2023	\$ 88.32	Yavapai County - monthly disbursement
#2272	6/22/2023	\$ 4,412.87	State of AZ - monthly town disbursement
<b>TOTAL:</b>		<b>\$ 11,030.05</b>	

Ending Balance from 5/31/23 stmt: \$ 78,264.28

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

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

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

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

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

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

**COURT REVENUE****2021-2022 TOWN REVENUE****June - May**

	<u>Gross</u>	<u>off. safety equip.</u>	<u>ct. security fee</u>	<u>NET to Town</u>
		<u>ZOS3 4-23-03</u>	<u>ZMCSF 4-30-25</u>	
July	\$ 5,375.21	\$ 125.69	\$ 636.00	\$ 4,613.52
August	\$ 6,320.64	\$ 178.04	\$ 824.00	\$ 5,318.60
Sept	\$ 6,370.92	\$ 181.85	\$ 900.00	\$ 5,289.07
October	\$ 7,665.01	\$ 216.53	\$ 1,200.00	\$ 6,248.48
November	\$ 5,586.95	\$ 152.42	\$ 840.00	\$ 4,594.53
December	\$ 5,298.40	\$ 106.42	\$ 680.00	\$ 4,511.98
2022				
January	\$ 5,322.03	\$ 125.12	\$ 740.00	\$ 4,456.91
February	\$ 4,707.62	\$ 132.06	\$ 680.00	\$ 3,895.56
March	\$ 8,260.01	\$ 185.90	\$ 930.00	\$ 7,144.11
April	\$ 6,081.56	\$ 113.52	\$ 750.00	\$ 5,218.04
May	\$ 6,572.35	\$ 124.66	\$ 840.00	\$ 5,607.69
June	\$ 6,865.47	\$ 132.60	\$ 800.00	\$ 5,912.87
<b>TOTAL</b>	<b>\$ 74,426.17</b>	<b>\$ 1,774.81</b>	<b>\$ 9,820.00</b>	<b>\$ 62,811.36</b>

**2022-2023 TOWN REVENUE****June - May**

	<u>Gross</u>	<u>off. safety equip.</u>	<u>ct. security fee</u>	<u>NET to Town</u>
		<u>ZOS3 4-23-03</u>	<u>ZMCSF 4-30-25</u>	
2022				
July	\$ 4,695.44	\$ 62.98	\$ 430.00	\$ 4,202.46
August	\$ 8,154.82	\$ 132.10	\$ 900.00	\$ 7,122.72
Sept	\$ 4,700.60	\$ 107.55	\$ 560.00	\$ 4,033.05
October	\$ 5,470.88	\$ 133.29	\$ 645.00	\$ 4,692.59
November	\$ 3,735.12	\$ 105.80	\$ 555.55	\$ 3,074.32
December	\$ 4,738.99	\$ 88.90	\$ 500.00	\$ 4,150.09
2023				
January	\$ 5,399.67	\$ 99.35	\$ 720.00	\$ 4,580.32
February	\$ 5,129.25	\$ 108.97	\$ 620.00	\$ 4,400.28
March	\$ 5,170.57	\$ 132.86	\$ 700.00	\$ 4,337.71
April	\$ 5,634.08	\$ 156.99	\$ 855.00	\$ 4,622.09
May	\$ 5,979.86	\$ 123.14	\$ 870.00	\$ 4,986.72
June	\$ 4,368.90	\$ 110.00	\$ 668.00	\$ 3,590.90
<b>TOTAL</b>	<b>\$ 63,178.18</b>	<b>\$ 1,361.93</b>	<b>\$ 8,023.55</b>	<b>\$ 53,793.25</b>

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

JCEF	\$ 14,785.50
Fill the Gap	\$ 9,669.23

**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

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Town Council: Tuesday, July 11, 2023

Prepared by: William Blodgett, Zoning Administrator

**Planning & Zoning Commission**- The June 12<sup>th</sup> regular meeting of the Planning & Zoning Commission was cancelled, due to a family emergency.

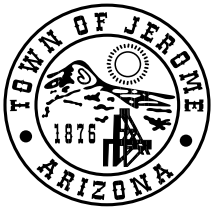
**Design Review Board**- The June 26<sup>th</sup> regular meeting of the Design Review Board met and approved a solar energy system installation for 723 Clark Street. No other items were reviewed this month.

**Board of Adjustment**- No meeting of the Board of Adjustment for June.

**Code Enforcement**- Worked with Jerome Police Department and a Property Owner on Hampshire to remove an RV that had an occupant residing within. The RV was moved out of Town successfully. Continued working with the Building Inspector to remedy maintenance and abatement issues throughout the Town.

**Administrative Approvals**- Administratively approved a solar energy system for 842 Gulch road, as the structure is a modern home and not subject to Secretary of the Interior's standards for solar installations on historic properties.

**Other Business**- Continued to work on large and small projects while organizing data that will eventually be entered into a GIS database. Scheduling a SHPO training session for the July Design Review Board meeting and will begin to order and acquire GIS equipment and software during the month of July and also working to get action taken for a retaining wall threatening to fail over Hwy 89A just past Holy Family Church.



# TOWN OF JEROME

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

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## DRAFT MINUTES

### REGULAR DESIGN REVIEW MEETING OF THE TOWN OF JEROME

600 CLARK STREET  
600 CLARK STREET, JEROME, ARIZONA  
TUESDAY, JUNE 27, 2023, AT 6:00 PM

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#### 6:00 (0:01) 1. CALL TO ORDER/ROLL CALL

Present were Chair Brice Wood, Vice Chair Tyler Christensen, and board members John McDonald, Mimi Romberger, and Carol Wittner. Staff present included Zoning Administrator Will Blodgett

#### 6:00 (0:32) 2. PETITIONS FROM THE PUBLIC

There were no petitions from the public.

#### 6:00 (0:38) 3. APPROVAL OF MINUTES

##### Design Review Board will review and may approve Minutes from the May 23, 2023, Regular Meeting.

Chair Wood thanked Ms. Muenz for the minutes and asked if there were any questions, comments, or improvements to the minutes. Ms. Wittner said she had none, and Mr. McDonald moved to approve the minutes as presented.

##### Motion to approve the Minutes of the May 23, 2023, Regular Meeting as submitted

BOARD MEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
CHRISTENSEN			X			
MCDONALD	X		X			
ROMBERGER		X	X			
WITTNER			X			
WOOD			X			

#### 6:01 (1:44) 4. NEW BUSINESS

Applicant is seeking solar energy system installation for 723 Clark Street

Applicant/Owner: Jacqueline & Richard Sorrells

Zone: R1-5

Address: 723 Clark Street

APN: 401-06-026N

Applicant is seeking design review of a solar system installation for 723 Clark Street.

##### Discussion/Possible Action

Mr. Blodgett briefly read his analysis of the proposed project, which was the installation of photovoltaic panels at 723 Clark Street, known colloquially as "the Eagle's Nest." He said that Yavapai County listed the home as being constructed in 1950, and the 2007 survey listed the home as contributing to the NHL (National Historic Landmark) designation. The applicant's wish to install the photovoltaic panel system on the roof. He explained that the Town of Jerome adopted a set of solar design guidelines, much of which was common sense, and adopted many of the Secretary of the Interior's best practices for solar installation. Mr. Blodgett said that the project hinges on concerns about installation on historic buildings. He said that he would like to treat this home as a historic home, but we don't have any features that the SOI would be concerned with. He then gave examples of ways in which solar installation could change the features of the house and cause an issue, such as changing a roofline. He pointed to the examples in the packets, which showed schematics of close and tight mounting systems. Mr. Blodgett said that, if the workmanship is up to the par of the plans, he does not see any particular issues.

Mr. Wood commented that he had never seen a system like it, so it was quite new to him, but it looked good to his eye.

Mr. Blodgett pointed out that most of the array would be mounted on the southern side, so it should not be visible from the street-side, which he said was the best-case scenario. He asked the board members if there were any questions, comments, or concerns.

Mr. Wood said that he was pleased with it; it made a good use of that roof, and he is all for solar.

Mr. Blodgett explained that this was his first, formal review of solar, and he suspected there would be more in the future. He asked if there was anything specifically that the board would like to see in future packets.

Mr. Wood replied that we usually had a neighborhood map to go with the projects.

Vice Chair Christensen added he would also like examples of homes with existing solar projects, perhaps not in the same neighborhood, but adjacent.

Mr. Wood asked if any other members of the board had seen a similar system.

Board member Mimi Romberger said that she and her husband had installed a solar system on their house in California a long time ago, at the beginning of solar, and this system looked very nice.

**Motion to approve the Solar Energy System Installation for 723 Clark Street**

BOARD MEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
CHRISTENSEN	X		X			
MCDONALD			X			
ROMBERGER			X			
WITTNER		X	X			
WOOD			X			

**6:07 (7:23) 5. MEETING UPDATES**

Mr. Blodgett said that in the month of July, we will have Ariana Urban from SHPO back to give an educational training session.

Mr. Wood asked when that would take place and Mr. Blodgett replied that it would be at a regularly scheduled meeting.

Mr. Blodgett explained that Ms. Urban had spent a day in Jerome, and they had the opportunity to speak about a number of projects: things he would start doing or would like to see. He said she was deeply impressed with everything that we have been doing, especially with the support from our council. Mr. Blodgett said that she had not seen another town in the state with this sort of support for historic preservation from both the community, and the political level.

Mr. Wood asked what her position was at SHPO.

Mr. Blodgett replied that she was the Certified Local Government Contact, or CLGC. We are a certified local government, so she is the one that he would personally reach out to for help with questions and concerns. She is also a trained historical preservationist. Mr. Blodgett expressed that he would be happy to share contact information should anyone want to reach out to Ms. Urban with any questions. He said that in the coming fiscal year, he would have a small budget specifically for historic preservation projects. He will also be able to add some new computer equipment, including some GIS software, that would allow him to enhance his ability to provide data as well as to compile it from the county and state.

Mr. Wood asked if Ms. Urban would be providing a presentation and Mr. Blodgett confirmed that she would.

In addition, Mr. Blodgett explained that he had recently been brought on board with the new agenda management software. He had experienced a technical difficulty, and that was why there had been a delay, but the system should, in theory, be more efficient. So, he explained, he was trying to maintain getting the packets out a week early and apologized for the past week.

Mr. Brice said that we have had this issue ongoing, and he hoped we could correct it.

Mr. Christensen commented that it seemed like everything was updated month-to-month and you had to relearn all of it.

Mr. Blodgett summarized by saying that those were his projects, but he will have more things to bring before the board. In terms of Planning and Zoning, things were slow at the moment, so he has been using his time for other things, such as adding new sections to the new design guidelines.

Mr. Wood said it was off subject, but he would like to add that we are in apricot season, and he was just told that there are 200 bears living on Mingus Mountain.

Mr. Blodgett replied that that speaks to a healthy forest.

There was a brief discussion on bears and mountain lions.

Mr. Wood said that the discussion had covered both items 5 and 6.

**6. FUTURE DRB AGENDA ITEMS**

See item Number 5.

**7. ADJOURNMENT**

**Motion to adjourn at 6:14 p.m.**

BOARD MEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
CHRISTENSEN			X			
MCDONALD			X			
ROMBERGER			X			
WITTNER	X		X			
WOOD		X	X			

Approved: \_\_\_\_\_ Date: \_\_\_\_\_  
 Brice Wood, Design Review Board Chair

Attest: \_\_\_\_\_ Date: \_\_\_\_\_  
 Kristen Muenz, Deputy Town Clerk

**File Attachments for Item:**

**A. Consider Approval of the June 13th Regular Council Meeting Minutes, and the June 26th Special Budget Meeting minutes**

Council will consider and may approve the June 13th and June 26th meeting minutes.



# TOWN OF JEROME

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

Item A.

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## DRAFT MINUTES

### REGULAR COUNCIL MEETING OF THE TOWN OF JEROME

#### COUNCIL CHAMBERS, JEROME TOWN HALL

#### 600 CLARK STREET, JEROME, ARIZONA

### TUESDAY, JUNE 13, 2023, AT 7:00 PM

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#### 7:01 (0:01) 1. CALL TO ORDER/ROLL CALL

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

*Present were Mayor Alex Barber, Vice Mayor Jane Moore, and Council members Jack Dillenberg, Sage Harvey, and Sonia Sheffield.*

*Staff present included Town Manager/Clerk Brett Klein, Zoning Administrator Will Blodgett, and Deputy Town Clerk Kristen Muenz.*

#### 7:01 (0:24) 2. PROCLAMATIONS and PRESENTATIONS

##### A. State Historical Preservation Office Presentation

Ariana Urban from the State Historical Preservation Office will be present for a brief discussion and recognition of the Town's historic preservation efforts.

*Ariana Urban from the State Historical Preservation Office introduced herself to the council. She said she was here to get feel for Jerome and have the new Planning & Zoning Administrator give her an idea of plans for future preservation efforts. She spent the whole day in Jerome and was impressed. Urban indicated she appreciated being able to gather depth and understanding of the town, its built environment, and historic resources. Ms. Urban said Fire Chief Blair and ZA Blodgett had spent the entire afternoon with her and she appreciated their time. She added that the fact that the council were excited for historic preservation is a big deal; it was important but rare for municipalities to have supportive administration. Ms. Urban stated that Jerome is unique and has challenges that will need unique solutions for preservation. She said that she understood that the council has put aside funds in the budget for historic preservation projects which can sometimes be cosmetic but can also be critical. She thanked the council and said that she looked forward to spending more time in Jerome.*

*Council member Dr. Dillenberg agreed that Jerome is a unique place in Arizona, and we appreciate her continued positive promotion.*

*Mayor Alex Barber stated that Jerome is also a national historic landmark for over 50 years.*

*Ms. Urban added that Jerome was one of the earliest, and there are very few municipalities that are considered to be one in their entirety.*

##### 7:06 (4:48) B. Hotel Jerome Presentation

Steve Knowlton will be providing a presentation regarding potential design elements for residential possibilities and commercial modifications for the Hotel Jerome building.

*Ms. Barber thanked Mr. Knowlton for his impressive presentation and invited him to the front to speak.*

*Mr. Knowlton stood and gave his presentation, which included slides of illustrated images of the lobby area of the Hotel Jerome as it could look after renovation.*

*Dr. Dillenberg commented that it was beautiful.*

*Council member Jane Moore asked if the plan for the lower level would be in conjunction with the upper 3 floors.*

*Mr. Knowlton answered yes, but it was only a concept. You will need a certified architect. What you decide on will be money driven.*

*Dr. Dillenberg asked how much it would cost.*

*Mr. Knowlton replied that the cost would be large and would depend on the choices for lighting and materials. He also added a caution: you talked about doing the downstairs area first, but all the mechanical for the floors above must go through somewhere, so you may end up remodeling the remodel. He said the technical people can tell you what can and cannot be done, and that may make a difference in the way it is done.*

#### 7:19 (17:49) 3. FINANCIAL REPORTS

Discussion/Possible Action

##### Financial Report and Detail Invoice Register Report for May, 2023

Council will consider and may approve the financial reports for month ending May, 2023

Council member Sage Harvey asked for clarification on the payment to Elite Performance. She asked, "that is the slab for the bathrooms, right?"

