



TOWN OF JEROME

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DRAFT MINUTES
REGULAR COUNCIL MEETING - AMENDED 3/4/26 @ 4:00 P.M.
OF THE TOWN OF JEROME
COUNCIL CHAMBERS, JEROME TOWN HALL
600 CLARK STREET, JEROME, ARIZONA
TUESDAY, MARCH 10, 2026, AT 7:00 PM

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 Councilmembers Dr. Jack Dillenberg, Issam "Izzy" Sharif, and Sonia Sheffield.
Staff present included Town Manager/Clerk Brett Klein, Public Works Director Marty Boland, Zoning Administrator Will Blodgett, and Deputy Clerk Kristen Muenz.*

8:58 (1:56:48) 2. FINANCIAL REPORTS

Discussion/Possible Action

A. Financial Report and Detail Invoice Register Report for February, 2026

Council will consider and may approve the financial reports for month ending February 2026.

*Mayor Barber asked if there were any comments or questions on the financial reports.
Councilmember Dillenberg moved to approve the Financial Reports, which was seconded by Councilmember Sharif.
The motion passed unanimously.*

Motion to approve Financial Report and Invoice Register Report of February, 2026

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

8:58 (1:57:09) 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.

Mr. Klein said that he had nothing further to add to his report. Councilmember Dillenberg moved to approve the Staff Reports, which was seconded by Councilmember Sharif. The motion passed unanimously.

Motion to approve Staff and Council Reports

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

8:59 (1:58:04) 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 explained that there had been a considerable amount of code enforcement during the month. There were no directions given by council and they moved on to the next item.

9:00 (1:58:43) 5. APPROVAL OF MINUTES

Discussion/Possible Action

A. Consider Approval of the February 10th, 2026, Regular Council Meeting Minutes

Council will consider and may approve the February 10th, Regular Council Meeting minutes.

Mayor Barber asked if there were any comments or corrections for the February 10th, 2026, Minutes. Councilmember Dillenberg moved to approve the Minutes, which Councilmember Sharif seconded. The motion passed unanimously.

Motion to approve the Minutes of the February 10th, 2026, Regular Council Meeting

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

8:43 (1:42:10) 6. PETITIONS FROM THE PUBLIC

Jerome resident Suzy Mound thanked council and said she was petitioning about proposed parking ordinance modifications for consideration: permit flexibility for homes with multiple entrances. Ms. Mound said many houses in our community have entrances on two streets. The ordinance can be modified to allow permits in instances of households with dual access. Additionally, it would be beneficial to allow more than two parking permits per household, reflecting the unique circumstances of homes with multiple entrances. Allowing residents to park on either adjoining street would provide flexibility, convenience, and safety. Addressing the need for shared housing: as costs rise, the need for shared housing will increase. Although our population has recently decreased, encouraging shared housing will attract more volunteers and secure additional federal funding, both of which are important for our community’s vitality. Ms. Mound said a maximum of two permits per house is a limitation. Residents would benefit from increased flexibility to park on lower School Street, below town hall, enabling them to attend various activities within the town without the risk of receiving traffic tickets. Allowing this will support local participation and foster a more inclusive atmosphere for community events. Ms. Mound said she has wanted to address this for years, and it was suggested she do a Petition from the Public. Ms. Mound then read her horoscope from that morning. She thanked the council for their consideration.

9:00 (1:59:19) 7. ORDINANCES AND RESOLUTIONS

Discussion/Possible Action

A. Consider Second Reading of Ordinance No. 496, An Ordinance of the Town Council of the Town of Jerome, Yavapai County, Arizona, Amending Article 12-1, "Traffic Control", Section 12-1-3, "Towing and Impoundment of Vehicles", by Adding Subsection D

Council will consider and may approve the second reading of Ordinance No. 496, and publication and adoption of the ordinance.

Mayor Barber read the title of Ordinance No. 496, and explained this was the second reading. Mr. Klein stated that the change requested by council at the first reading had been implemented. Councilmember Dillenberg moved to approve the second reading, which Councilmember Sharif seconded. Mayor Barber called the question and the motion passed unanimously.

Motion to approve the Second Reading of Ordinance No. 496, Amending Article 12-1, "Traffic Control"

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

9:02 (2:00:33) 8. UNFINISHED BUSINESS

Discussion/Possible Action

A. Consideration of Bids in Response to the Town's Issuance of an Invitation for Bids Regarding its Notice of Intent to Sell 655 Holly

Council will consider the bid(s) received and may approve a bid, and / or provide staff direction.

