



TOWN OF JEROME

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DRAFT MINUTES

REGULAR COUNCIL MEETING - AMENDED 6/4/25 OF THE TOWN OF JEROME

COUNCIL CHAMBERS, JEROME TOWN HALL

600 CLARK STREET, JEROME, ARIZONA

TUESDAY, JUNE 10, 2025, AT 7:00 PM

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

(0:01) 7:00 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, Councilmembers Dr. Jack Dillenberg, Sonia Sheffield, and Issam "Izzy" Sharif.

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

(0:33) 7:00 2. FINANCIAL REPORTS

Discussion/Possible Action

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

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

Mayor Barber asked if the council had any questions on the financial reports.

There were none, and Dr. Dillenberg commented that they were thorough.

Motion to approve the Financial Report and Detail Invoice Register Report for May, 2025

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

(1:00) 7:01 3. STAFF AND COUNCIL REPORTS

Discussion/Possible Action

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

Council will consider and may approve the staff reports.

Town Manager Brett Klein said there were a couple of things to add to his report. We do have notice to proceed with the Deception Road project; they have 15 days to start and there will be a pre-construction meeting tomorrow. Notices will go out to residents, and the road should never be closed entirely. There will be door hangers to announce the time and place of a neighborhood meeting and a number they can call for questions. He said he anticipates there will be communication with their Phoenix office. On 621 Main, the employee housing is going well given the obstacles. It should not be exorbitantly expensive and should be sound; the building inspector is involved in that. Mr. Klein added that just moments ago he received the agreement from Verde Ex, so that is squared away. We are waiting for them to sign the easements; that is what will start the clock ticking with the payment. As soon as they have signed, we can start moving on wastewater treatment plant. Finally, next Monday is the initial discussion for regionalization of 911 dispatch. Ms. Barber asked the council if there were any questions on the Town Manager's report; there were none. She added that she usually follows up with congratulations. She congratulated Officer Mark Boan for 9 years of service, Nicole Florisi for 15 years of service with the Police Department, Fire Chief Rusty Blair 24 years of service, and Town Manager Brett Klein for 3 years of completed service. Ms. Barber asked if any council members would like to report.

Mr. Sharif reported he did have a meeting with Brownfield about potential grants for Hotel Jerome. He explained that if everything goes smoothly, it will be something with one-part town, one-part Historical Society. Mr. Sharif said they have requested as many properties as possible to go after, any historical property, to go after the grant. It is a 3-part grant, and we are looking at remediation, assessment and cleanup and of course, funding. If it goes through, Mr. Sharif said that he will let people know it is coming to fruition. For clarification, he said the group is Brownfield with EPA with an Atlas group.

Ms. Barber said that she participated in a talk about STRs last Thursday with Senators, Mayors and assessors. She added that it was not attended by members of the public and was held at the Sedona library. Ms. Barber said that Mayor Jablow from Sedona started out with Sedona's problems with vacation rentals and she followed up. Then Senator Mark Finchem spoke. She said an assessor spoke about the fact that real estate agents are selling houses with price tags of how much money you can make off short-term rentals; that is part of the reason it has driven our housing prices up so high. Ms. Barber said it was really sad for youth, people going to school, or people trying to get out on their own and trying to purchase a house because, if you Google, the average price of a house in the Verde Valley is \$400,000. Ms. Barber added there is some information at Yavapai Speaks where you can probably go to watch the presentation. Dr. Dillenberg wanted to share that he was honored by The American Association for Development Health and Well Being. He said they held their national meeting in Phoenix, and decided to have a dinner on Friday night to honor him for all the things he has done over the years for them. Dr. Dillenberg said it was amazing; there were over 100 people including the director of The American Dental Association, dental school deans, students of his, and other dental health leaders across the country to honor him. He said it blew him away; he was there with his wife, and it was a surprise honor.

Ms. Barber thanks Dr. Dillenberg and moved to approve the Staff and Council Reports.

Mr. Sharif and Ms. Sheffield simultaneously seconded the motion and the vote was called.

Motion to approve the Staff and Council Reports

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

(7:33) 7:07 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

Zoning Administrator Will Blodgett summarized some highlights of his report. He said there was administrative approval for a deck at 803 Hampshire Avenue. He explained that the homeowner had begun working on removing the old deck and realized it was the main access to the living area of the lower floor, so he issued administrative approval to begin the deck, but he will still need to get his full permits and will be working with the building inspector on issuing those. Next, he has been working on some proposed potential parking revisions; he said he would not go into more detail, but Planning & Zoning will be having a work session on it next week. Finally, Mr. Blodgett said that there had been a lot of code enforcement topics that he was on top of and getting buttoned up.

