

# AGENDA



# 4:30 P.M.

## CITY COUNCIL MEETING

## TUESDAY, JANUARY 22, 2019

### NOTES:

- Public Forum: Comments are generally limited to **3 minutes**.
- Consent Items: Items listed under Consent Items have been distributed to Council Members in advance for study and will be enacted by one motion. Any member of the Council, staff or the public may remove an item from the Consent Items for discussion. Items removed from the Consent Items may be acted upon before proceeding to the next agenda item.
- 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](http://www.SedonaAZ.gov)

### 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.

#### 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/ROLL CALL

### 2. CITY'S VISION

### 3. CONSENT ITEMS - APPROVE

LINK TO DOCUMENT =

- a. Minutes - January 8, 2019 City Council Regular Meeting.
- b. Minutes - January 9, 2019 City Council Special Meeting.
- c. AB 2459 Approval of a recommendation regarding an Application for Series 10 Beer & Wine Store Liquor License for Rainbow Adventures LLC located at 320 N SR 89A, Sedona, AZ.

### 4. APPOINTMENTS - None.

### 5. SUMMARY OF CURRENT EVENTS BY MAYOR/COUNCILORS/CITY MANAGER

### 6. PUBLIC FORUM

(This is the time for the public to comment on matters not listed on the agenda. The City Council may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. § 38-431.01(H), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism, or scheduling the matter for further consideration and decision at a later date.)

### 7. PROCLAMATIONS, RECOGNITIONS & AWARDS - None.

### 8. REGULAR BUSINESS

- a. AB 2448 **Public hearing/discussion/possible action** regarding potential projects for Community Development Block Grant (CDBG) funding and approval of a resolution authorizing the submission of a grant application for CDBG funds.
- b. AB 2461 **Discussion/possible action** regarding proposed State legislation and its potential impact on the City of Sedona.
- c. **Reports/discussion** regarding Council assignments.
- d. **Discussion/possible action** regarding future meeting/agenda items.

### 9. EXECUTIVE SESSION

If an Executive Session is necessary, it will be held in the Vultee Conference Room at 106 Roadrunner Drive. 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 on matters listed on this agenda per A.R.S. § 38-431.03(A)(3).
- b. Return to open session. Discussion/possible action on executive session items.

### 10. ADJOURNMENT

Posted: \_\_\_\_\_

By: \_\_\_\_\_

Susan L. Irvine, CMC  
City Clerk

**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.**



### Page 2, City Council Meeting Agenda Continued

Note: Pursuant to A.R.S. § 38-431.02 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](http://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.

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.

**Action Minutes**  
**Regular City Council Meeting**  
**City Council Chambers, Sedona City Hall,**  
**102 Roadrunner Drive, Sedona, Arizona**  
**Tuesday, January 8, 2019, 4:30 p.m.**

**1. Call to Order/Pledge of Allegiance/Moment of Silence/Roll Call**

Mayor Moriarty called the meeting to order at 4:30 p.m.

**Council Present:** Mayor Sandy Moriarty, Vice Mayor John Martinez, Councilor Bill Chisholm, Councilor John Currivan, Councilor Janice Hudson, Councilor Scott Jablow, Councilor Jessica Williamson.

**Staff Present:** City Manager Justin Clifton, Assistant City Manager/Director of Community Development Karen Osburn, City Attorney Robert Pickels, Jr., City Engineer/Public Works Director Andy Dickey, Associate Engineer James Crowley, Assistant Engineer Ryan Mortillaro, Senior Planner Cari Meyer, Interim Chief of Police Ron Wheeler, Lieutenant Stephanie Foley, Lieutenant Lucas Wilcoxson, Sergeant Bill Knuth, Sergeant Laura Leon, Sergeant Casey Pelletier, Detective Chris Stevens, Officer Wayne Butler, Officer Ramon Dominguez, Officer Ryan Gavin, Officer Kevin Hudspeth, Officer Aldo Ortega, Community Services Officer Rock Kurz, Community Service Aide Steve Crisman, Community Service Aide Bill Melton, Police Executive Assistant Sherri O'Connor, Police Records Clerk Jamie Rivero, Police Support Service Technician Heidi Videto, Communications Specialist Joe Santilli, Communications Specialist Teri Tasa, Parks & Recreation Manager Rachel Murdoch, Arts & Culture Coordinator Nancy Lattanzi, Deputy City Clerk Colleen Lyons, City Clerk Susan Irvine.

**2. City's Vision/Moment of Art**

Mayor Moriarty read the City's Vision.

Nancy Lattanzi introduced Steve Simon a local oil painter and poet. Mr. Simon discussed his newly completed collection of oil paintings, "The Great Peacemakers", which is currently on display at City Hall. A video about his "Lady Freedom" painting, with an original poem by Mr. Simon, was played.

**3. Consent Items**

- a. **Minutes - December 11, 2018 City Council Regular Meeting.**
- b. **Minutes - December 12, 2018 City Council Special Meeting - Executive Session.**
- c. **Minutes - December 12, 2018 City Council Special Meeting.**
- d. **Approval of Proclamation, Human Trafficking Awareness Month, January 2019.**
- e. **AB 2458 Approval of a recommendation regarding an Application for Extension of Premises/Patio Permit for Winery 1912 & Distillery located at 320 N. St Rt 89A #3, Sedona, AZ.**

**Motion: Vice Mayor Martinez moved to approve consent items 3a, 3b, 3c, 3d, and 3e. Seconded by Councilor Jablow. Vote: Motion carried unanimously with seven**

**(7) in favor (Moriarty, Martinez, Chisholm, Currivan, Hudson, Jablow, and Williamson) and zero (0) opposed.**

**4. Appointments – None.**

**5. Summary of Current Events by Mayor/Councilors/City Manager**

Councilor Chisholm stated that the Marine Corps League's Toys for Tots program was very successful and served 953 children and thanked all involved for their participation. The Sedona Vegfest will take place on January 19<sup>th</sup> and 20<sup>th</sup> at the Sedona Performing Arts Center. Christmas trees are currently being accepted for recycling at the City maintenance yard at 2070 Contractors Road through January 31<sup>st</sup>. Trees need to be clean and will be used for erosion control by the USFS. Vice Mayor Martinez stated that the Sedona Marathon will take place on February 2<sup>nd</sup>. Councilor Williamson advised that this is now called RunSedona and involves other shorter races. Justin Clifton stated that it no longer includes a full marathon.

**6. Public Forum – None.**

**7. Proclamations, Recognitions, and Awards**

**a. Swearing in of Police Sergeant Laura Leon**

Interim Chief of Police Ron Wheeler, accompanied by Lieutenants Foley and Wilcoxson, administered the Oath of Office to Sergeant Laura Leon. Ray Mossey pinned the badge of Sergeant Leon. Lieutenant Wilcoxson introduced new Communications Specialist Teri Tasa.

**b. Presentation of Proclamation, Human Trafficking Awareness Month, January 2019.**

Mayor Moriarty read the Proclamation and presented it to Carol Gandolfo. Ms. Gandolfo thanked the City Council for their recognition and invited interested parties to join their organization. She stated that there were 3 events taking place this weekend related to human trafficking.

**8. Regular Business**

**a. AB 2456 Public hearing/discussion/possible action regarding a request for Preliminary Plat approval for a proposed 30-unit subdivision at 125 Bristlecone Pines Road (Hillside Vista Estates). The property is zoned single-family residential (RS-35) and is located west of Bristlecone Pines Road, north of Navoti Drive, and south of Bobwhite Circle. APN: 408-11-178D. Applicant: Hoskin Ryan Consultants (Scott Lorentzen) Case Number: PZ18-00003 (SUB).**

Presentation by Cari Mayer, Justin Clifton, and Andy Dickey. Questions were answered by Mark Weinberg.

Questions from Council.

Opened the public hearing at 5:25 p.m.

The following spoke regarding this item: Janet Fagan, Sedona, and Dean Gain, Sedona.

Closed the public hearing and brought back to Council at 5:30 p.m.

Additional questions and comments from Council.

**Motion: Councilor Williamson moved to approve the proposed Preliminary Plat as set forth in case number PZ18-00003 (SUB), Hillside Vista Estates, based on compliance with all ordinance requirements and satisfaction of the Subdivision criteria and applicable Land Development Code requirements and the conditions as outlined in the attached staff report. Seconded by Councilor Chisholm. Vote: Motion carried unanimously with seven (7) in favor (Moriarty, Martinez, Chisholm, Currivan, Hudson, Jablow, and Williamson) and zero (0) opposed.**

**Break at 5:41 p.m. Reconvened at 6:01 p.m.**

**b. AB 2455 Discussion/possible direction regarding updates to the Posse Grounds Park Operations Plan.**

Presentation by Rachel Murdoch and Justin Clifton.

Questions from Council.

Opened to the public at 6:45 p.m.

The following spoke regarding this item: Dale Casey, Sedona.

Brought back to Council at 6:48 p.m.

Additional questions and comments from Council.

**By majority consensus, Council approved of changes to the Posse Grounds Park Operations Plan as follows:**

- **Outdoor facilities are available during normal park hours (dawn until 10:00 p.m.) with ability to deny based on good neighbor policies (impacts of traffic, noise, lighting, etc.).**
- **Temporary Use Permits no longer required.**
- **Events will be considered for size and appropriateness by the Parks and Recreation Manager but cannot exceed limits established by the Fire Marshall with consideration of impact related to other issues (traffic, noise, lighting, etc.).**
- **Amplified sound for events will be allowed from 8:00 a.m. to 9:00 p.m.**

**Council further directed staff to further research alcohol in parks and bring back to Council for consideration.**

**c. Reports/discussion on Council assignments – None.**

**d. Discussion/possible action on future meeting/agenda items**

Mayor Moriarty advised that there is a special meeting tomorrow at 3:00 p.m. Justin reminded Council there is a retreat next week on Tuesday and Wednesday beginning at 9:00 a.m. each day at the Best Western Arroyo Roble Hotel. Robert added that the legislative session begins next week, and he will begin his reporting on January 22<sup>nd</sup>. He asked that Council advise him if there were any issues of interest that they wanted him to follow.

**9. 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 on matters listed on this agenda per A.R.S. § 38-431.03(A)(3).
- b. Return to open session. Discussion/possible action on executive session items.

No Executive Session was held.

**10. Adjournment**

Mayor Moriarty adjourned the meeting at 8:07 p.m. without objection.

**I certify that the above are the true and correct actions of the Regular City Council Meeting held on January 8, 2019.**

\_\_\_\_\_  
Susan L. Irvine, CMC, City Clerk

\_\_\_\_\_  
Date

**Action Minutes  
Special City Council Meeting  
City Council Chambers, Sedona City Hall,  
102 Roadrunner Drive, Sedona, Arizona  
Wednesday, January 9, 2019, 3:00 p.m.**

**1. Call to Order/Pledge of Allegiance/Moment of Silence**

Mayor Moriarty called the meeting to order at 3:00 p.m.

**Roll Call:** Mayor Sandy Moriarty, Vice Mayor John Martinez, Councilor Bill Chisholm, Councilor John Currivan, Councilor Janice Hudson, Councilor Scott Jablow, Councilor Jessica Williamson.

**Staff Present:** City Manager Justin Clifton, Assistant City Manager/Community Development Director Karen Osburn, City Attorney Robert Pickels, Jr., Deputy City Clerk Colleen Lyons, City Clerk Susan Irvine.

**2. Special Business**

**a. AB 2445 Discussion/possible direction regarding the draft Sustainable Tourism Plan including possible direction for follow up meetings relating to future workplans and budget.**

Presentation by Sedona Chamber of Commerce and Tourism Bureau (SCoCTB) CEO/President Jennifer Wesselhoff, Nichols Tourism Group President Mitch Nichols, ASU School of Community Resources and Development Director Kathleen Andereck Ph.D., and Justin Clifton.

**By majority consensus Council agreed to the following changes to the Sustainable Tourism Plan:**

**Environment Pillar**

- **Objective 1**
  - **add Tactic to educate and encourage businesses to reduce waste and assess purchases**
- **Objective 2**
  - **Add Verde River to Tactic 2**
  - **Add Arizona Water and Oak Creek Water as supporting partners**
- **Objective 4**
  - **Tactic 3 change to - Develop programs to develop sustainable funding for trail development and maintenance**
- **Objective 5**
  - **Tactic 1 – include graffiti and other leave no trace concepts**

**Quality of Life Pillar**

- **Objective 1 – combine and reword Tactics 1 & 2**
- **Objective 2**

- **Tactic 4 to be expanded to provide information about when and how to travel**

#### **Quality of Economy Pillar**

- **Objective 4**
  - **Tactic 1 – remove Metric 3**

#### **Visitor Experience Pillar**

- **Objective 2**
  - **Tactic 1 – add as approved by Forest Service**

**By majority consensus, Council also concurred that the future steps would be to finalize the Sustainable Tourism Plan, gain approval of the SCoCTB Board, and then bring to the City Council for approval as a consent item.**

**b. Discussion/possible action on future meeting/agenda items - None.**

#### **3. 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 on matters listed on this agenda per A.R.S. § 38-431.03(A)(3).**
- b. Return to open session. Discussion/possible action on executive session items.**

No Executive Session was held.

