



TOWN OF JEROME

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

MINUTES

REGULAR COUNCIL MEETING - AMENDED 7-7-25 AT 12:20 P.M. OF THE TOWN OF JEROME COUNCIL CHAMBERS, JEROME TOWN HALL 600 CLARK STREET, JEROME, ARIZONA TUESDAY, JULY 08, 2025, AT 7:00 PM

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

7:00PM (0:29) 1. CALL TO ORDER/ROLL CALL

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

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

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

Before proceeding to item 2 Mayor Barber moved to item 10E

7:05PM (5:01) 2. PROCLAMATIONS

A. Proclamation: August as Child Support Awareness Month

Mayor Barber will read or summarize / paraphrase the proclamation.

Mayor Barber introduced item 2 and summarized the proclamation declaring August as Child Support Awareness Month.

7:06PM (6:04) 3. FINANCIAL REPORTS

Discussion/Possible Action

A. Financial Report and Detail Invoice Register Report for June 2025

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

Ms. Barber introduced the Financial Reports. She asked if anyone had any questions. There were none.

Ms. Moore made the motion to approve the financial reports.

Mr. Sharif seconded the motion.

With a motion and second Ms. Barber called the question, and the motion carried by unanimous vote.

Motion to approve Financial Reports for June 2025

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

7:06PM (6:35) 4. STAFF AND COUNCIL REPORTS

Discussion/Possible Action

A. Reports by the Town Manager / Clerk, Deputy Clerk, Utilities Clerk, Accounting Clerk, Public Works Director, Building Inspector, Library Director, Municipal Magistrate, Police Chief, Fire Chief and Council Members, Which in the Case of Council Member's Reports will be Limited to a

Summary of Current Events and will Involve no Action

Council will consider and may approve the staff reports.

Ms. Barber introduced the item, asking Mr. Klein for further presentation.

Mr. Klein said in addition to his written report that the negotiations for the settlement agreement regarding easements from Verde Exploration are still ongoing. He shared there are still questions on Cemetery Road and some parameters that still need to be worked through. He hopes to be all set and ready to go out to bid by the next meeting, but he'll have more of an update at that meeting.

Ms. Barber asked if there were any special updates from Fire or Police. There were none.

Ms. Moore expressed her appreciation for the emergency responders in town and thanked them for their service.

Dr. Dillenberg made the motion to approve the staff and council reports.

Mr. Sharif seconded the motion.

Ms. Barber called the question, and the motion carried.

Motion to approve Staff and Council Reports for June 2025.

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

7:08PM (8:33) 5. ZONING ADMINISTRATOR'S REPORT/PLANNING & ZONING AND DESIGN REVIEW BOARD MINUTES

Information/Council Review

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

Ms. Barber introduced the Zoning Administrator report.

Mr. Blodgett said in addition to his written report he has been trying to get caught up on the number of code enforcement issues. He said he also completed one grant application under the guidance of Mr. Klein and is working on a second larger one that should be submitted before the end of summer. He updated on the continuation of zoning ordinance revisions, focusing on definitions and has been making headway.

Ms. Moore said she wanted to make a mention about the sandwich board signs. She said they are not supposed to be in the rights of ways, which is also in our zoning ordinance and pertains to public safety. She said she received a complaint over the weekend about one and there had been an accident with one.

Mr. Blodgett said when there are things like this going on to please reach out to him so he can conduct enforcement to fix the problem. He said the accident unfortunately happened over a week ago and he was not notified so he had no ability to respond to the problem. He said in the future if anyone sees things like this, he invites them to contact him and make him aware of the situation.

Ms. Moore clarified that if someone filed a police report, but no one tells him about it then he doesn't know. She asked if the person making the police report should also make a report to the zoning administrator.

Mr. Blodgett answered they can do that, and with police reports he can file and follow up on code enforcement.

Ms. Moore said she is also pretty sure the Fire Department has something to do with obstructions in rights of way such as blocking ingress or egress.

Ms. Barber agreed adding that there is detailed information in code regarding why you can't put a sandwich board in the road or blocking a sidewalk.

With no other questions or commentary Ms. Barber moved on to the next item.