Mr. Klein and Ms. Muenz confirmed that Elite Performance had been paid for pouring the concrete slab for the new bathrooms. Ms. Barber explained that earlier, she had questioned that last item on the Invoice Register and wanted everyone to know it was for the new truck purchased by the Fire Department.

**Motion to approve Financial Reports for May 2023**

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

**7:20 (18:48) 4. STAFF AND COUNCIL REPORTS**

**Discussion/Possible Action**

**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**

Council will consider and may approve the staff reports.

Mr. Klein summarized a few items from his report. He said there were two meetings coming up, including the Yavapai Supervisors update in Prescott, and one for the Verde Valley area managers and elected officials. Klein said he will be having a meeting with the leaders of Haven UMC, the church that does food drive for the food pantry. Mr. Klein said that ever since the pandemic, there has been a growing number of people taking advantage of it and they are having trouble getting the resources they wish to utilize a vehicle and driver once a week. He said he will update the council on the potential date and bring the formal request before the Council at a future meeting.

Ms. Barber wanted to bring up the date of the upcoming meeting because she thought the tribe was not available on Thursdays, so it was moved. Also, she wanted to bring up the fact that the ADEQ representative thought we were not moving quickly enough. What consequences is that for us, is that just their opinion, and how can we move faster?

Mr. Klein responded that we have had some good dialogue, and now they understand we are doing everything we can. It is stuck because of the Section 106 artifact study and comment period; we are waiting on the state historic office and tribe to sign off on it. Zoning Administrator Will Blodgett added that we are waiting for comments on the survey and mitigation. SHPO waits 2 months to get responses back, so this is not atypical.

Ms. Harvey asked, you do not have a meeting with C.A.T. until the 28<sup>th</sup>? So, the 14 per week she indicated that the shuttle driver told her he is not picking people up in Jerome. She said that last week he brought a busload of teenagers up and she had to watch them while they were in her shop. She said, for what we are putting out, she really does not think we are benefiting our residents and we can use this money somewhere else. Also, can we do things about dogs not allowed in the Upper Park sign? She said she is tired of seeing people take their dogs up there because our kids run around there and it's gross. Lastly, there are trucks parked on School Street that are dilapidated and she would like to see that cleaned up.

Dr. Dillenberg gave a brief update on the Chamber of Commerce. He said that Ginger and Dylan are doing a great job. He got a call from Findlay Subaru of Prescott, and they want to be a sponsor for Jerome and maybe do an event. We are setting up a lunch with the leaders of the dealership, Ginger, and himself to see what possibilities there are. They really are excited to support Jerome. Jerome resident John McDonald said that people don't want to use the C.A.T.S bus because they will only drop you off at the Cottonwood library. You basically have to walk all over Cottonwood if you go and people are not going to bother.

Ms. Harvey said that the one person she sees use it takes his bicycle.

Ms. Moore asked, is there no C.A.T.S van that takes you other places around Cottonwood?

Ms. Harvey said that there was supposed to be.

Council member Sonia Sheffield said that you have to go from one route to another.

Mr. Barber said it was a pilot program, something we were trying and apparently it did not work out as planned. She congratulated employees Mark Boan of the Jerome PD for 7 years of service, Fire Chief Rusty Blair for 22 years, and Brett Klein for 1 year.

Ms. Harvey wanted to point out that, yet again, we had 12 oversized trucks drive into town. Sometimes we get multiple at the same time, and it was getting ridiculous.

Ms. Barber said the APS substation is nearing completion, so maybe we could talk to ADOT and Clarkdale about the piece of road there. Is there any way we could get a turnaround there? There is no place to get a big rig turned around.

**Motion to approve Staff and Council Reports for May 2023**

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

**7:29 (28:30) 5. ZONING ADMINISTRATOR’S REPORT/PLANNING & ZONING AND DESIGN REVIEW**

**BOARD MINUTES**

Information/Council Review

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

*Mr. Blodgett briefly read his report which included updates from recent meetings. A demolition application had been approved for a hazardous house that had long needed repair. This was the second demolition permit currently out. He said he had a number of code enforcement items he has been working on, such as the vehicles on School Street that were mentioned, and also an RV that may be occupied. He and Building Inspector Barry Wolstencroft will have discussions with some of the homeowners with properties on Chief Blair’s list. Mr. Blodgett also reached out on behalf of the Hotel Jerome looking for project managers. The groups he reached out to seemed to think it was a bigger project than they wanted to take on, so he was exploring possible outcomes. If we don’t hire an individual, he thought perhaps we could have a small committee of himself and a group of people who know their trades. He said his day spent with Ms. Urban was beneficial because he was able to talk about a variety of projects that need to be done. One of the things looked at were the cobblestone roads located in the core of town. He said there are ways to save some of them, but some sections we may need to consider modernizing.*

*The council thanked Mr. Blodgett for his report.*

**7:33 (32:01) 6. APPROVAL OF MINUTES**

Discussion/Possible Action

**Consider Approval of the May 9th Special Council Meeting Minutes, May 9th Regular Council Meeting Minutes, and the May 30th Special Budget Meeting minutes**

Council will consider and may approve the May 9th and May 30th meeting minutes.

*Ms. Barber asked if there were corrections.*

*Ms. Harvey asked if “council members” can be inserted into the Call to Order section after Jane Moore’s name so that it does not appear that every council member is a vice mayor.*

*There was some discussion as to whether this was from the May 9th Special Meeting, or the May 9th Regular Meeting, and it was determined that it was from the May 9th Special Meeting.*

*Ms. Moore said that she wanted to specify the library she had mentioned was the Yavapai College Library, which Ms. Muenz said she had added.*

*Ms. Barber said that her agenda did not include one of the sets of minutes and Ms. Muenz explained that she had picked up her packet before those minutes had been completed. She then asked if there was any discussion for the May 30th Special Meeting minutes.*

*Ms. Harvey motioned to approve as submitted and the vote was taken.*

*Ms. Barber asked to say something on behalf of our library in Jerome. She said our library has been getting books from the Yavapai College Library and we have a bunch more books now. She said that thinks that the digital age is amazing, but when she thinks of a library, she thinks of books. It will be a sad day when we can have a digital learning center, but our libraries have no books in them. She thanked Kathleen Jarvis, Jerome’s wonderful librarian.*

**Motion to approve Minutes of the May 9th, 2023, Special Council Meeting with minor adjustments**

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

**Motion to approve Minutes of the May 9th, 2023, Regular Council Meeting as presented**

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

**Motion to approve Minutes of the May 30th, 2023, Special Council Meeting as presented**

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

**7:39 (38:21) 7. PETITIONS FROM THE PUBLIC**

*There were no petitions from the public.*



**8. NEW BUSINESS**

Discussion/Possible Action

**7:40 (38:29) A. Consideration of Council Chambers Flooring: Tear Out and New vs. Rehabilitation**

Council will consider the cost and complexity of preserving the original flooring compared to a complete re-flooring project and may provide staff direction.

- Ms. Barber introduced the item by saying that we have been given a few different options to replace the floor. She asked Ms. Moore if she would like to speak.*
- Ms. Moore said when you think of the cost of refinishing the floor, and we may be able to put in new that would last a longer, maybe we should look at putting in a new floor that looks similar.*
- Ms. Barber said that she also brought up the fact that we have other floors that are similar, and we could save usable pieces for rehabilitation. There is a big spot in the middle that can never be rehabbed. We have a new floor in fire station that we were going to try to mimic.*
- Carl Whiting said that Chief Blair told him to relay that, as far as the floor goes, it could go either way. The Fire Department may be able to assist in some way but as far as saving and restoring existing flooring, that would be a smart idea because there are a lot of floors in town that have the same maple floor. He said we tried to acquire some but were unsuccessful.*
- Ms. Barber and Ms. Harvey thanked Mr. Whiting and there was a discussion of floor types and costs.*
- Ms. Moore said we must realize this floor has to be pulled out; it is hard to say what someone would charge. It may need OSB or plywood beneath it.*
- Mr. Whiting said Chief Blair had told him the subfloor runs diagonally and may need a subbase.*
- Ms. Harvey asked if it was a floating floor like in the Historical Society? Is it connected to the subfloor?*
- Mr. Whiting replied that he could not tell her, but the Historical Society floor and Fire Department floor were of the same material. He said, after the Fire Department had a flood, we had to sand and re-stain it, and put 3 coats on finish to preserve it.*
- Ms. Barber said we also wanted to see what the public had to say about it. Does anyone want to speak?*
- There were no comments from the public.*
- Ms. Barber said she was on the fence. The reason she had said we needed a new floor is because a professional looked at it, she asked Ms. Moore if that was the case.*
- Ms. Moore said that Building Inspector Barry Wolstencroft had also looked at it.*
- Ms. Barber added that he and the builder both looked at it and said it would never be right in the middle. We don't even know how thick it is, after repairs, are we going to have anything left? It is time for a new floor.*
- Dr. Dillenberg agreed.*
- Ms. Barber asked, in this situation, can we do the work in-house? It is not enough money to go out to bid.*
- Mr. Klein replied that we can complete the project with in-house staff. He explained that if she says "new" in the motion, the project will come back before the Council at a later date with several options. Mr. Klein stated that as requested the public was made aware of this item and that they were being provided an opportunity to comment.*

**Motion to approve a Re-Flooring Project**

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

**7:47 (46:36) B. Consider Approval of the Arizona Mutual Aid Compact Agreement**

Council will consider and may approve the updated Arizona Mutual Aid Compact Agreement.

- Ms. Moore pointed out a misspelling of Chief Muma's first name.*
- Ms. Barber directed Mr. Klein to be sure we spelled it right on the contract.*
- Mr. Whiting said he had a comment. A few weeks ago, Verde Valley Fire had an incident on the other side of Western Drive. It was a multiple structure fire, and every agency in the Verde Valley was stripped of resources. To provide coverage to the entire Verde Valley area, including Sedona, Jerome, Clarkdale, Cottonwood, Camp Verde, and Rimrock, we had no resources available. Through this compact, agencies from central Arizona could be made available to provide services with one phone call through dispatch. This Mutual Aid Compact doesn't cost us anything and we can be provided with assistance throughout the state. He said, if we had this, they would have provided services.*
- Ms. Harvey asked, we didn't have this?*
- Mr. Whiting confirmed that we did not.*
- Ms. Harvey commented that it says in the compact that we can decide whether we need to be here. She read a section of page 95, number 6, about the providing party making reasonable efforts, providing aid as is able, taking into consideration existing commitments within its own jurisdiction.*
- Mr. Whiting repeated that if we had this compact in place on the day of the multiple structure fire, we would have had resources.*
- Ms. Harvey replied, "Let's remedy that right now."*
- Ms. Barber thanked Mr. Whiting.*



**Motion to approve the Arizona Mutual Aid Compact Agreement**

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

**7:52 (51:12) C. Consideration of Permanent Approval for the Jerome Fire Department Auxiliary to Utilize the Basketball Court for the Annual Halloween Dance**

Council may authorize and provide approval for the use of the basketball court for the annual Halloween Dance for 2023 and all subsequent years it's held.

*Ms. Harvey motioned to approve, and Ms. Sheffield seconded.*

*Ms. Barber said this was something that needed to happen, probably even before covid, because the dance had outgrown the hall by twice or even three times. Also, it is helping the Fire Auxiliary because they are making more money by being able to have more people. She called the vote, and it was approved unanimously.*

**Motion to approve Permanent Approval for the Jerome Fire Department Auxiliary to Utilize the Basketball Court for the Annual Halloween Dance**

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

**7:53 (51:54) D. Consideration of a Tour Company Business License Application for Sip Sedona**

Council will consider and may approve a business tour license application.

*Ms. Barber said the tour company was already in operation, but the owner wanted to come into compliance.*

*Dr. Dillenberg replied, good, and motioned to approve.*

*Ms. Harvey asked Mr. Klein if the owner had his insurance and TPT license, and Mr. Klein confirmed that he did.*

**Motion to approve the Tour Company Business License Application for Sip Sedona**

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

**7:54 (53:02) E. Consideration of a Tour Company Business License Application for Sedona Hiking Adventures, LLC, dba, Wine Tours of Sedona**

Council will consider and may approve a business tour license application.

*Ms. Barber said that she wanted to point out a couple of things about the Audrey Headframe; it had been misspelled with a "b."*

*Ms. Harvey asked the business owner, Jim Reich, to come to the front so we could ask some questions.*

*Mr. Reich introduced himself and his business.*

*Ms. Harvey asked if he would be conducting a walking tour or a driving tour.*

*Mr. Reich answered that it was a walking map, and we will park in the lot by the Sliding Jail or the big lot by the Fire Department unless we have the luck to find parking elsewhere.*

*Ms. Harvey asked if the 2<sup>nd</sup> tour map was also a walking tour.*

*Mr. Reich said it would be, but they also do driving tours. Sometimes the customers ask about mining, so we talk to the guests about the Grand Hotel, Cleopatra Hill, and take photos. If they are interested, we will go to the headframe.*

*Ms. Moore asked if he was looking to do hiking in Jerome.*

*Mr. Reich replied not at all, we started out doing hiking tours, but now people love wine, so we have transitioned. He said we have had some frustrated customers because we suspended tours until we got approval.*

*Ms. Harvey thanked Mr. Reich for coming into compliance as soon as he was asked to and motioned to approve.*

**Motion to approve the Tour Company Business License Application for Sedona Hiking Adventures, LLC, dba, Wine Tours of Sedona**

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

**7:59 (57:31) F. Consideration of Expiring Lease(s) and Possible Renewal**

Council will consider and may approve the renewal of the lease for Studio 2, with or without changes.

*Ms. Barber said this has been problematic, because we had someone trying to live here. She said she did not have a problem with renewing the lease, but we want to make sure we are not having problems with the person we are renewing with. In this lease, it says you are not allowed to live here.*

*Ms. Harvey agreed that the agreement clearly says that.*

*Dr. Dillenberg asked if it was the apartment downstairs.*

*Ms. Barber confirmed that it was. She brought up the other two leases, which were already renewed but were increased, and said this also needs to be increased a little. Plus, we need to reiterate that it is in no way, shape, or form to be lived in.*

*Ms. Harvey repeated that it was clearly stated, and Ms. Barber agreed.*

*Dr. Dillenberg said that the trouble is that they are living there; they are cooking there.*

*Ms. Barber asked Mr. Dillenberg if he wanted to make a motion not to renew.*

*Dr. Dillenberg said he would like to a motion that we do not renew the lease without a negotiated change in behavior.*

*Ms. Harvey said that the person had been spoken to for over a year.*

*Dr. Dillenberg replied that nothing had changed, and he had gotten complaints.*

*Ms. Harvey asked Mr. Klein if he had been inside the studio, and if it appeared lived in.*

*Mr. Klein said that he had been inside and could not confirm it has been lived in but from staff's perspective there were also other issues and complaints such as a lack of updated insurance documents and cooking odors, etc. .*

*Ms. Harvey said that she would make a motion to not renew. She said the person has been out of compliance.*

*Ms. Barber said that this is a building that is dear to all of us, and if something were to happen to it, it would be nightmarish.*

**Motion to not Renew the Expiring Lease for Studio 2**

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

**8:02 (1:01:05) G. Discussion and Consideration of a Possible Land Swap with, or Receipt of Land from, the Jerome Historical Society for Parking at the Hotel Jerome**

Council will consider and may approve and / or provide staff direction in reference to a land swap or the receiving of land from the Jerome Historical Society.