Mayor Barber explained that we did get a bid and it was too low to consider. She moved to reject the bid and gave staff direction to issue the RFP to the local real estate market. She asked if it could be rented.

Mr. Klein confirmed that they could do that. We need to bring a rental agreement to be considered at the next meeting. Councilmember Sharif seconded the motion to reject all bids and to place the house on the market.

The motion was approved unanimously.

Motion to Reject all Bids with direction to Issue the RFP to the Real Estate Market

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

9. NEW BUSINESS

Discussion/Possible Action

9:07 (2:05:25) A. Consider Approval of and Awarding of the Contract for the Deception Water Line Improvements Project (CDBG Funded) to the Low Bidder, Mountain High Excavating

Council will consider and may approve / award the contract to Mountain High Excavating.

Mayor Barber moved to award the contract to the low bidder, Mountain High Excavating.

Councilmember Sharif seconded the motion, and it was passed unanimously.

Motion to award the contract for the Deception Water Line Improvements Project to Mountain High Excavating

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

7:15 (13:44) B. Consideration of an Application to Combine Two Contiguous Lots Owned by the Same Owner, Lots 401-07-0128A and 401-07-127A, Recommended for Approval by the Planning and Zoning Commission

Council will consider and may approve the application for the minor lot combination.

Mayor Barber introduced item 9B, a lot combination for applicant Thomas Lopez.

Zoning Administrator Will Blodgett said it was a simple application, fixing a non-conforming lot by combining it with the other. The lot was barely large enough to hold the existing garage, and the combination will make it conform with code.

Vice Mayor Moore commented that it seemed reasonable and moved to approve.

Mayor Barber seconded the motion and called the question. The motion was unanimously approved.

Motion to approve an Application to Combine Two Contiguous Lots by Same Owner, Lots 401-07-128A & 401-07-127A

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

7:02 (1:04) C. Consideration of a Conditional Use Permit (CUP) for Small Events at 105 Douglas Road, 401-03-029C, (Locally Known as The Powder Box Church)

Council will consider and may approve a CUP for 105 Douglas Road.

Mayor Barber commented that council had received a lot of information. She asked for any questions or comments.

Vice Mayor Moore commented that she had listened to the P&Z meeting, and they had not put conditions on it. But the owner and event person were conscious of the limitations of the property and location. She said that the main thing is the Fire Department setting occupancy.

Mr. Blodgett confirmed that the Fire Department, Building Inspector and himself completed inspections and set a 35-person limit.

Vice Mayor Moore said it seemed reasonable considering the location and added that the main thing is for larger events, special event ordinance compliance would apply.

Mayor Barber agreed. She mentioned that in the information provided by the applicant, they had obtained 2 bids for a fire sprinkler system, which could be put in for more occupancy.

The applicant, Mary Gale, was present and stated that the weight of the system may not work in that building; it was not a feasible option right now.

Mr. Blodgett agreed that the weight of the pipe with water loaded would be more than the structure can take, and this was taken into consideration with occupancy.

Councilmember Dillenberg moved to accept.

Vice Mayor Moore seconded the motion and added conditions to conform to occupancy and abide by the ordinance for special events, with a review after one year.

The mayor called the question, and the motion was approved unanimously.

Motion to approve the CUP for Small Events at 105 Douglas Road, 401-03-029C, with conditions that the occupancy limit be observed, the Special Events Ordinance be complied with for larger events and with a 1 Year Review

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

8:48 (1:46:32) D. Council Will Discuss With Staff Requirements for Hull Avenue Parking Improvements Involving The Wall / Rock.

Council will hear a report from staff and provide feedback and direction.

Mr. Klein explained that the project was already budgeted for, but there will need to be some changes that Public Works Director, Marty Boland will explain.

Mayor Barber asked if we would need engineering, and Mr. Klein said that project leaders Mr. Boland and Mr. Blair will be using a concrete company. We will not bypass the safety needed. It's a simple project and we have the funding, Mr. Boland just wanted to bring it to your attention before he moved the rocks.

Mr. Boland then had images of the rock wall pulled up on the screen and explained the problem areas. The upper rocks are not secured as they should be and have fallen or been knocked off the wall in the past. Also, the metal railing has come loose from the top row of stones and needs to be entirely replaced. The loose stones will need to be removed to repair the wall.

Jerome resident Eric Jurisin asked if it could be made wide enough to put in a sidewalk.

Mr. Boland said the purpose was to keep people away from the wall's edge, but that was something we could look into. The council agreed that the loose rocks should be removed and thanked Mr. Boland.