7:11PM (11:50) 6. APPROVAL OF MINUTES

Discussion/Possible Action

A. Consider Approval of the June 10, 2025, Special Council Budget Meeting Minutes and June 10, 2025, Regular Council Meeting Minutes

Council will consider and may approve the June 10th Special and Regular Council Meeting Minutes.

Ms. Barber introduced the meeting minutes and asked if anyone had any reason why they should split them up and vote on them separately or if they should vote on them together. The consensus was to vote on the two meeting minutes together.

Ms. Barber asked if there were any corrections, questions or concerns. There were none.

Dr. Dillenberg made the motion to approve the minutes.

Ms. Barber seconded the motion.

With no further commentary or question Ms. Barber called the question and the meeting minutes were approved.

Motion to approve the Regular and Special Council Meeting Minutes from June 10, 2025.

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

7:12PM (12:36) 7. PETITIONS FROM THE PUBLIC

(13:06) Carol Anne Teague, Jerome Resident, approached the podium to express 3 items she had on her mind. She first expressed her gratitude to the Council for not caving to the protestors and to the Police Department for their preparation, anticipating protestors to be present. She recounted visiting a show in 2019 where she walked through a column of proud boys with guns and masks covering their faces, and while this show's protestor turnout was lame with only 5 or 6 people present, she was still grateful for Chief San Felice's foresight to have a designated space for any protestors present. Her third topic was regarding the events that took place at Town Hall the day before the 4th of July. She said she was sorry for anyone who was in the building at the time, and she was sorry that the policemen had to deal with it, but she listened to everyone interacting from her front porch and they were great. She said there has been a bunch of peanut gallery commentary, but she thought everyone was professional and immaculate in the way they were dealing with the situation.

Ms. Barber said they're not supposed to discuss petitions from the public, but she wanted to point something out and asked Ms. Teague for confirmation that none of the protestors present for the event were Jerome residents.

Ms. Teague confirmed no, none of them were.

Ms. Barber said Jerome shows love to everyone. She then said about the gentleman in the parking lot, if we know that our people in our circle are having issues, sometimes it's hard to get a mobile crisis care unit or to get them the help that they need. She continued that if they're going to be mad at you for helping them rather than killing themselves, we all need to look out for each other, our families and our neighbors. If you see someone needs help, then help to get them the help they need.

(16:50) Gary Felix, homeowner on Dundee, approached the podium. He shared that he drafted a petition and had over 40 people from in Town sign it. He shared that it says they want a fire lane on Dundee. He said he heard Ms. Moore mention that she was interested in egress and to add to that there is no way there's a 25-foot-wide egress out of the largest neighborhood in town. He said the town has done nothing except collect money, grade, water and trash and that other than that, Dundee is abandoned. He continued that up in Town we care about where people park but down there it's gone. He asked if he should leave the petition and was advised to do so. When done presenting he left his petition for the council and exited council chambers.

7:17PM 8. ORDINANCES AND RESOLUTIONS

Discussion/Possible Action

7:17PM (17:45) A. Consideration of Second Reading, Adoption, and Publication of Ordinance No. 494, Amending Article 10-3, Special Events, Section 10-3-2 Permit Required

Council will consider and may approve the second reading and adopt Ordinance No. 494.

Ms. Barber introduced the second reading of Ordinance No. 494, amending Article 10-3 regarding Special Events.

Ms. Moore asked if this would affect the Art and Wine Walk.

Mr. Klein answered yes, and at the work session it was discussed, especially when it takes place in a Town-owned building. He said it doesn't affect anyone else in their shops if it's a normal part of their business.

Ms. Moore sought further clarification on the topic.

Mr. Klein further clarified that as it stands the interested parties would need to complete a special event application.

Mr. Sharif expressed some confusion regarding what was being questioned.

Ms. Barber presented a scenario to provide clarity. She said you have the Artist Co-op, and they advertise the art and Wine Walk that they are going to be serving food and wine by donation. That triggers the special event permit because it involves food and alcohol and is outside of their normal daily business dealings. She said it's happened for a while on the down low and now it's come to a head and people are upset about it. She said they question why they can't still do it if it's always been

done, but the State of Arizona dictates liquor law and you can't just buy alcohol, bring it into your shop and get donations for it without triggering Arizona law.