*Ms. Barber said that on March 15th, 2022, under New Business, the Historical Society received a letter with a proposal for a land swap. She and Ms. Moore met on site and talked about it with John Knight and Jay Kinsella. The New State Motor Company has 3 lots on Rich Street, and we have a lot, called "Bobby D's dumpster," that is 3 spaces. The Chief of Police said they would be willing to give that lot to the town as long as they were given assurances that if Post Office left town, they would have parking. There was never a proposal made to the town. She said that many members of the Historical Society have since left, but we are considering trying to do this to have a whole parking lot. Ms. Barber said that she had asked the Town Manager to provide details.*

*Mr. Klein explained that we would have to ensure that anything we receive is of equal value, otherwise, we go through the process of selling town property. A land swap can be difficult, but it could be done. We would have to have surveys done, make sure the properties are the same value, then there are several other statutory requirements.*

*Ms. Harvey asked if we are sure those are the 3 parking spaces mentioned. Would it be tandem parking?*

*There was some discussion as to the location of the town property and the feasibility of parking.*

*Ms. Barber asked Mr. Klein for a suggestion as to how to proceed and he replied that we should find substantially equal land.*

*Ms. Barber suggested that we have someone come out to do the survey.*

*Mr. Klein replied that surveys are running a year behind, and Ms. Harvey commented that the Hotel Jerome would not be done this year.*

*Ms. Barber said we have time to free up more parking for the huge building we are trying to restore.*

*Mr. Blodgett said we do have some more flexibility with remote parking in the commercial zone than in a residential zone.*

*There was more discussion as to town property locations.*

*Ms. Barber said we should take time to think about this and then revisit it at a later date because there are new members on the Historical Society board, and this is a preliminary discussion.*

**8:14 (1:13:13) H. Consider Approval of the Tentative Budget of FY 2023-2024**

Council will consider and may approve the proposed tentative budget for Fiscal Year ending June 30, 2024. If approved, the public hearing for the budget and tax levy final adoption will take place on June 26, 2023.

*Ms. Barber said that she has mentioned to the Town Manager that we need more benches against the wall in the park. It is a beautiful park, but we need more seating.*

*Mr. Whiting said that we have a supply of benches in the town yard.*

Ms. Barber replied there is potential for more benches and then can revisit if we need to add more picnic benches. We have a lot of visitors and that is a great place to sit in the shade; we should utilize it.

Ms. Barber said she and Ms. Moore would like to point out that our flags were not in great shape, but they had been replaced. She suggested that we keep replacements on hand.

Ms. Harvey said that starting page 142, it says 2 new Firewise employees, but she thought we had discussed 3.

Mr. Klein clarified that the budget and FD are set for two.

Ms. Harvey asked for clarification on if the safety fence along 89A was for the cantilevered sidewalk, and Mr. Klein confirmed that it was.

Ms. Harvey said she wanted to bring to everyone's attention how much money we were continuing to use to subsidize utilities, even with parking funds. Mr. Klein said it was far less than last year, which Ms. Harvey agreed was the case, but said it was still a lot.

Ms. Barber said she had one more question regarding internet services going up; she asked if it was fiber optic.

Mr. Klein explained that it was still Sparklight. They gave us the e-rate previously, and they are not doing that any longer, so we are going to commercial rates.

**Motion to approve the Tentative Budget of FY 2023-2024**

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

**8:19 (1:18:13) 9. TO AND FROM THE COUNCIL**

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

Ms. Barber asked the members of the council if anyone would like to speak, and no one had any items to add.

**10. ADJOURNMENT**

**Motion to adjourn at 8:19 p.m.**

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

APPROVE:

ATTEST:

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

\_\_\_\_\_  
Brett Klein, Town Manager/Clerk

Date: \_\_\_\_\_



# TOWN OF JEROME

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

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## ACTION MINUTES

### SPECIAL BUDGET PUBLIC HEARING OF THE TOWN OF JEROME

#### COUNCIL CHAMBERS, JEROME TOWN HALL 600 CLARK STREET, JEROME, ARIZONA

#### MONDAY, JUNE 26, 2023, AT 6:30 PM

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#### CALL TO ORDER/ROLL CALL 6:30 P.M.

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

**PRESENT: VICE MAYOR JANE MOORE, COUNCIL MEMBERS JACK DILLENBERG, SAGE HARVEY, AND SONIA SHEFFIELD.**

**ABSENT: MAYOR ALEX BARBER**

**PETITIONS FROM THE PUBLIC**  
**NONE**

#### NEW BUSINESS

Discussion/Possible Action

#### **Conduct a Public Hearing on the 2023-2024 Town of Jerome Budget and Tax Levy**

Council will conduct a public hearing on the proposed 2023-2024 budget and tax levy for the Town. Any taxpayer may appear and be heard in favor of, or against, any proposed expenditure or tax levy. No increase in the tax levy is proposed.

Councilmembers Harvey and Dillenberg thanked staff for the seamless and smooth process. The Public Hearing opened at 6:31 p.m. There were no members of the public present nor comments submitted, and therefore, the Public Hearing was closed at 6:32 p.m.

#### ORDINANCES AND RESOLUTIONS

Discussion/Possible Action

#### **Consider Resolution No. 655; A Resolution of the Town Council of the Town of Jerome, Arizona, Adopting the Budget for the Fiscal Year Ending June 30, 2024**

Council will consider and may approve Resolution No. 655.

A motion was made by Councilmember Harvey, which was seconded by Councilmember Dillenberg to approve Resolution No. 655. Motion carried unanimously.

#### ADJOURNMENT

A motion was made by Councilmember Harvey, which was seconded by Councilmember Dillenberg to adjourn at 6:33 p.m. Motion carried unanimously and the meeting was adjourned at 6:33 p.m.

**File Attachments for Item:**

**A. Petition - Speed Limit on Dundee (Gary Felix)**

# To: Jerome mayor and town council

Egress on Dundee AV

July 10, 2023

Is there a need for the 5 MPH speed limit on Dundee Av??

Have there been any vehicular incidents or personal injury concerns on Dundee AV.?

Today I followed the trash truck up Dundee. Our Jerome trash truck Traveled 10-15 mph between pickup locations. Last week I came home and there was a knock on the door, it was a JEROME POLICEMAN, warning me not to speed on Dundee, David Soule, has been complaining about me speeding. The Officer stated that he could not clock me under 15mph, but I should slow down.

5 MPH is walking speed. Considering the grade also, most two wheeled vehicles Are spinning their wheels traveling uphill, especially in the snow, so we drive a little faster or come to the top of the road.

Dundee is more dangerous exiting from because of its position on this curve, which sometimes requires acceleration to safely exit.

Practically speaking we could go slower if the surface was not loose gravel.

Dundee is a major artery providing egress to over thirty lots.

Are easements common areas? YES!!

Is there anywhere else in Jerome where the road is privatized as it is on Dundee Av.?

Is Dundee governed by and subjected to the same rules of the road as greater Jerome?

Is Dundee selected for special enforcement of just lower speed limits?

No attention is paid to obstructions.

These obstructions restricted the Ambulance speed traveling uphill to the hospital last year.

Is this selective enforcement?

Is the property maintenance code enforced?

Is a minimum width of 20 feet for egress and fire safety?

How many vehicles can you park on the street or abandon on your property?

Is Dundee Av a "dedicated easement"? YES!!!

Is there a declaration of Easements, Restrictions, liens, and covenants dated and recorded in

The office in Yavapai county? Yes!!

Are any of these laws enforced?

is this selective enforcement.

Gary Felix

**File Attachments for Item:**

**A. Consider Resolution No. 654; A Resolution of the Town of Jerome Designating the Chief Fiscal Officer for Officially Submitting the Fiscal Year 2024 Expenditure Limitation Report to the Arizona Auditor General**

Council will consider and may approve Resolution No. 654.

**RESOLUTION NO. 654**

**A RESOLUTION OF THE TOWN OF JEROME, ARIZONA MAYOR AND COMMON COUNCIL, DESIGNATING THE CHIEF FISCAL OFFICER FOR OFFICIALLY SUBMITTING THE FISCAL YEAR 2024 EXPENDITURE LIMITATION REPORT TO THE ARIZONA AUDITOR GENERAL**

**RECITALS:**

WHEREAS, A.R.S. §41-1279.07(E) requires each county, city, town, and community college district to annually provide to the Arizona Auditor General by July 31 the name of the Chief Fiscal Officer the governing body designated to officially submit the current year’s annual expenditure limitation report (AELR) on the governing body’s behalf; and

WHEREAS, the Town of JEROME Mayor and Council desires to designate Brett Klein, as the Town’s Chief Fiscal Officer.

WHEREAS, Entities must submit an updated form and documentation for any changes in the individuals designated to file the AELR.

**ENACTMENTS:**

**NOW THEREFORE BE IT RESOLVED** BY THE CITY OF JEROME MAYOR AND COUNCIL as follows:

SECTION 1. The recitals above are hereby incorporated as if fully set forth herein.

SECTION 2. Brett Klein is hereby designated as the Town’s Chief Fiscal Officer for purposes of submitting the fiscal year 2024 AELR to the Arizona Auditor General on the governing body’s behalf.

PASSED AND ADOPTED by the Town of Jerome, Arizona Mayor and Council, this 11th day of July, 2023.

**Attested to:**

\_\_\_\_\_  
Christina “Alex” Barber, Mayor

\_\_\_\_\_  
Brett Klein, Town Clerk

**Reviewed by:**

**Approved as to form:**

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

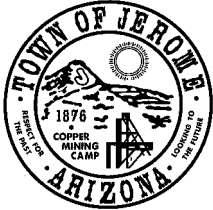
*William Sims*  
\_\_\_\_\_  
William Sims, Town Attorney



**File Attachments for Item:**

**B. Consider Resolution No. 656; A Resolution of the Mayor and Town Council of the Town of Jerome, Arizona, Levying Upon the Assessed Valuation of Property Within the Town a Certain Sum of Money for Fiscal Year 2023-2024 to be Assessed Against the Valuation of Real Property for Primary Tax Purposes**

Council may approve Resolution No. 656, which is the Tax Levy for the Town of Jerome for FY 2023-2024. There is no proposed increase to the tax levy from last year.



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## TOWN OF JEROME, ARIZONA

Jerome Town Hall and Civic Center  
600 Clark Street  
P.O. Box 335, Jerome, AZ 86331  
(928) 634-7943 FAX (928) 634-0715

### RESOLUTION NO. 656

**A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF JEROME, ARIZONA, LEVYING UPON THE ASSESSED VALUATION OF PROPERTY WITHIN THE TOWN A CERTAIN SUM OF MONEY FOR FISCAL YEAR 2023-2024 TO BE ASSESSED AGAINST THE VALUATION OF REAL PROPERTY FOR PRIMARY TAX PURPOSES.**

WHEREAS, the Town Council is required by A.R.S. §42-17253 to adopt an annual tax levy based upon the rate to be assessed per each One Hundred Dollars (\$100.00) of valuation of property within the Town; and

WHEREAS, the Town published a summary of an estimate of Town expenses and made available for public review a complete copy of the estimate of Town expenses as required by A.R.S. § 42-17103; and

WHEREAS, a public hearing on the proposed budget and tax levy was held on June 26, 2023, in accordance with the provisions of A.R.S. §42-17104; and

WHEREAS, the primary tax levy must be adopted not less than fourteen days after the adoption of the municipal budget; and

WHEREAS, the municipal budget of the Town of Jerome was adopted at a meeting of the Town Council held on June 26, 2023, at least fourteen days prior to the adoption of this Resolution; and

WHEREAS, the Town has computed tax rate per One Hundred Dollars (\$100.00) of valuation to be levied and collected, at \$0.6670 for primary taxes, as set forth on Exhibit A attached hereto.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Town of Jerome, Arizona, that there is hereby levied on each one hundred dollars (\$100.00) of assessed value of all property, both real and personal, within the corporate limits of the Town, except such property as may be by law exempt from taxation, a primary property tax rate sufficient to raise the sum of \$47,500.00, as provided in the adopted budget for the fiscal year ending on June 30, 2024 (with the maximum levy allowed by law for the fiscal year being \$98,783.00), and as set forth on Exhibit A, attached hereto.

APPROVED:

\_\_\_\_\_  
Christina “Alex” Barber, Mayor

APPROVED AS TO FORM:

  
\_\_\_\_\_  
William J. Sims, Town Attorney

ATTEST:

\_\_\_\_\_  
Brett Klein, Town Manager/Clerk

**Town of Jerome**  
**Tax levy and tax rate information**  
**Fiscal year 2024**

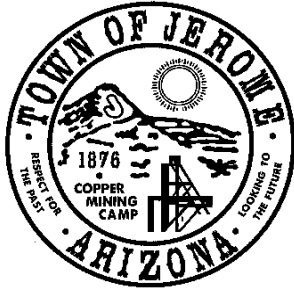
	<b>2023</b>	<b>2024</b>
1. Maximum allowable primary property tax levy. A.R.S. §42-17051(A)	\$ <u>96,635</u>	\$ <u>98,783</u>
2. Amount received from primary property taxation in the <b>current year</b> in excess of the sum of that year's maximum allowable primary property tax levy. A.R.S. §42-17102(A)(18)	\$ _____	
3. Property tax levy amounts		
A. Primary property taxes	\$ <u>47,500</u>	\$ <u>47,500</u>
Property tax judgment	_____	_____
B. Secondary property taxes	_____	_____
Property tax judgment	_____	_____
C. Total property tax levy amounts	\$ <u>47,500</u>	\$ <u>47,500</u>
4. Property taxes collected*		
A. Primary property taxes		
(1) <b>Current</b> year's levy	\$ <u>47,500</u>	
(2) Prior years' levies	_____	
(3) Total primary property taxes	\$ <u>47,500</u>	
B. Secondary property taxes		
(1) <b>Current</b> year's levy	\$ _____	
(2) Prior years' levies	_____	
(3) Total secondary property taxes	\$ _____	
C. Total property taxes collected	\$ <u>47,500</u>	
5. Property tax rates		
A. City/Town tax rate		
(1) Primary property tax rate	<u>0.6911</u>	<u>0.6670</u>
Property tax judgment	_____	_____
(2) Secondary property tax rate	_____	_____
Property tax judgment	_____	_____
(3) Total city/town tax rate	<u>0.6911</u>	<u>0.6670</u>
B. Special assessment district tax rates		
Secondary property tax rates—As of the date the proposed budget was prepared, the city/town was operating <u>NO</u> special assessment districts for which secondary property taxes are levied. For information pertaining to these special assessment districts and their tax rates, please contact the city/town.		

