



# TOWN OF JEROME

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## ACTION MINUTES

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

TUESDAY, DECEMBER 09, 2025, 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.*

**1. CALL TO ORDER/ROLL CALL – 7:00 PM**

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

**PRESENT: MAYOR ALEX BARBER, VICE MAYOR JANE MOORE, COUNCIL MEMBERS DR. JACK DILLENBERG, SONIA SHEFFIELD AND ISSAM “IZZY” SHARIF**

**2. FINANCIAL REPORTS**

Discussion/Possible Action

**A. Financial Report and Detail Invoice Register Report for November, 2025**

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

**APPROVED**

**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.

**APPROVED**

**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**

**DISCUSSION HELD**

**5. APPROVAL OF MINUTES**

Discussion/Possible Action

**A. Consider Approval of the November 11th, 2025, Regular Council Meeting Minutes and November 24, 2025, Special Council Meeting Minutes**

Council will consider and may approve the November 11th, Regular, and November 24th Special Council Meeting minutes.

**APPROVED**

**6. PETITIONS FROM THE PUBLIC**

**MANSEL MATHEWS RE: HOLLY ST. HOUSE**

**7. ORDINANCES AND RESOLUTIONS**

Discussion/Possible Action

- A. Consideration of Resolution No. 684; A Resolution of the Mayor and Town Council of the Town of Jerome, Arizona, Authorizing the Submission of an Application to the Arizona Department of Transportation's State Match Advantage for Rural Transportation (AZ SMART) Fund for Grant Development and Submission Costs for a Federal Discretionary Grant Related to the Verde Avenue Development**

Council will consider and may approve the resolution.

**APPROVED**

**8. UNFINISHED BUSINESS**

Discussion/Possible Action

- A. Consider Removing from the Table and 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 the bid, reject all bids, and / or provide staff direction.

**BIDS REJECTED, STAFF DIRECTION GIVEN**

**9. NEW BUSINESS**

Discussion/Possible Action

- A. Consideration of the Aravapai Running Special Event Permit Application for the Annual Cocodona Race Event**

Council will consider and may approve the special event permit.

**APPROVED**

- B. Discussion and Possible Staff Direction Regarding the Town of Jerome as a Trust Beneficiary of the Richard J. Martin Revocable Trust**

Council will discuss and may provide staff direction.

**APPROVED**

- C. Consideration of a Town of Jerome Appointment as a Designee for the Yavapai County Water Resource and Open Space Committee**

Council will consider and may appoint one of their membership or designate it a staff appointment.

**APPOINTMENT MADE – VICE MAYOR MOORE**

- D. Consider Removing from the Table and Review of Proposals Received in Response to the RFP for an Advanced Metering Infrastructure System, and Identify 2-3 Respondents to Attend the Upcoming Special Meeting for Further Council and Community Evaluation and Consideration**

Council will review the proposals received and provide staff direction.

**4 BIDS IDENTIFIED FOR 12/15/25 MEETING**

**10. TO AND FROM THE COUNCIL**

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

**DISCUSSION HELD**

**11. ADJOURNMENT – 8:29PM**