Ms. Moore said that it made sense but it is still unclear because people do advertise for the Art Walk.

Mr. Klein said with Art Walk people can go business to business and if the business sells wine, they purchase wine, or if that business is giving it away by donation, then that is fine, if that is their business. He continued that this is a Chamber event, and it was brought to our attention this year from the co-op who was co-spearheading and is the largest art seller in town. He said if they are just a stop on the tour and this is done jointly by businesses then there is an entity spearheading it and they would need to submit for the permit. He said the revision was intended to not put any undue burden on anyone, including anyone that has an event center, but the liquor aspect is predominantly what's steering most of the applications.

Ms. Barber remarked that the previous President of the Chamber of Commerce has a wine tasting room, and wine law is different from spirits and hard liquor. She thinks that somehow the former chamber was using that business for different town events, and now that she's not the President anymore it's not falling under her liquor license.

Ms. Sheffield said she brought up the incidental convenience clause the last time this topic was discussed. She said it talks about how for special events an unlicensed business would be able to serve alcohol, but it also states for a private function, so having it open to the public makes it a little trickier. She asked if things like Art Walk or other events that happen on a monthly or semi-regular basis could have a way to apply for a special event permit that would cover those events annually, which would save time, money and hassle if the event stays within the same parameters consistently.

Mr. Klein answered that we do have some organizations in town that already do that, so it is possible.

Ms. Barber clarified that we charge them one special event permit fee and allowing all of the dates on one application.

Mr. Klein answered yes it must come before the council. He also shared that there had been no changes made between the first and second readings.

Mr. Sharif made the motion to approve the second reading of Ordinance No. 494.

Dr. Dillenberg seconded the motion.

Ms. Barber called the question, and the motion passed.

Motion to approve second reading of Ordinance No. 494

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

7:26PM (26:08) B. Consider Resolution No. 679, 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 2025-2026 to be Assessed Against the Valuation of Real Property for Primary Tax Purposes

Council will consider and may approve Resolution No. 679.

Ms. Barber introduced Resolution No. 679. She said this is something they do every year and could add a secondary tax, but we don't. She said this really doesn't look like much of a change between 2025 and 2026.

Dr. Dillenberg made the motion to approve Resolution No. 679.

Ms. Moore seconded the motion.

With a motion and a second Ms. Barber called the question, and the motion carried by unanimous vote.

Motion to approve Resolution No. 679

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

7:27PM (27:09) C. Consider Resolution No. 680; A Resolution of the Mayor and Council of the Town of Jerome, Arizona, Formally Opposing the Mandatory Disposal of Bureau of Land Management Land and National Forest System Land for Housing Provisions Contained in the

One Big Beautiful Bill Act

Council will consider and may approve Resolution No. 680

Ms. Barber introduced item 8C for consideration. She shared that she reached out to GAMA (Greater Arizona Mayor's Association), and they put something out that the open spaces around us are not prime real estate for housing. She said we do need housing, just not this way and this Resolution is the Town opposing this and supporting the Mayor Association's efforts to communicate said opposition.

Dr. Dillenberg made the motion to approve Resolution No. 680.

Mr. Sharif seconded the motion.

Ms. Barber called the question, and the motion passed.

Motion to approve Resolution No. 680

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

7:28PM (28:30) 9. UNFINISHED BUSINESS

Discussion/Possible Action

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

Council will discuss and may provide staff direction.

Ms. Barber introduced unfinished business regarding the first house the Town purchased for employee housing.

Mr. Klein added the goal was to use it as a community land trust which sets parameters for who may purchase and reside in it. He said they are working through legal right now and that's why it's on the agenda as just an update. He said it could take months and will be unique to Arizona based on Arizona Revised Statutes, but we will be able to make it happen. He said there will be more information likely in the next two to three months.

Ms. Moore asked if the house was sitting empty right now.

Mr. Klein said it is, but it's had several inspections and will not become any more run-down. It has been sitting empty as it's in the process of being ready for market.

Ms. Moore asked if it was something the town might want to rent in the short term, not a short-term rental.

Mr. Klein said if the Council should choose, they could do a month-to-month rental.