\* Includes actual property taxes collected as of the date the proposed budget was prepared, plus estimated property tax collections for the remainder of the fiscal year.

**File Attachments for Item:**

**A. Conduct a Public Informational Meeting in Relation to the Town's Application for a USDA Rural Development Grant for Funding Assistance for a Preliminary Engineering Report for the Town's Water System Storage Needs**

Council will conduct a public informational meeting providing residents an opportunity to comment on the proposed project and ask questions on such items as economic and environmental issues that may impact the area along with discussing alternatives to the proposed project.



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# TOWN OF JEROME

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

Item A.

## STAFF SUMMARY REPORT

**FROM:** Brett Klein, Town Manager/Clerk

**ITEM:** **Item: USDA SEARCH Grant Public Information Meeting**

**MEETING DATE:** July 11, 2023

---

### Summary:

One of the requirements of our recently applied for SEARCH Grant is to hold a public information meeting. Since this is not really a project grant but instead an engineering services grant there is not typically much to be discussed. It is merely a requirement to provide the residents and general public an opportunity to ask questions and provide input.

### Fiscal Impact:

None.

### Recommendation

Hold the requisite public meeting during the July 11, 2023, Regular Council meeting and provide the opportunity for residents and the general public to comment or ask questions.

### **Notice of Public Information Meeting**

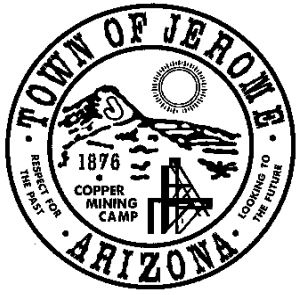
Please take notice that the Town of Jerome has applied to the USDA Rural Development for funding assistance for the Preliminary Engineering Report Support (SEARCH Grant). A public meeting will be held on July 11, 2023, at 7:00 p.m. in the Council Chambers, at 600 Clark Street in Jerome, Arizona, to discuss the specific elements of the application and to give the residents in the local area an opportunity to become informed with the proposed project. Residents may provide comments on such items as economic and environmental issues that may impact the area or discuss any alternatives to the proposed project. Questions concerning the project can be provided to the Town Manager / Clerk at (928) 634-7943.

**File Attachments for Item:**

**B. Consider Request from Haven United Methodist Church Food Pantry for Assistance in Providing a Driver and Transportation Twice Weekly for Delivery of Jerome Food Bank Items to Assist those in Need.**

Council will consider and may approve and / or modify the request.





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# TOWN OF JEROME

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

Item B.

## STAFF SUMMARY REPORT

**FROM:** Brett Klein, Town Manager/Clerk

**ITEM:** **Item: Consider Staff and Vehicle Provision for Haven United Methodist Church Food Pantry**

**MEETING DATE:** July 11, 2023

---

### Summary:

Over the past several years, and even recent months, the amount of Haven United Methodist Food Pantry weekly users has increased dramatically to nearly 35% of Jerome’s population. The organization was gifted a truck, however, that truck has been subsequently totaled in the winter storm earlier this year. They are having trouble finding a driver and vehicle to meet the needs and demands of the Town’s citizens. They are requesting a driver and truck to transport the supplies from Cottonwood to Jerome two times per week. I have checked with our liability insurance provider and the Town would be covered. The employee would merely drive, and volunteers would load and unload. Until the retired shuttle van is sold, that one could be used if the Council so choose to provide this service, and then any pick-up truck would suffice moving forward.

### Fiscal Impact:

There would be no overtime for this, and merely a reallocation of hours. Sometimes Marty would do it, sometimes his staff, and other times myself or another Town Hall employee could do it. There would be increased costs for gas and vehicle wear and tear, of approximately \$2-\$4,000 / year + / -.

### Recommendation

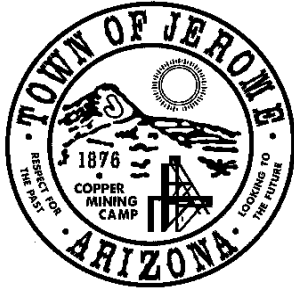
If the Council feel comfortable collaborating in this endeavor with a 501(c)(3), which is not unusual for municipalities, staff are confident we can fulfill their needs.

Haven United Methodist Food Pantry Weekly Summary 2023													@
January 4 2023 - December 27 2023													
Date	Total Visitors	Non-Jerome	Jerome	% Jerome	Adults	Kids 0-5	Kids 6-18	Distributed	Total Served	People/Visitor	Approx Food Value	Notes:	
1/4/2023	61	16	49	75.38%	144	6	19	4	173	2.8	\$4,550		
1/11/2023	69	21	52	71.23%	152	3	19	4	178	2.6	\$5,110		
1/18/2023	58	18	44	70.97%	124	6	15	4	149	2.6	\$4,340	Cold, Snowy day	
1/25/2023	67	23	48	67.61%	147	3	15	4	169	2.5	\$4,970		
2/1/2023	65	21	48	69.57%	130	4	25	4	163	2.5	\$4,830		
2/8/2023	82	27	59	68.60%	190	8	24	4	226	2.8	\$6,020		
2/15/2023	55	14	47	77.05%	120	3	18	6	147	2.7	\$4,270	Snowy, icy very cold (15) day	
2/22/2023	54	22	38	63.33%	132	8	12	6	158	2.9	\$4,200	Again Snowy and cold	
3/1/2023	70	18	58	76.32%	163	4	22	6	195	2.8	\$5,320	Storm later in day.	
3/8/2023	80	28	58	67.44%	192	6	26	6	230	2.9	\$6,020		
3/15/2023	68	17	57	77.03%	181	7	25	6	219	3.2	\$5,180	Very Rainy Day	
3/22/2023	74	26	54	67.50%	170	6	25	6	207	2.8	\$5,600		
3/29/2023	61	20	47	70.15%	157	5	22	6	190	3.1	\$4,690		
4/5/2023	79	29	56	65.88%	167	5	22	6	200	2.5	\$5,950		
4/12/2023	75	24	57	70.37%	149	8	29	6	192	2.6	\$5,670		
4/19/2023	68	19	55	74.32%	154	5	24	6	189	2.8	\$5,180		
4/26/2023	97	32	71	68.93%	205	5	34	6	250	2.6	\$7,210	Biggest distribution to date	
5/3/2023	76	27	55	67.07%	171	6	31	6	214	2.8	\$5,740		
5/10/2023	83	30	59	66.29%	184	2	24	6	216	2.6	\$6,230		
5/17/2023	71	13	64	83.12%	156	3	10	6	175	2.5	\$5,390		
5/24/2023	79	26	59	69.41%	178	6	22	6	212	2.7	\$5,950		
5/31/2023	76	19	63	76.83%	186	7	28	6	227	3.0	\$5,740		
6/7/2023	83	21	68	76.40%	177	9	25	6	217	2.6	\$6,230		
6/14/2023	1	0	1	100.00%	1	0	0	0	1	1.0	\$70		
6/21/2023	1	0	1	100.00%	1	0	0	0	1	1.0	\$70		
6/28/2023	1	0	1	100.00%	1	0	0	0	1	1.0	\$70		
7/5/2023	1	0	1	100.00%	1	0	0	0	1	1.0	\$70		
7/12/2023	1	0	1	100.00%	1	0	0	0	1	1.0	\$70		
7/19/2023	1	0	1	100.00%	1	0	0	0	1	1.0	\$70		
7/26/2023	1	0	1	100.00%	1	0	0	0	1	1.0	\$70		
8/2/2023	1	0	1	100.00%	1	0	0	0	1	1.0	\$70		
8/9/2023	1	0	1	100.00%	1	0	0	0	1	1.0	\$70		
8/16/2023	1	0	1	100.00%	1	0	0	0	1	1.0	\$70		
8/23/2023	1	0	1	100.00%	1	0	0	0	1	1.0	\$70		
8/30/2023	1	0	1	100.00%	1	0	0	0	1	1.0	\$70		
9/6/2023	1	0	1	100.00%	1	0	0	0	1	1.0	\$70		
9/13/2023	1	0	1	100.00%	1	0	0	0	1	1.0	\$70		
9/20/2023	1	0	1	100.00%	1	0	0	0	1	1.0	\$70		
9/27/2023	1	0	1	100.00%	1	0	0	0	1	1.0	\$70		
10/4/2023	1	0	1	100.00%	1	0	0	0	1	1.0	\$70		
10/11/2023	1	0	1	100.00%	1	0	0	0	1	1.0	\$70		
10/18/2023	1	0	1	100.00%	1	0	0	0	1	1.0	\$70		
10/25/2023	1	0	1	100.00%	1	0	0	0	1	1.0	\$70		
11/1/2023	1	0	1	100.00%	1	0	0	0	1	1.0	\$70		
11/8/2023	1	0	1	100.00%	1	0	0	0	1	1.0	\$70		
11/15/2023	1	0	1	100.00%	1	0	0	0	1	1.0	\$70		
11/22/2023	1	0	1	100.00%	1	0	0	0	1	1.0	\$70		
11/29/2023	1	0	1	100.00%	1	0	0	0	1	1.0	\$70		
12/6/2023	1	0	1	100.00%	1	0	0	0	1	1.0	\$70		
12/13/2023	1	0	1	100.00%	1	0	0	0	1	1.0	\$70		
12/20/2023	1	0	1	100.00%	1	0	0	0	1	1.0	\$70		
12/27/2023	1	0	1	100.00%	1	0	0	0	1	1.0	\$70		

**File Attachments for Item:**

**C. Consider Renewal Extension of Contract with Contract Wastewater Operations to Include New Monthly Contract Price Terms**

Council will consider and may approve a new contract extension along with a monthly increase of \$250.00, to the new rate of \$4,350.00 / month.



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# TOWN OF JEROME

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

Item C.

## STAFF SUMMARY REPORT

**FROM:** Brett Klein, Town Manager/Clerk

**ITEM:** **Item: Consider Proposal for Contracted Wastewater Services**

**MEETING DATE:** July 11, 2023

---

### Summary:

The Town has enjoyed a long-term, successful contract relationship with Contract Wastewater Operations, LLC (CWO). CWO has not requested a fee increase since 2016. The proposed contract and proposal will remain the same with the exception of the new term and the requested rate of pay increasing from \$4,100 per month to \$4,350 per month.

### Fiscal Impact:

An additional \$250.00 per month or \$3,000.00 annually for wastewater and water system services.

### Recommendation

Approve the request from CWO and continue the contractual relationship.

**CONTRACT**

THIS CONTRACT is entered into as of June 15, 2020 between **Contract Wastewater Operations, LLC, 2199 Liough Drive, Clarkdale, AZ 86324 ("CONTRACTOR")** and the **Town of Jerome, Arizona, P.O. Box 335, Jerome, AZ 86331 ("TOWN")**,

**WITNESSETH**

Whereas, TOWN requires the services of a contractor qualified and duly licensed in the Town of Jerome and the State of Arizona and qualified to provide wastewater treatment system and water system consulting, operation and maintenance; and

Whereas, CONTRACTOR is qualified and willing to provide such services; and

Whereas, CONTRACTOR submitted a proposal/bid to the Town dated May 18, 2020 and the Town has determined that entering into this Contract with the Contractor is advantageous to the Town.

**AGREEMENT**

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions hereinafter provided, it is agreed between the Town and the Contractor as follows:

**1. EFFECTIVE DATE; TERM; RENEWAL.**

- a. This Contract shall commence upon its execution by both parties and shall terminate on December 31, 2021, unless sooner terminated or further extended pursuant to the provisions of this Contract.
- b. Any modification or extension to this Contract shall be by formal written amendment executed by the parties hereto.

**2. SCOPE OF WORK.**

- a. The work to be performed under this Contract is that work which is set forth on Contractor's proposal dated May 18, 2020, attached hereto and incorporated herein by this reference. This Contract is not intended to cover services rendered by Contractor for Town pursuant to any other agreement.
- b. Contractor agrees to maintain books, records, reports, research notes, charts, graphs, comments, computations, analyses, recordings, photographs, computer programs and documentation thereof, and other graphic or written data generated in connection with the work performed. All said information and documentation shall become the property of Town, and upon expiration or termination of this Contract for any reason whatsoever, shall be promptly delivered to Town.
- c. Contractor warrants that it has all personnel and professional capacity required in performing the services pursuant to this Contract.

3. **PAYMENT.**

- a. In consideration of the services specified in this Contract, the Town agrees to pay the Contractor as set forth on Contractor's proposal dated May 18, 2020 attached hereto and incorporated herein by this reference.

4. **STATUS OF CONTRACTOR.**

- a. The status of the Contractor shall be that of an independent contractor and Contractor shall not be considered an employee of the Town of Jerome and shall not be entitled to receive any of the fringe benefits associated with regular employment. Contractor will be responsible for payment of all federal, state and local taxes associated with the compensation received by Contractor from Town.
- b. Town will not provide any insurance coverage to Contractor, including Worker's Compensation coverage. The Contractor is advised that taxes or social security payments shall not be withheld from a Town payment issued hereunder, and that Contractor should make arrangements to directly pay such expenses, if any.

5. **SUBCONTRACTORS.** Contractor will be fully responsible for all acts and omissions of its subcontractor(s) and of persons directly or indirectly employed by subcontractors, and of persons for whose acts any of them may be liable to the same extent that Contractor is responsible for the acts and omissions of persons directly employed by it. Nothing in this Contract shall create any obligation on the part of Town to pay or see to the payment of any money due any subcontractor except as may be required by law.

6. **LICENSES.** Contractor shall maintain in current status all federal, state, and local licenses and permits required for the operation of the business conducted by the Contractor as applicable to this Contract.

7. **CONFLICT OF INTEREST.** This Contract is subject to the provisions of A.R.S. § 38-511, which provides in pertinent part:

The state, its political subdivisions or any department of either may, within three years after its execution, cancel any contract, without penalty or further obligation, made by the state, its political subdivisions, or any of the departments or agencies of either if any person significantly involved in initiating, negotiating, securing, drafting or creating the contract on behalf of the state, its political subdivisions or any of the departments or agencies of either is, at any time, while the contract or any extension of the contract is in effect, an employee or agent of any other party to the contract in any capacity or a consultant to any other party to the contract with respect to the subject matter of the contract.

8. **NON-DISCRIMINATION.** Contractor will not discriminate against any Town employee, client or any other individual in any way involved with the Town, because of race, age, creed, color, religion, sex, sexual preference, gender identity, disability or national origin in the course of carrying out Contractor duties pursuant to this Contract. Contractor agrees to comply with the provisions of Arizona Executive Order 75-5, as amended by Executive Order 99-4, which is hereby incorporated into this Contract by reference, as if set forth in full.

