

Action Minutes
Regular City Council Meeting
City Council Chambers, Sedona City Hall,
102 Roadrunner Drive, Sedona, Arizona
Tuesday, October 24, 2023, 4:30 p.m.

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

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

Council Present: Mayor Scott Jablow, Vice Mayor Holli Ploog, Councilor Melissa Dunn, Councilor Brian Fultz, Councilor Pete Furman, and Councilor Jessica Williamson. Councilor Kathy Kinsella was absent and excused.

Staff Present: City Manager Karen Osburn, Deputy City Manager Andy Dickey, City Attorney Kurt Christianson, IT Director Chuck Hardy, Assistant Engineer Hanako Ueda, Police Chief Stephanie Foley, Assistant Public Works Director Sandy Phillips, Facilities Manager Larry Farhat, Planning Manager Cari Meyer, Director of Financial Services Cherie White, Principal Planner Cynthia Lovely, Web Content Manager Rob MacMullan, Tourism and Economic Initiatives Coordinator James Mogensen, Communications Manager Lauren Browne, Special Initiatives Coordinator Kegn Moorcroft, Deputy City Clerk Marcy Garner, and City Clerk JoAnne Cook.

2. Roll Call

3. Consent Items

- a. **Minutes - October 4, 2023 City Council Special Meeting - Executive Session.**
- b. **Minutes - October 5, 2023 City Council Special Meeting - Executive Session.**
- c. **Minutes - October 10, 2023 City Council Special Meeting - Executive Session.**
- d. **Minutes - October 10, 2023 City Council Regular Meeting.**
- e. **Minutes - October 11, 2023 City Council Special Meeting.**
- f. **Minutes - October 12, 2023 City Council Special Meeting - Executive Session.**
- g. **AB 3002 Approval of a Resolution and update to Ordinances pertaining to the National Flood Insurance Program (NFIP), adopting by reference Flood Insurance Study (FIS), Flood Insurance Rate Maps (FIRMs), and Floodplain Management Ordinance for Yavapai and Coconino County.**
- h. **AB 3006 Approval of a grant Agreement and Consent form between the City of Sedona and AZ Dept Homeland Security (AZDOHS) for the Cybersecurity Grant Program.**
- i. **AB 3007 Approval of a Resolution approving a Settlement Agreement with Stephanie K. Penman and M.S. Penman, trustees of the Stephanie K. Penman Living Trust, to settle claims arising out Forest Road Connection Project and to resolve ongoing litigation in the eminent domain matter of City of Sedona vs. Stephanie K. Penman Living Trust, et al., Coconino**

County Superior Court Case No. CV202200079.

Motion: Councilor Williamson moved to approve consent items 3a-3i. Seconded by Councilor Dunn. Vote: Motion passed with six (6) in favor (Jablow, Ploog, Dunn, Fultz, Furman, Williamson) and zero (0) opposed.

4. Appointments

a. AB 3003 Discussion/possible action regarding the appointment of Tourism Advisory Board members.

Mayor Jablow provided background information of the selected candidates. Council thanked them for their willingness to serve.

Motion: Councilor Williamson moved to appoint Althea Johnson, Craig Swanson, David Price (Chair), John Fitzgibbons (Vice Chair), and Randy McGrane to seats on the Tourism Advisory Board. The terms will begin on January 1, 2024 and end on December 31, 2025 or until a successor is appointed, whichever is later. Seconded by Vice Mayor Ploog. Vote: Motion passed with six (6) in favor (Jablow, Ploog, Dunn, Fultz, Furman, Williamson) and zero (0) opposed.

Motion: Councilor Williamson moved to appoint Alisha Hansen, Bob Pifke, Danielle Sonn, Frances Riemer, Renee Taylor, and Richard Kepple to seats on the Tourism Advisory Board. The terms will begin on January 1, 2024, and end on December 31, 2027 or until a successor is appointed, whichever is later. Seconded by Vice Mayor Ploog. Vote: Motion passed with six (6) in favor (Jablow, Ploog, Dunn, Fultz, Furman, Williamson) and zero (0) opposed.

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

Vice Mayor Ploog advised today is the End World Polio Day. She gave an update on the Fall Festival events. She stated that next week is the Food Truck Festival at Posse Grounds, registration is open for the Grasshopper Basketball League for first-eighth grade students, the Uptown Trick or Treat Event is on Halloween from 5:00-8:00 p.m. Councilor Dunn advised the Verde Valley Caregivers' Winter Masquerade (fund raiser) is November 19th from 5:00-9:00 p.m. at Enchantment in the Anasazi Ball Room, tickets are \$150 per person and can be purchased by calling 928-204-1238 or by visiting [Verde Valley Caregivers Coalition - Gala - Sedona, Arizona \(vvcaregivers.org\)](http://VerdeValleyCaregiversCoalition-Gala-Sedona,Arizona(vvcaregivers.org)). Councilor Furman advised the Sedona Red Rock High School boys soccer play-off game is this evening.

6. Public Forum - None.

7. Proclamations, Recognitions & Awards - None

8. Regular Business

a. Reports regarding Council assignments.

Councilor Fultz said he was appointed to Northern Arizona's Council of Governments' Advisory Council on Aging. He gave an update on the Housing Committee projects, 1) Eight (8) properties that have filed deed restrictions through the City's Deed Restriction Program, 2) the Housing Committee is working on a "white paper" that will be presented to Council, and 3) a realtor proposed a new concept regarding STR reform where investors may group together to purchase houses and rent them similar to time shares.