#### **4. Adjournment**

Mayor Moriarty adjourned the meeting at 5:19 p.m. without objection.

**I certify that the above are the true and correct actions of the Special City Council Meeting held on January 9, 2019.**

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Susan L. Irvine, CMC, City Clerk

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Date





**CITY COUNCIL  
AGENDA BILL**

**AB 2459  
January 22, 2019  
Consent Items**

**Agenda Item:** 3c  
**Proposed Action & Subject:** Approval of a recommendation regarding an Application for Series 10 Beer & Wine Store Liquor License for Rainbow Adventures LLC located at 320 N SR 89A, Sedona, AZ.

<b>Department</b>	City Clerk
<b>Time to Present</b>	N/A
<b>Total Time for Item</b>	
<b>Other Council Meetings</b>	N/A
<b>Exhibits</b>	Liquor License Application is available for review in the City Clerk's office.

City Attorney Approval	Reviewed 1/14/19 RLP	<b>Expenditure Required</b>	\$ 0
City Manager's Recommendation	Recommend approval of a new Series 10 Beer & Wine Store Liquor License for Rainbow Adventures LLC.	<b>Amount Budgeted</b>	\$ 0
		Account No. (Description)	N/A
		Finance Approval	<input checked="" type="checkbox"/>

**SUMMARY STATEMENT**

**Background:** State liquor laws require Sedona's City Council to forward a recommendation for approval or denial of applications for liquor licenses.

The City has received an application for a new Series 10 Beer and Wine Store Liquor License for Rainbow Adventures LLC located at 320 N SR 89A, Sedona, AZ. The liquor license application is available for review and inspection in the City Clerk's office or by email.

Rainbow Adventures LLC has applied for a Series 10 Liquor License. A Series 10 Liquor License (Beer and Wine) is a non-transferable, off-sale retail privileges liquor license that allows a retail store to sell beer and wine (no other spirituous liquors), only in the original unbroken package, to be taken away from the premises of the retailer and consumed off the premises. A retailer with off-sale privileges may deliver spirituous liquor off of the licensed premises in connection with a retail sale. Payment must be made no later than the time of delivery.

Community Development, Finance, the Sedona Police Department (SPD), and Sedona Fire District (SFD) have conducted a review of the application and no objections were noted.

**Community Plan Consistent:** Yes - No - Not Applicable

**Board/Commission Recommendation:** Applicable - Not Applicable

**Alternative(s):** Recommend denial of a new Series 10 Beer & Wine Store Liquor License for Rainbow Adventures LLC located at 320 N SR 89A, Sedona, AZ.

**MOTION**

**I move to:** recommend approval of a new Series 10 Beer & Wine Store Liquor License for Rainbow Adventures LLC located at 320 N SR 89A, Sedona, AZ.



**Agenda Item: 8a**  
**Proposed Action & Subject:** Public hearing/discussion/possible action regarding potential projects for Community Development Block Grant (CDBG) funding and approval of a resolution authorizing the submission of a grant application for CDBG funds.

<b>Department</b>	Community Development
<b>Time to Present</b>	20 minutes
<b>Total Time for Item</b>	2 hours
<b>Other Council Meetings</b>	N/A
<b>Exhibits</b>	<ul style="list-style-type: none"> <li>A. Resolution to submit application(s)</li> <li>B. November 29, 2018 Public Hearing Minutes</li> <li>C. Sedona Community Center Request Packet</li> <li>D. Verde Valley Habitat for Humanity Request Packet</li> <li>E. Sedona Area Homeless Alliance Request Packet</li> <li>F. Church of the Red Rocks Request Packet</li> </ul>

City Attorney Approval	Reviewed 1/14/19 RLP	<b>Expenditure Required</b>
		\$ 330,000
City Manager's Recommendation	Discuss and take action selecting one of the various proposed projects for CDBG application and approve a resolution authorizing a CDBG grant submission.	<b>Amount Budgeted</b>
		\$ 330,000 to be budgeted in FY2020
		Account No. To be determined. (Description)
		Finance Approval <input checked="" type="checkbox"/>

**SUMMARY STATEMENT**

**Background:** CDBG (Community Development Block Grants) is a U.S. Housing and Urban Development (HUD) Small Cities Program that provide funds for housing and community development activities in rural Arizona. The Arizona Department of Housing (ADOH) is the state agency that administers these federal funds. Northern Arizona Council of Governments (NACOG) administers the planning of annual allocations and provides the technical assistance for application preparation for northern Arizona.

CDBG funds can be used for a diverse range of projects. However, to be eligible for funding, projects must meet at least one of the three national objectives:

- At least 51% of the persons who benefit from the project must be low to moderate income
- Reduce or eliminate slum and blighting conditions
- Address a particular urgency (such as natural disaster or immediate health threat).

The City is entitled to CDBG funds every four years. Final funding levels will not be determined until early 2019, but it is anticipated that Sedona will receive approximately \$330,000 for the fiscal year 2019 CDBG program. Of this total, approximately 10%-18% will go to NACOG for the administration of the grant, which leaves up to \$300,000 available to support the selected program or project. This amount is an estimate and subject to change.

The following activities received CDBG funding through the City of Sedona in the past:

- 1991 \$173,200 - Senior center, homeless shelter
- 1995 \$376,744 - Senior center addition, domestic violence shelter and counseling
- 1999 \$352,236 - Housing rehabilitation and sewer hook-ups
- 2003 \$514,472 - Domestic violence counseling, Head Start playground, housing rehab and sewer hook-ups, senior center pool accessibility, ramada and restrooms
- 2007 \$369,999 - Mobile home replacement and housing rehab program
- 2011 \$299,258 - Senior center kitchen upgrade/remodel (\$149,258) and housing rehab program (\$150,000)
- 2015 \$309,153 – Housing rehabilitation

On November 29, 2018, a Public Hearing regarding possible uses for which the City could apply for CDBG funds was held by Community Development staff and a representative of NACOG. Minutes from the public hearing are included as Exhibit B.

The following are the projects identified at the Public Hearing:

- Rehabilitation of the Sedona Community Center
- Purchase residential lot(s) to construct a Habitat for Humanity home(s)
- Day resource center for homeless and indigent population
- Overnight housing for homeless (families with children as priority, if space is available would serve single, homeless, and elderly women)
- Sewer hookups for low income residents currently on environmental penalty (those who have been required to connect to the sewer system but have failed to do so).

Pre-applications were required for each project, and the deadline to submit those was December 11, 2018. Applications for all proposals were submitted with the exception of the sewer hookups. When additional research was done by the City's Financial Services Department, it was found that the universe of property owners on the environmental penalty is relatively small, and once that list would be further reduced based on low-income eligibility requirements and willingness to participate in the program, it was determined that only a small portion of the available funding would be able to be expended for this purpose. Because the City is only allowed to select one project, selection of this project would likely result in a large portion of the grant funds going unused. For that reason, it was determined by City staff and NACOG that this was not a project that should be further considered.

In reviewing the remaining proposals, City staff and NACOG representatives assessed the relative viability of each. All have challenges but would also serve some of Sedona's most

vulnerable community members. Staff has tried to identify the challenges, as well as potential benefits, for each project. Since 2015, communities are only permitted to select one project per grant cycle, so splitting the funds amongst multiple projects is not an option. Council is being asked to select one project for which a formal CDBG application will be made. Council is encouraged to select a back-up project in case circumstances change with the preferred project/applicant during the preparation of the application, and the preferred project is no longer deemed viable.

Additional information on each of the proposed projects, as provided by the applicants, is included in Exhibits C, D, E and F. Below is staff's assessment of pros and cons for each project, and in some cases additional information obtained from the applicants during follow up.

### Renovation Improvements for the Sedona Community Center

#### Pros

- The Community Center has a track record of successfully utilizing CDBG funds.
- As a construction project for facilities improvements, it is relatively straightforward and presumed to be doable in the timeframe allotted in the grant.
- Risk of the project falling through and not moving forward is low and funds should be able to be maximized.
- Should be hundreds of beneficiaries, including regular and periodic users of the facility, meals on wheels participants, and those who currently may not have access to events in the courtyard gaining access due to the addition of an accessible ramp to that area.

#### Cons

- The Community Center has been granted CDBG funds three times since the program's inception in 1991. This would be their fourth time receiving these funds.
- Does not support new programs or services, albeit it will better accommodate expanding demand for existing services.

### Purchase residential lot(s) to build affordable home(s) – Verde Valley Habitat for Humanity (Habitat)

#### Pros

- The need for affordable housing in Sedona has been identified by Council as a high priority.
- Providing housing for varying income levels is one of the six major outcomes of the Community Plan.
- Verde Valley Habitat for Humanity has a proven track record of completing housing units and matching them with qualified low/moderate-income buyers.

#### Cons

- Beneficiaries would be limited to one to three families.
- The grant requires the home(s) to be completed and occupied within a two-year timeframe from the grant award, which should occur end of calendar year 2019. While Habitat has provided additional substantiation of their ability to meet the timeframe (see below), finding volunteer professionals and available tradespeople has proven to be more difficult in the current competitive construction environment. That may or may not continue to be the case moving forward.

Additional: In order to meet the completion timeframe, this project would most likely require the City to purchase the lot(s) upfront using its own affordable housing funds. Habitat would then purchase the lot(s) from the City once an environmental review has been completed and the CDBG funds were available (end calendar year 2019). If the City did not purchase the lot(s), Habitat would have to find a property owner(s) willing to hold the property(ies) for up to a year to complete the application process, conduct the requisite environmental assessments and wait for availability of funds. Because this seems unlikely, if this is Council's preferred project, Council should be willing to secure the lot(s) up front and hold them on Habitat's behalf for up to a year. The City Attorney has opined that this is something the City can legally do. The risk to the City is that the project will not successfully move forward, and the City would be left holding the property(ies), or that Habitat may successfully purchase the lot(s) from the City but subsequently fail to complete the project, and the City would have to repay the grant funds. These risks appear low.

To further assess Habitat's capacity for taking on this project and completing it in the requisite timeframe additional information was provided regarding current commitments and resources.

- What are Verde Valley Habitat for Humanity's project commitments for the next three years (calendar years 2019 – 2021)?

2019: Sedona - Peach Lane tri-plex, Rimrock - one single family home

2020: Rimrock - one single family home

2020-2021: Habitat owns several lots in Cottonwood Verde Villages on which they were planning to construct new homes; however, Habitat's Executive Director has told the City that they can change plans to instead build homes in Sedona first and go back to Cottonwood afterwards.

- What is the rough number of employees and volunteers available and what is Habitat's capacity to complete the CDBG project in the requisite timeframe?

Habitat employs a construction manager who has been in construction with Habitat for Humanity for over 24 years. Habitat's construction model is dependent and has always been dependent upon volunteers to construct homes. They use professional contractors for mechanical, electrical, plumbing, roofing, excavation, etc., otherwise, volunteers perform the rest of the work. Verde Valley Habitat has built three single-family homes and remodeled two since 2014. The last single-family home was built (2017) in five months. If not due to a slow down over the Christmas and New Year holiday, it would have been completed in just over four months. Habitat reports to have several hundred volunteers who are ready to work in home construction and new volunteers always interested in helping. They report that the more homes they can construct, the more volunteers they have.

Habitat also has standardized architectural house plans that they utilize for single family home construction and believe these plans can also be utilized for single family home construction in Sedona. Pre-planning can be accomplished during the land acquisition phase by meeting with Sedona Community Development.

- What is the average amount of time it takes to complete a home or duplex/triplex project once the land has been acquired?

Habitat schedules six months to construct a new home and usually finishes in less time. Lot preparation is included in this timeline.

### Day resource center for homeless and indigent population – Sedona Area Homeless Alliance (SAHA)

#### Pros

- Applicant is an established 501c3 dedicated to serving Sedona area homeless and appears to have experience running related programs.
- In recent years, homelessness in Sedona has become a higher profile issue with limited resources to address it.
- No such facility exists currently.
- Estimated to serve 40-120 persons monthly.
- Because the proposed use is primarily for office space, \$300,000 should be adequate to secure (and possibly minimally retrofit) a building to meet minimum standards of beginning service which could then be expanded in the future as additional resources become available.
- SAHA would be in a better position to solicit additional funding from a wider array of foundations, corporations, and community donors after as a non-profit that operates a day resource center.