9:07 (2:06:08) E. Consideration, Discussion and Possible Staff Direction Regarding Proposed Changes to the Town's Fee Schedule (Red Font = Proposed Changes; Blue Font = Proposed Addition)

There will be a discussion and Council may provide staff direction regarding proposed changes to the Town's Fee Schedule.

Mr. Klein explained that during the budget process, all department heads are asked to bring forth fee changes because it is time-consuming process to merely change any one fee in municipal government. We are in the process of examining all our fees as we haven't changed some in many years, and they are no longer covering the costs of doing business and providing the particular service. One that was identified today was for our trash utility that does not support itself; we have not had an increase in more than a decade. Mr. Klein recommended a 5 percent increase across the board for trash fees. Also, he said we need to be sure to cover repair and maintenance on the new trash truck, as well as put aside funds for a future truck in 15 to 20 years.

Ms. Muenz added that the trash tipping fee expense has increased significantly as well.

Vice Mayor Moore asked about people who did not make much trash, if that was a cost of doing business. Or if we should look at people who make the most trash.

Mr. Klein agreed that it was a cost of doing business.

Mayor Barber commented that before she was Multifamily, there would be weeks that she didn't put any trash out, but that changed. She mentioned that the fees for water meters had already been discussed and would be changed accordingly. Mayor Barber explained that she does not like to apply more costs to people, but the town either needs to subsidize or find more money to cover expenses, so she did not have a problem with the 5 percent increase in trash. Councilmember Sharif seconded the motion and asked a clarification question. He said we are working on the budget next month. Is the voting for the fee schedule adaptable, or will it land next year? The reason being he would like to discuss STR fees, raising them and making them annual. Councilmember Sharif stated that Arizona Revised Statutes say the maximum is based on fees of \$250 or less, and we are not at \$2500, so the question would be to raise it to \$250 and charge it annually as other major cities do. He asked if it needed to be brought up now or could be discussed later. Mr. Klein explained that it was in town code as a one-time fee, so we would have to amend our code in order to adjust that fee.

Mayor Barber called the question the motion to approve the proposed fee schedule changes, including a 5 percent increase in trash fees. The motion passed unanimously.

Motion to approve Proposed Changes to the Town's Fee Schedule with addition of 5 percent increase for Trash Fees

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

9:17 (2:16:04) F. Discussion and Staff Direction Regarding the Town's Utilization Intent of The Richard J. Martin Revocable Trust Funds; (Park OR Fire Department)

Council will discuss and provide staff direction through a motion.

Mayor Barber said that we have received an email that Richard Martin would have liked for the lower park to be accessible, so she thinks we should work towards making that park wheelchair accessible and upgrading the park utilizing these funds.

Councilmember Sheffield replied that there is already an area that is red-striped, and she feels like making adjustments to that would be easy to do, perhaps paving it and adding the correct incline.

Mayor Barber commented that we would also need a handicap parking spot there.

Mr. Klein explained that the purpose of the agendized item is to decide if council intends to use the funds for parks or the Fire Department.

Vice Mayor Moore said that it was for plans and materials, but not the labor. She asked, if there is money left over can it be used for other stuff?

The Town Attorney explained that the trustee wants a written notice from the town on the intent for the funds, then they will disperse to the town after consideration.

Councilmember Sheffield moved to choose the park and Councilmember Dillenberg seconded the motion. It passed unanimously.

Motion to choose the Park for the Utilization Intent of the Richard J. Martin Revocable Trust Funds

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

7:09 (7:52) G. Consideration of a Special Event Permit Application for Jerome Chamber's Music and Art Festival

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

Mayor Barber introduced the item and said the applicant had asked us to trim the tree. She asked if Angie was still with the Chamber.

The applicant, Anastasia Darrah, replied that she had not stepped down yet.

Mayor Barber asked, if the tree does not need to be trimmed, can you move your tent out of the way?

Ms. Darrah said that they had done so last year, the difficulty was that the canopy did cross over the sidewalk. It's doable but it was a consideration last year for fitting into the park. The 1st year of the event, the tree had been trimmed, and they didn't have a problem. We didn't want to harm the tree last year.

Public Works Director Marty Boland was asked if the tree could be trimmed, and he replied that we can meet over there to look at it and see if it's something we can trim.

Ms. Darrah replied that if it was not possible, we would make it work but don't want to be far from the wall.

Councilmember Sheffield moved to approve the Special Event Permit.

Councilmember Sharif seconded the motion, and it carried unanimously.