9. **HOLD HARMLESS AND INDEMNIFICATION.** CONTRACTOR shall defend, indemnify and hold the Town harmless from and indemnify it against all liability, including reasonable attorney's fees, which may arise from and accrue directly from the performance of the work or any obligation of CONTRACTOR or failure of CONTRACTOR to perform any work or obligation provided for in this Contract.
10. **COMPREHENSIVE GENERAL LIABILITY INSURANCE.** CONTRACTOR shall secure and maintain in force throughout the duration of the Contract public liability and property damage insurance, with carriers acceptable to the TOWN, with a minimum coverage of one hundred thousand dollars (\$100,000) for property damage, five hundred thousand dollars (\$500,000) public liability for each person, and one million dollars (\$1,000,000) public liability for each occurrence. The TOWN shall be named as an additional insured and the insurance policy shall include a provision prohibiting cancellation of said policy except upon thirty (30) days prior written notice to the local government. Copies of said insurance policies shall be deposited with the Town Manager's office within 30 days of execution of this Contract. Contractor shall cause each insurer providing insurance hereunder to waive all rights of subrogation against the TOWN, its officials, employees and volunteers for losses arising from work performed by CONTRACTOR for the TOWN.
11. **SUBCONTRACTORS.** It shall be the responsibility of CONTRACTOR to insure that all subcontractors comply with the same insurance requirements that the prime contractor is required to meet.
12. **COMPLIANCE WITH FEDERAL AND STATE LAWS.** The Contractor understands and acknowledges the applicability to it of the American with Disabilities Act, the Immigration Reform and Control Act of 1986 and the Drug Free Workplace Act of 1989.
13. **IMMIGRATION COMPLIANCE WARRANTY.** As required by A.R.S. § 41-4401, CONTRACTOR hereby warrants its and each of its subcontractors' compliance and contractual obligations with all federal immigration laws and regulations that relate to its and subcontractors' employees and A.R.S. § 23-214(A). CONTRACTOR further warrants that, after hiring an employee, CONTRACTOR verifies the employment eligibility of the employee through the E-Verify program. If CONTRACTOR uses any subcontractors in performance of the Work, subcontractors shall warrant their compliance with all federal immigration laws and regulations that relate to its employees and A.R.S. § 23-214(A), and subcontractors shall further warrant that after hiring an employee, such subcontractor verifies the employment eligibility of the employee through the E-Verify program. A breach of this warranty shall be deemed a material breach of the Contract that is subject to penalties up to and including termination of the Contract. CONTRACTOR shall not be deemed in material breach of this Contract if the CONTRACTOR and/or subcontractors establish compliance with the employment verification provisions of Sections 274A and 274B of the federal Immigration and Nationality Act and the E-Verify requirements contained in A.R.S. § 23-214(A). Town retains the legal right to random inspections of the papers of any CONTRACTOR or subcontractor employee who works on the Contract to ensure that the CONTRACTOR or subcontractor is complying with the warranty. If state law is amended, the parties may modify this paragraph consistent with state law. The provisions of this Section 13 must be included in any contract the Contractor enters into with any and all its subcontractors who provide services under this Contract or any subcontract. "Services" are defined as furnishing labor, time or effort in the State of Arizona by a contractor or subcontractor. Services include, but not exhaustively, construction or maintenance of any structure, building or transportation facility or improvement to real property, transportation of persons, wasted, supplies or equipment, maintenance or cleaning of any system, personal or real property, equipment or machinery.

14. **SEVERABILITY.** Each provision of this Contract stands alone, and any provision of this Contract found to be prohibited by law shall be ineffective to the extent of such prohibition without invalidating the remainder of this Contract.

15. **APPLICABLE LAW.** This Contract shall be governed by the law of the State of Arizona, and suits pertaining to this Contract shall be brought only in Yavapai County, State of Arizona. The parties agree to service and jurisdiction in Yavapai County.

16. **ENTIRE AGREEMENT.** This document constitutes the entire Contract between the parties and shall not be modified, amended, altered or changed except through a written amendment signed by the parties.

Each Party agrees to bear their own attorney fees and court costs arising out of any dispute or breach regarding this Contract.

Signed this 15<sup>th</sup> day of June, 2020.

CONTRACT WASTEWATER OPERATIONS, LLC

By *Shay L. Mendenhall*

Title Officer

TOWN OF JEROME

By *Candace B. Faalagh*

Title Town Manager/Clerk



# Town of Jerome

Proposal for  
Wastewater Treatment System &  
Water System  
Consulting, Operation and Maintenance

May 18, 2020

Prepared by:

Contract Wastewater Operations, LLC  
2199 Liough Dr.  
Clarkdale, Arizona 86324  
Tel: (928) 301-1076

This proposal is for the **Consulting/Operation and Maintenance** of the Town of Jerome (Town) Wastewater Treatment System & Water System. It is Contract Wastewater Operations' proposal that our company assists the Town to maintain compliance with all Federal, State, County and local requirements by providing services setting up, implementing, managing and coordinating all wastewater treatment plant operations and reporting as well as managing all water system compliance monitoring and assisting with water system source (springs) management.

**Responsibilities of Contract Wastewater Operations (CWO):**

- Provide routine inspection, preventive maintenance and maintenance on the Town's wastewater treatment system equipment and processes as per the May 2002 Operations and Maintenance Manual to ensure proper operation with some noted exclusions listed as "Responsibilities of the Town of Jerome" below.
- Take wastewater samples at the Town's wastewater treatment plant during various stages of treatment to determine process effectiveness. Make process control changes to manipulate the biological activity to achieve the best possible treatment.
- Read gauges and meters and maintain logs according to schedule developed using the O&M Manual and permit requirements.
- Perform required compliance sampling, arrange for transportation of those samples to a certified laboratory, and submit the required reports to ADEQ for the Town's wastewater treatment facility as well as the Town's water system.
- 24-Hour, 365 days per year emergency on-call assistance via cell phone service with a 2-hour maximum response time.
- All other duties normally associated with the operation and maintenance of a trickling filter/wetlands wastewater treatment system.

**Spring Services:**

- CWO will assist in the management of the Town's drinking water source (springs).
- CWO personnel will provide service/inspections to the 8 springs along Allen Springs Rd. And the 5 springs in the Walnut area on a monthly basis.
- Records of observations and routes into each spring will be maintained. Collection boxes will be cleared of debris routinely. Spring screens will be changed/cleared regularly.
- Flows will be logged where possible and abnormalities noted. Valves along Allen Springs Rd. will be exercised regularly. Photos and notes will document work performed.
- CWO will maintain business automobile liability insurance for our employees with a minimum single limit of \$1,000,000. This will include bodily injury and property damage with respect to any vehicles used by CWO in the performance of their work.
- CWO will maintain Commercial general liability insurance with a minimum single limit of \$1,000,000. This will include bodily injury and property damage liability, contractual liability, products and completed operations coverage.
- CWO will maintain compliance with all applicable Worker's Compensation and Employer's Liability Acts in the State of Arizona.

**Responsibilities of Town of Jerome (Town):**

- To provide all materials necessary to properly operate and maintain water system and wastewater treatment facilities in accordance with the May 2002 Operations and Maintenance Manual.
- To provide for all costs of required sample analysis fees incurred from a state licensed laboratory.
- To provide all materials necessary to properly operate and maintain wastewater treatment facility and water system in accordance with all federal, state, county and local laws.
- Maintain all components of wastewater collection system and water distribution system.
- Maintain berms, drainage ditches, open areas and roadway for the wastewater treatment plant in good repair as per page 9 of the O&M manual.
- Remove and dispose of sludge accumulations as needed in the reed beds as per page 6 of the O&M.

**Purchasing:**

- All purchases made on behalf of the Town by CWO shall be billed to the Town at actual cost. All expenditures outside of approved budgets will be submitted to the Town for prior approval.
- Whenever possible, the Town will be billed directly by material/service providers.

**Monthly Contract Price: \$ 4100.00 per month**

**Term:**


The term of this agreement will be for the period of June 1, 2020 to December 31, 2021, with the intent to extend/renege if agreed upon by both parties at the end of the term.

Services provided during emergency situations (spring turn-outs / repairs etc.) will be billed at \$65.00 per hour. All other services requested by the Town outside of this formal agreement will be billed at \$65.00 per hour.

The compensation for services outlined in this formal agreement shall be billed to the Town monthly with submittals, beginning on the first day of every month for the prior month's services.

This agreement shall supersede all prior agreements between CWO and the Town of Jerome.

Accepted by:  
Contract Wastewater Operations, LLC

  
Henry R. MacVittie, Officer      6/11/20      Date

Accepted by:  
Town of Jerome Representative

  
Candace B. Ballagh      6/15/20      Date

# Town of Jerome

Proposal for  
Wastewater Treatment System &  
Water System  
Consulting, Operation and Maintenance

June 11, 2023

Prepared by:

Contract Wastewater Operations, LLC  
2199 Liough Dr.  
Clarkdale, Arizona 86324  
Tel: (928) 301-1076

This proposal is for the **Consulting/Operation and Maintenance** of the Town of Jerome (Town) Wastewater Treatment System & Water System. It is Contract Wastewater Operations' proposal that our company assists the Town to maintain compliance with all Federal, State, County and local requirements by providing services setting up, implementing, managing and coordinating all wastewater treatment plant operations and reporting as well as managing all water system compliance monitoring and assisting with water system source (springs) management.

### **Responsibilities of Contract Wastewater Operations (CWO):**

- Provide routine inspection, preventive maintenance and maintenance on the Town's wastewater treatment system equipment and processes as per the May 2002 Operations and Maintenance Manual to ensure proper operation with some noted exclusions listed as "Responsibilities of the Town of Jerome" below.
- Take wastewater samples at the Town's wastewater treatment plant during various stages of treatment to determine process effectiveness. Make process control changes to manipulate the biological activity to achieve the best possible treatment.
- Read gauges and meters and maintain logs according to schedule developed using the O&M Manual and permit requirements.
- Perform required compliance sampling, arrange for transportation of those samples to a certified laboratory, and submit the required reports to ADEQ for the Town's wastewater treatment facility as well as the Town's water system.
- 24-Hour, 365 days per year emergency on-call assistance via cell phone service with a 2-hour maximum response time.
- All other duties normally associated with the operation and maintenance of a trickling filter/wetlands wastewater treatment system.

### **Spring Services:**

- CWO will assist in the management of the Town's drinking water source (springs).
- CWO personnel will provide service/inspections to the 8 springs along Allen Springs Rd. And the 5 springs in the Walnut area on a monthly basis.
- Records of observations and routes into each spring will be maintained. Collection boxes will be cleared of debris routinely. Spring screens will be changed/cleared regularly.
- Flows will be logged where possible and abnormalities noted. Valves along Allen Springs Rd. will be exercised regularly. Photos and notes will document work performed.
- CWO will maintain business automobile liability insurance for our employees with a minimum single limit of \$1,000,000. This will include bodily injury and property damage with respect to any vehicles used by CWO in the performance of their work.
- CWO will maintain Commercial general liability insurance with a minimum single limit of \$1,000,000. This will include bodily injury and property damage liability, contractual liability, products and completed operations coverage.
- CWO will maintain compliance with all applicable Worker's Compensation and Employer's Liability Acts in the State of Arizona.

### **Responsibilities of Town of Jerome (Town):**

- To provide all materials necessary to properly operate and maintain water system and wastewater treatment facilities in accordance with the May 2002 Operations and Maintenance Manual.
- To provide for all costs of required sample analysis fees incurred from a state licensed laboratory.
- To provide all materials necessary to properly operate and maintain wastewater treatment facility and water system in accordance with all federal, state, county and local laws.
- Maintain all components of wastewater collection system and water distribution system.
- Maintain berms, drainage ditches, open areas and roadway for the wastewater treatment plant in good repair as per page 9 of the O&M manual.
- Remove and dispose of sludge accumulations as needed in the reed beds as per page 6 of the O&M.

**Purchasing:**

- All purchases made on behalf of the Town by CWO shall be billed to the Town at actual cost. All expenditures outside of approved budgets will be submitted to the Town for prior approval.
- Whenever possible, the Town will be billed directly by material/service providers.

**Monthly Contract Price: \$ 4350.00 per month**

**Term:**

The term of this agreement will be for the period of July 1, 2023 to June 30, 2024, or until the new WWTP is completed, whichever comes first. The agreement can be extended/renewed if agreed upon by both parties at the end of the term.

Services provided during emergency situations (spring turn-outs / repairs etc.) will be billed at \$65.00 per hour. All other services requested by the Town outside of this formal agreement will be billed at \$65.00 per hour.

The compensation for services outlined in this formal agreement shall be billed to the Town monthly with submittals, beginning on the first day of every month for the prior month's services.

This agreement shall supersede all prior agreements between CWO and the Town of Jerome.

Accepted by:  
Contract Wastewater Operations, LLC

Accepted by:  
Town of Jerome Representative

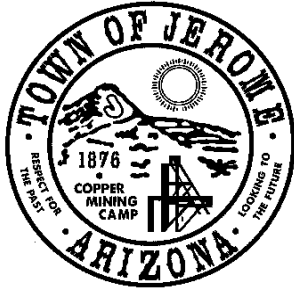
\_\_\_\_\_  
Henry R. MacVittie, Officer      Date

\_\_\_\_\_  
Date

**File Attachments for Item:**

**D. Consider Real Estate Contract from Jerome Investments 1, L.L.C. to Purchase for the Sum of \$40,000.00 an Approximate .052 Parcel of Land Owned by the Town of Jerome as Described on Exhibit A, and Authorizing the Mayor or Town Manager to Execute the Agreement on Behalf of the Town and Accomplish Such Other Administrative Actions to Complete the Sale.**

Council will consider and may approve and execute the offer to purchase real estate from Jerome Investments 1, L.L.C.



Founded 1876  
Incorporated 1899

# TOWN OF JEROME

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

Item D.

## STAFF SUMMARY REPORT

**FROM:** Brett Klein, Town Manager/Clerk

**ITEM:** **Item: Consider Offer to Purchase Real Estate from Jerome Investments, L.L.C.**

**MEETING DATE:** July 11, 2023

---

### Summary:

Owners of the Haunted Hamburger have attended several staff and Council meetings to illustrate their desired intention to expand the functional kitchen space and provide updates to the Haunted Hamburger in anticipation of its 30<sup>th</sup> year anniversary. The presented offer to purchase terms include items that have been discussed during these meetings, along with the price being consistent with the appraisal.

### Fiscal Impact:

After seller costs, the Town will net \$35,000 +/- for the approximate 2,250 square foot piece of land adjacent to the existing Haunted Hamburger footprint. This could be used to fix the retaining wall below and make upper park improvements, or any contingency item the Council so chooses.