(9:10) 7:09 5. APPROVAL OF MINUTES

Discussion/Possible Action

A. Consider Approval of the May 13th, 2025, Special and May 13, 2025, Regular Council Meeting Minutes, and May 27th Special Council Meeting Minutes

Council will consider and may approve the May 13th, Special and Regular Council Meeting minutes, and May 27th Special Council Meeting Minutes.

Ms. Barber introduced the next item, the approval of minutes from the meetings for May 13th and May 27th. She said that she had some corrections to the Regular Council Meeting Minutes, so it would be best to vote on them separately.

Ms. Moore stated that she had already given her one-word correction on the Special Meeting Minutes of May 13th, 2025, to Administrative Specialist, Michele Sharif, to change "there" to "they."

Mr. Klein replied that the correction had been made, and the correct version was ready to be signed.

Ms. Barber moved to accept the Special Meeting Minutes of May 13th, 2025, with the minor correction.

Dr. Dillenberg seconded the motion, and the May 13th Special Meeting Minutes were approved unanimously.

Ms. Barber said, for the May 13th Regular Meeting Minutes, the minutes mention Councilmember Sharif calling a point of order. She said she did not hit the gavel, but at 22:50 she claimed, "order, order, I will clear the room." At 29:19 Ms. Barber stated that she slammed the gavel down and said, "take turns or I will clear this whole council chambers." Then, Councilmember Sharif stood up and said, "respect the dais or leave the room," so she would like to have added the times that she also spoke out and the gavel. With those changes, Ms. Barber moved to accept with the May 13th Regular Meeting Minutes.

Ms. Moore said she would second that, but would also add that it does not reflect that a vote was taken for the break, and it was.

Ms. Barber said that she would add that to her motion and called the vote.

The minutes of the Regular Meeting of the Jerome Town Council of May 13th, 2025, with corrections were approved.

Finally, Ms. Barber said we have the May 27th Special Council Meeting Minutes, which she moved to approve.

Dr. Dillenberg seconded the motion and the minutes of May 27th, 2025, were approved unanimously.

Motion to approve the May 13 2025, Special Council Meeting Minutes with a minor correction

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

Motion to approve the May 13 2025, Regular Council Meeting Minutes with corrections

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

Motion to approve the May 27, 2025, Special Council Meeting Minutes as presented

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

(12:06) 7:12 6. PETITIONS FROM THE PUBLIC

There were no petitions from the public.

7. ORDINANCES AND RESOLUTIONS

Discussion/Possible Action

(12:12) 7:12 A. Consider Resolution No. 677, 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

Council will consider and may approve Resolution No. 677.

Ms. Barber introduced the item, the designation of a chief financial officer for officially submitting the Fiscal Year 2024 Expenditure Limitation Report to the Auditor General. She stated that this is usually the Town Manager, so she would move to accept Resolution 677.

Ms. Moore seconded the motion and the vote was called. Resolution No. 677 was approved unanimously.

Motion to approve Resolution No. 677, Designating the Chief Fiscal Officer for Submitting the Expenditure Limitation Report to the Arizona Auditor General

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

(13:07) 7:13 B. Consideration of First Reading of Ordinance No. 494, Amending Article 10-3, Special Events, Section 10-3-2 Permit Required

Council will consider and may approve the first reading of Ordinance No. 494.

Ms. Barber read Ordinance Number 494 in title; she said these are things we talked about at the last meeting; she asked if there was any discussion or questions.

There were none.

She asked for clarification as to whether we would make a motion for a first reading and Mr. Klein confirmed this.

Ms. Barber made a motion to approve the First Reading of Ordinance Number 494.

Mr. Sharif seconded the motion and the vote was called; approval passed unanimously.

Motion to approve the First Reading of Ordinance No. 494, Amending Article 10-3, Special Events, Section 10-3-2 Permit Required

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

(14:02) 7:14 8. UNFINISHED BUSINESS**Discussion/Possible Action****A. Discussion Regarding the Town's Notice of Intent to Increase Certain Existing Fees Related to Parking and Police (Traffic Escort) Services**

Staff will update Council regarding the timeline and process.

Ms. Barber introduced the new business, a discussion regarding increasing certain existing fees.

Mr. Klein updated the council and explained the item had been placed on the agenda because we discussed it in May and Arizona Revised Statutes requires a 60-day timeline where we publish it for the sake of transparency. Then, it will come before the council, most likely at the September meeting.

Dr. Dillenberg asked if we need any action today.

Mr. Klein replied no, we were waiting for a report. Also, we will have a meeting between Councilmember Sheffield and others to discuss parking issues.

Dr. Dillenberg thanked Mr. Klein.