#### Cons

- Should the applicant be unable to find, retrofit, and operate the proposed facility, the funds would be forfeited and any funds that may have been expended to that point would be the City's responsibility to repay.
- While the applicant suggests the facility could also be used for overnight shelter during the coldest nights, zoning rules may prohibit this type of use without additional conditions or modifications (see next project for further explanation). The applicant has stated that this is a long-term goal and will not be part of the initial provision of services. Currently they partner with the Cottonwood shelter and provide clients transportation there when cold night shelter is needed.
- The applicant is a small non-profit, only operating for a few years, and does not have significant reserve funds or other resources to support operations or other capital needs. With that said, should retrofit be needed to create suitable space for this purpose or for future expansion and although funds for those improvements have not been identified, the applicant is aware of funders of brick and mortar homeless projects nationally which could be a source of additional funding. They have also expressed willingness to pursue a capital funding campaign for this purpose.

### Overnight housing for homeless (families with children as priority, if space is available would serve single, homeless, and elderly women) – Church of the Red Rocks

#### Pros

- In recent years homelessness in Sedona has become a higher profile issue with limited resources to address it.
- No such facility exists currently.
- Estimated to benefit 50-100 persons annually.

- The applicant has a proven track record of community involvement and starting successful community service organizations (Verde Valley Caregivers).

Cons

- Suitable property has not been identified and it is speculative as to whether a property could be found and retrofitted for this use within the given timeframe and for the allotted budget. The pre-application suggested possible purchase of residential land and addition of modular home or trailer. An overnight homeless shelter would not be permitted by zoning rules under that scenario; however, this may be an option to provide housing for one family at a time.
- Applicant does not appear to have experience operating such a facility but has secured partners with this expertise to provide support, technical assistance, and serve on an advisory board (directors of Flagstaff Shelter Services, Verde Valley Homeless Coalition, Angie’s House, Catholic Charities, Old Town Mission and the McKinney-Vento Homeless/Foster Care Liaison for the local school district).
- Should the applicant be unable to find, retrofit, and operate the proposed facility, the funds would be forfeited, and any funds that may have been expended to that point would be the City’s responsibility to repay.

Additional Information: An overnight homeless shelter would fall under the dormitory group living use type in the Land Development Code. That use type is only permitted by right in an M2 (Mixed-use Office) or M3 (Mixed-use Activity Center) zone, with the M3 being a new zoning district that does not yet exist in the City, and the M2 being mostly properties that are already developed. This use can also be done with a conditional use permit in RM1 (Medium density multifamily), RM2 (Medium-High Density Multifamily), RM3 (High Density Multifamily), M1 (Mixed Use Neighborhood), and CO (Commercial) Districts. In reality, there is a small inventory of RM1, RM2, RM3 and M1 properties so the applicant would likely be targeting commercial property for this use.

Next Steps

This second public hearing is being held to solicit additional public input and allow Council to determine which project will be forwarded to the state via an application for CDBG funding. This hearing must be open to the public and reflect in the minutes that a specific time was allowed for citizens to comment on the proposed projects to be funded with CDBG. The public notices were required to be published at least 16 full days so that the public may review and comment on proposed CDBG projects. The requisite notices were published in the Red Rock News on December 26, 2018.

The City of Sedona is required to select and/or prioritize the use(s) for CDBG funds by January 31, 2019. Once a use is approved by City Council, the City must also submit a Letter of Intent to NACOG by January 31, 2019. A completed application must be submitted to NACOG in or around April 2019 with the final approved application due to ADOH by June 1, 2019. It is anticipated that the grant approval and award will occur in the fall of 2019.

**Community Plan Consistent:** Yes - No - Not Applicable

**Board/Commission Recommendation:** Applicable - Not Applicable



**Alternative(s):** Do not fund any projects in the fiscal year 2019 funding cycle.

**MOTION**

**I move to:** to authorize staff to prepare a Community Development Block Grant application for FY2019 funding for \_\_\_\_\_, or for the \_\_\_\_\_ project as an alternative should the application process for the preferred project be unable to be successfully completed.

**I move to:** approve Resolution No. 2019-\_\_\_ authorizing the submission of an application(s) for FY2019 CDBG funds.

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RESOLUTION NO. 2019-\_\_

AUTHORIZATION TO SUBMIT APPLICATION  
AND IMPLEMENT CDBG PROJECTS

**A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF SEDONA AUTHORIZING THE SUBMISSION OF AN APPLICATION FOR FY19 STATE COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS, CERTIFYING THAT SAID APPLICATION MEETS THE COMMUNITY'S PREVIOUSLY IDENTIFIED HOUSING AND COMMUNITY DEVELOPMENT NEEDS AND THE REQUIREMENTS OF THE STATE CDBG PROGRAM, AND AUTHORIZING ALL ACTIONS NECESSARY TO IMPLEMENT AND COMPLETE THE ACTIVITIES OUTLINED IN SAID APPLICATION.**

**WHEREAS**, the City of Sedona is desirous of undertaking community development activities; and

**WHEREAS**, the State of Arizona is administering the Community Development Block Grant Program; and

**WHEREAS**, the State CDBG Program requires that CDBG funds requested address one of the three Congressional mandated National Objectives; and

**WHEREAS**, the activities within this application address the community's identified housing and community development needs, including the needs of low and moderate income persons; and

**WHEREAS**, an Applicant of State CDBG funds is required to comply with the program guidelines and Federal Statutes and regulations.

**NOW, THEREFORE, BE IT RESOLVED THAT** the Mayor and City Council of the City of Sedona authorize application to be made to the State of Arizona, Department of Housing for FY19 CDBG funds, and authorize the Mayor to sign application and contract or grant documents for receipt and use of these funds for *for [title or brief description of activity]*, and authorize the Mayor to take all actions necessary to implement and complete the activities submitted in said application; and

**THAT** this application for State CDBG funds meets the requirements of low- and moderate-income benefit for activities justified as benefiting low- and moderate-income persons, aids in the prevention or elimination of slum and blight, or addresses an urgent need which poses a threat to health; and

**THAT** the City will comply with all State CDBG Program guidelines, Federal Statutes and regulations applicable to the State CDBG Program, and the certifications contained in the application.

**APPROVED AND ADOPTED** by the Mayor and City Council of the City of Sedona, Arizona this 22<sup>nd</sup> day of January, 2019.

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Sandra J. Moriarty, Mayor

ATTEST:

\_\_\_\_\_  
Susan L. Irvine, CMC, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Robert L. Pickels, Jr. City Attorney

**Summary Minutes**  
**Public Hearing regarding Use of CDBG Funds**  
**Vultee Conference Room, 102 Roadrunner Drive, Sedona, AZ**  
**Thursday, November 29, 2018**

The meeting started at 4:00 p.m.

**Public Participants:** The public participants were Sergio Mazza accompanied by Gale Lothrop, Lynn Schreiner, Rose Marie (Ree) Hudson, Ned & Sally Phillips, Dr. Cindy Parker - Pastor, Judith Glenn, Lora Mazza, Pamela Ravenwood, Amy Andrews and Glenn Brown representing the Church of the Red Rocks; Laura Moore accompanied by Helen Jarnes representing Sedona Area Homeless Alliance; Brenda Redel representing the Sedona Community Center; Jane Tusso representing the Sedona Food Bank, and Kurt Gehlbach, Jon and Felicia Thompson, and Maureen Fawcett.

**Staff Participants:** Karen Osburn, Warren Campbell, Martha Keider, Cari Meyer and Donna Puckett

**Councilor(s) Present:** Councilor Bill Chisholm

**NACOG Participant:** Isabel Rollins

**Overview of CDBGs by Isabel Rollins:**

Isabel Rollins pointed out that there is a sign-in sheet and indicated that she wanted to give the participants an overview of CDBG and eligible projects, and then a little about the process. CDBG or the Community Development Block Grant is a HUD small-cities program that provides funds for housing and community development activities in rural Northern Arizona. The Arizona Department of Housing is the state agency that administers the funds and NACOG administers the allocations in our area, which is Yavapai, Coconino, Navajo and Apache counties. We also help with preparation of the grant applications, the public hearings and making sure all of the i's are dotted and t's are crossed for getting the applications into the state.

Isabel stated that there is a wide variety of projects that you can fund with CDBG, but in order to qualify for the funding, your project has to meet one of three national objectives. The project has to either benefit at least 51% of low to moderate income persons or aid in the elimination or prevention of slums or blight or serve an urgent need health hazard. The health hazard is one that rarely gets used as the qualifier, because it needs to be basically a disaster, lives are at risk, etc. Most projects qualify on the low to moderate income basis and that can be done from an income survey of an area or a part of town that has low income or individuals who are qualified individually. There are also certain groups that automatically qualify for the funding. There are designated target populations, and one is older adults age 62 or older, so that means if you are doing a project that exclusively serves seniors, senior centers, etc., that project qualifies without providing income information. Adults with severe disabilities qualify, so you can do accessibility-improvement projects or services for seriously mentally ill, and they also would not have to income qualify; they are assumed to qualify. Also, projects for homeless automatically qualify, abused children, battered spouses, persons who are illiterate, persons living with AIDS and migrant farm workers are all groups that automatically qualify.

Isabel explained that the way the funds work is they have a rotation cycle. Funds come automatically to the state, and then the state disperses them to different areas depending on poverty of population, and they have a rotation cycle. Every incorporated city, town and county gets a turn at funds, so Yavapai County and every city, town or the county itself gets funds every four years. Next year, Sedona is getting funds, and they're estimating that Sedona will get \$330,000 to use for CDBG projects. We're only allowed to do one project with that, and as of now, that is an estimated amount. The application process is a long process, so we always have to start it based on an estimated funding amount and wait until Congress is done with all of their budget stuff, and they usually get the actual allocation in January to March, somewhere in there; it has been as late as May, but it is usually early in the year. Generally, their estimates are pretty close; there have not been huge fluctuations, but you never know.

Isabel indicated that there are also funds set aside at the state level for a competitive process. There is a competitive grant process every year, so if the City wanted, in addition to the money that they are automatically allocated, they could also choose to do another application in a competitive statewide grant, and you can ask for up to \$300,000.

Isabel restated that there are a variety of projects that you can fund with CDBG, and the different categories are public works and safety projects, water systems, road and street improvements, fire protection, community and supportive housing, which includes food banks or senior centers or shelters, group homes, things like that or accessibility improvements. You can do public service projects, which are things like job training programs, homeless services, emergency assistance, and the public service projects a lot of times are operational funds for a non-profit, and they have some additional rules that go along with them, but they are eligible. You can also do housing projects, such as owner-occupied housing rehabilitation or homeownership assistance. You can do economic development, which might involve infrastructure improvements that will support creating full-time jobs or keeping jobs that might otherwise be lost. You can do neighborhood revitalization and redevelopment, which is historic preservation, clearance or demolition, but it always has to meet the benefitting 51% low to moderate income. You can do planning, and you can use up to 18% for administration.

Isabel indicated that projects that Sedona has done in the past with these funds; we've had the CDBG going on for about 40 years, and Sedona has funded the senior center, a homeless shelter and a domestic violence shelter all in the 90s; sewer hook-ups, a Head Start playground in 2000, more sewer hook-ups, another senior center project, mobile home replacements and owner-occupied housing rehab.

Isabel explained that the way the schedule works is in the application process there are two public hearings. This is the first public hearing; this is for project input, so anybody with an idea for something that would qualify for the funds should bring the project up today, and these forms are being handed out, so anybody who wants to present a project should fill one out. Today is for project input, and we will be creating a list of potential projects to be funded with the CDBG grant, and then we also have, for anybody who is interested in doing a project, a pre-application forms. It is basically a summary of your project that asks what the funds will be used for, how much you need, is it a problem that will be solved, describe the persons who will benefit, etc.; a basic overview and these will need to be turned in by the end of the day on December 11<sup>th</sup> to Donna Puckett in the Community Development Department, and it also asks for a project budget to be included with it. Other than that, if you have maybe one page of information, something brief or a brochure that you want to include that is fine. We don't want to get a lot of information at this point, because it will be put in the Council packet, so we don't want anything huge. Once those forms are received, we will take a look and see if the project appears to be eligible. We might have follow-up questions, and there will be a little bit of a vetting process on the projects proposed, then a second public hearing will be held in January where Council will look at the proposed projects that are eligible and pick one.

A participant asked if the date was known, and Karen Osburn stated that the date will be January 22<sup>nd</sup> at 4:30 p.m.; the regular City Council meeting on the City Hall campus in the Council Chambers.

Isabel stated that the pre-application form will be due December 11<sup>th</sup>, if you need additional funding to complete your project, that should be in place, committed, by the end of the year. If you are looking for more funding to complete your project, then you are not ready at this point. It needs to be not a speculative project. On January 22<sup>nd</sup>, Council will pick a project. On February 1<sup>st</sup>, we will put a Letter of Intent into the state to let them know what project is going to be done, so they can see if they have any questions at that point, and then we will have five months to put the full application together. June 1<sup>st</sup>, we need to turn in the full application to the state. Ultimately, the City Council will make the decision on what project they want to move forward with and what project they feel best fits the city's housing and development needs. The city cannot apply for a project that is not brought up at this hearing, so even if you are not sure your project is going to qualify, you can go ahead and state it and get it on the books, and we will figure that out.