### Recommendation

The agreement has been reviewed by the Town's Legal Counsel, and all proposed changes have been made. Planning and Zoning Administrator Will Blodgett has reviewed the survey and legal description and indicates that the area is consistent with what has been discussed. If the Council are comfortable with the terms, Staff recommend approving the agreement and authorizing the Mayor or Town Manager to sign on the Town's behalf.



**REAL ESTATE PURCHASE CONTRACT  
AND ESCROW INSTRUCTIONS**

This Agreement is made as of \_\_\_\_\_, 2023 ("Effective Date") by and between:

**SELLER:**

**TOWN OF JEROME**, an Arizona Municipal Corporation  
(hereinafter "Seller")  
P.O. Box 335  
Jerome, Arizona 86331  
Telephone: (928) 634-7943

**BUYER:**

**JEROME INVESTMENTS 1, L.L.C.**,  
an Arizona limited liability company (hereinafter  
"Buyer")  
P.O. Box 896  
Jerome, Arizona 86331  
Telephone:

In consideration of the mutual covenants and agreements hereinafter set forth, Buyer hereby offers to buy and Seller, upon acceptance, hereby agrees to sell the real property hereinafter described on the terms and conditions described herein.

**1. LEGAL DESCRIPTION.**

Seller is the owner of that certain property located in Jerome, Arizona and described on Exhibit "A" attached hereto and incorporated herein (hereinafter "The Property") and further shown on the Results of Survey ("The Survey ") attached hereto as Exhibit "B".

**2. PURCHASE PRICE.**

A. The total "Purchase Price" is the sum of **FORTY THOUSAND AND 00/100 DOLLARS (\$40,000.00)** as determined to be the fair market value of The Property pursuant to the Real Estate Appraisal Report dated May 10, 2023, prepared by Robert C. Huck, MAI per the Summary of Conclusions attached hereto as Exhibit "C".

B. The sum of **FIVE THOUSAND AND 00/100 DOLLARS (\$5,000.00)** as Earnest money and part down payment shall be deposited in escrow with Yavapai Title Agency, 716 S. Main Street, Cottonwood, Arizona (Escrow Agent) by Buyer concurrently with the mutual execution hereof by Buyer and Seller.

C. The balance of the purchase price in the amount of **THIRTY-FIVE THOUSAND AND 00/100 DOLLARS (\$35,000.00)** cash shall be deposited in escrow by Buyer by cashier's check or bank wire transfer, prior to close of escrow.

D. The net escrow proceeds after deduction of Sellers and Buyer's expenses shall be paid to the Seller at the closing of this transaction, to occur no later than ten (10) days following the expiration of the Due Diligence Period ("Close of Escrow").

### 3. BUYERS CONDITIONS AND INSPECTION PERIOD

This Agreement and Buyers duty to perform its obligations hereunder are fully conditioned upon and are subject to receipt by Escrow Agent from Buyer within thirty (30) days after Seller executes this Agreement ("Due Diligence Period") written approval by Buyer of the following in Buyers sole discretion:

- A. Preliminary Title Report. Within ten (10) days after Seller executes this Agreement, Escrow Agent shall deliver the Preliminary Title Report to Buyer together with legible copies of all recorded matters that affect title to the Property as disclosed by the Preliminary Title Report.
- B. Buyers Conditions. Any and all other conditions and/or factors pertaining to Buyers acquisition of the Property including but not limited to, all investigations, feasibility studies, engineering studies, environmental investigations and the like which are necessary to satisfy Buyer that the Property is sufficient for Buyer's intended purpose. Seller hereby grants Buyer reasonable and unimpeded access to the Property so that Buyer may perform any onsite investigations or testing that Buyer desires. Buyer shall be responsible for leaving the Property in the same condition it was in prior to any testing. Buyer shall indemnify, defend and hold Seller harmless from any damage caused to the Property by Buyer and any claims resulting from Buyers investigations or testing.
- C. Utilities, water rights and other matters. Buyers investigation of utility availability and location, access, any existing easements dedications and the zoning of the property .

All investigations described above unless otherwise noted, shall be performed at Buyers expense.

If Buyer objects to any item which appears on the Preliminary Title Report, Buyer shall notify Seller of the objection in writing at least five (5) days prior to the expiration of the contingency period. Seller shall respond in writing to the objection prior to the expiration of the contingency period and, at Sellers sole option, either agree to take the actions necessary to address Buyer's objections or decline to make changes. If Seller declines to make such changes ,at Buyer's election this Agreement shall terminate.

In the event notice is not provided by Buyer as set forth in the Paragraph 3 above this Agreement and Escrow shall be immediately terminated and shall be of no further force or effect (except for Buyer' indemnity pursuant to Section 3.B and all earnest money shall be immediately refunded to Buyer without further instruction from either party and neither party shall have any further obligation to the other except as set forth in Section 3.B. If Buyer accepts the Preliminary Title Report, whether or not Seller declines to make changes requested by Buyer, Buyer will be deemed to have approved Close of Escrow with the title exceptions listed in the Preliminary Title Report (the "Title Exceptions").

In the event Buyer delivers a written notice to Escrow Agent approving the conditions to this Agreement then the Buyers contingencies shall be deemed removed and the earnest money shall be nonrefundable to Buyer.

**4. SELLERS CONDITIONS AND CONTINGENCIES.**

Sellers obligation to perform the terms of this Agreement and to close Escrow on the sale of the subject Property shall be subject to the following conditions precedent.

- A. Approval of the Agreement by the Town of Jerome Town Council and appointing its authorized agent to execute this Agreement on behalf of the Town.
- B. Buyer's payment and delivery of the Purchase Price prior to close of Close of Escrow.

**5. REPRESENTATIONS AND WARRANTIES OF SELLER**

The Seller hereby covenants, represents and warrants as follows:

5.1. This Agreement has been duly authorized, executed and delivered by the Seller and is enforceable in accordance with its terms.

2.2. Seller owns and has good and marketable title to the Property.

5.3. Seller does not know nor does it have any reasonable grounds to know of any basis for the assertion of any claims or liabilities of any nature against the Property, except as has been disclosed in this Agreement, the ALTA Survey and the Preliminary Title Report.

5.4. Seller has disclosed to Buyer all material latent defects of the Property that are known to Seller.

5.5. Except as otherwise provided in this Agreement, Seller warrants and shall maintain and repair the Property so that, at the Close of Escrow, the Property shall be in substantially the same condition as on the Effective Date of this Agreement.

5.6. Seller has disclosed all known conditions, and there are no known regulatory violations involving the Property concerning city, county, state and federal environmental law, rules and regulations and all health and safety requirements. Seller knows of no improvements, utilities, or access roadways of any third party which encroach upon the Property except as shown on the ALTA Survey attached hereto as Exhibit "B"; and Seller is not aware of any person having an unrecorded right, title or interest in the Property, whether by right of adverse possession, prescriptive easement, or otherwise except as shown on The Survey. If Seller receives notice of any such violations prior to the Close of Escrow, Seller shall immediately notify Buyer in writing, and Buyer shall have five (5) business days of receipt of such notice of violation within which to object to such violation, and in such event Seller shall either cure the violation or this Agreement shall terminate with all Earnest Money returned to Buyer without further consent of Seller.

All the foregoing representations and warranties constitute a material part of the consideration for this Agreement and shall be true and correct as of the Close of Escrow, as if made at the Close of Escrow and shall survive the Close of Escrow.

## 6. REPRESENTATIONS AND WARRANTIES OF BUYER

Buyer hereby covenants, represents and warrants as follows:

6.1. This Agreement has been duly authorized, executed and delivered on the Buyer's behalf and is enforceable according to its terms.

6.2. All of the foregoing representations and warranties constitute a material part of the consideration for this Agreement and shall be true and correct as of the Close of Escrow, as if made at the Close of Escrow, and shall survive Close of Escrow.

## 7. ESCROW

This Agreement shall be placed in escrow with Yavapai Title Insurance Company ("Escrow Agent"), 716 S. Main Street, Cottonwood, Arizona. Telephone Number (928) 634-7591.

Escrow Agent shall have no responsibility for any of the assurances being made by Seller in this Agreement. If this Agreement is terminated prior to Close of Escrow, Escrow Agent is instructed to cancel the escrow, and to disburse all funds in accordance with the terms of this Agreement, without further instruction from Buyer or Seller.

Buyer and Seller agree that Close of Escrow shall be defined as the date of recordation of the documents.

All documents necessary to close escrow shall be deposited with Escrow Agent. Buyer and Seller agree to execute all documents necessary to close this transaction in the standard form used by the Escrow Agent, unless other documents are mutually approved by Buyer and Seller. Escrow Agent is instructed to modify the documents as needed to be

consistent with the terms of this Agreement.

## 8. PRORATIONS AND COSTS OF SALE

Buyer and Seller shall each pay one half of the escrow fee and all other costs shall be charged to each in accordance with the prevailing custom in Yavapai County.

Buyer and Seller shall each pay their own attorney's fees, investigation costs and other fees incurred in the negotiation and closing of this transaction.

Taxes for the current year (based on the latest available County Treasurer's figures) will be prorated as of the Close of Escrow with the Seller paying for the period on and prior to Close of Escrow and the Buyer paying for the period after Close of Escrow.

## 9. OTHER PROVISIONS

- A. Possession of the Property shall be delivered to Buyer at Close of Escrow.
- B. The language of this Agreement shall be construed according to its fair meaning and not strictly for or against either party. Words used in the masculine, feminine or neuter shall apply to either gender or the neuter, as appropriate. The headings in this Agreement are for reference only and shall not limit or define the meaning of any provisions. This Agreement shall be governed by the laws of the State of Arizona.
- C. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, successors and assigns.
- D. If a court of competent jurisdiction makes a final determination that any term or provision on this Agreement is invalid or unenforceable, all other terms and conditions shall remain in full force and effect, and the invalid or unenforceable term or provision shall be deemed replaced by a term or provision that is valid and enforceable and most closely expresses the intention of the invalid term or provision.
- E. Seller shall maintain the Property so that the Property shall be in the same condition at Close of Escrow as it was at the time the parties executed this Agreement.
- F. This Agreement, together with any attached addendums or exhibits signed by the parties, shall constitute the entire agreement between the parties and shall supersede any other written or oral agreements. This Agreement may be signed in counterpart and an executed facsimile copy shall be treated as an original.

- G. Any notice required to be given herein will be in writing and either delivered personally or sent by certified mail, return receipt requested to the Escrow Agent and to Buyer and Seller at the address first set forth above.
- H. As required and directed by Seller and as a material condition of Seller's acceptance of the Purchase Price and Terms of this Agreement, Buyer represents and Buyer and Seller agree that Buyer will construct, at Buyer's expense, a waiting/seating area to be designed by Buyer and constructed for the purpose of providing a waiting area for its restaurant business patrons in order to minimize the use of public walkways as standing/waiting areas for restaurant patrons and in order to maximize public safety. This obligation shall survive Close of Escrow.

## 10. CONVEYANCE

Title to the Property shall be conveyed by Special Warranty Deed subject to the Title Exceptions. Seller shall furnish Buyer, at Seller's expense, a Standard Title Insurance Policy in the amount of the purchase price.

Buyer shall pay the cost of any endorsements or extended coverage, including costs of requirements to obtain the extended coverage.

Buyer is acquiring the property solely in reliance on Buyer's own investigation and inspection of the property. Other than Seller's representations contained in this Agreement, Buyer is purchasing the property in "As-Is" condition.

## 11. RISK OF LOSS

The Seller shall bear all risk of loss or damage to the property until closing. If, prior to the close of escrow, the Property is destroyed or damaged, or if an action is taken by any authority to condemn the property, Seller shall immediately notify Buyer in writing and Buyer shall have ten days after receipt of the notice to give written notice to Escrow Agent terminating this Agreement and receive a full refund of any monies paid. If Buyer does not elect to terminate this Agreement, Buyer shall proceed with the closing with no reduction in purchase price and Seller shall assign any insurance or condemnation proceeds to Buyer.

## 12. DEFAULT

If Buyer fails to pay the balance of the Purchase Price when due, Seller shall be released from the obligation to sell the Property to Buyer. In this event the earnest money deposited with Escrow Agent shall be deemed a reasonable estimate of damages and Seller agrees to accept the earnest money as Seller's sole right to damages and Seller shall have no further recourse against Buyer.

If Seller defaults with respect to its obligations under this Agreement, Buyer shall have

the right to: a) terminate this Agreement and receive a full refund of the earnest money, b) require specific performance of the Seller, or c) seek any other remedy available at law.

If Buyer or Seller shall file suit against the other to enforce the provisions of this Agreement, the prevailing party shall be entitled to collect from the other party reimbursement for Court costs, reasonable attorney's fees and other related expenses awarded by the Court.

**13. TIME OF THE ESSENCE**

Time is of the essence of this Agreement. All time periods refer to calendar days. If a performance date falls upon a day that the Escrow Agent is not open for business, the performance date shall be the next working day.

**14. ACCEPTANCE**

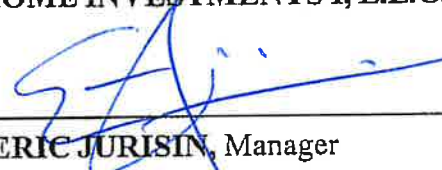
Until executed by both parties, this Agreement does not constitute an offer to purchase by Buyer, or an offer to sell by Seller.

**BUYER:**

I hereby agree, upon acceptance by Seller, to purchase the Property on the terms and conditions contained herein and acknowledge receipt of a copy of this Agreement.

**DATED:** 6-29-23

**JEROME INVESTMENTS I, L.L.C.**

By:   
ERIC JURISIN, Manager

**SELLER:**

The Town of Jerome, a Municipal Corporation, hereby agrees to sell The Property on the terms and conditions contained herein and acknowledges receipt of a copy of this Agreement.

**DATED** \_\_\_\_\_

**TOWN OF JEROME**, a Municipal Corporation

By: \_\_\_\_\_  
Its authorized signer

**EXHIBIT "A"  
LEGAL DESCRIPTION**

THE SURFACE ONLY TO A DEPTH OF TWENTY FIVE FEET FOR THAT PART OF THE HERMIT PATENTED LODGE MINING CLAIM, U.S.M.S. NO. 590, VERDE MINING DISTRICT, YAVAPAI COUNTY, ARIZONA, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT CORNER NO. 2 OF SAID HERMIT CLAIM;

THENCE SOUTH 54 DEGREES 00 MINUTES 40 SECONDS WEST (RECORD), SOUTH 54 DEGREES 04 MINUTES 25 SECONDS WEST (MEASURED), ALONG LINE 2-3 OF SAID HERMIT CLAIM AND THE BASIS FOR BEARING, A DISTANCE OF 75.01 (RECORD AND MEASURED) FEET TO THE **POINT OF BEGINNING**;

THENCE SOUTH 54 DEGREES 00 MINUTES 40 SECONDS WEST (RECORD), SOUTH 54 DEGREES 04 MINUTES 25 SECONDS WEST (MEASURED) A DISTANCE OF 40.19 FEET (RECORD), 40.08 FEET (MEASURED);

THENCE NORTH 22 DEGREES 22 MINUTES 03 SECONDS WEST (RECORD), NORTH 22 DEGREES 18 MINUTES 18 SECONDS WEST (CALCULATED), A DISTANCE OF 75.17 FEET TO A POINT ON THE SOUTHEAST EDGE OF CONCRETE STAIRWAY;

THENCE NORTH 48 DEGREES 26 MINUTES 10 SECONDS EAST, A DISTANCE OF 19.07 FEET TO A POINT ON THE SOUTHWEST LINE OF APN 401-06-149;

THENCE ALONG SAID SOUTHWEST LINE SOUTH 40 DEGREES 51 MINUTES 00 SECONDS EAST (RECORD), SOUTH 40 DEGREES 47 MINUTES 15 SECONDS EAST (CALCULATED), A DISTANCE OF 44.75 FEET TO THE MOST SOUTHERLY CORNER OF SAID APN:

THENCE SOUTH 35 DEGREES 27 MINUTES 00 SECONDS EAST (RECORD), SOUTH 35 DEGREES 23 MINUTES 15 SECONDS EAST (CALCULATED), A DISTANCE OF 30.34 FEET (RECORD AND CALCULATED) TO THE **POINT OF BEGINNING**.

