

AGENDA



3:00 P.M.

CITY COUNCIL MEETING

WEDNESDAY, JANUARY 29, 2025

NOTES:

- Meeting room is wheelchair accessible. American Disabilities Act (ADA) accommodations are available upon request. Please phone 928-282-3113 at least two (2) business days in advance.
- City Council Meeting Agenda Packets are available on the City's website at:

www.SedonaAZ.gov

THE MEETING CAN BE VIEWED
LIVE ON THE CITY'S WEBSITE AT
WWW.SEDONAAZ.GOV OR ON
CABLE CHANNEL 4.

GUIDELINES FOR PUBLIC COMMENT

PURPOSE:

- To allow the public to provide input to the City Council on a particular subject scheduled on the agenda.
- This is not a question/answer session.
- The decision to receive Public Comment during Work Sessions/Special City Council meetings is at the discretion of the Mayor.

PROCEDURES:

- Fill out a "Comment Card" and deliver it to the City Clerk.
- When recognized, use the podium/microphone.
- State your:
 1. Name and
 2. City of Residence
- Limit comments to **3 MINUTES**.
- Submit written comments to the City Clerk.

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE

2. ROLL CALL

3. SPECIAL BUSINESS

LINK TO DOCUMENT =

- a. AB 3181 Discussion/possible action regarding approval of a \$15,000 grant to Catholic Charities Community Services to manage the proposed Emergency Cold Weather Overnight program for individuals experiencing homelessness.
- b. AB 3171 Discussion/possible direction regarding the development of a strategic plan to address homelessness in Sedona, including a regionally coordinated plan for addressing homelessness in the Verde Valley.
- c. Discussion/possible action regarding ideas for future meetings/agenda items.

4. EXECUTIVE SESSION

Upon a public majority vote of the members constituting a quorum, the Council may hold an Executive Session that is not open to the public for the following purposes:

- a. To consult with legal counsel for advice regarding matters listed on this agenda per A.R.S. § 38-431.03(A)(3).
- b. Return to open session. Discussion/possible action regarding executive session items.

5. ADJOURNMENT

Posted: 1/22/2025

By: DJ

JoAnne Cook, CMC, City Clerk

Note: Pursuant to A.R.S. § 38-431.02(B) notice is hereby given to the members of the City Council and to the general public that the Council will hold the above open meeting. Members of the City Council will attend either in person or by telephone, video, or internet communications. The Council may vote to go into executive session on any agenda item, pursuant to A.R.S. § 38-431.03(A)(3) and (4) for discussion and consultation for legal advice with the City Attorney. Because various other commissions, committees and/or boards may speak at Council meetings, notice is also given that four or more members of these other City commissions, boards, or committees may be in attendance.

A copy of the packet with material relating to the agenda items is typically available for review by the public in the Clerk's office after 1:00 p.m. the Thursday prior to the Council meeting and on the City's website at www.SedonaAZ.gov. The Council Chambers is accessible to people with disabilities, in compliance with the Federal 504 and ADA laws. Those with needs for special typeface print, may request these at the Clerk's Office. All requests should be made forty-eight hours prior to the meeting.

NOTICE TO PARENTS AND LEGAL GUARDIANS: Parents and legal guardians have the right to consent before the City of Sedona makes a video or voice recording of a minor child, pursuant to A.R.S. § 1-602(A)(9). The Sedona City Council meetings are recorded and may be viewed on the City of Sedona website. If you permit your child to attend/participate in a televised City Council meeting, a recording will be made. You may exercise your right not to consent by not allowing your child to attend/participate in the meeting.

CITY COUNCIL CHAMBERS
102 ROADRUNNER DRIVE, SEDONA, AZ

The mission of the City of Sedona government is to provide exemplary municipal services
that are consistent with our values, history, culture and unique beauty.



**CITY COUNCIL
AGENDA BILL**

**AB 3181
January 29, 2025
Special Business**

Agenda Item: 3a

Proposed Action & Subject: Discussion/possible action regarding approval of a \$15,000 grant to Catholic Charities Community Services to manage the proposed Emergency Cold Weather Overnight program for individuals experiencing homelessness.