Ms. Barber said she read her mind and asked if we have any employees that need a place to live so that we could put them in there until it gets done?

Mr. Sharif asked if land trust meant the town was keeping it?

Mr. Klein answered no we would not be keeping it, there would be deed restrictions and parameters, and we will be getting some equity out of it which we desperately need for a new sanitation truck.

7:31PM 10. NEW BUSINESS

Discussion/Possible Action

7:31PM (31:40) A. 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 Fire Department

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

Ms. Barber introduced the item. She asked if this agreement was backed by the Fire Department.

Mr. Klein answered that it is and communications did an outstanding job during the recent event last week. He said there are other alternatives being discussed at the county level, but right now there is a level of satisfaction with the services being provided.

Ms. Barber asked how long we had been using them.

Chief San Felice confirmed it has been about 3 years.

Mr. Klein confirmed this is a 1-year turn and did increase approximately 5%. He said at the last meeting they approved of the Police Dispatch agreement which is considerably more costly than this one for the Fire Department at \$8,583 for the year.

Ms. Barber asked where the cost was spelled out in the agreement.

Mr. Klein told her it was on page 3 of the agreement, roman numeral V.

Ms. Barber made the motion to approve the agreement.

Mr. Sharif seconded the motion.

Ms. Barber called the question, and the motion was approved.

Motion to approve the Emergency Dispatch Agreement.

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

7:34PM (33:56) B. Consider Approval of the Construction Staking Surveying Services Proposal for the Deception Water Line Project from Southwestern Environmental Services, Inc., in the Amount of \$12,500.00 (CDBG Grant Funded)

Council will consider and may approve the proposal.

Ms. Barber introduced item 10B adding that it is Community Development Block Grant funded. She said we need this and made the motion to approve.

Ms. Moore seconded the motion.

Ms. Barber said pointed out a typo on the agreement.

Mr. Klein confirmed that even if it was 100 site visits it would still only be \$12,500.

Ms. Barber called the question, and the motion to approve passed.

Motion to approve the Construction, Staking, Surveying Services Proposal.

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

7:36PM (35:58) C. Consideration of a Special Event Permit Application for Jerome Historical Society's Ghost Walk

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

Ms. Barber introduced the special event permit application for Jerome Historical Society's Ghost Walk. She said she is going to be in the Ghost Walk and is going to abstain from voting.

Ms. Sheffield declared her abstention as well.

Ms. Moore made the motion to approve.

Mr. Sharif seconded the motion.

Ms. Barber called the question, and with 3 aye votes and 2 abstentions the motion carried.

Motion to approve the special event permit application for Ghost Walk.

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

After the vote Mayor Barber encouraged anyone who hasn't been to a Ghost Walk to attend.

7:37PM (37:04) D. Consideration of Entering into an Intergovernmental Agreement (IGA) for Regional Emergency Operations Management and Disaster Services Between Yavapai County and the Town of Jerome

Council will consider and may approve the IGA.

Ms. Barber introduced the item and asked if these are funds, we are receiving from Yavapai County to help with disaster services, or is this just a handshake saying yes, we will do our best, or yes, we will take your money and absolutely go into an IGA. She asked for further clarification.

Mr. Klein said it's a little bit of all the above. He said we can obtain or seek out grants, we are also able to have this partnership as well, and so far, we've had a great relationship.

Dr. Dillenberg made a motion to approve.

Ms. Moore seconded the motion.

Ms. Barber noticed that our public agency front is Chief San Felice, and we do need this. She acknowledged the motion and the second on the floor. With no further discussion or commentary, she called the question, and the motion passed.

Motion to approve IGA between Yavapai County and the Town of Jerome.

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

7:00PM (0:42) E. Consider Approval of the Purchase of Upgraded Parking Kiosks from T2 Systems, Quote Number Q-41465, in the Amount of \$26,064

Council will consider and may approve the purchase.

Ms. Barber introduced item 10E.

Ms. Moore asked if we would save on credit card fees.

Mr. Klein answered that the fees have gone up but are still down from the original high costs they had. He continued that the original budget was for approximately \$40,000, however this quote came in lower due to the reduction in the number of kiosks. He shared that the Police Department has done some analysis to determine that the better kiosk option is to stick with the T2 Systems kiosks, they have better connectivity, customer service and are the more cost-effective option for town.