Isabel indicated that the public or City Council or staff all have the opportunity to bring up a project and asked if there were any questions.

Mr. Mazza asked if, other than the application and any questions you ask us, is there any other opportunity to provide additional input into the desirability of the project, other than the two-page questionnaire. Isabel confirmed that he meant for Council and Karen explained that it is a public hearing, so at that point, it would be opened to the public, and Council would take testimony. Isabel then confirmed that would be before they make their decision and suggested that they plan to be at the Council meeting on the 22<sup>nd</sup>. Karen also added that Council is always accessible via email, so you can go to the website and send an email to all seven Councilors, if you wanted to provide that kind of input prior to the meeting.

Isabel indicated that she now would call on somebody in random order to say their name, organization and a brief background of the project you are interested in doing in three to five minutes.

#### **Projects Identified:**

**1. Sedona Community Center Project:** Brenda Redel, with the Sedona Community Center, explained that they are the adult community center, so when she named the senior center that was -- they have had the CDBG in the past. They do the area Meals on Wheels and community lunch. That is at the heart of their services; they do other things as well. They qualify, because they do service the senior population as well as adults with disabilities.

Ms. Redel explained that they are looking at they just had a real whopping increase in the rise in home-delivered meals. This past fiscal year compared to the previous one was a 228% rise in home-delivered meals, and additionally, they do the community lunch, which is a congregate lunch at the center, and that had a 53% rise, so clearly the services are really increasing, and what's at cost is just what you might expect, they need more storage room in the kitchen and a little more expansion, which the CDBG did help with in the past with their freezer and refrigerator, so they are looking at those types of expansions again.

Ms. Redel stated that first they would look at the commercial refrigeration. Right now, their walk-in refrigerator is approximately 6.5 ft. x 6.5 ft. and they are looking to almost double that. They need about a 12 ft. x 7 ft. commercial walk-in just for the obvious, just to store the food they are going to be serving. The commercial freezer is about the same situation, because it is currently much smaller. It is about a 3 ft. x 4 ft.; they are tall, but of course, you can only go so far with your shelving, so they want to expand that to 12 ft. x 6.4 ft. for meeting some further expansion with their refrigeration. In the kitchen and dining room, they need storage, again the obvious, needing to store the canned goods and dry goods, and then in the dining room area, the tables and chairs necessary for the dining room people that come in for the congregate lunch.

Ms. Redel stated that along with that planning is a deck and egress outdoors. Some of you have seen the center, but probably many of you haven't, so we set on a slope and the front area has egress for people that might be using a wheelchair, but there is no egress from the interior building to their back area, back courtyard, so they would be hoping to get a deck that has egress with a ramp, so somebody using a wheelchair or has other mobility needs can use that ramp, and that would work in conjunction with the other renovation that would be going on in the kitchen area.

Ms. Redel stated that the last piece is the server work station. Right now, they don't have one; again, volunteers outnumber them about 10 to 1, so it is volunteer servers. They are the ones that serve the meals in the center, and there is no work station, so they just simply would want a renovation to include a work station, about a 7 ft. by 16 ft. work station that would include an area where they could do things like cut lemons, the coffee, the microwaves, the flatware would be stored there for the servers to use, etc.

Ms. Redel indicated it is pretty self-explanatory, they just have a lot of needs here. They serve the locals and that is something they are proud of. They know Sedona and the surrounding area is very tourist-centered much of the time, so they take a lot of pride, as well as feel it is a privilege to be able to do services for the locals. They have been there for about 34 years doing this. Thank you.

**Kurt Gehlbach** – was called upon to present a project and declined to speak.

2. **Church of the Red Rocks Project:** Sergio Mazza stated that he is representing the Church of the Red Rocks, and they would like to apply for the \$330,000 Community Development Block Grant for the City of Sedona in 2019. Their intention is to use the funds to purchase and equip an emergency overnight family shelter, because they feel it is really addressing the most vulnerable population in our community – families with children, and as space is available, elderly women as well, so clearly from that perspective, it meets the criteria of the grant.

Mr. Mazza stated that just as some data points and why they came to this conclusion, per the Department of Housing and Urban Development in their point in time count in January of 2017, the number of unsheltered individuals in Sedona was 37. According to Brigid Wagner of Catholic Charities in Cottonwood, this was the highest count for all communities in the Verde Valley. Per Deana Dewitt, the Curriculum Director and Homeless Liaison with the Sedona-Oak Creek Unified School District, there were 27 homeless children in the Sedona public schools and that was as of November 20, 2018. Per various emergency food providers, there are several elderly women in Sedona who live out of their cars, so while there are many needs in our community, they felt these were the more desperate needs, and they want to find a way to address those needs.

Mr. Mazza indicated a homeless shelter in Sedona would meet at least two of the three national criteria, but primarily it is that honestly, they would be dealing with the poorest of the poor in our community. There would be at least two measurable outcomes that really matter. The first is based on serving an average of five different three-person families every month. They project they could impact 180 uniquely different people every year by doing this. Second, by providing shelter, they can help reduce expenses in town for emergency public services, such as police, fire and EMTs, etc. He could tell you lots of stories about how people that are homeless inadvertently end up costing the community money, because they are not properly sheltered, and they could be and should be.

Mr. Mazza stated that they are here as a church, because many members of the Church of the Red Rocks have a very deep commitment to serving the most needy in our community. They held a forum at their church, and he was one of the people that was there, and they actually talked to some people in our community that try to serve the needs of the homeless. Clearly, having a facility of this kind was one the things that came out as being one of the primary needs.

Mr. Mazza indicated that they feel confident that they could run a shelter like this. They will partner with Angie's House in Cottonwood that has the operational expertise. They will partner with Catholic Charities that also has the operational expertise, and they will partner with Manzanita Outreach that has access to food. Between those three partnerships, they can really meet all the needs of this community. Although the shelter will be sponsored by the church, no religious requirements will be imposed on the clients they shelter in any way, and that is all he has to say at this time. Thank you.

3. **Sedona Area Homeless Alliance Project:** Lori Moore stated she is with the Sedona Area Homeless Alliance that has served the local homeless community for three years. The actual numbers are a little different than we just heard, because those numbers were a point in time count, so those not willing to be counted do not make that number. We have 450 homeless men, women and children in the Verde Valley, and out of that number over 125 live on our local streets, and we know that because we serve them and have formed personal relationships with these people.

Ms. Moore indicated that the first year, they sheltered people through funds through the community, and they made it through the first year. The second year, they actually sheltered at a residence. The third year, which was last year, they found no place to shelter, so all of the local homeless were left on the cold streets last year, which brings us to this winter, and they have been fundraising and actively looking for a building to create their base service building and, hopefully, have enough room to support cold night shelter. For the day service building that would be open 10-12 hours a day, 7 days a week, they would provide what they have been providing for the last three years, which would be cold night shelter, showers, meals, clothing, emergency items, counseling, and education for both our homeless community and our homed community.



Ms. Moore stated that they have formed a personal relationship with their people, so they know that their program, which is a comprehensive program, works. Even serving on the streets, without a building now, they have six people who have now got themselves strong enough to find their own housing, and one family of six is slated to go into a home by the end of December – that is in three years. During those three years, they have kept hundreds of people alive and have supported them in ways that are not just handing out items and help, but also getting to what put them there to begin with. They have discovered that if they had a house for every one of the homeless and put them in there, they would immediately fail, and they would tell you that.

Ms. Moore explained that it is all of the other things that they are addressing that is going to get their people reconnected back to our community. That is the main mission of Sedona Area Homeless Alliance – to reconnect the homeless people in our community back to the community. In doing that, they have identified three different groups of homeless. They have our local homeless who have lived here between two and 27 years. The person that has been in our homeless community for 27 years just got in a place last month they are very happy to say. That is how long they have been there. Then, they have transient locals who come to our community for one to six months, go someplace else and come back; they know them and serve them. Then, they have the transient community who are here one to six months, they get them stronger, and they go on their way and are generally never seen again.

Ms. Moore indicated that they have learned that they have to serve all three of those people differently, and they have a program to address everything that is unique to that group. They are looking for funding right now and actually looking for a building also, so they have been fundraising, but they are looking for a building that can support all of those issues. They actually have a problem in our homeless community with mental challenges, and whether they become homeless and already are experiencing mental challenges or are they experiencing mental challenges because of what happens to you the moment you hit the street. They have both of those issues.

Ms. Moore stated that some of their people are in programs where they are taking medications and are served by Spectrum. A lot of times they are put in halfway houses, they walk away and come back to Sedona and put themselves in danger. They need to have space in their building where they can support those people too. They want to be here during their healing also; they don't want to be in another community in another program, so in order to serve our local homeless in a way that makes a difference, they have to make sure all services are here in Sedona.

Ms. Moore explained that they have also discovered that the more they address all of these issues in our homeless community, the more balance we bring to our homed community, because everything that is happening out there with the homeless community does affect what happens to our whole community.

4. **City of Sedona Sewer Hook-up Project:** Martha Keider indicated that she represents the Finance Department at the City of Sedona, and their idea was to obtain funding to get customers that have the sewer available to them hooked up to the sewer. We have 19 homes that are on an “environmental penalty”, because they have never hooked up to the sewer even though they were required to do so many years ago. A lot of them just absolutely do not have the funds to do that and some of them maybe have just chosen not to do that. Then, we have another area of sewer where in 2011, we extended sewer to the Chapel area, and those customers were allowed to defer the connection to the sewer for five years at a time, up to 10 years, and in 2021, that 10 years will be up and all of those customers will have to hook up to the sewer, and she is not absolutely sure how many will have a need to get financial help to do that, but she feels like there be plenty, so that is their idea from the Finance Department just to help these customers that absolutely need to be hooked up to the sewer, but financially will not be able to.

Ms. Keider stated that we did help someone last year with CDBG grant funds who needed a lot of rehab on his home, plus he needed to hook up to the sewer, so we thought it would be a good idea to help some other people in the same way.

5. **Habitat for Humanity project:** Karen Osburn, Assistant City Manager and Community Development Director with the city, stated that she is actually just putting this item on the record on behalf of Habitat for Humanity who was not able to be here today, but they have submitted a proposal to us, and their project is to use CDBG funding to purchase one or possibly two vacant lots within the community, and then they would use their resources to build either a single-family or potentially a duplex or triplex project and that is a low-income homeownership program for those of you not familiar with Habitat, so it would provide an opportunity for homeownership for low-income folks. They will set the mortgage and allow them to build equity based on their income and what they can afford to pay. Thank you.

Isabel Rollins asked if there were any other ideas and there was no response. She then distributed the pre-application forms.

**Questions:**

Brenda Redel, representing the Sedona Community Center, asked why you can only choose one project and if that is mandated by the state or something the city decides. Isabel Rollins explained that has been mandated by the state for a couple of years now. Communities used to be able to divide their money into several projects and it was nice, because it gave us more flexibility; you didn't have a set amount, and you could just purchase equipment and do another project, but they got short-handed at the state, funds were decreased some, and they just said communities can only do one project.

Councilor Bill Chisolm noted that we had five people talk today and asked if between now and December 11<sup>th</sup> there is a 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> idea is that okay or this is it. Isabel Rollins stated that this is it.

Karen Osburn explained for clarification on the funding amount that it is anticipated to be a \$330,000 allocation, but we also have the administrative fees that are appropriated to NACOG to administer the program. Those are estimated to be about \$30,000, so we are really looking at probably a new project cost of about \$300,000. Isabel added that it still needs to be a little flexible, because funds can go down or up.

Ned Phillips asked if the date of the second public hearing was mentioned and was told January 22<sup>nd</sup>. Mr. Phillips then asked if that is the same as the Council meeting and was told yes. Councilor Bill Chisolm asked if that is the meeting where it is going to get picked, and Karen stated yes and explained that in the past couple of cycles, there has only been one project and that has been housing rehab, so there really hasn't been a decision point for the Council. We brought that and that was the only thing they were selecting, so it was pretty easy. This time it looks like we do have some really viable projects, so if there was a need, and we will see that after we see what is submitted on December 11<sup>th</sup>, but if there was a need to provide Council, in advance of the January 22<sup>nd</sup>, either maybe their first meeting in January if we agendaize it just as a discussion, there would be no public hearing – there would be public comment, but it wouldn't be a formal public hearing and there wouldn't be any action, but it would give an opportunity for Council to start to deliberate prior to having to actually make the decision, so depending on what kind of project we are proposed, we may do that and the first meeting in January is the 8<sup>th</sup> at 4:30 p.m.

Mr. Mazza asked if they would be able to participate in that, and Karen explained that they do take public comment. It is a three-minute public comment. He then asked if we will let them know and Karen stated absolutely. Whoever submits on the 11<sup>th</sup>, we will let you know. Mr. Mazza asked if there is a way to double check if you have our email correct, and Karen indicated that she has some cards, so if they want to email her or call her, that way we have it established prior to then, then we can go ahead and do that as well.