Department CD - Housing – Jeanne Frieder

Time to Present 10 minutes

Total Time for Item 30 minutes

Other Council Meetings NA

Exhibits A. Draft Funding Agreement

Finance Approval	Reviewed 1/14/25 BGW	
City Attorney Approval	Reviewed 1/14/25 KWC	Expenditure Required
		\$ 15,000
		Amount Budgeted
		\$ 15,000
City Manager's Recommendation	Recommend approval ABS 1/20/25	Account No. 12-5340-60-6405 (Description) (Homelessness-Cold/Wet Weather Emergency Fund)

SUMMARY STATEMENT

Background: It is estimated by local nonprofit partners that the Sedona area homeless population ranges from approximately 80 to 120 people nightly. The Sedona Oak Creek School District notes that they currently have 17 students classified as homeless. Preliminary research provided by Viam Consulting as part of the City of Sedona's ongoing homelessness needs assessment has indicated there are 600 discrete homeless individuals nightly within the wider Verde Valley. To provide a modicum of safety during cold or inclement weather, City Council directed staff to allocate \$15,000 for a Cold/Wet Weather Emergency Fund in FY24. The purpose of this fund is to provide persons currently experiencing homelessness temporary overnight shelter at a local lodging establishment.

The City's Housing Department has been working with Catholic Charities Community Services, the Sedona Lodging Council and the Sedona Police Department to develop a program that would provide overnight hotel lodging should weather conditions become extreme.

Catholic Charities Community Services has provided emergency hotel services in multiple counties for several years. They provide resources in inclement weather or other emergencies to individuals and families experiencing homelessness. The focus is to provide an emergency

overnight stay, as well as an intake into the Coordinated Entry system, helping to connect people to local housing resources. They are contracted with the Arizona Department of Housing to be the Local Coalition to End Homelessness (LCEH) representative. As such, they work within the community with housing partners to provide and oversee coordinated entry for Coconino and Yavapai counties.

The Sedona Lodging Council has identified six potential hotel properties that may be willing to participate in a program that works in tandem with the Sedona Police Department and Catholic Charities Community Services.

Program Outline

If directed by City Council, the Housing Department will contract with Catholic Charities to operate the program, which includes coordination with the Sedona Police Department and the Sedona Lodging Council. The Lodging Council will identify lodging partners to provide overnight shelter to homeless persons during inclement weather at an agreed upon rate. The Sedona Police Department will be the initial point of contact with homeless individuals and families, identifying them and placing them in an agreed upon hotel for the night. Participants are required to read and sign a Guest Agreement before checking into the prescribed hotel. Catholic Charities will track participants and provide follow-up case management services as necessary and will provide regular program updates to the City of Sedona.

Financing Plan/Budget Detail

The Housing Department has \$15,000 designated for the Cold/Wet Weather Emergency program. If directed by City Council, the monies will be granted to Catholic Charities, in much the same way as the City funds non-profit service providers in the Small Grants program. Up to 30% of the funding would be allocated to cover overhead, administrative costs, insurance and potential liability. The funding agreement with Catholic Charities will span three years and would also indemnify the City from any potential liability from the program.

An updated Contract Agreement including a Scope of Work will be forwarded to City Council prior to the January 28, 2025 meeting.

Climate Action Plan/Sustainability Consistent: ☒ Not Applicable

Board/Commission Recommendation: ☒ Not Applicable

Alternative(s): Not approve the proposed plan.

MOTION

I move to: approve the \$15,000 grant to Catholic Charities to manage the Emergency Cold Weather Overnight program pursuant to a written funding agreement approved by the City Attorney's Office.

Exhibit A
SAMPLE
FY2025 SMALL GRANT FUNDING AGREEMENT
Draft

This FY2025 Small Grant Funding Agreement (“Agreement”) is made and entered into on this ____ day of _____, 2025 (“Effective Date”), by and between the City of Sedona, an Arizona municipal corporation (“City”) and Catholic Charities Community Services, a 501(c) organization (“Grant Recipient”).

RECITALS

WHEREAS, the City of Sedona created a small grants program to encourage and fund programs, activities, or events developed by 501(c) organizations that provide a public service or benefit and are consistent with the City’s funding priorities; and

WHEREAS, eligible programs, activities or events include those that promote public health, safety, general welfare and/or foster the well-being and prosperity of the city and its residents; and

WHEREAS, Grant Recipient desires to accept the FY2025 small grant award and desires to enter into this Agreement with City.

AGREEMENT

NOW, THEREFORE, in consideration of the mutual agreements set forth herein, the parties agree as follows:

1. AMOUNT AND PAYMENT OF GRANT FUNDS.

1.1. Grant Amount. Grant recipient has been approved to receive a FY2025 small grant from the City in the amount of \$15,000.

1.2. Payment of Grant Funds by City. Grant Recipient shall submit an invoice to the City to receive the grant funds.

2. USE OF GRANT FUNDS AND FINAL REPORT.

2.1. Use of Grant Funds. Grant Recipient agrees to use the grant funds for the programs, activities, or events described in its Scope of Work, attached as **Exhibit X**.

2.2. Time. Grant Recipient shall complete the programs, activities, or events in accordance with any schedule set forth in its FY2025 Grant Application, **Exhibit X**. If no schedule is included, all programs, activities, or events for which City has

awarded grant funds shall be completed no later than April 30, 2028.