Ms. Barber said that if there is nothing further, the meeting will move on.

9. NEW BUSINESS**Discussion/Possible Action****(15:25) 7:15 A. Consideration of a Special Event Permit Application for Jerome Chamber's Music Festival and Art in the Park**

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

Ms. Barber commented that she liked all the pictures included with the application of the locations of the venues and sizes of the tents. She also liked the image of the band and said it seemed that everything was filled out.

Ms. Sheffield questioned the number of expected guests; she felt it might be a typo because the application stated the estimated number was expected to be 2 to 3 thousand visitors.

The applicant replied the numbers were based on the last 2 years.

Ms. Barber mentioned that it brought to mind when Mr. Klein had broken down what 125 people coming into town was like. She asked, what did you say it would do? It was like one-third to one-fourth of our population.

Mr. Sharif asked if they would be changing the name of the event.

The applicant, Anastasia Darrah, replied that no, it would be the third annual Jerome Music Festival.

Dr. Dillenberg thanked Ms. Darrah for coming to the meeting.

Mr. Klein wanted to point out a couple of things. First, the name of the event is on page 118, he heard it would be the third annual, but we go with what they have written down. Then, he suggested that the motion can include providing updated insurance, and a TPT and vendor list. He said that he did not anticipate any issue, but we should make sure to get these.

Ms. Barber made a motion to approve the Special Event permit with the insurance to be provided and the TPT vendor list to also be provided.

Dr. Dillenberg seconded the motion.

Ms. Barber asked if there was any additional discussion and hearing none, she called the question.

The motion was passed unanimously, and Ms. Barber commented that it is always a fun time, and it was nice to see it happening in Jerome again.

Motion to approve the Special Event Permit Application for Jerome Chamber's Music Festival and Art in the Park with Insurance and TPT Vendor List to be Provided

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

(18:28) 7:18 B. Consideration of an Emergency Dispatch Services Agreement Between the Town of Jerome and the City of Cottonwood for the Provision of Dispatch Services for the Town of Jerome's Police Department

Council will consider and may approve the agreement for dispatch services.

Ms. Barber asked if this was around what we used to pay, as it seemed pretty high in her opinion.

Mr. Klein explained they've tried to get a 5% increase annually, and that will continue, if not more. He said they tried to get more, but there was pushback. Also, we may have other potential options with regionalization. We are happy with the services, but obviously we cannot sustain an increase above the CPI year after year. For now, we do have a balanced budget with a little bit of a buffer, and staff recommend approval.

Ms. Barber asked how long it has been since we switched, haven't we been doing this with Cottonwood for a few years?

Mr. Klein said they were, and last year they started doing it year by year.

Mr. Sharif made a motion to approve the agreement.

Ms. Barber seconded the motion, and the agreement was approved unanimously.

Motion to approve the Emergency Dispatch Services Agreement between the Town of Jerome and the City of Cottonwood for the Provision of Dispatch Services for the Town of Jerome's Police Department

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

(20:05) 7:20 C. Discussion Regarding Funding of the Yavapai Community College and Equitable Investment for Verde Valley Residents

Council will discuss the issue and may provide staff direction.

Ms. Barber introduced the next item and said she originally spoke of having the item on next month's agenda but felt that with time constraints, it should be on this agenda. She said there is a gentleman named Robert Oliphant that has a blog, 'Eye on Yavapai College.' She said if everyone has not read his blog, you should because if there is something for the college he gives them accolades. There was a maintenance budget that gave millions to the Prescott side and \$60,000 to the Verde Side. Ms. Barber said this is something that has gone on for quite some time. Mr. Klein sent out questions for Yavapai College to answer, and unfortunately there was not enough time to get any answers. So, for the purpose of getting their side of story, she would table this item until next time in order to have more discussion. She recommended that everyone look into Yavapai College's budget and look at the 'Eye on Yavapai County' and see what you think is going on. Ms. Barber moved to table the discussion until we get our answers back from the college, which will probably be at next month's meeting.

Dr. Dillenberg seconded the motion.

Ms. Moore commented that she believed, on our property tax bills, Yavapai College is the highest cost by percentage.

Ms. Barber said you can look it up and there will likely be more discussion next time.

Motion to table the Discussion Regarding Funding of the Yavapai Community College and Equitable Investment for Verde Valley Residents

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

(22:40) 7:22 10. TO AND FROM THE COUNCIL

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

Ms. Barber asked if anyone on the council had anything to add during To and From the Council. The council all agreed that they had nothing new to add at this time.

11. ADJOURNMENT

Motion to adjourn at 7:23 P.M.

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

APPROVE:

ATTEST:

Alex Barber, Mayor

Brett Klein, Town Manager