Bill Chisolm stated that he would like to echo one of Karen's earlier comments, as one of the seven Councilors, if you send information to all seven Councilors, speaking for himself, he would appreciate that, so he can read it ahead of time and get his brain working on the issue.

Jon Thompson stated that he noticed that there were at least two of the proposals today that were similar, in terms of the need to be filled, and he asked if there is anyway those two could be combined. For example, if they were both brought as separate projects on January 22<sup>nd</sup>, could the Council say they really like this, but they would like to support both of them together if they could work together or would that have to be something that was done prior to the submission on the 11<sup>th</sup>? Isabel stated that it would have to be done prior to the submission on the 11<sup>th</sup>, because you have an organization asking for the funds and committing

to follow through on everything and you don't want two different entities, and you can't on a grant application. It has to be a 501(c)3 non-profit, and we have to provide background information on them, so you need a lead agency, but if they chose to partner, that would be between them.

Karen Osburn stated that she is not a policy maker and does not want to speak on behalf of the City Council, but when there are opportunities to do something like that, that is often looked at favorably, especially if you end up with two kinds of competing projects, so food for thought.

Councilor Chisolm asked if number six on the list is a possible combination, so it makes the list, and Karen explained that they have until December 11<sup>th</sup> to submit if they were to do something in conjunction with each other. She then asked Isabel if that would be okay, and Isabel stated that it is up to the organizations to decide whether they want to compete against each other for the funds or whether they want to try to do something . . . Karen interjected that she supposes that since we are talking about it right now, it is memorialized on the record that may be another. . . Councilor Chisolm interjected that he was reacting to if it didn't come up today, and Karen acknowledged that is right.

Brenda Redel asked if the form is online or do they need to do a hard copy. Isabel stated that she could send them one if they would like.

Kurt Gehlbach asked if this is annually, and Isabel explained that the city gets funds every four years and noted that Yavapai County also gets funds every 4 years, so you can always apply for funds with them too or the competitive process. Brenda Redel asked Isabel if they could apply directly for the competitive process, and Isabel stated no, it always has to go through the city. She then asked if they could apply to Yavapai County directly, and Isabel stated for non-profits, yes, when they have their public hearing, but they are not getting funds again; we discussed them last year.

Mr. Mazza asked who they would contact in the City if they wanted to go for the competitive funds, and Isabel stated that would be you putting in a request with Karen. Karen Osburn then asked what that process would look like should someone submit a request and has the City ever put in for it or received the competitive grant, and Isabel stated no, it is very competitive. You will not win if you do not have match money; the project has to be pretty far along in terms of if you are doing a construction project, you have to have the plans all done and have the environmental review all done, so you have to be a few steps ahead for the competitive process than for this process, and you have to have match money, and you are taking a risk. You could put a lot of time and effort into it and you might not get it, but it never hurts to ask if you are serious and passionate about a project and you think you can get everything together, you could talk to Karen, and Karen can talk with her about it. Isabel then added that she would make sure that she knows when the process is for next year and we would look at it together.

Karen referenced the timing of receipt of funds if someone were to obtain the \$300,000 and also apply for the supplemental funding, would those timeframes align, so they really would be receiving like a \$600,000 allocation for their project. Isabel explained no, they don't ever perfectly align, and for the non-competitive round that we are talking about right now, these funds will be available the end of next year; it is about a year-long process. The competitive round is not announced on any set schedule, so she can't tell you when they are going to announce it. Her best guess is that they will announce in January or February and allow four to six months to get an application in, but the project is further along at that point and the environmental review and plans are done, so those projects can actually launch quicker than the other one

Mr. Mazza asked if the first grant counts as matching for the second grant, and Isabel stated no. It specifically says you can't use CDBG for that. Mr. Mazza then asked if you are awarded the funds and they are made available at the end of 2019, how long do you have to expend that money, and Isabel indicated a maximum of two years. Their contracts are based on the timeline that you put in your grant applications, and we always encourage people to pad them a little bit just because you don't know what might come up along the way, but they are generally 1½-year contracts with a maximum of two years.

Helen Jarnes asked if because these are state funds coming through the city, are the building requirements going to have to be items like ADA, and Isabel Rollins stated yes, actually it is kind of a weird combination

between federal and state funds. They are federal funds administered by the state, so you have to meet all requirements, whichever is strictest, and ADA is a big thing. Any building you work on has to be accessible.

Karen Osburn indicated that because federal funds are involved, for a construction project, do you think like David-Bacon wages and things that will inevitably increase the cost. Isabel explained that the big things that come into play that are extra on would-be projects are an environmental review has to be done for any project before the funds are released, and that is about a three-month process. The projects are usually simple enough that it is not that big of a deal. They consult with all sorts of different agencies and make sure no one has an issue with the project, but yes, it takes about three months to get done, and the other thing that can be a big factor is the David-Bacon Labor Standards. If there is construction in part of the project, all workers have to be paid certain minimum wages that are set by the Federal Government, and a lot of times, they are higher than the wages that a construction company might have been paying ordinarily, so the bids are going to come up higher than you might have expected. If you talk to a contractor and ask for a bid for your project, be prepared to pad that number, round it up, because it is likely to cost more and there are other rules that we follow in terms of procurement. You can't just go hire somebody that you want. You don't get the funds deposited into an account, and then you get to work with them. It is all done on a reimbursement basis and you have to follow city and state rules, so if you are hiring an architect or engineer, you need to do a competitive process to hire them. If you are hiring a contractor to do work on your building, you have to do a bid process, advertise it and go with the low bid.

Brenda Redel asked if they would have to pay and then get reimbursed, and Isabel stated that actually the city pays and gets reimbursed. Mr. Mazza asked if they could use volunteer labor like for painting the inside of a house or doing some carpentry, etc., and Isabel stated yes.

Mr. Mazza asked if that would include professional services, as in an architect. If they bid out an architect and one is a church member that says he will do it for free, and Isabel stated yes, if they are able to do the work and they are fully volunteering or you can pay for it ahead of time if you want to use who you want to use and not go through a competitive process, you can pay for the architect, but anything paid for through the grant has to be a competitive process.

Councilor Chisolm asked if in-kind things like that were considered part of a matching, and Isabel stated that there is no match required with this. With the competitive one, yes, if money were paid ahead of time. The Councilor then asked what if it were volunteer hours like for a certified architect in a typical range, would that count if they donate it, and Isabel stated that she would have to check in the book, but she thinks it has changed or she can send you information about the competitive grant.

Helen Jarns indicated that in addition to ADA compliance she wanted to clarify that they would have to meet safety, security, sprinklers systems, building, lighting, etc., and Isabel stated up to code, the city's building department for the most part; there are not extra building requirements put on other than they have to be ADA-accessible.

Mr. Phillips asked if in the case of a homeless shelter would there be additional operational requirements imposed by state or federal law, and Isabel stated that you can't discriminate. If it is a state or federal law, you have to adhere to it, but she can't think of anything. Mr. Phillips stated in addition to – in terms of the operational, and Isabel stated no, because the grant funds work in rural communities and a lot of small non-profits. They don't have any real stringent requirements. If you are at a certain size, you have to have audits done, but that is all stated or federal law, not because of the grant. It needs to be a non-profit, and Mr. Phillips stated that the church would qualify for that, but he doesn't know technically if it is a 501(c)3. Dr. Cindy Parker indicated yes, it is.

With no additional questions, Isabel Rollins thanked the participants and ended the meeting at 4:51 p.m.

Prepared by,

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Donna A. S. Puckett, *Administrative Assistant*

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Date

## REQUEST FOR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING

<b>Name:</b> Brenda Redel	<b>Date:</b> 12.11.18
<b>Representing:</b> Sedona Community Center	<b>Phone:</b> 928.282.2834
<b>The project is:</b> Renovation Improvements for the Sedona Community Center.	
<p><b>How will the CDBG funds be used?</b> Food Service Area Expansion for Area Meals on Wheels &amp; Community Lunch; Creation of Outdoor ADA Accessible Deck; Expansion of Public Meeting Rooms; Improvement of ADA accessibility of Restrooms; Installation of Audio/Visual Equipment; Replacement of Tables &amp; Chairs; Parking Lot Improvements, Front Façade and Lobby Improvements for Accessibility and Safety; Expansion of Storage Areas for Equipment, Tables, Chairs for the Community Lunch and Meetings.</p> <p><b>Location and mailing address for the project:</b></p> <p><b>Location:</b> On site at the Sedona Community Center, 2615 Melody Lane, Sedona, AZ, 86336  <b>Mailing Address:</b> Sedona Community Center, P.O. Box 2894, Sedona, AZ 86339</p>	
<p><b>What is the problem that will be solved with the project?</b></p> <p>The problem that will be solved is to expand our current limited space to accommodate food and supplies for the increasing need—especially for our home-bound neighbors in need of meal delivery service. AAA-NACOG, a funding source that monitors Northern Arizona Meals on Wheels services, reported that our Sedona Community Center's home delivered meals service <b>increased 228% in meals served</b> from Fiscal Year 2016-17 to Fiscal Year 2017-18. Our Congregate Lunch, served on-site, <b>increased 155% in meals served</b> during the same Fiscal Year. Additionally, <b>we delivered 904 more meals</b> to recipients of our Breakfast/Weekend Club over a recent 9 month period as compared to the same period last year.</p> <p>The other problem that will be solved is to create ADA accessible egress from the building to the back courtyard area. Currently, there is no ADA accessible egress from the building to the backyard area. The project would fund the building of the outdoor deck adjacent to the dining room. From the deck, an accessible ramp will lead to the courtyard. This will give individuals using wheelchairs, walkers, or that have other mobility needs an opportunity to engage in social activities and events in the courtyard.</p>	
<p><b>Describe the persons who will benefit:</b></p> <p>Seniors and homebound elderly and people with disabilities are the primary recipients. Other people served include those that are homeless and/or have mental illness.</p> <p><u>At least 51% of the persons who benefit must be low-to-moderate income. What is the proof that they are low to moderate income?</u> (There must be solid statistical proof from the U.S. Census, a pre-approved survey, or other firm documentation.)</p>	
<p><b>Total number of persons who will benefit:</b></p> <p>Approximately 250-300 unduplicated people benefit annually from the Sedona Community Center's Vital Food Program. We feed approximately 100 people daily through the Congregate Lunch and Meals on Wheels meals. Another 100-300+ may benefit annually from the addition of an ADA accessible ramp that goes to the back area, in order to participate in social events.</p>	<p><b>Number of low-moderate income persons who will benefit:</b> Approximately 75%- 90% of the number of people we serve fit into this category.</p>

Estimated cost is at least \$ 300,000 and \$ 300,000 in CDBG funds is needed.

**How were the cost estimates derived?**

Cost estimates are derived from basic building information and consultation with local contractors and suppliers. Final cost are subject to final construction plans and documents currently under development, as per the Architect Planner.

**If other funds are needed for the project, what is their source?** Should the City of Sedona decide to commit the CDBG funds to the Community Center's entire renovation project as outlined above, any funds above \$300,000 would be procured through a Capital Campaign from donations and/or renovation would proceed in stages until funds run out.

**Are the other funds needed legally committed to the project?** N/A. If they are not legally committed by December 31, 2018, the project is not eligible. (You will need proof for the application.)

**Contact Person for this project:** Brenda Redel

**Address:** 2615 Melody Lane

**Community:** Sedona, Arizona

**Zip:** 86336

**Phone:** 928.282.2834

**E-mail (if available):** bredel@sccsedona.org

**Fax:** 928.282.2843

I/we understand that the Council / Board of Supervisors may not prioritize my project at the top of the list for CDBG funding and I/we may not receive a CDBG allocation.

I/we have submitted, as appropriate (please check each that applies),

- Agency Operations Budget
- Project Budget
- Firm Commitment of Financing
- Donation/Volunteer Pledge

I/we will submit all required back-up information at the request of the community. I/we understand that if the requested items are not received by the stated deadline, our request for funds will move to the bottom of the priority list and may not be funded.

If allocated CDBG funds, I/we certify that I/we will not engage in partisan politics or conduct religious proselytizing in the CDBG funded program or facility.

If allocated CDBG funds, I/we certify that I/we will continue the program for which CDBG funds are allocated for at least five years after grant close-out, which may be as long as eight years from now.