- 2.3. Final Report. Grant Recipient shall submit a Final Report to the City no later than April 30, 2028, describing when and how the programs, activities, or events proposed in **Exhibit X** were completed. The Final Report shall include supporting documentation for use of the grant funds. Failure to submit a Final Report by April 30, 2028, may result in Grant Recipient being ineligible to receive future grant awards from the City.
- 2.4. Unspent Grant Funds. Grant Recipient shall return any unspent grant funds to City with the Final Report due no later than April 30, 2028 or within 10 calendar days of the termination of this Agreement. This provision shall survive the termination of this Agreement.

3. **TERM; TERMINATION.**

This Agreement shall be effective as of the Effective Date and shall terminate on April 30, 2028, or at such time as the programs, activities, or events described in **Exhibit X** are completed, whichever occurs first. This Agreement may also be terminated by either party, without cause, upon written notice to the other party.

4. **GENERAL PROVISIONS.**

- 4.1. Indemnification. To the fullest extent permitted by law, Grant Recipient will indemnify, defend and hold harmless City, and each council member, officers, boards, commissions, officials, employee or agent thereof (collectively the City and any such person being herein called an "Indemnified Party"), for, from and against any and all losses, claims, damages, liabilities, costs and expenses (including, but not limited to, reasonable attorneys' fees, court costs and the costs of appellate proceedings) to which any such Indemnified Party may become subject, under any theory of liability whatsoever ("Claims") to the extent that such Claims (or actions in respect thereof) relate to, arise out of, or are caused by, or in connection with the negligent acts or omissions, recklessness or intentional misconduct of Grant Recipient, its officers, employees, agents or any tier of subcontractor in connection with programs, activities, events, or other work pursuant to this Agreement. In consideration of the award of grant funds, Grant Recipient agrees to waive all rights of subrogation against the Indemnified Party for losses arising from programs, activities, events, or other work pursuant to this Agreement.
- 4.2. Non-Assignability. Neither this Agreement, nor any of the grant funds, rights or obligations of the parties hereto, shall be assigned by either party without the written consent of the other.
- 4.3. Venue; Jurisdiction; Jury Trial Waiver. This Agreement shall be governed by the laws of the State of Arizona, and any legal action concerning the provisions

hereof shall be brought in the County of Yavapai, State of Arizona. Both parties hereby waive any right to a jury trial which they may otherwise have in the event of litigation arising out of this Agreement or the subject matter thereof and consent to a trial to the court.

- 4.4. Entire Agreement. This Agreement, together with any attached exhibits, is the entire agreement between Grant Recipient and City, superseding all prior oral or written communications. None of the provisions of this Agreement may be amended, modified or changed except by written amendment executed by both parties. In the event any term or provision of this Agreement is held to be illegal or in conflict with any law of the United States or Arizona or any local law, the validity of the remaining provisions shall not be affected, and this Agreement shall be construed and enforced as if it did not contain the particular term or provision.
- 4.5. Compliance with Applicable Laws. In the receipt of grant funds and performance of this Agreement, Grant Recipient shall abide by and conform to any and all applicable federal, state and local laws.
- 4.6. Conflict of Interest. The parties acknowledge that this Agreement is subject to cancellation pursuant to the provisions of ARS § 38-511.

CITY OF SEDONA, ARIZONA

GRANT RECIPIENT:

Anette Spickard, City Manager

ATTEST:

JoAnne Cook, City Clerk

By: Sandi Flores
Title: Sr. Program Manager, N. Arizona
Catholic Charities Community Serv.

I hereby affirm that I am authorized to enter into and sign this Agreement on behalf of Grant Recipient.

APPROVED AS TO LEGAL FORM:

Kurt W. Christianson, City Attorney



**CITY COUNCIL
AGENDA BILL**

**AB 3171
January 29, 2025
Special Business**

Agenda Item: 3b

Proposed Action & Subject: Discussion/possible direction regarding the development of a strategic plan to address homelessness in Sedona, including a regionally coordinated plan for addressing homelessness in the Verde Valley.

Department Community Development/Housing, Jeanne Frieder

Time to Present 30 minutes

Total Time for Item 2 hours

Other Council Meetings November 26, 2024

Exhibits A. Stakeholder 'Potential Attendee' List

Finance Approval	Reviewed 1/14/25 BGW	
City Attorney Approval	Reviewed 1/14/25 KWC	Expenditure Required
		\$ NA
City Manager's Recommendation	Discussion and direction to staff ABS 1/20/25	Amount Budgeted
		\$ NA
		Account No. NA (Description)

SUMMARY STATEMENT

Background: On November 26, 2024, the Housing Department and Viam Advising, LLC came before City Council to discuss the draft findings of a homelessness needs assessment that had been commissioned by the City. At the November meeting, Staff was given direction to return to Council in January 2025 to present information from local and regional service providers and stakeholders in order to refine a strategic plan to address homelessness in the area.