Motion to approve the Special Event Permit Application for Jerome Chamber's Music & Art Festival

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

7:17 (15:39) H. Discussion and Possible Staff Direction Regarding the AMI Water Meter Opt Out

Council may discuss, consider and provide staff direction regarding the AMI Water Meter Opt Out

Mayor Barber introduced the item and said that there was a form sent out that was confusing and had a lot of places to initial. We are now looking at the new form that is more streamlined; people wanted clarification.

Councilmember Sharif moved to accept the new form, and Councilmember Dillenberg seconded the motion.

Vice Mayor Moore provided a list of the reasons she was opposed to new meters, and Mayor Barber said she agreed with Vice Mayor Moore's list. She asked how much the town will be paying.

Mr. Klein explained the cost was in the approved budget, with most covered by the grant and a 20% town match.

Jerome resident and Yavapai County District 3 Supervisor Nikki Check said that she was opposed to separating the water system and applying costs to customers to opt-out.

Jerome resident Jay Kinsella asked expressed concerns about the fees potentially being passed on to future property owners and suggested that new meters should be placed on the springs.

Jerome resident Eric Jurisin spoke in favor of the new meters and said they would be beneficial for both the town and the town crew.

Jerome resident Suzy Mound expressed that some may opt-in to avoid fees and suggested making the cost free, especially to seniors.

Public Works Director Marty Boland said he would like to straighten some things out. The meters do not provide an average; they are read electronically. The difference between the old and new meters is that the crew will not have to go to the meters to get the read, it is transmitted. He explained that the new meters also cannot shut off anyone's water, it can only be done manually. The benefits include the new system's ability to alert him within 24 hours, rather than a month, to a very large leak. This will be especially useful for people with second homes in Jerome that are not present for months at a time and would not otherwise be aware of a leak. He also said that there will be advance notice to all homeowners prior to installation.

Jerome resident Mary Wills asked about the cost to maintain the new meters and Mr. Boland explained that the equipment would be town property and it would be the town's responsibility to replace.

The topic of the hazards of the meter reading routes was discussed, as well as preventing accidents and the possibility of saving staff time. The Town Attorney pointed out that the council had a motion and a second to deal with.

Councilmember Sharif agreed to retract his original motion.

Zoning Administrator Will Blodgett explained that we have a long history of water leaks causing subsidence issues. Water may have caused the slide the last time it happened, and massive water leaks are one of the greatest threats to old buildings.

There was discussion as to whether or not to charge an opt-out fee, other fees, and what they should be. The Town Attorney was asked for input, and he explained that if they were to offer the opt-out for free at first but then decide there needed to be a fee added, it would involve a lengthy process.

Mr. Klein agreed that a clear discussion had to be made, there could be no ambiguity.

Mayor Barber said she would move to go with a free opt-out down the board.

Councilmember Sharif seconded that motion, and Mayor Barber called the question. Aye votes: Mayor Barber and Vice Mayor Moore; Nay votes: Councilmembers Dillenberg, Sharif, and Sheffield; the motion did not pass.

Resident Mairi Ross spoke and said she did not feel the new meters would reduce the hazards of the meter routes.

Jerome resident Wendy Olson voiced opposition to both the new meters and the opt-out cost.

Vice Mayor Moore moved to retain the \$7 monthly fee but to remove the one-time opt-out fee of \$50; the fee of \$40 would also apply if you opted into the AMI meter later.

Councilmember Sharif seconded the motion. Mayor Barber called the question, and the motion passed.

Motion to approve the Updated Opt-Out Form, Keeping the Monthly \$7 Opt-Out fee and the \$40 fee to Opt-In at a Later Date, and removing the One-Time \$50 Opt-Out Fee

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

9:21 (2:19:48) 10. TO AND FROM THE COUNCIL

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

Vice Mayor Moore suggested we talk about the email from Verde Ex on the roads that are on their property.

Mr. Klein said that it would potentially take years of discussion and be costly.

Mayor Barber replied that we should at least see what the offer provides.

Councilmember Sheffield commented that she enjoyed working with everyone and she appreciated their thought processes and opinions in discussion. She said it is a small community, and it takes a village to make things happen whether they are always something we want or not. We all benefit from participating and trying to decide what is best for town.

Councilmember Dillenberg reported that the Saturday event at the town stairs in opposition to what government is doing was great; there were over 40 people there and it was the largest turnout. Even cars waved as they were driving by.

Councilmember Sharif agreed there was no animosity.

Mayor Barber added that it was a peaceful protest; it is the town citizens, not government, no funding, just Jerome people sitting there every Saturday from noon to one if anyone would like to join.

11. ADJOURNMENT

Motion to adjourn at 9:27 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