\_\_\_\_\_  
Authorized Signature

# Sedona Community Center

## ESTIMATE OF COSTS

EXPANSION OF WALK-IN FREEZER / COOLER	\$20,000.00
EXPANDED FLYNN ROOM SLAB DECK AND ADA USE RAMP WITH SAFETY RAILING & TUDOR ROOM DECK	\$30,000.00
ADD LARGE WALK-IN PANTRY STORAGE AT REAR OF BUILDING	\$28,500.00
REORGANIZE AND REFRAME NEW KITCHEN WORK PREP AREA & KITCHEN WALL	\$15,000.00
ADD NEW STORAGE ROOMS—EAST & WEST ENDS	\$42,000.00
MOVEABLE WALL DIVIDERS, TABLES & CHAIRS, AUDIO/VISUAL EQUIPMENT	\$45,000.00
RESTROOM RENOVATIONS & NEW RESTROOM	\$55,000.00
PARKING LOT, FRONT ENTRANCE, & FRONT BUILDING FAÇADE	\$65,500.00
Estimated Base Costs contractor oversight/mgt fees	\$20,000.00
Estimate for additional costs permits, taxes, engineering misc	\$30,000.00
<b>TOTAL</b>	<b>\$351,000.00</b>



January 7, 2019

To Whom It May Concern:

Should the Sedona Community Center be chosen for the Community Development Block Grant, the following resources are allocated for completion of the building project:

**Financial Resources from Center's Resources  
for Building Costs Above CDBG Funding—**

- a. Capital Repair Fund--\$45,000.
- b. Short Term Investment CD--\$25,000.

Best Regards,

A handwritten signature in black ink, appearing to read "Brenda Redel".

Brenda Redel,  
Executive Director



## REQUEST FOR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING

Name: Tania Simms	Date: 12/10/18
Representing: Verde Valley Habitat for Humanity, Inc.	Phone: 928-649-6788
The project is: Purchase vacant land in Sedona to build affordable homes	
<u>How will the CDBG funds be used?</u> To purchase vacant land in Sedona, AZ. This vacant land will be used to build one to three new homes that will then be sold to qualified low-income home buyers.	
<u>Location and mailing address for the project:</u> location undetermined at this time. Organization mailing address is 737 S. Main Street, Cottonwood, AZ 86326	
<u>What is the problem that will be solved with the project?</u> Helps provide affordable housing in Sedona. Sedona is an expensive area to purchase a home. Property values are the highest in the Verde Valley area. Many working families cannot afford to purchase a home in the city due to the high property values. The homes built on these vacant lots will help provide affordable housing in the city.	

Describe the persons who will benefit. 100% of beneficiaries will be low-to-moderate income. To qualify to purchase a home from Verde Valley Habitat for Humanity, applicants must meet the following requirements:

Live in the Verde Valley/Sedona for 12 consecutive months prior to application.

At time of application, family must live in unsafe and/or overcrowded housing or be over cost-burdened by unaffordable rent payments. Applicants may also qualify if they are without a home at time of application.

Applicants must have a steady source of verifiable income, be able to pay a down payment and closing costs prior to home occupancy, be able to demonstrate financial responsibility and be willing to invest a minimum of 300 to 450 hours of time in building their home.

Applicants must have a verifiable annual gross income that falls between 30% to 60% of Yavapai Area Median income. The AMI values change every year and we use current AMI values.

Applicants must have and maintain good credit with no bankruptcy pending or discharged within 24 months of application.

Applicants must complete a universal mortgage loan application and submit documentation to support their residence status, and proof and ability to repay an affordable mortgage. These documents include Social Security Cards for all household members, Driver's License or Arizona state-issued I.D., Birth certificates or proof of legal alien resident status, Last 4 payroll check stubs for all workers in family over 18 years old or proof of income, Past 2 years signed tax returns with W2s, 1099s, and all other documents that may be requested by our Homeowner Selection Committee.

All Verde Valley Habitat for Humanity home applicants are co-applying for USDA 502 mortgage loan funding. The USDA 502 program is designated mortgage loan funding for low to moderate income households. Verde Valley Habitat for Humanity partners with and utilizes the USDA 502 funding to help provide funding to build homes in partnership with the home applicants.

Verde Valley Habitat for Humanity Homeowner Information brochure provided.

At least 51% of the persons who benefit must be low-to-moderate income. What is the proof that they are low to moderate income? (There must be solid statistical proof from the U.S. Census, a pre-approved survey, or other firm documentation.)

Applicants must complete a universal mortgage loan application and submit documentation to support their residence status, and proof and ability to repay an affordable mortgage. These documents include Social Security Cards for all household members, Driver's License or Arizona state-issued I.D., Birth certificates or proof of legal alien resident status, Last 4 payroll check stubs for all workers in family over 18 years old or proof of income, Past 2 years signed tax returns with W2s, 1099s, and all other documents that may be requested by our Homeowner Selection Committee.

Total number of persons who will benefit 3-10	Number of low-moderate income persons who will benefit: 3-10
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Estimated cost is at least \$ 951,600 and \$ 300,000 in CDBG funds is needed.

How were the cost estimates derived? We estimate costs based on average cost per square foot to build a new home. In 2018, our new home construction in Sedona averages \$181.00 per square foot. The average size new home is 1200 square feet. At this time, a 1200 square foot home would average \$217,200 excluding the land. Three homes at today's prices would be an estimated \$651,600 without land, and \$951,600 with land. These costs include donated labor and materials, and in-kind professional services that we may receive.

If other funds are needed for the project, what is their source? Financing for new home construction is obtained from USDA 502 funds that new home applicants qualify for, and a loan they receive for a principal mortgage that is used to pay for building costs. In 2017 and 2018, the average mortgage amount applicants qualify to receive is approximately \$200,000. Between the funding received from USDA 502, and in-kind and cash donations we receive for each home construction, we meet the funds needed for new home construction.

Are the other funds needed legally committed to the project? If they are not legally committed by December 31, 2018, the project is not eligible. (You will need proof for the application.)

Partnering with and utilizing the USDA 502 program, funds cannot be committed until the property has been identified, a commitment to purchase the land has been signed, and a construction contract is completed with the qualified and approved home buyer.

Contact Person for this project: Tania Simms		
Address: 737 S. Main Street Community: Cottonwood	Zip: 86326	Phone: 928-649-6788
E-mail (if available): tania.simms@vvhabitat.org		Fax: 928-202-4756

I/we understand that the Council / Board of Supervisors may not prioritize my project at the top of the list for CDBG funding and I/we may not receive a CDBG allocation.


I/we have submitted, as appropriate (please check each that applies),

- Agency Operations Budget
- Project Budget
- Firm Commitment of Financing
- Donation/Volunteer Pledge

I/we will submit all required back-up information at the request of the community. I/we understand that if the requested items are not received by the stated deadline, our request for funds will move to the bottom of the priority list and may not be funded.

If allocated CDBG funds, I/we certify that I/we will not engage in partisan politics or conduct religious proselytizing in the CDBG funded program or facility.

If allocated CDBG funds, I/we certify that I/we will continue the program for which CDBG funds are allocated for at least five years after grant close-out, which may be as long as eight years from now.



Authorized Signature

**RETURN THIS FORM NO LATER THAN  
DECEMBER 11, 2018 TO:**

**Donna Puckett  
Community Development Department  
City of Sedona  
DPuckett@SedonaAZ.gov  
928-203-5065**

**Owner** Verde Valley Habitat for Humanity  
**Job Location** TBD  
**Builder Name** Verde Valley Habitat for Humanity  
 3 homes - average 1200 sq. ft.  
 per home

DESCRIPTION OF WORK	SUB-CONTRACTOR	ORIGINAL CONTRACT AMOUNT
& impact fees		5000.00
02 Topo		2100.00
03 Plans, copies & estimating		250.00
04 Survey company	Heritage	9000.00
06 Testing		3500.00
07 Lot clear & prep		
08 Rough excavation\fine grade	Reay Bros	40825.00
09 Utility excavation		
10 Septic system/sewer hookup		
13 Retention basin		
14 Culverts		
20 Water, power, sewer & gas		1000.00
21 Termite	Conn Pest Control	750.00
22 Foundation footings		
23 Foundation flatwork	Ben Walsh	45277.00
24 Plumbing	Deweys (6205 x 3)	18615.00
25 Masonry	Stone Ascension	54060.00
26 Fireplace		
29 Signs & permits for signs		
34 Waterproofing block walls		
35 Stone veneer		
36 Pavers		
38 Steel Building		
40 Rough lumber, rough frame	Kirkwood	93306.00
41 H.V.A.C.	Connolly	41300.00
42 Electrical	Connolly	11826.49
	Bruce Rogers donation	
43 Windows	Kirkwood	31976.00
44 Roofing	Hales	9554.14
	Behmer labor donation	
45 Insulation	Banker	6000.00
46 Drywall	Total Building	27775.00
47 Cabinets & tops	Chip Putman	14675.00

48 Interior & exterior doors	Kirkwood	21726.00
49 Garage door & opener		
52 Finish carpentry	Chip Putman	9614.00
53 Floor covering/ceramic tile	Interior Logic	4026.50
54 Stucco	Jimenez	28941.00
55 Appliances & installation	Whirlpool	2100.00
56 Light fixtures		500.00
57 Painting	Straightline	11168.00
57.2 Deck Waterproof coating	KM Roofing	3675.00
58 Shower doors		
60 Door & bath hardware	Holms	5060.00
61 Mirrors	Holms	1050.00
62 Gutters	Gale	2015.00
64 Landscaping	Rough Estimate/Allowance	33000.00
65 Supervision		
66 Casual Labor/Demo/Equip		
68 Trash & temporary job toilet	Wastemanagement	1500.00
69 Final construction cleanup	Volunteers	
71 Low Voltage Prewire	Wired Up Audio	749.97
	Wired Up Security	2812.50
	Wired Up Structured	NC
77 Temp constr fence rental		750.00
99 Contingencies		15000.00
Energy Star Rater		2000.00
Insurance		2800.00
<b>Estimated Sales Tax</b>		<b>35329.61</b>
Architectural	Dan Surber	36000.00
Subdivision Plans	Shephard Wesnitzer	2500.00
Soil testing	GeoTek USA	2500.00
Grading & Drainage	Sefton Engineering	10000.00
Lot Purchase		300000.00
<b>BALANCE CHECK</b>		<b>951607.21</b>
<b>TOTAL COST</b>		<b>951607.21</b>

## A hand up, not a handout...

Verde Valley Habitat for Humanity offers affordable mortgages to all approved homeowners. These homeowners, who become partners, will participate in financial and home ownership classes and invest 'sweat equity' in the building of their Habitat home.



### Fast Facts for new home buyers:

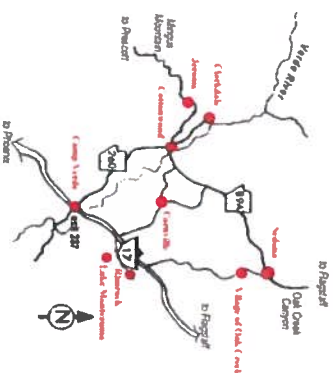
- 1) Are you a citizen or legal resident of the U.S.?
- 2) Are you unable to qualify for conventional loans?
- 3) Do you have a steady verifiable source of income?
- 4) Have you lived in the Verde Valley for the last 12 months?
- 5) Can you live anywhere in the Verde Valley?
- 6) Can you live in a 900 - 1380 sq. ft. home (determined by family size)?
- 7) Are you willing to help build your own home?
- 8) Are you able to live in your current residence for at least 1 year?

If you answered yes to all of the questions above, you may qualify for a Verde Valley Habitat for Humanity Home.

## Our Mission

Verde Valley Habitat for Humanity is an inter-denominational Christian ministry whose purpose is to build homes in partnership with God, community and qualified low-income families in the Verde Valley.

Since 1995 Verde Valley Habitat for Humanity has been building homes and we continue to serve families in need by providing them with safe, decent, affordable housing.



The Verde Valley Habitat for Humanity affiliate represents the communities of Camp Verde, Clarkdale, Cornville, Cottonwood, Jerome, Lake Montezuma, Rimrock, Sedona and other nearby communities.



Verde Valley  
**Habitat  
for Humanity**



Verde Valley Habitat for Humanity  
737 South Main Street  
Cottonwood, AZ. 86326  
(928) 649-6788  
[www.vvhabitat.org](http://www.vvhabitat.org)



A HOME LIKE ONE  
OF THESE COULD BE  
YOUR NEW HOME



Qualify for a new home with  
a small down payment and  
an affordable mortgage.

## BECOME A HOMEOWNER

It's a dream we all share. Someplace where you can turn rent payments into home equity. Someplace where the paint's fresh, the plumbing works, and there's room enough for everyone. Someplace that is yours. This is an opportunity that Verde Valley Habitat for Humanity wants to put within your reach. Habitat for Humanity is looking for families who:

- 1) have a need for housing
- 2) have the ability to pay a mortgage
- 3) are willing to partner with Habitat

If you qualify, you could partner with Habitat to build a brand new, quality home with a small down payment and an affordable mortgage.



## HOW DOES HABITAT WORK?

Habitat for Humanity (HFH) builds decent, affordable, no frills houses in partnership with qualifying families, using as much

donated material and labor as possible. HFH then sells the houses to the qualifying families, who then pay an affordable mortgage.

