



TOWN OF JEROME

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MINUTES

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

THURSDAY, NOVEMBER 30, 2023, AT 11:30 AM

11:30AM (0:21) 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 member Dr. Jack Dillenberg. Council member Sage Harvey joined via telephone.

Staff Present were Town Manager Brett Klein and Deputy Clerk Kristen Muenz

11:30AM (0:36) 2. NEW BUSINESS

Discussion/Possible Action

Consideration of the Jerome Chamber of Commerce Special Event Permit Application for the Annual Town Christmas Party at Spook Hall

Council will consider and may approve the special event permit.

Mr. Klein introduced the special event permit application for the Town's annual Christmas Party, which includes a special event liquor license. He noted that there have been changes to the event over the years and informed council that a representative for the Chamber, Ginger Mackenzie, was also present to answer any questions from Council.

Dr. Dillenberg moved to approve the special event, Ms. Moore seconded.

Mayor Barber starts, saying she loves everything the chamber is doing. Her one reservation is that the application was not filled out in time, noting it is not a full 30 days before the event. She also notes the other piece of the pie is the liquor license. She asks if it is to sell liquor or just accept donation.

Ms. Mackenzie answers it is just for donation. She imparts to Council that she was told it was not technically needed, however if they wanted to accept donations, then they should go ahead and get one. She adds that she was not aware that a special event permit was needed for non-Town owned property, however Mr. Klein had informed her that if there was attendance of over 75 people, which there likely would be, then a special event permit was needed. She apologized to council sharing additionally that she was not involved in the holiday activities in years prior.

Ms. Moore interjects, in reference to needing a special event permit, "plus the alcohol, correct?"

Mr. Klein confirmed this.

Ms. Barber adds that there aren't as many kids in town as there used to be, and that it being an all-ages event she didn't recall there being any alcohol at these Christmas dinners.

Ms. Harvey replied, "No, ma'am."

Ms. Mackenzie answered that there has been, adding it will be beer and wine, no cocktails.

Ms. Barber shares her reservation about approving this, stating if we approve this, and it is our Chamber, but anyone who does special events will say we don't have to have our stuff in on time because you'll just let us do it anyway. She said she is on the record that she isn't against it, it's just the time frame. She points out there is already a motion and a second on the floor and then defers to Ms. Moore.

Ms. Moore shares that she seconded because it's an annual event for the town, however, she is disappointed that it was so late and they needed a special meeting to approve it, rather than it being presented to Council at the prior regular meeting. She said, if this happens again next year...

Dr. Dillenberg agreed, adding we learn from this.

Ms. Harvey asked to reiterate, adding that it's a big part of why she called in, that it is really important at this point. The Chamber was given leniency on timeframes because it was a new Chamber, however it's been over a year now. So, if we keep letting them do last the minute things, then we will end up in legal trouble with other vendors like the Indy Film Festival later because they will come back noting that Council let the Chamber do it without the right amount of time. She adds that this can of worms needs to be closed.

Ms. Barber thanks Ms. Harvey for her input and defers conversation to Mr. Klein.

Mr. Klein notes the points of council members, sharing that the good news is that in January the new ordinance and guide will roll out. He points out that staff won't even bring this decision to Council in the future to have to make. Adding if it's not done on time, then it's just not going to happen, and Council won't be put in that position.

Dr. Dillenberg thanked Mr. Klein.

Ms. Mackenzie adds that the Chamber will also be appointing someone to know all the rules and make sure they stay on track with their timeframes.

Ms. Barber inquires what in the special permit is being approved? Is it the whole thing that wasn't done? Sharing she thought it was just adding the liquor license.

Mr. Klein replied that Council would be approving the special permit along with the liquor license application.

Dr. Dillenberg shares that he thinks they are in overall agreement that we won't want to do this again next year. Adding that he doesn't have a problem moving forward with this at this time.

Ms. Barber revisits the special event application, asking why on page 5 with the checklist of requirements that item number 6 on the application checklist is not checked off. She points out that the checklist says 1. Completed special event permit application, checked. 3. Completed hold harmless agreement, checked. If we are talking about a liquor license, why is it not in front of her on her paperwork?

Ms. Mackenzie answers that she thought that particular checklist was for her personally.

Ms. Barber asks Council how they are proceeding or if there is any further discussion.

Ms. Moore asks if they were thinking to not approve it.

Ms. Barber responds that she wants to have the Town Christmas party. She adds, she didn't think that if they didn't approve the liquor license it wouldn't be that they couldn't do the party; it would be that they're going to do the alcohol with donations.

Ms. Moore and Dr. Dillenberg both answer that's what they are doing now.

Ms. Mackenzie explained that they don't really have to have a liquor license if they aren't selling alcohol.

Ms. Barber seeks clarification asking, so the liquor license piece of the pie is completely off now?

Mr. Klein answers that Town's contacts would say differently than who Ms. Mackenzie contacted. He adds that if there is something put out accepting donations then it needs a liquor license.

Ms. Mackenzie replies that they don't have to accept donations.

Mr. Klein responds irrespective of the alcohol, with more than 75 people a special event permit is needed. He outlines for council they can choose to approve the special event permit as is, that includes the liquor license, approve only the special event and not the liquor license or disapprove.

Ms. Barber asked if they can approve the special event permit without the liquor license because it was late, and include the liquor next year?

Dr. Dillenberg expresses that they aren't selling, it's by donation.

Ms. Mackenzie shares that they don't have to accept donations that way it is a private party, like a wedding.

Ms. Barber seeks Mr. Kleins' staff recommendation to cover the Town against future liability.

Mr. Klein advised with the new policies and procedures coming in January, either way could be approved without exposing the town. If you don't approve the liquor license, they can offer it for free.

Ms. Moore interjects that the liquor application needs to be turned in to the State at least 10 days prior to the event, adding that she doesn't know honestly if they even said no if the state would care.

Ms. Mackenzie shared that we are at 16 days.

Dr. Dillenberg says, "Let's just do it, we aren't giving anything up by approving it."

Ms. Barber asked for clarification of Dr. Dillenberg's motion.

Dr. Dillenberg restated his motion approving the special event permit including the special event liquor license. He adds that this will only be in effect for this one event as the new changes take effect in January, so he has no problem voting for it.

Ms. Moore explains that she seconded the motion originally for discussion, but she will go ahead and say yes now, adding because it's the Chamber, it's the annual Christmas party, and donations could be helpful, even though she doesn't really want to do it.

Ms. Barber states that there is going to be alcohol, but it is not going to be sold, if we all vote aye, but they would be able to get donations.

Mayor Barber thanked council for the clarification and called the question. With 3 ayes and 1 nay the special event permit was approved.

Motion to Approve Special Event Permit for Annual Town Christmas Party, with Special Event Liquor License

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

Mayor Barber thanked Ms. Mackenzie adding, "Do realize that Council goes above and beyond for the Chamber in these instances, and please do not put us this position anymore".

Ms. Mackenzie thanked council and apologized sharing that she didn't mean to and didn't know for over 75 people a permit was needed.

Mr. Klein notes that Ms. Harvey made a motion to adjourn the meeting.

11:41AM (11:11) 3. ADJOURNMENT

Ms. Harvey made the motion to adjourn the meeting, Dr. Dillenberg seconded.

The meeting was adjourned at 11:41am

Motion to Adjourn at 11:41am

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

APPROVE:

ATTEST:

Alex Barber, Mayor

Brett Klein, Town Manager

Date