Mr. Sharif asked if the reduction of kiosks meant there would be more signage with QR codes or text to pay options.

Police Chief Rusty San Felice answered that is the plan. With the reduction in the number of kiosks they will be placed more centrally and there will be signage in different places displaying the QR code, or text to pay option as well as directing customers to the new central locations of the kiosks. He said that the other kiosks have a difficult time connecting to the cellular network, but the T2 Systems kiosks have never had that issue.

Dr. Dillenberg made the motion to approve the purchase of upgraded kiosks.

Ms. Sheffield seconded the motion.

Ms. Barber called the question, and by unanimous vote the motion passed.

Motion to approve the purchase of upgraded parking kiosks from T2 Systems.

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

After the vote the meeting moved back to item 2 and proceeded in the order of the agenda.

7:38PM (38:53) 11. TO AND FROM THE COUNCIL

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

Ms. Barber introduced to and from the council. She asked if anyone wanted to direct staff to place any items on a future agenda.

Ms. Sheffield asked how we address the issue with Dundee and Mr. Felix. She said he has been talking about it for years and having been down there it is essentially a one-lane road. She said it looks like stuff has been allowed to grow on the berms and from people she knows who live down there that if there's oncoming traffic, two cars cannot pass each other side by side. She said he's been talking about it for a long time, and doesn't have any idea on how to, even in a casual conversation, ease his concerns or offer any kind of helpful feedback on it.

Mr. Klein confirmed that it has been discussed before. He said Police and Fire have both been down Dundee and have no issue

getting their largest apparatus down there and turning it around without issue. He said if there's overgrown vegetation, we can address that, but it's nowhere near the smallest street in our jurisdiction, adding half of it (Dundee) is not even in our jurisdiction. He said we have a great relationship with one of the newest County Board Supervisors and whereas last time they could not get funding because it covered multiple jurisdictions, hopefully this time either through CDBG or WIFA we can at least finish the line and hydrants down the road. He said during grading and fixing the drainage it will appear larger, but nonetheless the property lines are the property lines, but it could certainly go a long way to help ease his disdain for the roadway situation.

Ms. Sheffield said one of the things mentioned by someone who lives on the road is regardless of where property lines are, people will still park outside their property lines alongside the road, which is probably what's causing the inability for two cars to pass each other. She said one property had been pointed out which has a lot of bamboo that grows up to the property line and then the property owner parks alongside the roadway outside of the bamboo and their property line.

Mr. Klein said with Mr. Felix's concern he would suggest it be revisited, informing the Council that he has also threatened a lawsuit against the Town. He said he'd want to confer with legal counsel and may have to go into an executive session to discuss it.

Ms. Barber clarified that the hydrants and water line just done down Dundee stops where the Town ends and does not go further into the County.

Mr. Klein answered she is correct, and we didn't make it all the way to the end of Town. He said we did want to piggyback this time but pivoted and went to Deception. He said we will finish that aspect and will work with the County to continue it all the way down.

Ms. Barber said if it's discussed in an executive session there would be a question of whose liability it is; Town's or County's. She said she won't continue to talk about it and if an executive session is needed, so be it.

Mr. Sharif said he wanted to say thank you to the Drag Show for coming in and allowing us to make it work for everybody. He's sorry they had to be chased up the mountain, but we are a safe haven here.

Ms. Barber asked if anyone had anything else. They did not.

7:43PM (43:42) 12. ADJOURNMENT –

Dr. Dillenberg made a motion to adjourn the meeting.

Prior to adjourning Mr. Blodgett shared that the State of Arizona has funded SHPO which will buy them a few months. He said he hasn't reached out to our CLG (Certified Local Government) contact just yet but wanted to share a little bit of the good news.

Dr. Dillenberg restated his motion.

Mr. Sharif seconded the motion.

Ms. Barber called the question, and the meeting adjourned at 7:44p.m.

Motion to adjourn at 7:44 p.m.

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

APPROVE:

ATTEST:

Alex Barber, Mayor

Brett Klein, Town Manager