## REQUIREMENTS:

### **YOUR RESIDENCY**

In order to qualify for home ownership through our program, you must have lived in the Verde Valley for the past 12 months

### **YOUR NEED**

To qualify, your family must currently be living in unsafe and/or overcrowded housing or be overly cost-burdened by unaffordable rent payments. You also qualify if you are currently without a home.

### **YOUR ABILITY**

You must have a steady source of verifiable income, be able to pay a down payment and closing costs prior to home occupancy, be able to demonstrate financial responsibility and be willing to invest a minimum of 300 to 450 hours of your family's time in building your home.

### **YOUR INCOME**

To qualify, your annual gross verifiable income should be within these guidelines:

Family Size	Income Range:
One	\$12,810 - \$25,620
Two	\$14,640 - \$29,280
Three	\$16,470 - \$32,940
Four	\$18,300 - \$36,600
Five	\$19,764 - \$39,528
Six	\$21,228 - \$42,456
Seven	\$22,926 - \$45,384
Eight	\$24,624 - \$48,312

Income limits for our program are 30% - 60% of median income per year for Yavapai County. Subject to change based on updates from State of Arizona Housing Fund Program.

### **YOUR CREDIT**

You must have and maintain good credit with no bankruptcy pending or discharged within the last 24 months. Credit checks are performed on all Habitat home applicants.

### **YOUR DOCUMENTS**

When you apply, some of the documents you will be asked to provide are:

- Social Security Cards for all household members
- Driver's License or Arizona state-issued I.D.
- Birth certificates or proof of legal alien resident status
- Last 4 payroll check stubs for all workers in family over 18 years old or proof of income
- Past 2 years signed tax returns with W2s, 1099s, etc.

## FREQUENTLY ASKED QUESTIONS:

### *What is 'sweat equity'?*

Sweat equity is your physical investment in your new home. Sweat equity hours add up based on your participation in the actual building of your (or another's) Habitat home; volunteering at the Habitat Affiliate office or the ReStore; serving on Habitat committees; and attending required financial and homeowner classes. All interested applicants must perform 8 hours of sweat equity prior to submission of homeowner application. 50 hours per applicant and co-applicant must be completed before construction of your home begins. Up to 50% of the total sweat equity hours may be performed by family and friends.

*If I qualify and have been selected as a new homeowner, how long does it take to move in?*

Once you have completed your pre-construction sweat equity hours and ground has been broken, it takes an average of 6-8 months to build your new home.

For more information:

Visit our website at [www.vvhabitat.org](http://www.vvhabitat.org)  
Call (928) 649-6788  
Or stop by our offices at  
737 South Main Street  
Cottonwood, AZ. 86326

Habitat for Humanity is an Equal Housing Opportunity lender and does not discriminate on the basis of race, gender, color, age, handicap, religion or marital status.

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**REQUEST FOR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING**

Name: Laurie Moore	Date: 12/31/2018
Representing: <b>Sedona Area Homeless Alliance (SAHA)</b>	Phone: <u>928-978-9387</u>
<p>The project is:</p> <p><b>DAY RESOURCE CENTER for homeless and indigent population in and around the Sedona area.</b></p>	
<p><u>How will the CDBG funds be used?</u></p> <p>Sedona Area Homeless Alliance (SAHA) is a 501(c)3 community charitable organization established in December 2015 out of the clear need for services for the homeless. SAHA has offered those services in various ways throughout the past 3 years. Those include; renting hotel rooms for a day or two to offer showers, and securing storage units with shelves for the many items distributed to the homeless community. At the same time we have created various programs addressing all areas of homelessness and are set to launch when a building is secured.</p> <p>CDBG funds will be used to purchase a building for office space, day services that include showers, meals, restrooms, laundry, job search, haircuts, Veterans resources, food pantry, respite from the heat, social work case management (part of a holistic intervention team, that reaches out with information and referrals doing street outreach and mental health treatment).</p> <p>The building will be used seven days per week 8am-5pm and emergency cold night services 5pm-7am on nights that temperatures fall to freezing. Appropriate site criteria include square footage, proximity to residential area, distance from highway 89A and location. Suitable site is approximately 3000 square feet with sufficient open space necessary to accommodate SAHA's program, a small outdoor area, located in West Sedona, no more than three blocks from Hwy 89A. Proximity to residential areas and zoning are other considerations.</p> <p>Without a day service center we are limited in our ability to expand current programs or to launch new programs which are designed to promote better choices and positive changes. In the interim, until a fixed site is selected SAHA will rent/lease a small office space in West Sedona to serve in a minimal capacity like item distribution.</p> <p><u>Location and mailing address for the project:</u></p> <p><b>Mailing address:</b>  <b>SAHA</b>  <b>PO BOX 1411</b>  <b>Sedona, AZ 86336</b>  <b>(Location to be determined)</b></p>	
<p><u>What is the problem that will be solved with the project?</u></p> <p>There are approximately 450 homeless men, women and children that live on the streets of the Verde Valley. Approximately 125 live here in Sedona for anywhere from 2 to 25 years. That part of our community have been forced to travel to another community to shower, eat or receive any type of help.</p> <p>That number is reported differently when speaking in terms of the point in time count (PIT), Which only reflects who is willing to be counted in a 2-day period of time in January of each year which was 36 in 2018. Lack of services has forced people to use the library and other businesses as a day center and to use unacceptable areas in the community to take care of toileting and other personal needs. With no appropriate help some of the homeless community, transients in particular, are camping inside the city limits and in neighborhoods bringing the added danger of fires etc. in an attempt to stay warm.</p>	

Describe the persons who will benefit.

- **Local homeless: a person who is homeless in Sedona for more than 2 years**
- **Local transient: those in the homeless community that live in Sedona for half the year and return.**
- **Transient: Those that come through town and stay 1 day to 6 months and not returning**

At least 51% of the persons who benefit must be low-to-moderate income. What is the proof that they are low to moderate income? (There must be solid statistical proof from the U.S. Census, a pre-approved survey, or other firm documentation.)

**SAHA is currently serving the indigent and homeless population in the Sedona community. On average there are 125 homeless men, women and children in Sedona.**

Total number of persons who will benefit: **40-125 per month which will vary depending on services.**

Number of low-moderate income persons who will benefit:

**Every person that receives help from this project is "no or low income"**

Estimated cost is at least \$ 300,000. and **\$ 300,000** in CDBG funds is needed.

How were the cost estimates derived?

**Purchase towards a facility: \$300,000.**

**SAHA commits their own resources for the ongoing operations and service provisions of the building.**

If other funds are needed for the project, what is their source? **Private donations and fund raising.**

Are the other funds needed legally committed to the project? If they are not legally committed by December 31, 2018, the project is not eligible. (You will need proof for the application.) **See attached board letter committing SAHA Funds**

Contact Person for this project: **Laurie Moore and or Helen Jarnes**

Address: **PO Box 1411, Sedona, AZ 86336**

Phone: **928-978-9387 Laurie Moore**

Community:

Zip: **86336**

**928-301-9380 Helen Jarnes**

E-mail (if available): **SedonaHomeless@Gmail.com, Htjarnes@Gmail.com** Fax:

I/we understand that the Council / Board of Supervisors may not prioritize my project at the top of the list for CDBG funding and I/we may not receive a CDBG allocation.

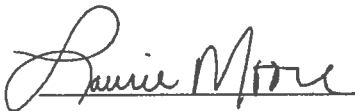
I/we have submitted, as appropriate (please check each that applies),

- Agency Operations Budget
- Project Budget
- Firm Commitment of Financing
- Donation/Volunteer Pledge

I/we will submit all required back-up information at the request of the community. I/we understand that if the requested items are not received by the stated deadline, our request for funds will move to the bottom of the priority list and may not be funded.

If allocated CDBG funds, I/we certify that I/we will not engage in partisan politics or conduct religious proselytizing in the CDBG funded program or facility.

If allocated CDBG funds, I/we certify that I/we will continue the program for which CDBG funds are allocated for at least five years after grant close-out, which may be as long as eight years from now.



---

Authorized Signature

**RETURN THIS FORM NO LATER THAN**

**DECEMBER 11, 2018 TO:**

**Donna Puckett**

**Community Development Department**

**City of Sedona**

**DPuckett@SedonaAZ.gov**

**928-203-5065**

**The mission** of Sedona Area Homeless Alliance is to create projects, services and programs that protect, advocate for and empower our local homeless community. S.A.H.A. offers ways to address the immediate needs of the homeless and mobilizes the homed community to help create long term and permanent solutions.

**Our vision** is to end local chronic homelessness in Sedona and the Verde Valley by creating a new model for reconnecting those experiencing homelessness back to their community. **Our motto is:** Sheltered in the Arms of Community

There are approximately 450 homeless men, women and children in the Verde Valley. That is most likely a low estimate. Of that number, about 125 live on the streets of Sedona and have been doing so for 2- 27 years.

The homeless sleep in RVs, cars, tents, under bushes, in backyards, behind businesses and in other unsafe places and through all temperatures and weather conditions. There is at least 1 person a year that dies from sleeping in freezing temperatures in the Verde Valley.

Because there is no Day Services Building in Sedona, the homeless community use the Public Library and our local Starbucks for daytime refuge and Safeway and Bashas grocery stores to pass time and to bathe at their sinks.

It is common for businesses to not allow use of toilets unless you are purchasing something and the lack of toilets open to the public often creates a path to unsanitary conditions when “out of the way” areas and dumpsters have become outhouses for the homeless.

Every community provides “services” for their homeless community whether that be a Building that includes a program missioned to make positive changes for the homeless and the community or de facto services as outlined above.

The majority of our local homeless population experience some degree of mental challenge. For some, it is something they have dealt with before becoming homeless others, it is something the experience of homelessness has created.

This includes:

**Anxiety Disorders-** persistent fears, social anxiety, PTSD, panic disorder

**Personality Disorders-**paranoia, hostility, avoidance of relationships

**Mood Disorders-**conditions that affect the state of mind, energy levels, and emotions, depression, bi-polar

**Schizophrenia**-causing a breakdown with reality, episodes of paranoia, disorganized thinking, dillusional beliefs and hallucinations.

Providing services and a comprehensive program to reconnect those experiencing homelessness is vital to the health of our entire community. Those services must include specific support for those with mental challenges to be served along with those in the homeless community not experiencing the same difficulties.

SAHA is Partnering with Jennifer Emmerich psychotherapist , Sedona Sands Counseling Mental Health Services Sedona, AZ

SAHA has formed a personal relationship with the local homeless community. That trust has proven to be the first step to change. A Day Service Building which is designed to allow one to feel a sense of belonging and where most needs can be met begins that reconnection to community.



Sedona Area Homeless Alliance  
POBox 1411 Sedona AZ. 86336  
(928) 978- 9387  
SedonaHomeless@gmail.com

December 30, 2018

RE: Community Development Block Grant Funding  
Statement of Committed funds:

We the undersigned, as President and Treasurer of SAHA, do avow and certify that other funds needed are legally committed to this project.

Sincerely,

  
Laurie Moore, President

  
Helen Jarnes, Treasurer

SEDONA AREA HOMELESS ALLIANCE (SAHA)

INTERNAL REVENUE SERVICE  
P. O. BOX 2508  
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: **APR 10 2018**

SEDONA AREA HOMELESS ALLIANCE  
2370 W SR 11-174  
SEDONA, AZ 86336-5303

Employer Identification Number:  
82-0607491  
DLN:  
26053495007368  
Contact Person:  
CUSTOMER SERVICE ID# 31954  
Contact Telephone Number:  
(877) 829-5500  
Accounting Period Ending:  
December 31  
Public Charity Status:  
170(b)(1)(A)(vi)  
Form 990/990-EZ/990-N Required:  
Yes  
Effective Date of Exemption:  
January 22, 2018  
Contribution Deductibility:  
Yes  
Addendum Applies:  
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to [www.irs.gov/charities](http://www.irs.gov/charities). Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Letter 947