In the interim, stakeholder engagement meetings were held to inform the potential development of a cohesive, regionally coordinated approach to addressing homelessness. Additionally, recent discussions with the Arizona Department of Housing (ADOH) about the unique needs of the Verde Valley regarding homelessness and housing issues have generated an increased interest from them to potentially broaden the scope of the Coordinated Entry System in the Verde Valley that would allow for collaboration, coordination and consistency across municipalities.

The purpose of this agenda item is to discuss more specifics around programming, to develop an understanding of the current coordinated entry system for services in the region, and to prioritize the proposed strategies to address the current, short-term, and long-term needs for the community. Given that the options and needs are varied, and resources limited, priorities

will need to be identified, and recommendations will need to be made accordingly to address priorities as established by City Council. A goal for this discussion is to develop a final Strategic Plan that is intended to provide a rational basis for resource allocation deciding when, why, and how the City should participate in creating, supporting and/or funding homelessness services and programs, both locally and regionally. This discussion is the next step in further refining those goals and objectives.

In addition to an updated presentation from Viam Advising regarding the needs assessment, this agenda item will include formal presentations from Catholic Charities Community Services, who will provide a focus on ADOH's Local Coalition to End Homelessness (LCEH) and coordinated Entry activities; and Arizona Complete Health, who will focus on behavioral health coordination activities at the Arizona Balance of State Continuum of Care level. Local service providers and agencies will be present and available for discussion and/or questions from City Council. See Exhibit A for a list of expected attendees.

Climate Action Plan/Sustainability Consistent: ☒ Not Applicable

Board/Commission Recommendation: ☒ Not Applicable

Alternative(s): N/A

MOTION

I move to: For discussion and staff direction only.

HOMELESSNESS NEEDS ASSESSMENT WORK SESSION POTENTIAL ATTENDEES- as of 1/9/2025			
Name	Position	Organization	Attending?
Chief Stephanie Foley	Chief	Sedona Police Department	Y
Deputy Chief Chris Dowell	Deputy Chief	Sedona Police Department	Y
Lieutenant Daniel Pritchard	Lieutenant	Yavapai County Sheriff's Office	Y
Chief Ed Mezulis	Chief	Sedona Fire District	Y
Officer Christian Roper	Officer	USFS	Y
Ryan Bigelow	Director of Strategic Initiatives	City of Cottonwood	Y
Turiya Weiss	Executive Director	Hope House of Sedona	Y
Cathleen Baiza	Executive Director	Sedona Community Food Bank *Wednesday is their distribution day	N
Carol Kurimsky	Board Member	Salvation Army	Maybe
Tom Swaninger	Superintendent	Sedona-Oak Creek Unified School District	
Stacy Smith	McKinney-Vento Liaison	Sedona Oak Creek Unified School District	
Amy Fultz	Executive Director	Sedona Charter School	
Judy Poe	Library Director	Sedona Library *Would like to send someone in her place	N
Marjorie Harris	Executive Director	Sedona Community Ctr	Y
Laurie Moore	Executive Director	Sedona Area Homeless Alliance (SAHA)	Y
Rhonda Bishop	Executive Director	Verde Valley Homeless Coalition	
Jessye Johnson	Executive Director	Verde Valley Sanctuary	Y
Camie Rasband	Director of Homeless Services	Catholic Charities Community Services	Y
Sandi Flores	Sr. Prog Dir, Northern AZ	Catholic Charities Community Services	Y
John Moorman	President, Soc of SVdP	St. Vincent De Paul	Y
Don Hallford	Director	Sedona Area Veteran Community Outreach	Y
Tania Simms	Executive Director	VV Habitat for Humanity	
Tom Binnings	Board Chair	Verde Valley Regional Economic Organization	
Justin Price	Outreach Coordinator	U.S Vets	
Cheryl Barron	President	Sedona Lodging Council	Y
Roxana Denis Cardiel	Organizer	Northern AZ Interfaith Council	
Anthony Mancini	Community Relations Rep, Community Affairs	Arizona Complete Health	Y
Bill Mitchell	1st Responder Liaison, Coconino & Yavapai Counties, Justice & Crisis Systems	Arizona Complete Health	Y
Tamara Player	President and CEO	Polara Health	Y
April Rhodes	CEO	Spectrum Healthcare	
Lauren Lauder	Deputy CEO	Spectrum Healthcare	