Vice Mayor Ploog Sedona Heritage Society & Heritage Museum will be presenting a musical *“Our Town, Sedona, Only We’re Dead”* on October 27th & 28th starting at 4:45 p.m. at the Cook’s Cedar Glade Cemetery. Tickets can be purchased by visiting sedonamuseum.org.

- b. AB 3005 Public hearing/discussion/possible action regarding a Resolution and Ordinance adopting revisions to the Sedona Land Development Code Section 5.3 (Grading and Drainage) and Section 3.4 (Accessory Use Section). Case Number: PZ23-00006 (LDC) Applicant: City of Sedona.**

Presentation by Cari Meyer and Hanako Ueda.

Questions and comments from Council.

Opened to the public at 4:52 p.m.

No public comments heard.

Brought back to Council at 4:52 p.m.

Motion: Councilor Williamson moved approve Resolution 2023-31 establishing as a public record “Exhibit A – October 24, 2023 Proposed Land Development Code Revisions”. Seconded by Vice Mayor Ploog. Vote: Motion passed with six (6) in favor (Jablow, Ploog, Dunn, Fultz, Furman, Williamson) and zero (0) opposed.

Motion: Councilor Williamson approve Ordinance 2023-09, consistent with the approval criteria in Section 8.6.C(4) of the LDC, amending the LDC, adopting by reference that document known as “Exhibit A – October 24, 2023 Proposed Land Development Code Revisions”, providing for a savings clause, and repealing all ordinances or parts of ordinances or code provisions in conflict herewith. Seconded by Vice Mayor Ploog. Vote: Motion passed with six (6) in favor (Jablow, Ploog, Dunn, Fultz, Furman, Williamson) and zero (0) opposed.

- c. AB 3008 Presentation/discussion/possible action on award of a construction contract for the PR-03C Improvements, Build-Out Ranger Station Park – Landscape Contract in an amount not-to-exceed \$186,444.05 subject to approval of the written contract by the City Attorney’s Office.**

Presentation by Sandy Phillips and Larry Farhat.

Questions and comments from Council.

Motion: Councilor Williamson moved to approve award of the construction contract with Morning Dew Landscaping Inc for the PR-03C Build-Out of Ranger Station Park Project in an amount not to exceed \$186,444.05 subject to approval of the written contract by the City Attorney’s Office. Seconded by Vice Mayor Ploog. Vote: Motion passed with six (6) in favor (Jablow, Ploog, Dunn, Fultz, Furman, Williamson) and zero (0) opposed.

- d. AB 3011 Discussion/possible action regarding award of RFP No. 2023/24-002, Branding and Marketing Services, to Day Vengley & Associates dba DVA Advertising & Public Relations for an amount not-to-exceed \$281,000.00 through October 24, 2024, with the option to extend for three**

(3) additional one (1) year terms.

Presentation by Lauren Browne.

Questions and comments from Council.

Motion: Councilor Fultz approve award of RFP No. 2023/24-002, Branding and Marketing Services, to Day Vengley & Associates dba DVA Advertising & Public Relations for an amount not-to-exceed \$281,000.00 through October 24, 2024, with the option to extend for three (3) additional one (1) year terms. Seconded by Councilor Williamson. Vote: Motion passed with six (6) in favor (Jablow, Ploog, Dunn, Fultz, Furman, Williamson) and zero (0) opposed.

e. AB 3012 Discussion/possible action regarding approval of award RFP No. 2023/24-001, Project Management Services for the Selection and Implementation of an Enterprise Resource Planning (ERP) System, to SoftResources, LLC for an amount not-to-exceed \$315,750.00 through October 24, 2026, or at such time as the work in the Scope of Work is completed, whichever occurs first.

Presentation by Cherie White.

Questions and comments from Council.

Motion: Councilor Fultz moved to approve award of RFP No. 2023/24-001, Project Management Services for the Selection and Implementation of an Enterprise Resource Planning (ERP) System, to SoftResources, LLC for an amount not-to-exceed \$315,750.00 through October 24, 2026, or at such time as the work in the Scope of Work is completed, whichever occurs first. Seconded by Councilor Williamson. Vote: Motion passed with six (6) in favor (Jablow, Ploog, Dunn, Fultz, Furman, Williamson) and zero (0) opposed.

f. AB 2719 Presentation/discussion regarding the status of the Community Plan update planning process.

Presentation by Cynthia Lovely.

Questions and comments from Council.

g. Discussion/possible action regarding future meeting/agenda items.

Mayor Jablow advised there will not be a Council meeting tomorrow.

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:

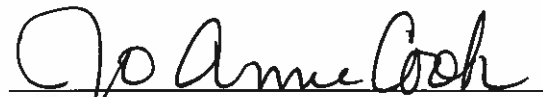
- a. To consult with legal counsel for advice on matters listed on this agenda per A.R.S. § 38-431.03(A)(3).**
- b. Return to open session. Discussion/possible action on executive session items.**


No Executive Session was held.

10. Adjournment

Mayor Jablow adjourned the meeting at 6:15 p.m. without objection.

I certify that the above are the true and correct actions of the Regular City Council Meeting held on October 24, 2023.


JoAnne Cook, CMC, City Clerk


Date