SEDONA AREA HOMELESS ALLIANCE

Sincerely,

*Stephen a. martin*

Director, Exempt Organizations  
Rulings and Agreements



## REQUEST FOR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING

<b>Name:</b> John Lothrop	<b>Date:</b> December 11, 2018
<b>Representing:</b> The Church of the Red Rocks ("the Church")	<b>Phone:</b> Home: 928-862-2719, Cell:402-418-1441
<b>The project is:</b> to provide overnight housing in Sedona for homeless families with children and, if space is available, it will also serve single, homeless, elderly women.	
<b>How will the CDBG funds be used?</b> The funds will be used to acquire a property in Sedona and make it suitable for overnight housing. Depending upon financial resources available at the time of purchase, the property could be an existing building that will be renovated or it could be a parcel of land on which we put a modular home or a trailer.	
<b>Location and mailing address for the project:</b> TBD. In the interim, the address will be c/o The Church of the Red Rocks, 54 Bowstring Dr, Sedona, AZ 86336.	
<b>What is the problem that will be solved with the project?</b> As in the rest of the Verde Valley, homelessness is a problem in Sedona. Some estimates for the number of homeless people in Sedona are as high as 125. The HUD Point in Time Counts in January 2017 and 2018 recorded 37 and 18 homeless people respectively in Sedona. While an accurate count of homeless people in general is difficult to ascertain, a more consistent indicator is the number of homeless students in the Sedona-Oak Creek School District. As specified per the McKinney-Vento Homeless Assistance Act, the count of homeless students as of December 1, 2018 was 27 students from 18 families. However, this count is likely to be low given that families are reluctant to self-identify as homeless.  As an additional point of reference, 46% of Arizona households are in a "persistent state of financial insecurity." They do not have savings to cover basic expenses at the poverty level for three months if hit by a financial emergency. These families are at serious risk of becoming homeless.  We intend to provide an overnight housing for the most vulnerable of Sedona's homeless – families with children and single, elderly women.	
<b>Describe the persons who will benefit.</b> The project will benefit families with children who "lack a fixed, regular, and adequate nighttime residence" as described in the McKinney-Vento Act. If space is available in the facility, we will also provide overnight housing for elderly women who are "unsheltered."	
<b>At least 51% of the persons who benefit must be low-to-moderate income. What is the proof that they are low to moderate income?</b> (There must be solid statistical proof from the U.S. Census, a pre-approved survey, or other firm documentation.) The proposed program is exclusively for persons who are homeless.	
<b>Total number of persons who will benefit:</b>  50-100/year (based on an average of two 4-person families or 8 people per night for 1-2 months each.)	<b>Number of low-moderate income persons who will benefit:</b>  All persons who benefit will have low-moderate income.
<b>Estimated cost is at least \$310,000 – 350,000 and \$300,000 in CDBG funds is needed.</b>	
<b>How were the cost estimates derived?</b> The cost will depend on the type of property we are able to purchase after assessing the market with local realtors. For example, we might acquire an existing building for \$300,000 and use \$50,000 for associated expenses such as inspection, engineering analysis, and upgrades to conform to local codes and federal requirements (e.g., ADA compliance, sprinklers, alarms, etc.). Alternatively, we might purchase a lot and use the remaining budgeted money for a modular home or trailer. See <b>Project Budget</b> for details.	

**If other funds are needed for the project, what is their source?** The Church has funds that are dedicated for our homeless ministry and we will allocate a portion of our 2018 and 2019 mission outreach funds for the project. We are also asking other Sedona area churches and organizations to participate financially as well as with volunteers. Additionally, we will apply for grants from the Arizona Community Foundation and other sources.

**Are the other funds needed legally committed to the project? If they are not legally committed by December 31, 2018, the project is not eligible. (You will need proof for the application.)** The Church has \$10,000 committed to the project. Additional commitments from the Church are pending per meetings of Faith In Action Ministry on Dec 12, 2018 and the Church Council on Dec. 19, 2018. Those commitments would be made by Dec. 31, 2018. Also pending are requests to several other Sedona churches which will likely not be available until 2019.

Contact Person for this project: John Lothrop		
Address: 114 East Tonto Dr Community: Sedona, AZ	Zip: 86351	Phone: Home: 928-862-2719 Cell: 402-418-1441
E-mail (if available): john.lothrop@doane.edu		Fax:

I/we understand that the Council / Board of Supervisors may not prioritize my project at the top of the list for CDBG funding and I/we may not receive a CDBG allocation.

I/we have submitted, as appropriate (please check each that applies),

- Agency Operations Budget
- Project Budget
- Firm Commitment of Financing
- Donation/Volunteer Pledge

I/we will submit all required back-up information at the request of the community. I/we understand that if the requested items are not received by the stated deadline, our request for funds will move to the bottom of the priority list and may not be funded.

If allocated CDBG funds, I/we certify that I/we will not engage in partisan politics or conduct religious proselytizing in the CDBG funded program or facility.

If allocated CDBG funds, I/we certify that I/we will continue the program for which CDBG funds are allocated for at least five years after grant close-out, which may be as long as eight years from now.

 12/11/2018  
 John Lothrop, Chair, Faith In Action Ministry, The Church of the Red Rocks  
 Authorized Signature

**RETURN THIS FORM NO LATER THAN DECEMBER 11, 2018 TO:**

**Donna Puckett  
 Community Development Department  
 City of Sedona  
 DPuckett@SedonaAZ.gov  
 928-203-5065**

**THIS FORM MUST BE COMPLETE.  
 UNSIGNED REQUESTS WILL NOT BE CONSIDERED BY THE COUNCIL / BOARD**

## **PROJECT PROFILE – OVERNIGHT HOUSING FOR FAMILIES WITH CHILDREN IN SEDONA THE CHURCH OF THE RED ROCKS UNITED CHURCH OF CHRIST**

### **THE PROJECT CONCEPT**

This project will provide overnight housing in Sedona for homeless families with children and, if space is available, it will also serve single, homeless, elderly women.

### **THE SPONSORING ORGANIZATION**

The Church of the Red Rocks ("The Church") United Church of Christ was established in Sedona in 1960. In part, the purpose of the Church is to form a fellowship of persons for the service of humanity. Likewise, the mission of the Church is to love and welcome all, serve all, and seek justice for all. This project is consistent with these ideals.

The Church has been a leader in serving residents of this area for nearly 60 years. For example, the Verde Valley Caregivers was started as a ministry of the Church in 1992 and is an outstanding, awarding winning organization.

### **THE NEED**

As noted in the application, there are numerous people in the Sedona area who are either currently or are on the verge of being homeless. For this project, we intend to focus on the most vulnerable of the homeless – families with children and elderly, single women. We have been working with the liaison in the Sedona-Oak Creek Unified School District (SOCUSD) who had identified 27 children from 18 families who are homeless as of Dec. 1, 2018. Per the McKinney-Vento Act, these are students who "lack a fixed, regular, and adequate nighttime residence."

A group from the Church is focusing on homelessness in Sedona. To that end, we:

- Hosted a forum with six local organizations to discuss issues of homelessness.
- Visited many organizations in the area to better understand their operations.
- Collected clothing, shoes, jackets, bedding, and toiletries for distribution by those organizations.
- Purchased 27 new winter coats and donated them to SOCUSD for distribution to the homeless students.
- Are collecting toys for children at the Old Town Mission in conjunction with Toys-4-Tots.
- Are applying for this grant to provide overnight housing for families with children.

### **PARTNERS**

To help ensure success, we have created an advisory board including representatives from SOCUSD, Catholic Charities, Old Town Mission, Verde Valley Homeless Coalition, Angie's House, and Flagstaff Shelter Services. We are also in the process of reaching out to other churches and service organizations in the Sedona area.

Manzanita Outreach has agreed to provide all food that is necessary once the facility is operational.

We intend to work with the Sedona city officials and local realtors to identify properties that would be appropriate for our project. We want to be good neighbors.

### **PROJECT LIMITATIONS**

We will operate the facility with the following restrictions:

- It will not be open 24 hours/day, thus there will not be vehicular or pedestrian traffic throughout the day.
- Clients must be referred by a partner organization.
- No loitering outside.
- No alcohol or drugs. Residents must be sober.

### **MEASURABLE OUTCOMES**

Per the application, we estimate that we will serve 50-100 different individuals in a year. If the average duration of a stay is shorter or if the facility is large enough, we could serve more people.

Providing shelter can help people avoid expensive emergency public services for which the city pays: police, fire, EMTs, emergency room visits, etc.

PROJECT BUDGET  
OVERNIGHT HOUSING FOR FAMILIES WITH CHILDREN IN SEDONA  
THE CHURCH OF THE RED ROCKS UNITED CHURCH OF CHRIST

**NOTES:**

Because of the uncertainty of funding and available properties, the project budget will be presented using three scenarios:

- A) Best case. Assumes full funding and the ability to find property with a suitable building.
- B) Worst case. Assumes minimal funding, purchase of land plus a modular home or trailer.
- C) Middle ground case. In between best and worst cases.

Terminology: "CRR" = The Church of the Red Rocks

**ESTIMATED PROJECT REVENUES**

<u>SOURCE</u>	<u>STATUS</u>	<u>BEST CASE</u>	<u>MIDDLE GROUND</u>	<u>WORST CASE</u>
CRR Homeless Fund	Committed	\$10,000	\$10,000	\$10,000
Community Development Block Grant	Pending	\$300,000	\$300,000	\$300,000
CRR Legacy Endowment Fund	Pending	\$10,000	\$10,000	\$0
CRR Mission Outreach 2018 & 2019	Pending	\$10,000	\$10,000	\$0
CRR Mission Endowment Fund	Pending	\$10,000	\$0	\$0
Other Sources (churches, individuals, grants)	Pending	\$10,000	\$0	\$0
<b>TOTAL REVENUE</b>		<b>\$350,000</b>	<b>\$330,000</b>	<b>\$310,000</b>

**ESTIMATED PROJECT EXPENSES**

<u>SOURCE</u>	<u>BEST CASE</u>	<u>MIDDLE GROUND</u>	<u>WORST CASE</u>
Property Purchase	\$310,000	\$280,000	----
Land	----	----	\$150,000
Modular Home or Trailer (incl. transport & install)	----	----	\$120,000
Building Upgrades/Renovation			
Remodeling	\$10,000	\$20,000	\$10,000
Sprinklers/Fire Alarms	\$15,000	\$15,000	\$15,000
ADA & Other Code Conformance	\$15,000	\$15,000	\$15,000
Beds	In-Kind	In-Kind	In-Kind
Furniture	In-Kind	In-Kind	In-Kind
Landscaping	In-Kind	In-Kind	In-Kind
<b>TOTAL EXPENSES</b>	<b>\$350,000</b>	<b>\$330,000</b>	<b>\$310,000</b>



# THE CHURCH OF THE RED ROCKS

*UNITED CHURCH OF CHRIST (CONGREGATIONAL)*

*A Stephen Ministry Congregation*

*An Open and Affirming Congregation*

Rev. Cindy Parker, Pastor

54 Bowstring Drive  
Sedona, Arizona 86336  
Telephone: 928-282-7963  
Fax: 928-282-4143

email: [info@ChurchoftheRedRocks.com](mailto:info@ChurchoftheRedRocks.com)  
website: [www.ChurchoftheRedRocks.com](http://www.ChurchoftheRedRocks.com)

December 19, 2018

RE: Application for 2019 Sedona Community Development Block Grant

To Whom It May Concern;

The Church Council of The Church of the Red Rocks supports the application by the Church for a 2019 Sedona Community Development Block Grant to provide overnight housing for homeless families with children. This project is consistent with our mission to be of service in our community and world.

To demonstrate its support, the Church Council voted to commit \$40,000 to the project contingent upon the Church being awarded the grant. As proof of the Church's financial ability to fulfill this commitment, you will find a recent copy of a statement for the Church's Mission Endowment Fund.

If you have any questions, please do not hesitate to contact John Lothrop (see below).

Sincerely,

Ed Voboril  
Church Moderator

John Lothrop  
Chair, Faith In Action Ministry  
Cell: 402-418-1441  
Email: [john.lothrop@doane.edu](mailto:john.lothrop@doane.edu)



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**CITY COUNCIL  
AGENDA BILL**

**AB 2461  
January 22, 2019  
Regular Business**

**Agenda Item:** 8b  
**Proposed Action & Subject:** Discussion/possible action regarding proposed State legislation and its potential impact on the City of Sedona.

<b>Department</b>	Legal
<b>Time to Present</b>	10 Minutes
<b>Total Time for Item</b>	30 Minutes
<b>Other Council Meetings</b>	N/A
<b>Exhibits</b>	None

City Attorney Approval	Reviewed 1/14/19 RLP	<b>Expenditure Required</b>
		\$ 0
City Manager's Recommendation	None.	<b>Amount Budgeted</b>
		\$ 0
		Account No. N/A (Description)
		Finance Approval <input checked="" type="checkbox"/>

**SUMMARY STATEMENT**

**Background:** During the course of the State Legislative Session, many bills are introduced that have a potential impact on the City of Sedona. The Arizona League of Cities and Towns and City staff routinely monitor bills of interest as they progress through the legislative process.

This item is scheduled to provide a summary update on relevant bills, to answer questions that the City Council may have regarding any individual bill, and to consider the need for the City Council to take a formal position in support or opposition of any particular bill.

In the past, Council has allowed staff and the Mayor to weigh in on issues at the Legislature on behalf of the City through a process established on February 11, 2014. Council will be notified via email of issues on which the City takes a position. Such a practice is a very effective method of ensuring appropriate City involvement with legislative issues when the timing of weighing in on an issue often cannot be delayed until the next Council meeting.

**Community Plan Consistent:**  Yes -  No -  Not Applicable

**Board/Commission Recommendation:**  Applicable -  Not Applicable

**Alternative(s):**

## MOTION

**I move to:** for informational purposes only, unless there is a preference to take a position on a particular bill.