SAID PARCEL CONTAINS 2,246 SQUARE FEET OR 0.052 ACRES, MORE OR LESS.





# EXHIBIT "B"

# ALTANSPS LAND TITLE SURVEY

FOR  
"APN 401-06-156 | 201 MAIN STREET"  
BEING LOCATED IN THE SOUTHEAST QUARTER OF SECTION 22,  
TOWNSHIP 10 NORTH, RANGE 2 EAST OF THE GASHARAI, YAVAPAI COUNTY, ARIZONA

## REFERENCE DOCUMENTS

- (1) RECORD OF SURVEY, RECEIVED IN COMPLIANCE WITH 2021-2021-121, FOR THE SOUTHEAST QUARTER OF SECTION 22, TOWNSHIP 10 NORTH, RANGE 2 EAST OF THE GASHARAI, YAVAPAI COUNTY, ARIZONA, DATED 10/27/21.
- (2) RECORD OF SURVEY, RECEIVED IN COMPLIANCE WITH 2021-2021-121, FOR THE SOUTHEAST QUARTER OF SECTION 22, TOWNSHIP 10 NORTH, RANGE 2 EAST OF THE GASHARAI, YAVAPAI COUNTY, ARIZONA, DATED 10/27/21.
- (3) RECORD OF SURVEY, RECEIVED IN COMPLIANCE WITH 2021-2021-121, FOR THE SOUTHEAST QUARTER OF SECTION 22, TOWNSHIP 10 NORTH, RANGE 2 EAST OF THE GASHARAI, YAVAPAI COUNTY, ARIZONA, DATED 10/27/21.
- (4) RECORD OF SURVEY, RECEIVED IN COMPLIANCE WITH 2021-2021-121, FOR THE SOUTHEAST QUARTER OF SECTION 22, TOWNSHIP 10 NORTH, RANGE 2 EAST OF THE GASHARAI, YAVAPAI COUNTY, ARIZONA, DATED 10/27/21.

## LEGAL DESCRIPTION

THE SOUTHEAST QUARTER OF SECTION 22, TOWNSHIP 10 NORTH, RANGE 2 EAST OF THE GASHARAI, YAVAPAI COUNTY, ARIZONA, BEING LOCATED IN THE SOUTHEAST QUARTER OF SECTION 22, TOWNSHIP 10 NORTH, RANGE 2 EAST OF THE GASHARAI, YAVAPAI COUNTY, ARIZONA, DATED 10/27/21.

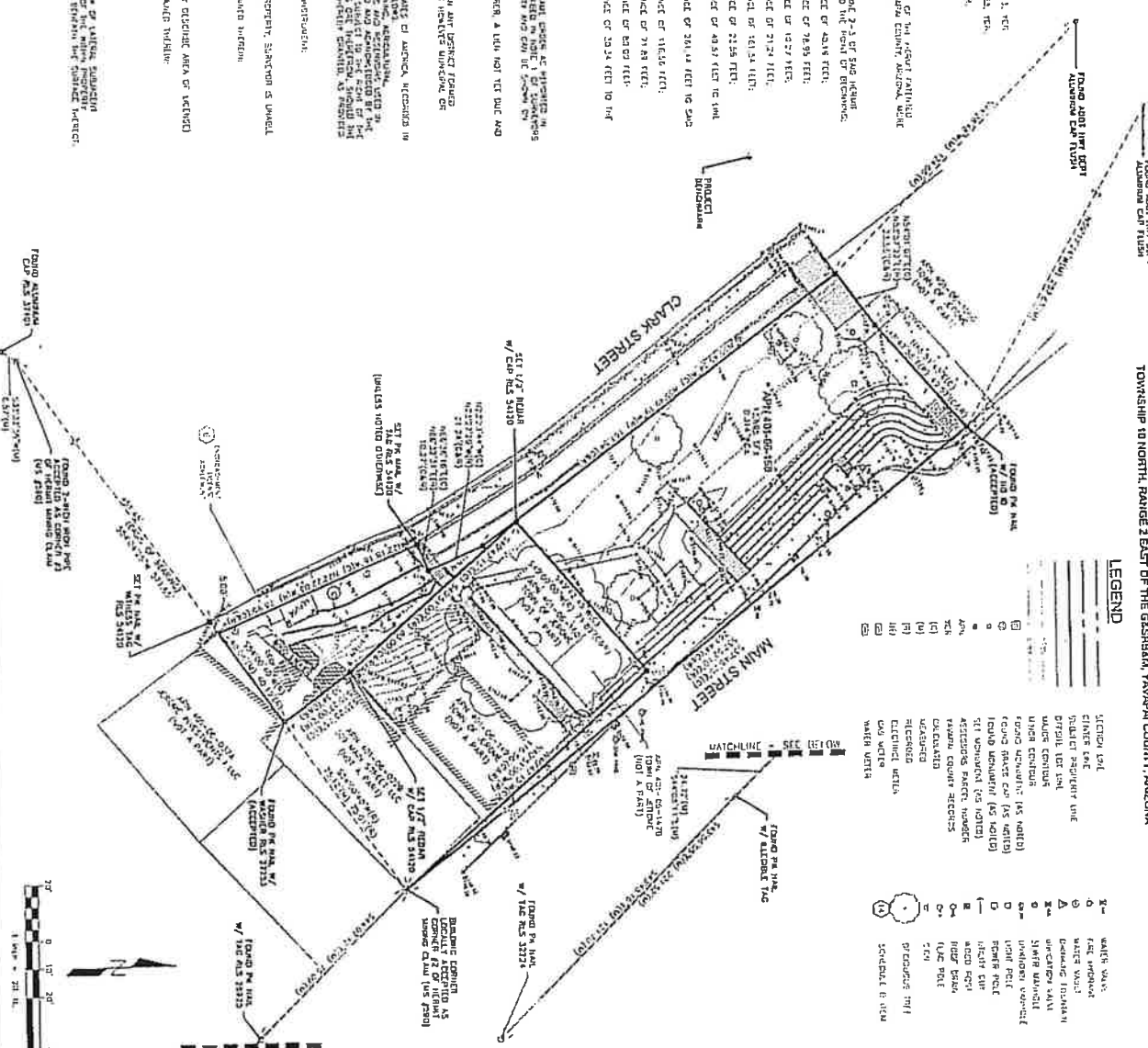
SECTION 22, TOWNSHIP 10 NORTH, RANGE 2 EAST OF THE GASHARAI, YAVAPAI COUNTY, ARIZONA, BEING LOCATED IN THE SOUTHEAST QUARTER OF SECTION 22, TOWNSHIP 10 NORTH, RANGE 2 EAST OF THE GASHARAI, YAVAPAI COUNTY, ARIZONA, DATED 10/27/21.

SECTION 22, TOWNSHIP 10 NORTH, RANGE 2 EAST OF THE GASHARAI, YAVAPAI COUNTY, ARIZONA, BEING LOCATED IN THE SOUTHEAST QUARTER OF SECTION 22, TOWNSHIP 10 NORTH, RANGE 2 EAST OF THE GASHARAI, YAVAPAI COUNTY, ARIZONA, DATED 10/27/21.

SECTION 22, TOWNSHIP 10 NORTH, RANGE 2 EAST OF THE GASHARAI, YAVAPAI COUNTY, ARIZONA, BEING LOCATED IN THE SOUTHEAST QUARTER OF SECTION 22, TOWNSHIP 10 NORTH, RANGE 2 EAST OF THE GASHARAI, YAVAPAI COUNTY, ARIZONA, DATED 10/27/21.

## SCHEDULE "B" EXCEPTION ITEMS

1. ALL RIGHTS AND INTERESTS EXCEPTED BY THE COUNTY REGISTER, A 100' X 100' LOT AND 200' X 100' LOT (RECORDING NO. 2021-2021-121).
2. RECORDS RECEIVED UNDER THIS CASE UNDER AN ASSUMPTION THAT THE SUBJECT PROPERTY IS BEING ACQUIRED BY THE COUNTY REGISTER, A 100' X 100' LOT AND 200' X 100' LOT (RECORDING NO. 2021-2021-121).
3. RECORDS RECEIVED UNDER THIS CASE UNDER AN ASSUMPTION THAT THE SUBJECT PROPERTY IS BEING ACQUIRED BY THE COUNTY REGISTER, A 100' X 100' LOT AND 200' X 100' LOT (RECORDING NO. 2021-2021-121).
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**SURVEYOR**  
DAVID J. WILSON, LICENSED SURVEYOR NO. 10000, YAVAPAI COUNTY, ARIZONA

**OWNER**  
ALTANSPS LAND TITLE SURVEY, INC.  
10000 WILSON ROAD, SUITE 100  
PHOENIX, ARIZONA 85028  
(602) 998-1234

**SITE INFO**  
201 MAIN STREET  
SECTION 22, TOWNSHIP 10 NORTH, RANGE 2 EAST OF THE GASHARAI, YAVAPAI COUNTY, ARIZONA

**VICINITY MAP**  
SECTION 22, TOWNSHIP 10 NORTH, RANGE 2 EAST OF THE GASHARAI, YAVAPAI COUNTY, ARIZONA

**BENCHMARK**  
THE BENCHMARK USED FOR THIS PROJECT IS THE SOUTHWEST CORNER OF THE SOUTHWEST CORNER OF SECTION 22, TOWNSHIP 10 NORTH, RANGE 2 EAST OF THE GASHARAI, YAVAPAI COUNTY, ARIZONA, DATED 10/27/21.

**BASIS OF BEARING**  
THE BASIS OF BEARING FOR THIS PROJECT IS THE SOUTHWEST CORNER OF THE SOUTHWEST CORNER OF SECTION 22, TOWNSHIP 10 NORTH, RANGE 2 EAST OF THE GASHARAI, YAVAPAI COUNTY, ARIZONA, DATED 10/27/21.

**SURVEYORS NOTES**  
1. THIS SURVEY IS BEING CONDUCTED IN ACCORDANCE WITH THE PROVISIONS OF THE ARIZONA SURVEYING ACT, CHAPTER 10, ARIZONA STATUTES, AND THE RULES AND REGULATIONS OF THE BOARD OF SURVEYING AND MAPPING, YAVAPAI COUNTY, ARIZONA.

**CERTIFICATION**  
I, DAVID J. WILSON, LICENSED SURVEYOR NO. 10000, YAVAPAI COUNTY, ARIZONA, DO HEREBY CERTIFY THAT I AM A LICENSED SURVEYOR IN THE STATE OF ARIZONA AND THAT I AM THE SURVEYOR OF RECORD FOR THIS PROJECT.

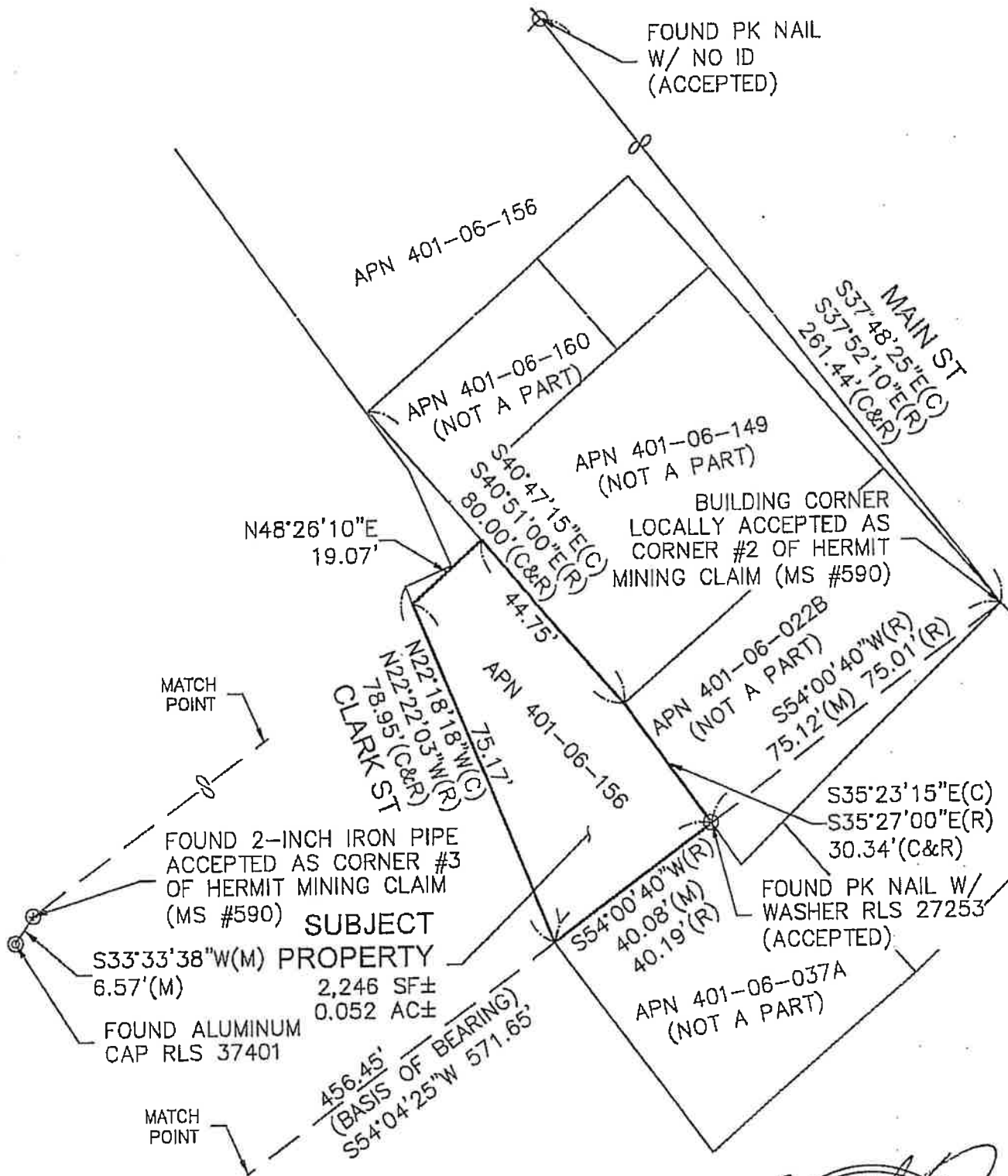
**OUTER LIMITS**  
THE OUTER LIMITS OF THIS PROJECT ARE THE SOUTHWEST CORNER OF THE SOUTHWEST CORNER OF SECTION 22, TOWNSHIP 10 NORTH, RANGE 2 EAST OF THE GASHARAI, YAVAPAI COUNTY, ARIZONA, DATED 10/27/21.

**ALTANSPS LAND TITLE SURVEY**  
"APN 401-06-156 | 201 MAIN STREET"  
BEING LOCATED IN THE SOUTHEAST QUARTER OF SECTION 22,  
TOWNSHIP 10 NORTH, RANGE 2 EAST OF THE GASHARAI, YAVAPAI COUNTY, ARIZONA

**OUTER LIMITS**  
THE OUTER LIMITS OF THIS PROJECT ARE THE SOUTHWEST CORNER OF THE SOUTHWEST CORNER OF SECTION 22, TOWNSHIP 10 NORTH, RANGE 2 EAST OF THE GASHARAI, YAVAPAI COUNTY, ARIZONA, DATED 10/27/21.

**WMD SURVEYING**  
10000 WILSON ROAD, SUITE 100  
PHOENIX, ARIZONA 85028  
(602) 998-1234

# EXHIBIT "A"



PROJECT: 23005  
 DATE: 06.20.23  
 FILE: 23005\_LEGL 20230620.dwg



**OUTER LIMITS  
 LAND SURVEYING**

PO Box 71937 | Phoenix, AZ 85050 | 602.426.1154  
 www.outerlimitslandsurveying.com

# EXHIBIT "C"

AN APPRAISAL REPORT  
CONTAINING THE RESULTS OF  
AN APPRAISAL OF  
VACANT LAND  
LOCATED ON CLARK STREET  
JEROME, ARIZONA

# HUCK APPRAISAL OFFICE

Item D.

Robert C. Huck, MAI  
724 Gail Gardner Way • Prescott, Arizona 86305  
Phone (928) 778-7171 • Email: Bob@huckappraisal.com

May 10, 2023

Eric Jurisin  
P.O. Box 896  
Jerome, Arizona 86331

Re: An appraisal report containing the results of an appraisal of vacant land located on Clark Street in Jerome, Arizona.

Dear Mr. Jurisin:

In accordance with our agreement as outlined in our engagement letter dated March 29, 2023, I hereby transmit the attached appraisal report which contains the result of my appraisal of the subject property. The report sets forth my value conclusion, along with supporting data and reasoning which form the basis of my opinion. This letter is, by reference, made a part of the accompanying report.

The purpose of the appraisal is to provide an opinion of the value of the specified interest in the property as of the date of valuation, less any rights held in the existing encroachment and other easements that impact the subject property. The client for this appraisal assignment is Eric Jurisin. The intended use of the appraisal is to establish a potential sale price for the subject property. The intended user of the appraisal is Eric Jurisin and/or his designees to assist in their decisions regarding the property. No other parties are authorized to rely upon this report without the express written consent of the appraiser.

The results of the appraisal are reported in the attached appraisal report, which contains 39 pages. This Appraisal Report is intended to comply with the reporting requirements set forth under Standard Rule 2-2(a) of the Uniform Standards of Professional Appraisal Practice for an Appraisal Report. Supporting documentation concerning the data, reasoning, and analyses is retained in the appraiser's file. The information contained in this report is specific to the needs of the client and for the intended use stated in this report. The appraiser is not responsible for unauthorized use of this report.

May 10, 2023  
Mr. Jurisin:  
Page Two

This report is also intended to have been prepared in accordance with:

- All requirements of the Uniform Standards of Professional Appraisal Practice (USPAP) as provided by the Appraisal Foundation;
- The Code of Professional Ethics, the Standards of Professional Appraisal Practice, and any additional requirements of the Appraisal Institute, of which I am a member.

By reason of my investigation and having given careful consideration to the factors which affect real estate value, I have concluded the following market value of the specified interest in the subject property, 'As Is', as of April 13, 2023:

**FORTY THOUSAND DOLLARS**  
**(\$40,000)**

The conclusions of this appraisal are subject to the Standard Assumptions and Limiting Conditions contained in the Addenda of this report. In addition, the conclusions are also made in consideration of the following Extraordinary Assumptions and/or Hypothetical Conditions, as discussed in the report. The use of an extraordinary assumption and/or hypothetical condition might have an effect on the assignment results.

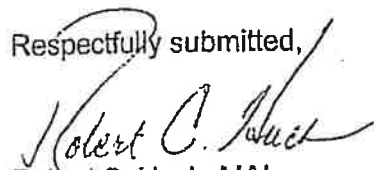
1. The land area in the subject site is based on a survey provided to the appraisers and deed plotting software employed by the appraisers. It is an extraordinary assumption of this appraisal that this land area is substantially accurate. If a final survey reveals substantially different land areas, the results of this appraisal may require revision.
2. It is acknowledged that the restaurant adjacent to the subject property has improvements which encroach upon the subject property. An encroachment easement currently exists for the continued use of these improvements and for providing a viable fire escape from the restaurant. It is an extraordinary assumption of this appraisal that this encroachment easement will remain in place and continue to impact the subject property indefinitely.

I hereby disclose that I, Robert C. Huck, MAI and Maili Huck Carey personally inspected the subject property on April 13, 2023. Maili Huck Carey provided significant real property appraisal assistance to Robert C. Huck, MAI, the person signing this report.

May 10, 2023  
Mr. Jurisin:  
Page Three

I hereby certify that I have no interest, present or prospective, in the subject property, and that the appraisal assignment was not contingent upon the development or reporting of a predetermined value or direction in value that favors the cause of the client, the amount of the value opinion, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal. I further certify that to the best of my knowledge and belief, the statements and opinions contained in the appraisal are correct, subject to the limiting conditions expressed herein.

Respectfully submitted,



Robert C. Huck, MAI  
Certified General Real Estate Appraiser  
Certificate No. 30123

Respectfully submitted,



Malli Huck Carey  
Registered Trainee Appraiser  
License No. RTA-1022053



AN APPRAISAL REPORT  
CONTAINING THE RESULTS OF  
AN APPRAISAL OF  
VACANT LAND  
LOCATED ON CLARK STREET  
JEROME, ARIZONA

PREPARED FOR

ERIC JURISIN  
P.O. BOX 896  
JEROME, ARIZONA 86331

PREPARED BY

ROBERT C. HUCK, MAI  
CERTIFIED GENERAL REAL ESTATE APPRAISER  
CERTIFICATE NO. 30123

AND

MAILI HUCK CAREY  
REGISTERED TRAINEE APPRAISER  
LICENSE NO. RTA 1022053

OF

HUCK APPRAISAL OFFICE  
724 GAIL GARDNER WAY  
PRESCOTT, ARIZONA 86305  
(928) 778-7171

EFFECTIVE DATE OF VALUE  
APRIL 13, 2023

DATE OF REPORT  
MAY 10, 2023

## CERTIFICATION

I certify that, to the best of my knowledge and belief:

1. The statements of fact contained in this report are true and correct.
2. The reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions and are my personal, impartial, and unbiased professional analyses, opinions, and conclusions.
3. I have no present or prospective interest in the property that is the subject of this report and no personal interest with respect to the parties involved.
4. I have performed no services, as an appraiser or in any other capacity, regarding the property that is the subject of this report within the three-year period immediately preceding acceptance of this assignment.
5. I have no bias with respect to the property that is the subject of this report or to the parties involved with this assignment.
6. My engagement in this assignment was not contingent upon developing or reporting predetermined results.
7. My compensation for completing this assignment is not contingent upon the development or reporting of a predetermined value or direction in value that favors the cause of the client, the amount of the value opinion, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal.
8. My analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the *Uniform Standards of Professional Appraisal Practice*.
9. I, Robert C. Huck, MAI and Maili Huck Carey have made a personal inspection of the property that is the subject of this report.
10. Maili Huck Carey provided significant real property appraisal assistance to Robert C. Huck, MAI, the person signing this report.
11. The reported analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the requirements of the Code of Professional Ethics and Standards of Professional Appraisal Practice of the Appraisal Institute.
12. The use of this report is subject to the requirements of the Appraisal Institute relating to review by its duly authorized representatives.

**CERTIFICATION**

Page Two

13. As of the date of this report, I, Robert C. Huck, MAI, have completed the continuing education program for designated members of the Appraisal Institute.
14. The appraisal assignment was not based on a requested minimum valuation, a specific valuation, or the approval of a loan.
15. I hereby certify that I am competent to complete the appraisal assignment. The reader is referred to the appraiser's Statement of Qualifications contained in the Addenda.
16. All extraordinary assumptions, hypothetical conditions and limiting conditions imposed by the terms of the assignment or by the undersigned, affecting the analysis, opinions and conclusions contained in this report are contained herein.
17. No change of any item of the appraisal report shall be made by anyone other than the Appraiser, and if changed, the Appraiser shall have no responsibility for any such unauthorized change.

**VALUE CONCLUSIONS**

The subject property is a ±2,259 square foot parcel of land located on Clark Street in Jerome, Arizona. The property is identified on the Yavapai County Assessor's Tax Roll as a portion of AP# 401-06-156. The legal description for this property is a metes and bounds described parcel in Section 22, Township 16 North, Range 2 East, Gila & Salt River Base & Meridian, Yavapai County, Arizona. The formal legal description for the subject property has not been finalized. However, the location and approximate size and dimensions of the parcel can be identified on the land survey found in this appraisal.

By reason of my investigation and having given careful consideration to the factors which affect real estate value, I have concluded the following market value of the specified interest in the subject property, 'As Is', as of April 13, 2023:

**FORTY THOUSAND DOLLARS**  
**(\$40,000)**

**CERTIFICATION**

Page Three

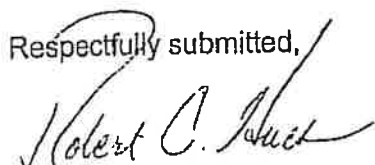
The conclusions of this appraisal are subject to the Standard Assumptions and Limiting Conditions contained in the Addenda of this report. In addition, the conclusions are also made in consideration of the following Extraordinary Assumptions and/or Hypothetical Conditions, as discussed in the report. The use of an extraordinary assumption and/or hypothetical condition might have an effect on the assignment results.

1. The land area in the subject site is based on a survey provided to the appraisers and deed plotting software employed by the appraisers. It is an extraordinary assumption of this appraisal that this land area is substantially accurate. If a final survey reveals substantially different land areas, the results of this appraisal may require revision.
2. It is acknowledged that the restaurant adjacent to the subject property has improvements which encroach upon the subject property. An encroachment easement currently exists for the continued use of these improvements and for providing a viable fire escape from the restaurant. It is an extraordinary assumption of this appraisal that this encroachment easement will remain in place and continue to impact the subject property indefinitely.

I hereby disclose that I, Robert C. Huck, MAI and Maili Huck Carey personally inspected the subject property on April 13, 2023. Maili Huck Carey provided significant real property appraisal assistance to Robert C. Huck, MAI, the person signing this report.

I hereby certify that I have no interest, present or prospective, in the subject property, and that the appraisal assignment was not contingent upon the development or reporting of a predetermined value or direction in value that favors the cause of the client, the amount of the value opinion, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal. I further certify that to the best of my knowledge and belief, the statements and opinions contained in the appraisal are correct, subject to the limiting conditions expressed herein.

Respectfully submitted,



Robert C. Huck, MAI  
 Certified General Real Estate Appraiser  
 Certificate No. 30123

Respectfully submitted,



Maili Huck Carey  
 Registered Trainee Appraiser  
 License No. RTA-1022053

**SUMMARY OF CONCLUSIONS**

PROPERTY NAME: Proposed acquisition of a portion of AP# 401-06-156

PROPERTY LOCATION: Clark Street in Jerome, Arizona

PROPERTY TYPE: Vacant land

ASSESSOR'S PARCEL #: Portion of 401-06-156 (Yavapai County)

EFFECTIVE DATE OF VALUE: April 13, 2023

DATE OF REPORT: May 10, 2023

ZONING: Town of Jerome C-1

SIZE, LAND AREA, ±2,259 Square Feet

BUILDING AREA, N/A

HIGHEST AND BEST USE,

As Vacant: Assemblage with adjoining property.

As Improved: N/A

EXPOSURE TIME: N/A

PRELIMINARY ESTIMATES OF VALUE:

Sales Comparison Approach:	\$40,000
Cost Approach:	N/A
Income Capitalization Approach:	N/A

**FINAL ESTIMATE OF VALUE: \$40,000**

**NOTICE OF INTENT TO  
SELL TOWN PROPERTY**

The Town of Jerome intends to sell a portion of a parcel of vacant land with a local address of 201 Main Street, Jerome, Arizona, 86331. The portion of this parcel is located in the southwest section of the parcel. An aerial graphic depicting the approximate boundary of this new parcel is available for review at the Jerome Town Hall, 600 Clark Street, Jerome, Arizona, 86331, or by reference to the aerial graphic on the Town website.

The Jerome Town Council will consider approving this real property sale no sooner than its March 14, 2023, meeting, to be held at the Town of Jerome Council Chambers at 600 Clark Street, Jerome, Arizona.

The Town Council reserves the right to reject all bids and proposals and resolicit. For questions please contact Jerome Town Manager Brett Klein at (928) 634-7943.

2TVI Pub: 2/26 & 3/5, 2023

**AFFIDAVIT OF PUBLICATION**

STATE OF ARIZONA    )  
County of Yavapai    ) ss.

I, **Nancy James**, being first duly sworn on her oath says:  
That she is authorized by the publisher as agent to make this  
affidavit of publication of VERDE VALLEY NEWSPAPERS,  
INC., an Arizona corporation, which owns and publishes the **Verde  
Independent/Bugle**, a two time a week newspaper published in the  
City of Cottonwood, County of Yavapai that the notice attached  
hereto, namely,

**TOWN OF JEROME  
NOTICE OF INTENT TO SELL TOWN PROPERTY**

Has, to the personal knowledge of affidavit, been published in the newspaper  
aforesaid, according to law, on the **26** day of **FEB., 2023** to the **5** day of **MAR,**  
**2023**, inclusive without change, interruption or omission, amounting in all  
2 insertions, made on the following dates:

**FEBRUARY 26 & MARCH 5, 2023**

By: *Nancy James*  
Dated this 6 day of MARCH., 2023

By: *Maggie Lovett*  
Notary Public

My commission expires:

