



City of Sedona
Fiscal Year 2011-2012
Annual Budget



Sedona City Council



*From left to right:
Councilor Mark DiNunzio, Councilor Mike Ward, Councilor Barbara Litrell,
Mayor Rob Adams, Councilor Dennis Rayner, Councilor Dan McIlroy,
Vice Mayor Cliff Hamilton*

HOW TO GET THE MOST OUT OF THIS DOCUMENT

The City budget can be an imposing document of charts and numbers. On closer inspection and beyond the numbers, the budget represents the investment and return for customers. The investment is in the form of local sales tax, state shared revenue and other financial resources. The return is the new traffic signal, park improvement or new service scheduled for the new fiscal year. The purpose of this section of the budget is to move beyond the technical jargon and assist the reader in understanding the most important sections of the document.

What is a Budget?

In the simplest terms, a budget is a plan for the coordination of resources and expenditures. Developing a budget is often a complex process of balancing various interests and demands for services with available resources. The complex process has shaped various types of budgeting, of which four primary budget types have evolved: 1) line-item budgeting, 2) performance budgeting, 3) zero-based budgeting, and 4) target-based budgeting. The City of Sedona's budget primarily resembles the basic line item budget.

✓ *Line Item Budgeting*

Line item budgeting is the format associated most commonly with budgets. This type of budgeting focuses on the input of resources as they relate to the production of services. The budget format depicts department expenditures as a list of items that will be purchased using allocated resources. While line item budgets effectively control expenditures, they do not provide any information regarding the efficiency or effectiveness of those expenditures.

Budget as a Policy Guide

The budget functions as a policy guide by indicating the City's priorities. The budget is connected to a mission statement and goals, and the amount of resources allocated to a specific department, program, or service indicates what is considered important by city officials and in turn the citizens. The budget document includes the City's financial policies to provide citizens with information on the policies that guide use of public funds.

Budget as a Financial Plan

The most basic element of the budget, displaying the balance between revenues and expenditures, acts as a financial plan. It outlines what revenues are expected and how the City intends to use those resources. Examining revenue and expenditure trends from past budgets, helps form a financial plan for future budgets, which ensures the City is accurate in projections to help maintain strong fiscal standing.

Budget as an Operations Guide

As an operations guide, the budget outlines the estimated amount of work to be done and services to be provided and the cost associated with doing so. The budget indicates which departments are responsible for particular programs and services. It provides the departments with the amount of resources they have to perform their responsibilities.

Budget as a Communications Tool

As a communication tool, the budget serves to hold the City accountable. The budget provides the public with information regarding how their tax money is being spent. Citizens can see whether elected officials are setting priorities based on their demands by reviewing the amount of resources being allocated to specific programs and services. Citizens also can see if their tax money is being used efficiently and effectively by reviewing each department.

CITY MANAGER BUDGET TRANSMITTAL

This message summarizes the budget process and new programs and services. Also, major improvement projects for the upcoming year are featured in the message.

STAFFING

Provides a listing of authorized full time and part time positions for the City by department.

OVERVIEW

The overview of where the money comes from and where it goes is provided in this section. It is a quick way to get a summary on the entire budget.

POLICIES AND PROCEDURES

Summarizes the budget process, notes key dates in the development of the budget, budget guidelines and financial policies.

FINANCIAL SUMMARIES

This section is a summary of all City expenditures and revenues. Also, expenditure and revenue summaries are included in other areas of the budget.

DEPARTMENTAL BUDGET DESCRIPTION

This page summarizes key facts on each City department budget: the Mission Statement, Objectives for the current Fiscal Year and Accomplishments for last Fiscal Year.

DEBT POLICY AND SCHEDULE

This section includes the City's debt schedules.

DEFINITIONS

This section includes definitions for terms that are used in the budget document.

ABOUT SEDONA

Sedona and the immediate environs is a special and unique place. With the awe-inspiring, red rock formations, plus the splendor and diversity of Oak Creek Canyon, it is considered a locality equal to or superior to many National Parks.

Located in the high southwestern desert under the rim of the Colorado Plateau at an elevation of 4,500 feet, Sedona is blessed with four mild seasons, plenty of sunshine and clean air.

Sedona was established in 1902 and is one of Arizona's premier tourism, recreation, resort, retirement and art centers, all of which contribute to its economic base.

Sedona has something for everyone—world-class resorts to small family run motels, fine restaurants, outstanding shops and diverse art galleries. The beauty and climate of the area makes sightseeing, hiking, golf, tennis, horseback riding, and jeep touring year-round activities.

The citizens of Sedona are proud of their beautiful environment and work diligently to preserve its uniqueness and special qualities. Central to this effort are the role of achievement through volunteerism and the interest of controlling its own destiny through participation in City government.

The community was incorporated as a City under Arizona Revised Statutes (ARS) in 1988. It encompasses an area of 18.5 square miles, approximately half of which is under jurisdiction of the U.S. Forest Service. The population is 10,192 as of the 2000 Census.

The City Council consists of six councilors and a mayor. The six council members are elected at large and serve four-year overlapping terms. The Mayor is elected by the citizens and serves a two-year term. Since incorporation, Sedona has had a council-manager form of government as defined by local ordinance. Sedona is recognized by the International City/County Management Association.

The City departments are City Council, City Manager, General Services, Human Resources, Financial Services, City Clerk, Police, Community Development, Public Works, Arts & Culture, Parks and Recreation, Wastewater, Legal, Information Technology, and Municipal Court.

Water service is private, library is non-profit with some contract funding from the City, fire is a special district, and refuse collection is a private contract.

Already a major tourist attraction, Sedona has been ranked the #6 Small City in the 14th annual *Top 25 Arts Destinations* 2011 readers' poll by "American Style" magazine. Sedona has appeared on *American Style* magazine's *Top 25 Destinations* list twelve times since the poll's inception.

Of added municipal interest, the City is a part of two counties and is traversed by two state arteries. There is no property tax levied by the City. Currently, the City operates from State Shared Revenue and other local sources of revenue including sales tax.

DEMOGRAPHICS

The following tables provide additional demographic statistics for the city of Sedona and its citizenry.

Gender (2010 census)

- Male..... **46.7%**
- Female **53.3%**

Age Composition (2010 census)

- Under 5..... **3.0%**
- 5-14 **6.5%**
- 15-19 **3.9%**
- 20-24 **2.9%**
- 25-54 **31.5%**
- 55-64 **23%**
- 65+ **29.2%**
- Median Age **56.1**

Occupational Composition (2009)*

- Labor force **7,062**
- Employment **6,480**

*Bureau of Labor Statistics – AZ Dept of Commerce

Employment Distribution (2007)*

- Retail and Office.....**47.8%**
- Service occupations..... **24.3%**
- Lodging..... **17.2%**
- Public.....**1.8%**
- Industrial/Construction.....**7.5%**
- Schools..... **1.3%**

*Verde Valley Multimodal Transportation Study (2009)

Race/Ethnic Origin (2010 census)

- White **90.1%**
- Hispanic or Latino
· (any race) **14.3%**
- American Indian..... **.6%**
- Asian **1.9%**
- African American **.5%**
- Other **7%**

Land Use (2010)

- Residential..... **33.1%**
- Commercial, Lodging..... **4.0%**
- Public/Semi-public **4.1%**
- Parks/Public Open space **1.0%**
- Private Open space **2.2%**
- National Forest **48.5%**
- State Trust Lands **0.1%**
- Other (e.g. Hwy/Streets, R-O-W) **7.0%**

Population (US Census)

- 1980 **5,481***
- 1990 **7,720**
- 1995 **8,990**
- 2000 **10,192**
- 2010..... **10,031****

* DES/AZ Dept of Commerce estimate

Median Household Income (2010)

- Yavapai County **\$54,000**
- Coconino County **\$60,500**

2010-2012 Council Priorities



The Sedona City Council met on June 28, 2010 to discuss and establish priorities for the next two years (2010-2012). The Council met again on June 30, 2011 to discuss progress and make any necessary changes to their priorities. Of the priorities presented, the City Council, through discussion and survey, reduced the number to six priority statements with supporting actions. This document was last updated on August 16, 2011.

Community Plan Update

89A Safety

**Public Communication,
Outreach & Education**

**Wastewater Treatment
System Plan**

Sustainability/Solar

Financial Management

Financial Management

PRIORITY STATEMENT: Focus on sound financial management practices and implement processes that improve public information about the City's financial status.

SUPPORTING ACTIONS:

- **IMPLEMENTED** - Create simple accessible monthly and quarterly reports that will clearly communicate the City's financial picture and strategies to the public
- **CREATED** - Integrate a Budget Oversight Commission into the annual budget process and utilize the commission for feedback on important financially related initiatives
- **IMPLEMENTED** - Continue work toward sales tax audits, formal business licensing, and self collection of sales taxes
- Work with the Chamber of Commerce and other relevant parties to formulate a business plan for Sedona
- **YEAR 2 IMPLEMENTED** - Continue to support implementation of the ten-year wastewater plan to increase rates and reduce the sales tax subsidy, ultimately creating a more self-sustaining wastewater fund
- Integrate financial information as a key component of a more robust public communication/outreach/education plan
- **IMPLEMENTED** - Separate Capital Planning process from ongoing operational budgeting and create a five to ten year plan

STATUS: The Budget Oversight Commission completed its first year of budget and capital plan review. The Council approved a five-year Capital Plan and passed a balanced annual budget. Third Party Sales Tax Collection is ongoing and reporting has been adjusted to account for changes in receipting of sales taxes. In January 2012 the City will exit the one-year grace period on newly required business licenses and will be well on its way to assuring that all businesses with a Transaction Privilege Tax (TPT) liability are licensed with the City. Staff is planning to bring back minor adjustments to the Business License Ordinance and to request a change that would require all businesses that operate within the City of Sedona be licensed (not just those with a TPT liability).

2010-2012 Council Priorities

Sustainability

PRIORITY STATEMENT: Make sustainability a community priority that balances and integrates economic and environmental factors as considerations for policies and practices.

SUPPORTING ACTIONS:

- **IMPLEMENTED** - Create a Sustainability Commission that will balance environmental and economic factors of sustainability

SUPPORTING ACTIONS:

- **COMPLETED** - Create guidelines for commission work including specific goals and timelines
- **INTEGRATED IN SCOPE OF WORK** - Encourage review of short and long-term strategies for becoming a leader in sustainable practices that integrate current sustainability measures and look for practical and achievable suggestions
- **NEW - REQUESTING PROPOSALS** – At its June 30, 2011 review of priorities, the Council requested staff to solicit a request for proposals to provide solar energy at the wastewater reclamation facility. Staff anticipates that proposals will be received by the end of September, and that a recommendation will be presented to Council before the end of 2011.

STATUS: The Council approved an ordinance establishing a Sustainability Commission that will provide a platform for citizen involvement in making Sedona more sustainable. The Council also approved a scope of work for the commission to focus on and the Commission is currently working toward achievement of these goals. In addition to encouraging community-wide sustainability, the Commission is looking at ways for the City to act as a Sustainability leader, locally, regionally and nationally.

Public Communication, Outreach & Education

PRIORITY STATEMENT: Review and incorporate current practices with new mediums that will specifically reach Sedona's population and continuously improve methods for public communication/outreach/education.

SUPPORTING ACTIONS:

- **COMPLETED** - Compile a list of options to present to Council this fall, including current communications plan initiatives and resources and new resources for exploration with short and long-term goals, pro's and con's, and necessary financial and staff resources for development with an emphasis on strategies to specifically reach a greater segment of the Sedona population
- **COMPLETED** - Provide a short and long-term strategy for integration of new electronic resources to provide interaction with the public, solicit public feedback and provide a larger forum for the City (e.g. twitter, facebook, flickr)
- **ONGOING** - Improve the visibility of the City's programs and policy initiatives through increased public outreach initiatives including working with possible local, regional and state-wide resources (e.g. the Cronkite School at ASU and local media)
- **COMPLETED** - Provide a broadcasting plan to allow for City Council and other meetings to be viewed either online or via television

STATUS: The first Citizen Academy was completed in spring 2011 to rave reviews of participants and staff. Staff has provided front page coverage on the website for Council Action, expanded the "e-notifications" section of the website, increased education about how to sign up for e-notifications, produced the three Neighborhood Listening sessions including follow-up reports and increased the frequency of press releases to inform the public of important actions. Staff has enacted a social media policy and the City has launched its own Facebook Page. Finally, Council approved a contract that provides a video broadcasting solution for council meetings, which are now provided live and indexed online and live via the City's cable channel. Staff is working to add audio of other commission and committee meetings through the same streaming location online.

2010-2012 Council Priorities

89A Safety

PRIORITY STATEMENT: Support Improved Safety on 89A for all modes of transportation and seek alternative safety measures to continuous roadway lighting.

SUPPORTING ACTIONS:

- ONGOING - Continue to support alternative safety measures to continuous lighting, which will maximize pedestrian, cyclist and vehicle safety
- COMPLETE - Pursue all measures necessary to prevent installation of continuous roadway lighting and improve safety
- COMPLETE - Ensure that Council has all necessary information to make an informed decision on whether or not to pursue a route transfer, including costs and a timeline and plan for improvements
- COMPLETE - Pursue avenues to inform the public of the options and receive feedback on preferences

STATUS: Council approved a resolution directing staff to enter into negotiations with ADOT to fully explore the option of a route transfer for 89A, and hired CivTech Engineering to investigate the minimum safety improvements necessary to provide pedestrian, cyclist and vehicular safety on SR 89A. The finalized negotiation with ADOT, draft final report from CivTech regarding necessary improvements, and information on other possible funding for the roadway was presented on November 23, 2010. Staff continued community outreach/education/feedback opportunities, including a statistical survey and straw poll, through January 31, 2011 to provide Council with public input. Council voted 4 to 3 to approve a route transfer at their February 22, 2011 meeting. Subsequently, a referendum and initiative were successfully filed with the City. The referendum, which is a vote on whether or not the voters support the original council decision to approve a route transfer, has been placed on the November 8, 2011 ballot. The Route Transfer Agreement with ADOT expired on June 30, 2011 and ADOT is currently soliciting bids for a pavement preservation project, Andante Traffic Signal and Continuous Roadway Lighting.

Community Plan Update

PRIORITY STATEMENT: Council emphasis on visionary ideas and goals through broad public input to inspire a Community Plan Update that will have long-term viability.

SUPPORTING ACTIONS:

- ONGOING - Encourage a Community Plan with enough detail to act as a bridge to future redevelopment
- CREATED - Support a citizen Steering Committee
- ESTABLISHED IN SCOPE OF WORK - Encourage broad public input to the plan
- ONGOING - Ensure necessary resources are made available to support the Community Plan Update process

SUPPORTING ACTIONS:

- Create a more user-friendly document

STATUS: A Citizen Steering Committee has been established, Council has approved and revised a scope of work, based on input from the Citizen Steering Committee. Community input is ongoing and the Committee has branded the process "Imagine Sedona – 2020 and Beyond." Funding has been established in the FY 2011-12 budget to support efforts related to the Community Plan Update. Staff and the Committee recently launched the "Community Plan in a Box" program to help engage residents in an informal setting. Several meetings have been held with presentations to and input from the public. The meetings have been well attended and have received positive feedback from those who participated. Staff is providing regular progress updates at Council Meetings as needed.

2010-2012 Council Priorities

Wastewater Treatment System

PRIORITY STATEMENT: Formulate clear policies for construction of future extensions, cost recovery for extensions, and management strategies for the Wastewater Treatment System.

SUPPORTING ACTIONS:

- COMPLETED - Provide a history of the wastewater system including detail on prior and current study of effluent management strategies and associated costs
- COMPLETED - Provide preliminary review of current management practices and a cost benefit analysis of private versus publicly owned/operated wastewater systems
- CONTRACT FOR PHASE I DESIGN APPROVED - Continue to move toward treatment upgrades for A+ quality water and alternatives to current effluent disposal process that also considers alternate land uses and treats wastewater as an asset.

SUPPORTING ACTIONS:

- Determine an appropriate subsidy level of sales tax to the wastewater system
- Determine a timeline, cost structure, and communications strategy regarding future extensions of the sewer system
- STATUS: The Council completed its work on revisions to the Wastewater ordinance for connections to properties with sewer availability and provided direction to move forward with plans to increase the grade of effluent to an A+ level and focus on alternative effluent management strategies. After meeting with several companies that provide privatized or contracted wastewater operation and construction services, staff provided a report on the pro's and con's of privatization and contracted services and provided the report to Council. Based on current operational costs and efficiencies it does not appear to be beneficial to mover forward with privatization or contractual services at this point. Staff will bring forward the report at a future public meeting for council discussion.

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2011-2012

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Executive Summary

Fiscal Year Budget

2011-2012

City Manager's Budget Transmittal

Mayor Adams and City Council;

I am pleased to submit for your consideration the FY2011-12 Adopted Budget. The Budget was adopted by City Council at a special meeting on June 28, is balanced between expenditures and revenues and reflects approximately the same level of departmental expenditures as FY2010-11. While some improvement to revenue collections has taken place in FY2010-11 and it appears that the economy is showing signs of recovery, the uncertainty of a sustained recovery requires that the City continue its very conservative budget approach in FY2011-12.

The FY2011-12 Adopted Budget does not include any new staff positions, permanent salary increases, or tax or fee increases other than implementation of the second year of the five-year wastewater rate increases approved by City Council in April 2010. It does include a recommendation for a one-time employee compensatory award equivalent to \$150.00 for every quarter an employee has worked for the City, up to a maximum of eleven quarters. Employees will receive up to a total of \$1,650.00 in compensation as part of this plan.

Despite the continued challenges in the economy, reductions in state shared revenues due to the 2010 Census and actions by the State Legislature, the City's fiscal health is very strong. The City's undesignated cash reserves remain robust. The FY2011-12 general fund cash reserves are projected to be 100% of projected operating expenditures. Cash reserves in the Capital Fund remain stable. The Wastewater Five Year Financial Plan, approved by city council in April 2010, established the foundation of long-term fiscal stability in the Wastewater Fund. The budget reductions that were made during FY 2009-10 and 2010-11 laid a foundation for long-term fiscal stability as the local economy continues its recovery.

The FY2011-12 Adopted Budget includes 104 full-time positions, which represents a flat staffing level compared to the FY2010/11 approved budget. Comparing staffing levels from the beginning of the economic downturn, the City has reduced its staffing level by 15% since the conclusion of FY2007-08. The proposed general fund operating budget is approximately \$12. Million, an 11% increase from the FY2010-11 budget, which was approved at \$10.8 million. The increases to the general fund are primarily represented by use of one-time carry over funds for one-time capital outlay, compensatory award, and a transfer to the Streets Fund.

The Adopted Budget also includes a \$300,000 General Fund Operating Contingency as it did in FY2010-11. It is important to point out that the Operating Contingency is not being funded with cash reserves but with projected ongoing revenues. The Operating Contingency is intended to be used for unanticipated expenditures that might occur during the fiscal year. Expenditures of the Operating Contingency would have to be approved by City Council and any unspent funds will be carried forward into the next fiscal year's Operating Contingency.

FY2010-11 saw the implementation of many of the new financial policies approved by City Council in the spring and summer of 2010. Those policies will help provide long-term financial stability for the City, even during the economic recovery. The FY2011-12 Budget

includes funding for the second year of the Sales Tax Audit Program. The first year of the program proved to be very successful. For every dollar spent on sales tax audits, eight dollars were assessed in unpaid taxes. The new business-licensing program was implemented during the second quarter of FY2010-11, and self-collection of sales taxes went into effect in January 2011. These changes, along with the sales tax audits, have improved the efficiency of sales tax collections, increased the level of communication between businesses and the City, and provided more accurate and thorough reporting on City sales tax and bed tax collections

The Adopted Budget also includes approximately the same level of funding for outside agencies as FY2010-11. The City Council approved changes to the process for awarding contracts to outside agencies that will improve reporting requirements and agency accountability.

The budget reductions implemented December 2009, January 2010, and April 2010, when combined with the new financial policies, laid the foundation for the balanced budget proposed for FY2011-12 as well as future fiscal years.

The Adopted Budget assumes a continuation of the same level of local sales tax collections as FY2010-11. The FY2010-11 budget assumed a continued decline in sales and bed tax collections which did not occur. Rather, local sales and bed tax collections leveled out during FY2010-11, reflecting the modest improvement in the economy. While I am cautiously optimistic about the continued recovery of the local economy in FY2011-12, it is still very fragile and subject to fluctuations due to the lack of confidence of consumers. The FY 2011-12 Final Budget also assumes reductions in State Shared Sales Tax and Urban Revenue Sharing (Income Tax) due to the reduction in the City's population from 2000, and actions taken by the State Legislature. Most of these reductions were anticipated in our planning for FY2011-12 and addressed by reductions in force implemented in April 2010. The reduced state funding and a conservative estimate for local revenues are reflected in the conceptually balanced budget.

The City implemented a new Five Year Capital Improvement Program and presented the Plan to the City Council in March 2011. This replaces the previous policy of automatic transfers to the Capital Fund each year. That policy was rescinded by the City Council in the Spring of 2010. The first year of the five-year plan, totaling \$8,743,500, is included in the conceptually balanced budget and includes wastewater capital expenses. The Five Year Plan should be viewed as a planning tool to assist the City Council and the community as it plans for the future. Projects are supported through a combination of existing Development Impact Fee, wastewater revenues, Community Facility District funds, grants, and local sales tax revenue.

During FY2010-12, the City staff conducted a comprehensive review of fees for services to determine if the fees charged for service were meeting the city's cost recovery goals. That process is ongoing. As an outcome of the fee review, the City Council will be presented with new Court fees in April, and the Community Development staff will be recommending some increases to development fees for FY2011-12.

I am recommending that employees receive a one-time compensatory award in FY2011-12 to offset increases in deductions for State Retirement plans. Employees will see a reduction in

their take-home pay due to increases in the percentage of contributions to the retirement systems for employees. Since no pay increases have been awarded in the previous two fiscal years while living expenses have increased, the one-time compensatory award will offset a portion of reduction of take-home pay. It is recommended that the cost of this one-time award be financed out of the one-time carryover from FY2010-11. The projected carry forward is conservatively projected to be \$750,000. The total estimated cost of the one-time compensatory award is approximately \$135,000.

In November 2010, the new Budget Oversight Commission was appointed by the City Council and has been meeting to review City financial policies, the Five Year capital Improvement Program and City expenditures. They will be reviewing the City's existing financial policies related to reserve levels and reserve to budget ratios, particularly in the general fund. Given the very strong reserve levels that significantly exceed the City's financial policies, it may be prudent to spend some of the excess reserves on capital projects in future years. Although I am not recommending this as part of the FY2011-12 budget, once the economy is in full recovery, it may be prudent to take this step in the future. The Budget Oversight Commission will be studying this during FY2011-12 and will be making recommendations to City Council.

In FY2010-11, the approved budget assumed a continued decline of 7% in local revenues and spending levels were adjusted accordingly. However, the decline has not continued, and revenues have actually leveled off. As a result, surplus in the FY2010-11 budget occurred and is conservatively estimated at one million dollars. In previous years, and surplus in the general fund operating budget automatically rolled over into the general fund cash reserves. However, due to the current general fund cash reserves exceeding the financial policies by approximately 100%, The City Council approved a portion of the anticipated FY 2010-11 surplus be used for one-time expenditures in the FY2011-12 budget, and that \$392,034 be transferred to the Streets Fund for future enhancements to the street resurfacing program.

The last two years have been extremely challenging to staff in maintaining service levels with reduced staff and expenditures. I appreciate both the City Council's direction and support and the support from the Community as we have worked together to address these challenges. In addition, the efforts of the Planning and Zoning Commission and Budget Oversight Commission members in reviewing the Capital Improvement Plan and Proposed Budget have provided important feedback into the process. I want to thank Alison Zelms, Assistant City Manager and all of the department heads for the team effort in achieving this goal. In particular, credit needs to be given to Barbara Ashley, Director of Financial Services, and her staff for their diligence in preparing the Proposed Budget.

Sincerely,



Tim Ernster
City Manager

Management Staff

Tim Ernster
City Manager

Michael Goimarac
City Attorney

Alison Zelms
Assistant City Manager

Rodger Overholser
Magistrate Judge

Andi Welsh
Community Services Director

Barbara Ashley
Director of Financial Services

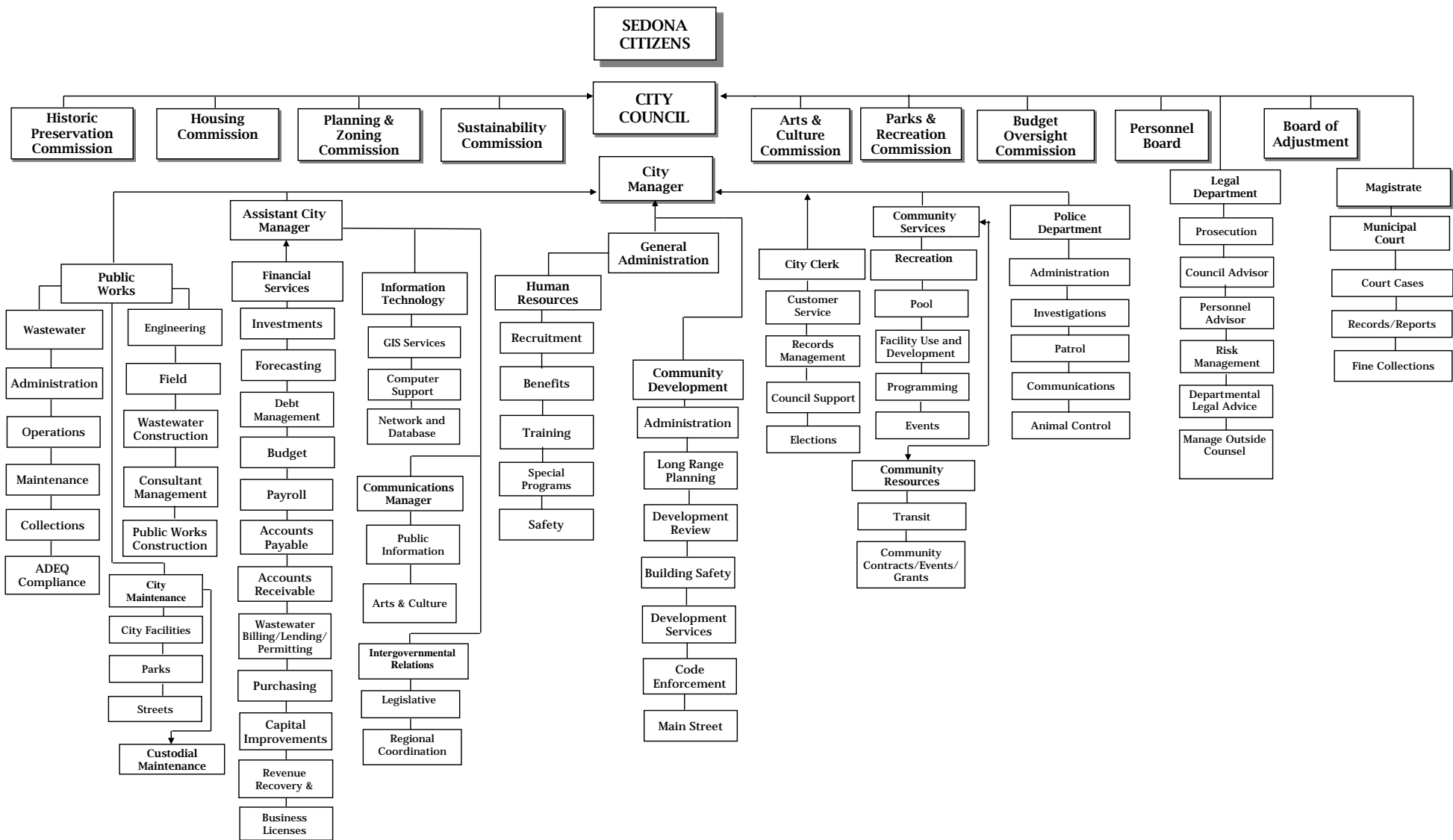
Ray Cota
Chief of Police

Randy Reed
City Clerk

John O'Brien
Director of Community Development

Charles Mosley
City Engineer

Brenda Tammarine
Human Resources Manager



**CITY OF SEDONA
POSITION LIST**

	FY 2010-2011		FY 2011-2012	
	Full Time	Temporary/ Part-Time	Full Time	Temporary/ Part-Time
<u>10-5210 - Gen Fund - City Council</u>				
City Council	7.00			7.00
Recording Secretary		0.10		-
<u>10-5220 - Gen Fund - City Manager</u>				
City Manager	0.90		0.75	
Assistant City Manager	0.60		0.80	
Administrative Assistant	0.90		0.90	
City Clerk	-		1.00	
Deputy City Clerk	-	-	1.00	
Records Clerk				0.75
Communications Manager			1.00	
<u>10-5221 - Gen Fund - Human Resources</u>				
Human Resource Manager	0.90		0.90	
Human Resource Specialist	1.00		0.95	
<u>10-5222 - Gen Fund- Financial Services</u>				
Director of Financial Services	0.80		0.80	
Financial Services Supervisor	0.50		0.75	
Accounting Technician	1.40		2.25	
Administrative Assistant	-		0.90	
<u>10-5224 - Gen Fund - IT Division</u>				
Information Technology Manager	0.90		0.90	
GIS Analyst	1.00		1.00	
Network Analyst	0.90		0.90	
Database/WEB Administrator	1.00		1.00	
<u>10-5230 - Gen Fund - Legal</u>				
City Attorney	0.80		0.80	
Attorney/Prosecutorial	1.00	0.60	1.00	0.60
Legal Assistant	1.00		1.00	
<u>10-5240 - Gen Fund - City Clerk</u>				
Community Services Director	0.25		-	
City Clerk	1.00		-	
Deputy Clerk	1.00		-	
Records Clerk	-	0.75	-	-
<u>10-5242 - Gen Fund - Community Services (P&R)</u>				
Community Services Director	0.75		1.00	
Administrative Assistant	1.00		1.00	
Recreation Coordinator	0.50		0.50	
<u>5242 - P&R Pool</u>				
Recreation Coordinator	0.50		0.50	
Assist Pool Mgr-P/T	-	1.00	-	0.43
Head Life Guard	-	2.00	-	0.96
Life Guard	-	9.00	-	1.78
Water Exercise Instructor	-	1.00	-	0.20

**CITY OF SEDONA
POSITION LIST**

	FY 2010-2011		FY 2011-2012	
	Full Time	Temporary/ Part-Time	Full Time	Temporary/ Part-Time
<u>5242 - P&R Maintenance</u>				
Parks Supervisor	1.00		-	-
Parks Maint. Worker	3.00		-	-
Parks Laborer - Part-time	-	-	-	-
<u>10-5310 - Gen Fund - Comm. Development</u>				
Director of Community Development	1.00		1.00	
Assistant to the Community Development Director	1.00		1.00	
Chief Building Inspector	0.90		0.90	
Building Inspector	1.00		1.00	
Code Enforcement Officer	1.00		1.00	
Senior Planner	2.00		2.00	
Associate Planner	2.00		2.00	
Dev. Services Supervisor	1.00		1.00	
Development Services Rep.	1.00		1.00	
Recording Secretary	0.73		1.00	
<u>10-5320 - Gen Fund - Public Works</u>				
City Engineer	0.60		0.66	
Assist. City Engineer	0.40		0.55	
Assistant Engineer	1.00		0.95	
City Facility Manager	0.95		1.00	
Administrative Assistant	0.85		1.10	
City Maintenance Superintendent	-		0.55	
Maintenance Supervisor	-		0.55	
Maintenance Worker II	-		0.50	
Maintenance Worker I	-		2.50	
Chief Public Works Inspector	-		0.39	
Inspector I	-		1.00	
Crew A - Leader	0.20		-	
Crew A - Assistant	0.60		-	
Temporary Maintenance			-	0.50
<u>10-5420 - Gen Fun - Arts & Culture</u>				
Director of Arts & Communications	1.00		-	
Recording Secretary	0.10		-	
<u>10-5510 - Gen Fund - Police Dept</u>				
Police Chief	1.00		1.00	
Commander	2.00		2.00	
Admin. Assistant	1.00		1.00	
Police Sergeant	3.00		3.00	
Police Officer	16.00	-	17.08	
Detective Sergeant	1.00		-	
Police Detective	2.00		2.00	
Communication/Records Superv.	1.00		-	
Senior Communications Specialist	1.00		-	
Communications/Records Specialist	6.00		6.00	
Records Clerk	1.00	-	1.00	-
Animal Control Officer	1.00		1.00	
<u>5520 - Magistrate Court</u>				
Magistrate	1.00		1.00	
Judge Pro-Tem	-	0.20	-	0.30
Court Administrator	1.00		1.00	
Court Clerk	2.00		2.00	

**CITY OF SEDONA
POSITION LIST**

	FY 2010-2011		FY 2011-2012	
	<u>Full Time</u>	<u>Temporary/ Part-Time</u>	<u>Full Time</u>	<u>Temporary/ Part-Time</u>
<u>11 - Streets Fund</u>				
City Engineer	-		0.05	
Assist. City Engineer	-		0.05	
Assistant Engineer	-		0.05	
Administrative Assistant	-		0.05	
City Maintenance Superintendent	-		0.25	
Maintenance Supervisor	-		0.35	
Maintenance Worker II	-		0.40	
Maintenance Worker I	-		2.00	
Chief Public Works Inspector	-		0.18	
Inspector I	-		0.20	
Traffic Aide	1.00		1.00	
Streets Superintendent	1.00		-	
Crew A - Leader	0.80		-	
Crew A - Assistant	1.60		-	
P-T Maint. Worker	-	-	-	0.40
<u>16 - Grants Fund</u>				
P.A.N.T. (Police)	1.00		1.00	
SRO (Police)	1.00		0.92	

**CITY OF SEDONA
POSITION LIST**

	FY 2010-2011		FY 2011-2012	
	Full Time	Temporary/ Part-Time	Full Time	Temporary/ Part-Time
<u>59 - Wastewater</u>				
Wastewater Superintendent	1.00		0.90	
Administrative Assistant	1.15		1.00	
City Engineer	0.20		0.15	
City Manager	0.10		0.25	
Assistant City Manager	0.40		0.20	
Records Clerk	-	0.15	-	0.25
Human Resources Manager	0.10		0.10	
I T Manager	0.10		0.10	
Network Analyst	0.10		0.10	
City Attorney	0.20		0.20	
Chief Building Inspector	0.10		0.10	
Director of Financial Services	0.20		0.20	
Financial Services Supervisor	0.50		0.25	
Accounting Technician	1.60		0.75	
Administrative Assistant (FN)	-		0.10	
Assist. City Engineer	0.60		0.40	
Assoc. Engineer/Projects Mgr	0.80		-	
City Engineer	-		0.14	
Wastewater Superintendent	-		0.10	
Plant Chemist	-		0.05	
City Maintenance Superintendent	-		0.20	
Maintenance Supervisor	-		0.10	
Maintenance Worker II	-		0.10	
Maintenance Worker I	-		0.50	
Chief Public Works Inspector	-		0.43	
Inspector I	-		0.80	
P-T Maint. Worker	-			0.10
Plant Chief Operator	1.00		-	
WW Plant Operator	2.00		1.00	
Chief Collections Operator	1.00		1.00	
Collector Operator II	3.00		4.00	
Plant Chemist	1.00		0.95	
Mechanic	1.00		1.00	
PW Inspector II	1.00		-	
PW Inspector I	3.00		-	
Maintenance Worker I	-		1.00	
TOTAL:	113.48	14.80	104.00	13.28
<i>General Fund:</i>	86.93	14.65	81.33	12.53
<i>Streets Fund:</i>	4.40	-	4.58	0.40
<i>Grants Fund:</i>	2.00	-	1.92	-
<i>Wastewater Fund:</i>	20.15	0.15	16.17	0.35

Overview

Fiscal Year Budget

2011-2012

BUDGET OVERVIEW

The City of Sedona provides each new City Council an opportunity to set the City’s Strategic Goals and Priorities and utilizes those goals and priorities during the process for creation of the Annual Budget. The City Council’s adoption of their Strategic Goals and Priorities and subsequent modifications lay the foundation. In addition the City Council has established priorities that include Safety on SR 89A, Community Plan Update, Communication, Outreach & Education, Sustainability and Financial Management, each are a fundamental part of the staff work plans.

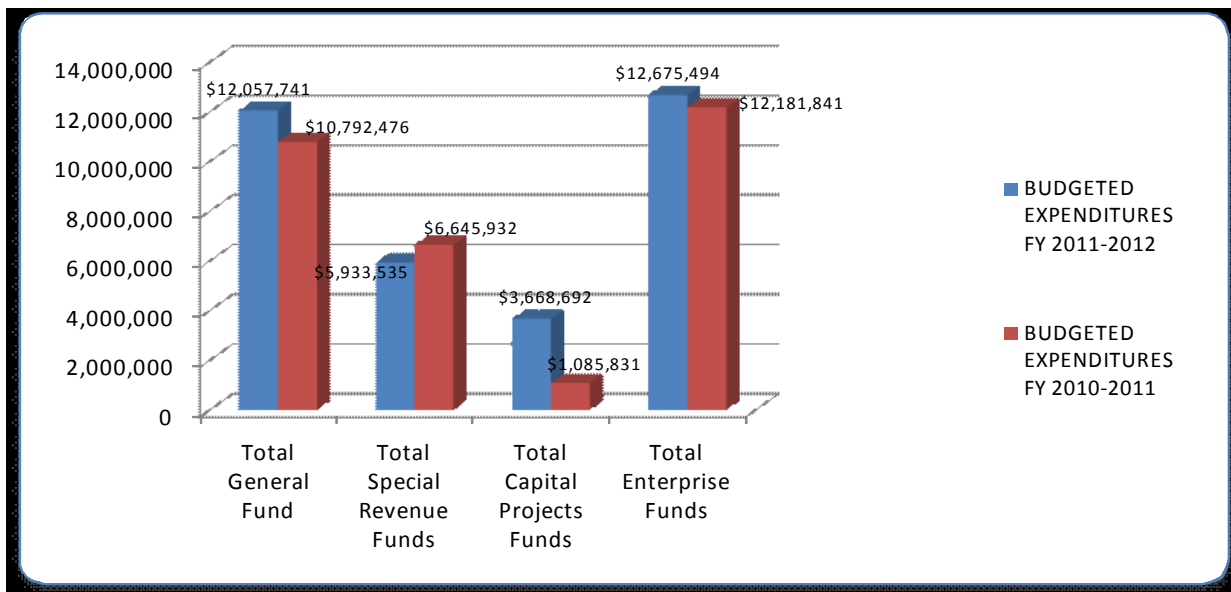
We are pleased to present our budget for Fiscal Year 2011/2012. This Budget was prepared with recognition that although Sedona appears to have reached the bottom of the current economic cycle, there remains a level of unprecedented economic uncertainty at the state, federal, and global levels of which we must remain mindful. The goal is to provide a fiscally sound future for the City of Sedona. The budget approach takes into consideration that we are in relatively good financial shape and will remain strong through the continuing fluctuations in the new economy. This budget continues the City’s commitment to cost effective services. Major Capital Improvement Projects, Employee Development and Investment, and a Summary of Financial Condition for our three major funds in the budget, which deserve a special focus.

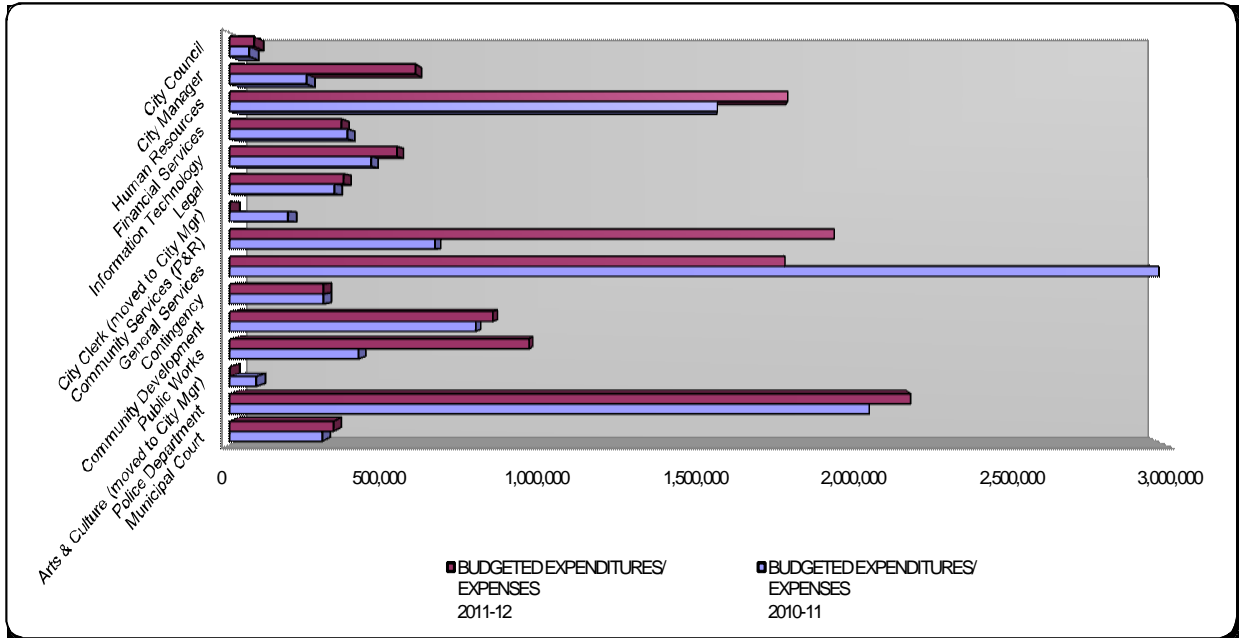
During the budget creation process, a series of issue papers and/or decision packages are presented to the City Council for approval of all major expenditures and work objectives for the upcoming fiscal year. This process links the strategic goals and priorities with the Community Plan goals and objectives to the budget process.

KEY FINANCIAL BENCHMARKS

Total Budget

The total budget for 2011/2012 is increasing from approximately \$30.7million in 2010/2011 to \$34.3million. The reason for this increase is illustrated in the analysis of the City’s four major funds.



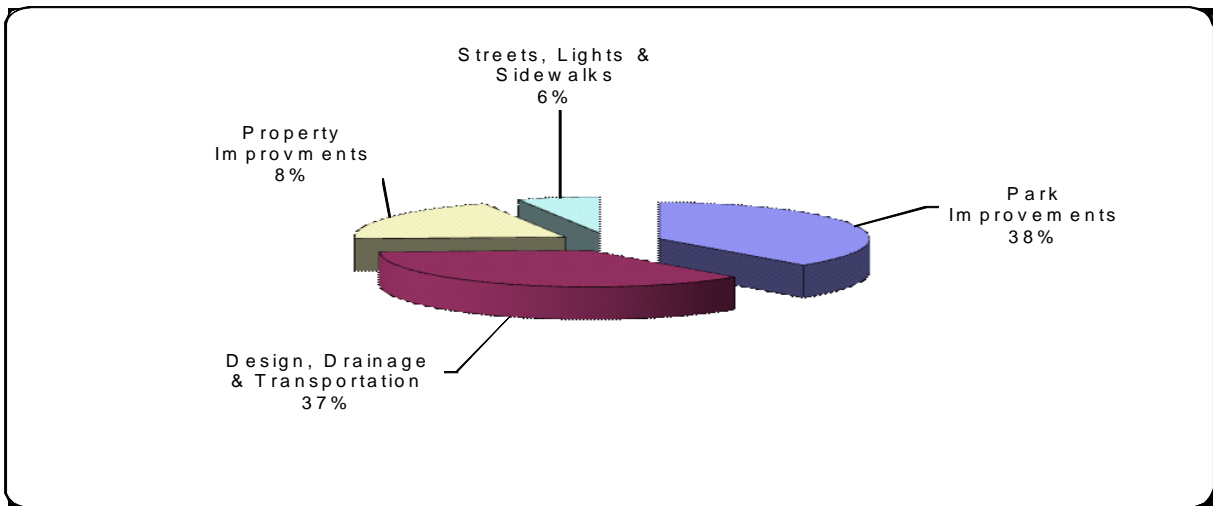


General Fund

The General Fund represents the City’s entire key operational expenditures and has increased from approximately \$10.8 million to \$12 million. The increase in the General Fund Budget is approximately 11.7 percent. After evaluating the operations of the City, departments submitted mostly flat budgets that also attempt to allow for various cyclical expenses such as elections and community plan update costs but essentially maintain the new lower service costs established in the downtown. This budget still leaves funding in place to accomplish most programs that have been established by the City of Sedona. The increases in general fund expenses are almost entirely due to the programming of one-time surplus revenue from the 2010/2011 budget year for one-time projects in this budget cycle, and the inclusion of capital outlay costs that were formerly allocated to the capital improvement fund.

MAJOR CAPITAL IMPROVEMENT PROJECTS

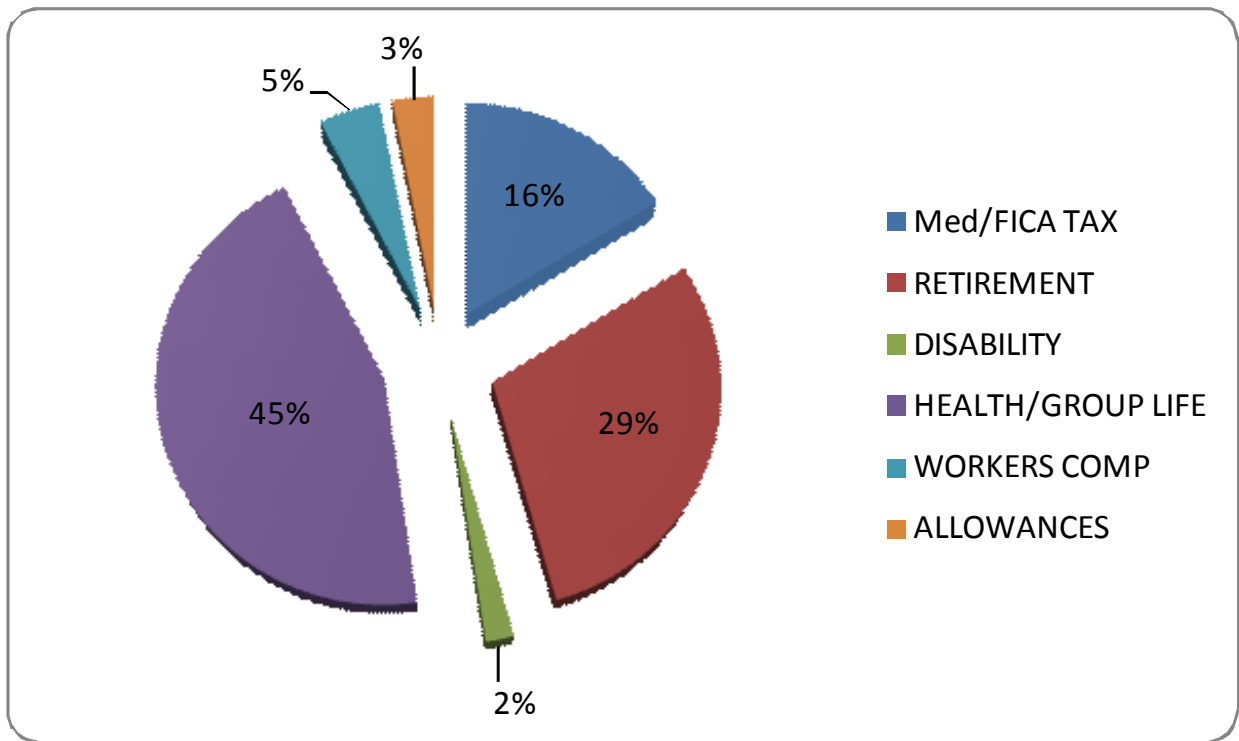
The budget includes approximately \$5.0 million in capital improvements for next year.



Key projects outlined in the upcoming budget include Park improvements and renovations, including Barbara’s Park, technology improvements to allow for wireless access at City Hall and implementation of a new Enterprise Resource Planning software package, completion of Drainage projects, and a contingency for the start of improvements to SR 89A should the City ultimately maintain ownership of this corridor.

STAFF DEVELOPMENT AND INVESTMENT

Our Strategic Plan states “Employees are our greatest asset.” The budget maintains current benefits for current employees. However, this budget maintains the results of a reduction in force through a lay-off program and reorganization of staffing that occurred in FY 2010/2011. It also includes the practice of evaluating vacant positions for possible reorganization/efficiencies and no funding for requested new positions that would increase costs. The typical merit, cost of living and flex payouts were eliminated from this and prior budgets, however a one-time employee appreciation program was funded through use of anticipated one time surplus revenue. Finally, a change to the 50/50 share for employee retirement between employee and the City for members of the Arizona State Retirement System has shifted to a 53/47 share with the City paying the smaller portion, the cost of pension for Public Safety Retirement System members was increased to the employee, and enhanced contributions from employees for health care benefits was maintained.

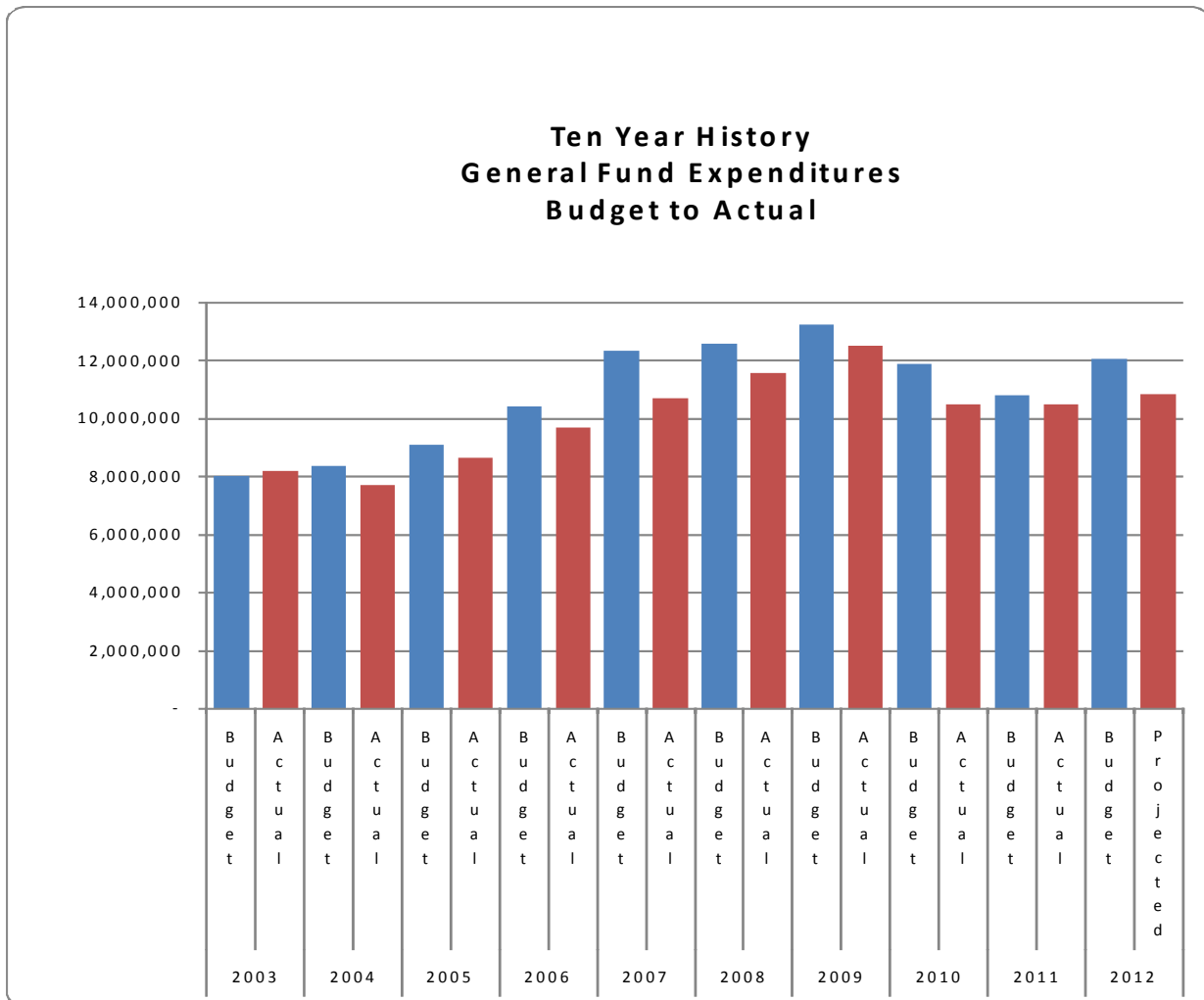


SUMMARY of FINANCIAL CONDITION

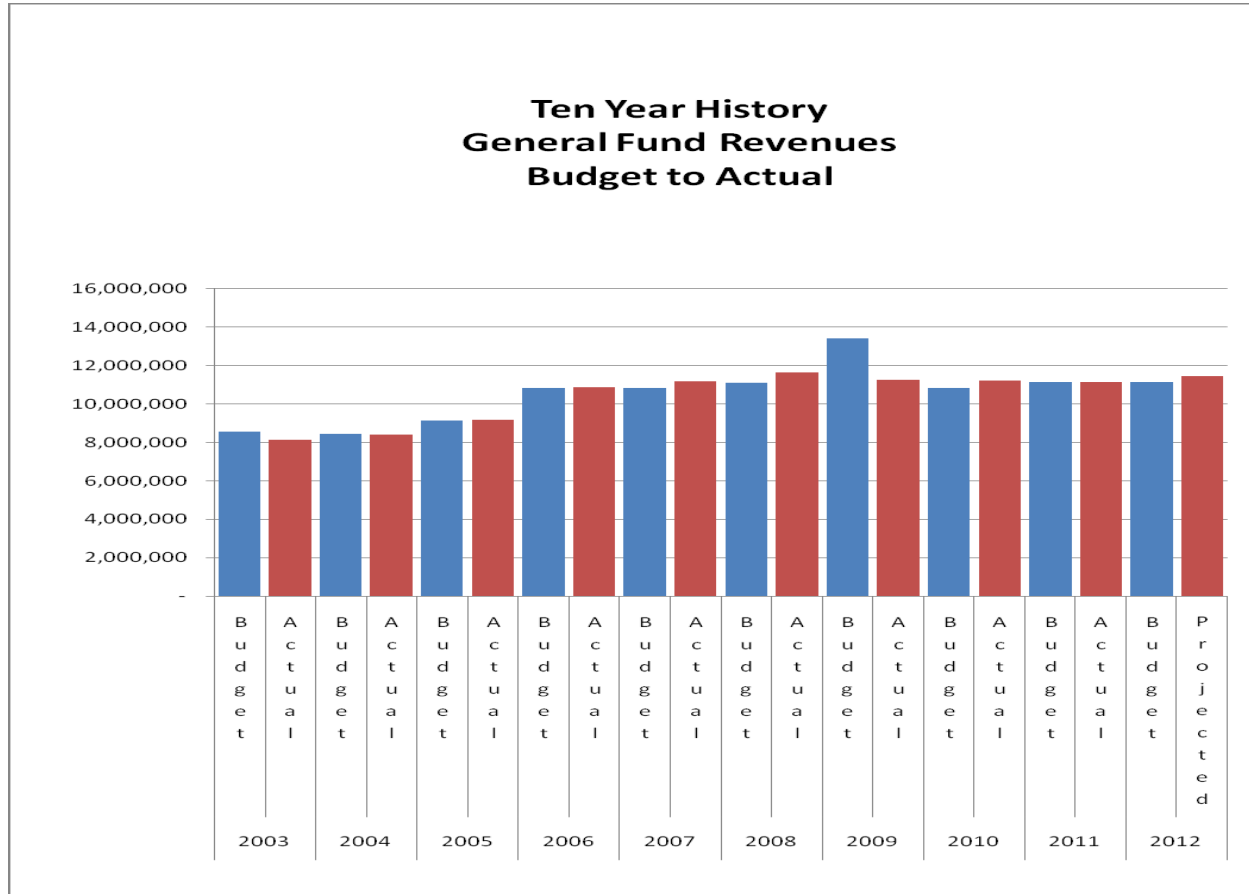
The General Fund (operating) budget for fiscal year 2012 is balanced between revenue and expenditures. Prior year reductions to departmental budgets were largely maintained and are anticipated to be long term cost reductions that will only be added back to a future budget if revenue allows. This budget does assume that the small increases to collections in local sales taxes observed over the past 12 months will continue and takes into account changes in State shared revenues realized due to a reduction in population and impacts from changes made by the State Legislature. This is a conservative approach that should allow for continued security as we face future years of uncertain state funding.

The following three graphs represent the City’s financial history (operating) over the last ten years.

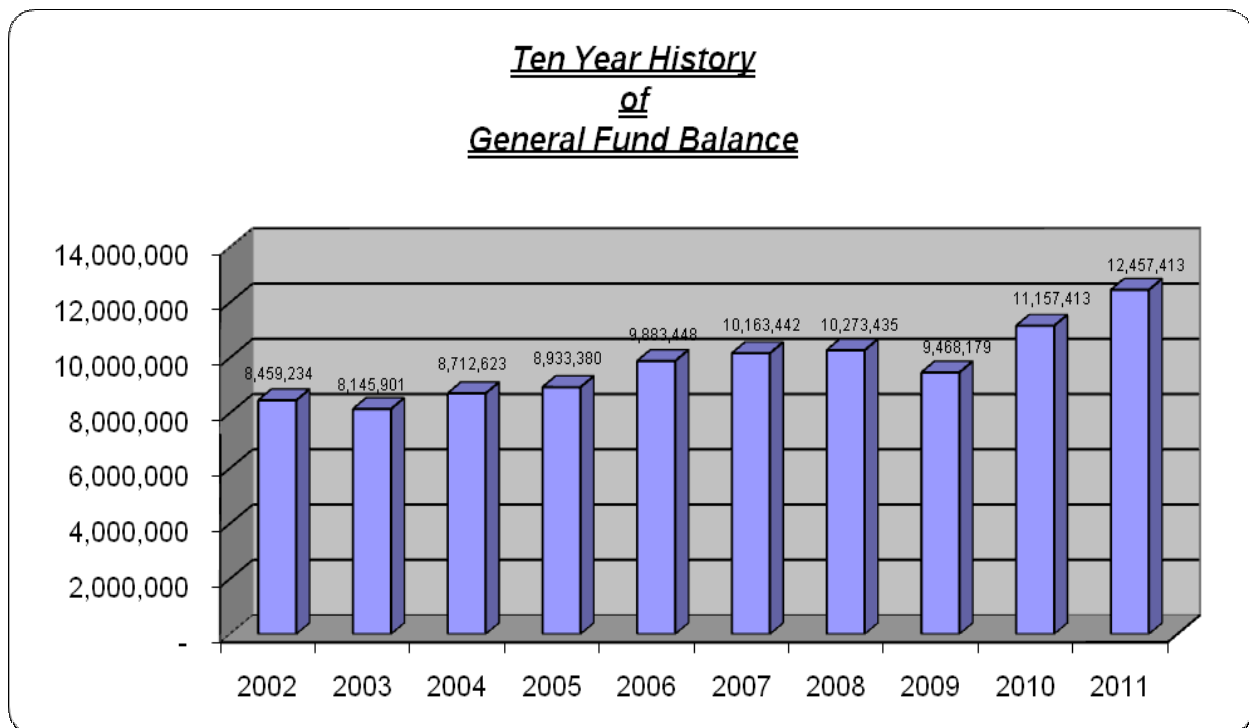
The first shows a comparison of expenditures, budgeted versus actual experience.



The second shows a comparison of revenues, budgeted versus actual experience.



The third shows the changes to the fund balance over the last ten years.



As you can see, the City has been able to maintain a very robust fund balance (savings account) that will allow for a strategic response to the continued volatility in the state

and national economy that impacts our tourist-based local economy. In addition, this strong financial condition has allowed the City to continue moving forward with the strategic priorities that the City has put in place and allowed this budget to be developed in a way that maintains our focus on the Council's Strategic Priorities and the Sedona Community Plan.

The reductions that Sedona has made since 2008 have focused on cost-cutting measures that will have long-term impacts on the expenditures of the City. While many Cities made short-term reductions, Sedona took the approach of (1) maintaining reserves for use as a last resort in response to major state reductions (2) making program and personnel cuts that have long term impacts (3) keeping short term cuts available if needed should the economy turn downward again.

Staff and Council look forward to continually providing a level of services and improvements that help to maintain and improve the quality of life in Sedona, even in an environment of reduced revenue and resources. The City's existing fund balance (savings account), at almost 100% of anticipated new revenue puts Sedona at an advantage compared to most Cities in Arizona to be able to continue to provide needed services to the community and should provide a measure of stability and certainty to residents and the business community in the coming years.

Sedona Comprehensive Financial Policies

The following City financial policies establish the framework for Sedona's overall fiscal planning and management. They set forth the guidelines against which current budgetary performance can be measured and proposals for future programs can be evaluated. Sedona's publicly adopted financial policies show the credit rating industry and prospective investors (bond buyers) the City's commitment to sound financial management and fiscal integrity. The financial policies also improve the City's fiscal stability by helping City officials plan fiscal strategy with a consistent approach. Adherence to adopted financial policies promotes sound financial management, which can lead to improvement in City bond ratings and lower cost of capital.

Operating Management Policies

1. All departments will share in the responsibility of meeting policy goals and ensuring long-term financial health. Future service plans and program initiatives will be developed to reflect current policy directives, projected resources and future service requirements.
2. The budget process is intended to weigh all competing requests for City resources, within expected fiscal constraints. Requests for new, ongoing programs made outside the budget process will be discouraged.
3. Addition of personnel will only be requested to meet strategic plan objectives, program initiatives and policy directives after service needs have been thoroughly examined and it is substantiated that additional staffing will result in increased revenue or enhanced operating efficiencies. To the extent feasible, personnel cost reductions will be achieved through attrition.
4. Current expenditures will be funded by current revenue and reserves if sufficient reserves exist.
5. No revenues will be dedicated for specific purposes, unless required by law or generally accepted accounting practices (GAAP). All non-restricted revenues will be deposited in the General Fund and appropriated by the budget process.
6. Development fees for capital expenses attributable to new development will be reviewed every three years to ensure that fees match development-related expenses.

7. Grant funding should be considered to leverage city funds. Inconsistent and/or fluctuating grants should not be used to fund ongoing programs. Programs financed with grant moneys will be budgeted in a separate fund, and the service program will be adjusted to reflect the level of available funding. In the event of reduced grant funding, city resources will be substituted only after all program priorities and alternatives are considered during the budget process.
8. Balanced revenue and expenditure forecasts will be prepared to examine the City's ability to absorb operating costs due to changes in the economy, service demands, and capital improvements. The forecast will encompass five years and will be updated annually.
9. Cash and investment programs will be maintained in accordance with the adopted investment policy. City funds will be managed in a prudent and diligent manner with an emphasis on safety of principal, liquidity, and financial return on principal, in that order.
10. The City will follow an aggressive, but humane, policy of collecting revenues. All adjusted uncollectible accounts will be pursued to the limit of collection ability.

Capital Management Policies

1. The capital improvement plan will include, in addition to current operating maintenance expenditures, adequate funding to support repair and replacement of deteriorating infrastructure and avoidance of a significant unfunded liability.
2. Future operating, maintenance, and replacement costs associated with new capital improvements will be forecast, matched to available revenue sources, and included in the Operating Budget.

Debt Management Policy

1. The City will use debt to finance capital projects according to the priorities established by the City. The capital projects to be financed should have an economic average life of at least five years. The City will attempt to use a

pay-as-you-go method prior to issuing debt for this purpose.

2. The City will strive to maintain or improve its credit ratings, although not at the expense of significantly delaying important capital projects.
3. The City will utilize the most cost-effective financing strategies available while still maintaining flexibility for future project financing. This includes investigating other financing alternatives such as state or federal aid or using new financing techniques.
4. The City will utilize realistic, but conservative assumptions for structuring its bonding program with regard to future revenue growth, interest rates, project costs, etc.
5. The City will endeavor to maintain an open line of communication between the rating agencies and the marketplace in general, in part by providing full on-going financial disclosure as required by law.
6. The City will follow prudent borrowing principals and not engage in any transactions involving significant market risk.
7. Improvement District and Community Facility District Bonds shall be issued only when there is a general city benefit. Both ID and CFD bonds will be utilized only when it is expected that they will be issued for their full term. It is intended that Improvement District and Community Facility District bonds will be primarily issued for existing neighborhoods desiring improvements to their property such as roads, sewer lines, streetlights, and drainage.
 1. Improvement District debt will be permitted only when the full cash value of the property to debt ratio (prior to improvements being installed) is a minimum of 3/1 prior to issuance of debt and 5/1 or higher after construction of improvements. These ratios will be verified by an appraisal paid for by the applicant and administered by the City. In addition, the City's cumulative improvement district debt will not exceed 5 percent of the city's secondary assessed valuation. Bonds issued to finance improvement district projects will not have maturities longer than ten years.

Reserve Policies

1. An Economic Stabilization Reserve will be maintained as part of the General Fund balance to help offset operating revenue sources which are most susceptible to changes in the economy. The ultimate goal is for the Economic Stabilization Reserve balance to be maintained at 50 percent of annual general governmental (General/HURF funds) operating expenditures.
2. Sewer Replacement and Extension Reserve will be maintained to ensure adequate funding for infrastructure deterioration repair.
3. Contingency reserves to be determined annually will be maintained to offset unanticipated revenue shortfalls and/or unexpected expenditure increases. Contingency reserves may also be used for unanticipated and/or inadequately budgeted events threatening the public health or safety. Use of contingency funds should be utilized only after all budget sources have been examined for available funds.
4. Excess reserves will be used for one-time expenditures such as capital improvements, technology improvements and debt reduction strategies.

Financial Reporting Policies

1. The City's accounting and financial reporting systems will be maintained in conformance with generally accepted accounting principles (GAAP) and standards of the Governmental Accounting Standards Board (GASB) and the Government Finance Officer Association (GFOA).
2. An annual audit will be performed by an independent public accounting firm, with an audit opinion to be included with the City's published Comprehensive Annual Financial Report (CAFR).
3. The City's CAFR will be submitted to the GFOA Certification of Achievement for Excellence in Financial Reporting Program. The financial report should be in conformity with GAAP, demonstrate compliance with finance related legal and contractual provisions, disclose thoroughness and detail sufficiency, and minimize ambiguities and potentials for misleading inference.
4. Financial systems will be maintained to monitor revenues, expenditures, and program performance on an ongoing basis.

FINANCIAL SUMMARIES

This section provides financial summaries of the City's overall expenditure budget and revenues for the City's major funds. A five-year financial forecast is also included in this section.

2011/12 BUDGET SUMMARY

This is a summary of the projected revenues compared to the budgeted expenditures.

SCHEDULE A & E

Schedule A reflects the summary schedule of estimated revenues and expenditures for the total budget.

Schedule E reflects the summary of each department and fund expenditure budget.

GENERAL FUND REVENUES

This is a summary of major sources of revenues in the General Fund. The table shows that local sales and bed taxes represent approximately 58% of the estimated revenues and state shared revenues represent approximately 22% of the estimated revenues.

STREET FUND REVENUES

This is a summary of major sources of revenues in the Streets Fund. The Streets Fund is restricted to expenditures for road and right-of-way improvements.

DEVELOPMENT IMPACT FEES

This is a summary of major sources of revenues in the Development Impact Fees Fund. Development Impact Fees are collected for storm drainage, public facilities, parks, law enforcement and streets & signals.

CAPITAL IMPROVEMENT REVENUES

This is a summary of major sources of revenues in the Capital Improvement Fund. Local sales taxes comprise the major source of revenue for this Fund.

ENTERPRISE FUND REVENUES

This is a summary of major sources of revenues in the Wastewater Fund. The primary sources of revenue are local sales taxes, user fees and capacity fees.

FY 2011-2012 BUDGET SUMMARY

	Tax Revenue	Licenses/ Permits	Grants/IGA's/ Donations	Service Charges	"Other" Revenue	FY2011-12 Collections	ONE Time - Carryover	Reserves	Interfund Transfers		Un appropriated	Budgeted Expenses
									IN	OUT		
GENERAL FUND:												
CITY COUNCIL				0	0	0	0					77,979
CITY MANAGER				0	0	0	0					595,287
HUMAN RESOURCES				0	0	0	177,360					1,789,337
FINANCIAL SERVICES	250,000	8,235		0	0	258,235	5,000					357,758
INFORMATION TECHNOLOGY				1,375	0	1,375	5,000					535,860
LEGAL				0	0	0	0					364,530
COMMUNITY SERVICES				55,864	11,902	67,766	100,000					1,937,921
GENERAL SERVICES	10,339,798			241	791,534	11,131,573	462,640		42,060	(660,300)		1,780,358
OPERATING CONTINGENCY				0	0	0	0					300,000
COMMUNITY DEVELOPMENT		126,338		38,244	0	164,582	0			(4,759)		843,648
PUBLIC WORKS				4,169	0	4,169	0					959,608
POLICE DEPARTMENT				39,160	0	39,160	0		3,500	(1,500)		2,182,991
MUNICIPAL COURT				205,762	31,118	236,880	25,000			0		332,463
GENERAL FUND TOTALS:	10,589,798	134,573	0	344,815	834,554	11,903,740	775,000	0	45,560	(666,559)	0	12,057,741
SPECIAL REVENUE FUNDS:												
STREETS FUND	625,731				38,789	664,520	0	586,925	392,034	(4,250)		1,639,228
GRANT FUND			2,361,459		0	2,361,459	0	3,500	4,759	(3,500)		2,366,218
P. A. N. T. FUND			108,089			108,089	0					108,089
SPECIAL REVENUE FUNDS TOTAL:	625,731	0	2,469,548	0	38,789	3,134,068	0	590,425	396,793	(7,750)	0	4,113,535
CAPITAL FUNDS:												
CAPITAL IMPROVEMENT FUND	0		1,802,000		61,874	1,863,874	0	1,445,052	269,766	(395,811)		3,182,881
I. T. CAPITAL FUND					0	0	0		360,811			360,811
ARTS FUND					750	750	0	89,250	35,000			125,000
DEVELOPMENT IMPACT FEES FUND		105,855			101,007	206,862	0	1,083,138				1,290,000
COMMUNITY FACILITY FUND-SUMMIT	102,603				7,292	109,895	0				(44,895)	65,000
COMMUNITY FACILITY FUND-FAIRFIELD	108,995				6,766	115,761	0				(50,761)	65,000
CAPITAL FUNDS TOTAL:	211,598	105,855	1,802,000	0	177,690	2,297,142	0	2,617,440	665,577	(395,811)	(95,656)	5,088,692
WASTEWATER ENTERPRISE FUND:												
WASTEWATER FUND - Adm/Plant/Debt Service	5,056,617			4,535,327	421,412	10,013,356	0	(1,542,049)				8,471,308
WASTEWATER FUND - Capital/Construction		8,169		153,500		161,669	0	4,080,328		(37,810)		4,204,186
WASTEWATER ENTERPRISE FUND TOTAL:	5,056,617	8,169	0	4,688,827	421,412	10,175,025	0	2,538,279	0	(37,810)	0	12,675,494
SR 89A FUND	0				0	0	0	400,000				400,000
TOTAL ALL FUNDS:	16,483,744	248,597	4,271,548	5,033,642	1,472,445	27,509,975	775,000	6,146,144	1,107,930	(1,107,930)	(95,656)	34,335,463

CITY/TOWN OF SEDONA
 Summary Schedule of Estimated Revenues and Expenditures/Expenses
 Fiscal Year 2012

FUND	ADOPTED BUDGETED EXPENDITURES/ EXPENSES* 2011	ACTUAL EXPENDITURES/ EXPENSES ** 2011	FUND BALANCE/ NET ASSETS*** July 1, 2011**	PROPERTY TAX REVENUES 2012	ESTIMATED REVENUES OTHER THAN PROPERTY TAXES 2012	OTHER FINANCING 2012		INTERFUND TRANSFERS 2012		TOTAL FINANCIAL RESOURCES AVAILABLE 2012	BUDGETED EXPENDITURES/ EXPENSES 2012
						SOURCES	<USES>	IN	<OUT>		
1. General Fund	\$ 11,197,332	\$ 9,347,252	\$ 775,000	Primary: \$	\$ 11,903,740	\$	\$	\$ 45,560	\$ 666,559	\$ 12,057,741	\$ 12,057,741
2. Special Revenue Funds	6,645,932	2,447,952	990,425	Secondary:	3,566,586			396,793	7,750	4,946,054	5,933,536
3. Debt Service Funds Available											
4. Less: Designation for Future Debt Retirement											
5. Total Debt Service Funds											
6. Capital Projects Funds	1,085,831	582,890	2,617,440		1,864,623			665,577	395,811	4,751,829	3,668,692
7. Permanent Funds											
8. Enterprise Funds Available	11,776,985	11,060,133	2,538,279		10,175,025				37,810	12,675,494	12,675,494
9. Less: Designation for Future Debt Retirement											
10. Total Enterprise Funds	11,776,985	11,060,133	2,538,279		10,175,025				37,810	12,675,494	12,675,494
11. Internal Service Funds											
12. TOTAL ALL FUNDS	\$ 30,706,080	\$ 23,438,227	\$ 6,921,144	\$	\$ 27,509,974	\$	\$	\$ 1,107,930	\$ 1,107,930	\$ 34,431,118	\$ 34,335,463

EXPENDITURE LIMITATION COMPARISON

1. Budgeted expenditures/expenses
2. Add/subtract: estimated net reconciling items
3. Budgeted expenditures/expenses adjusted for reconciling items
4. Less: estimated exclusions
5. Amount subject to the expenditure limitation
6. EEC or voter-approved alternative expenditure limitation

	2011	2012
1. Budgeted expenditures/expenses	\$ 30,706,080	\$ 34,335,463
2. Add/subtract: estimated net reconciling items		
3. Budgeted expenditures/expenses adjusted for reconciling items	30,706,080	34,335,463
4. Less: estimated exclusions		
5. Amount subject to the expenditure limitation	\$ 30,706,080	\$ 34,335,463
6. EEC or voter-approved alternative expenditure limitation	\$	\$

The city/town does not levy property taxes and does not have special assessment districts for which property taxes are levied. Therefore, Schedule B has been omitted.

* Includes Expenditure/Expense Adjustments Approved in current year from Schedule E.
 ** Includes actual amounts as of the date the proposed budget was prepared, adjusted for estimated activity for the remainder of the fiscal year.
 *** Amounts in this column represent Fund Balance/Net Asset amounts except for amounts invested in capital assets, net of related debt, and reserved/restricted amounts established as offsets to assets presented for informational purposes (i.e., prepaids, inventory, etc.).

CITY/TOWN OF SEDONA
Summary by Department of Expenditures/Expenses Within Each Fund Type
Fiscal Year 2012

FUND/DEPARTMENT	ADOPTED BUDGETED EXPENDITURES/ EXPENSES 2011	EXPENDITURE/ EXPENSE ADJUSTMENTS APPROVED 2011	ACTUAL EXPENDITURES/ EXPENSES* 2011	BUDGETED EXPENDITURES/ EXPENSES 2012
GENERAL FUND				
City Council	\$ 61,838	\$	\$ 58,369	\$ 77,979
City Manager	246,222		236,339	595,287
Human Resources	1,563,615		1,342,262	1,789,337
Financial Services	376,922		302,850	357,758
Information Technology	453,065		450,613	535,860
Legal	335,289		325,182	364,530
City Clerk	186,292		177,373	
Community Services (P&R)	657,740	(342,690)	219,148	1,937,921
General Services	2,978,981	506,321	2,699,914	1,780,359
Contingency	300,000	(101,465)		300,000
Community Development	788,847		735,626	843,648
Public Works	412,502	342,690	667,645	959,608
Arts & Culture	84,218		82,968	
Police Department	2,050,437		1,817,613	2,182,991
Municipal Court	296,507		231,350	332,463
Total General Fund	\$ 10,792,476	\$ 404,856	\$ 9,347,252	\$ 12,057,741
SPECIAL REVENUE FUNDS				
Streets Fund	\$ 1,628,286	\$	\$ 1,356,540	\$ 1,639,228
Grants Fund	2,374,806		358,328	2,366,218
P.A.N.T. Fund (Partners Against Na	648,229		115,074	108,089
Development Impact Fees Fund	1,513,500		256,083	1,290,000
Community Facilities District Fund	481,111		361,927	130,000
SR 89A Fund				400,000
Total Special Revenue Funds	\$ 6,645,932	\$	\$ 2,447,952	\$ 5,933,536
CAPITAL PROJECTS FUNDS				
Capital Improvement Fund	\$ 806,331	\$	\$ 390,119	\$ 3,182,881
Information Technology Capital Fund	154,500		137,682	360,811
Art In Public Places Fund	125,000		55,089	125,000
Total Capital Projects Funds	\$ 1,085,831	\$	\$ 582,890	\$ 3,668,692
PERMANENT FUNDS				
	\$	\$	\$	\$
Total Permanent Funds	\$	\$	\$	\$
ENTERPRISE FUNDS				
Wastewater - Operations/Plant/Debt	\$ 8,743,557	\$ (404,856)	\$ 7,918,194	\$ 8,471,308
Wastewater - Construction	3,438,284		3,141,939	4,204,186
Total Enterprise Funds	\$ 12,181,841	\$ (404,856)	\$ 11,060,133	\$ 12,675,494
INTERNAL SERVICE FUNDS				
	\$	\$	\$	\$
Total Internal Service Funds	\$	\$	\$	\$
TOTAL ALL FUNDS	\$ 30,706,080	\$	\$ 23,438,227	\$ 34,335,463

* Includes actual expenditures/expenses recognized on the modified accrual or accrual basis as of the date the proposed budget was prepared, plus estimated expenditures/expenses for the remainder of the fiscal year.

GENERAL FUND REVENUES

General Fund - Revenues - By Source

Revenue Sources:	2009-2010	2010-2011		2011-2012
	Actual	Budget	Estimated	Adopted
Taxes:				
Bed Tax	\$ 1,426,241	\$ 1,225,785	\$ 1,472,193	\$ 1,537,295
City Sales Tax	4,888,750	5,396,616	6,396,173	6,196,594
Franchises	666,326	667,787	620,468	715,026
Intergovernmental:				
State Income Tax	1,411,823	1,064,174	1,064,334	846,649
State Sales Tax	802,470	820,369	830,562	758,909
Motor Vehicle Tax	551,996	600,023	543,380	535,325
Fines and Forfeitures:				
Municipal Court	269,105	272,881	198,590	205,762
Police Department	29,700	25,375	25,200	25,984
Community Development	2,310	863	3,072	3,222
Charges for Services:				
Recreation Fees	56,953	47,136	46,672	55,864
Community Development	47,639	69,241	53,939	35,022
Police Department	8,875	12,452	15,664	13,176
IT Division	1,349	2,906	1,401	1,375
Other	1,084	61	1,012	241
Licenses and Permits:				
Business Registration	39,215	15,000	(9,837)	8,235
Community Development	204,782	157,839	128,231	126,338
Public Works	3,840	2,473	4,175	4,169
Interest Earnings	287,215	303,790	174,576	351,314
Other Financing Sources:				
Transfers In	-	-	-	-
Miscellaneous	510,754	447,374	169,822	473,876
Total Revenues/Other Financing Sources & Appropriated Fund Balance	\$ 11,210,427	\$ 11,132,145	\$ 11,739,627	\$ 11,894,376

STREETS FUND REVENUES

Streets Fund - Revenues and Other Sources

Revenue Sources:	2009-2010	2010-2011		2011-2012
	Actual	Budget	Estimated	Adopted
Taxes:				
HURF	\$ 909,184	\$ 787,124	\$ 891,013	\$ 625,731
LTAF	27,461	-	-	-
Interest Earnings	76,981	54,505	18,904	38,789
Other Financing Sources:				
Transfers In/Fund Balance	-	-	-	-
Miscellaneous	-	-	-	-
Total Revenues/Other Financing Sources & Appropriated Fund Balance	\$ 1,013,626	\$ 841,629	\$ 909,917	\$ 664,520

DEVELOPMENT IMPACT FEES

REVENUES

Development Impact Fees Fund - Revenues and Other Sources

Revenue Sources:	2009-2010	2010-2011		2011-2012
	Actual	Budget	Estimated	Adopted
Building Permits:				
Storm Drainage	\$ 10,502	\$ 8,499	\$ 12,240	\$ 5,700
General/Public Facilities	4,752	3,288	4,224	3,200
Parks & Open Spaces	97,128	62,123	105,544	77,494
Law Enforcement	6,131	4,370	5,008	3,794
Streets & Signals	159,839	158,237	27,146	15,667
Interest Earnings	80,543	61,136	44,053	101,005
Other Financing Sources:				
Transfers In	-	-	-	-
Miscellaneous	-	-	-	-
Total Revenues/Other Financing Sources				
& Appropriated Fund Balance	\$ 358,895	\$ 297,653	\$ 198,215	\$ 206,860

CAPITAL IMPROVEMENT FUND REVENUES

Capital Improvement Fund - Revenues and Other Sources

Revenue Sources:	2009-2010	2010-2011		2011-2012
	Actual	Budget	Estimated	Adopted
Taxes				
City Sales Tax [1/2%]	\$ 893,712	\$ -	\$ -	\$ -
Debt / Financing	-	-	-	-
Interest Earnings	(81,984)	77,914	41,403	61,874
Other Financing Sources:				
Donations/Other Participation	-	-	235,705	50,000
Grants	1,000,000	188,111	119,570	1,752,000
Transfers In	109,061	694,806	128,764	140,465
Miscellaneous	153,111	-	29,784	-
Total Revenues/Other Financing Sources & Appropriated Fund Balance	\$ 2,073,900	\$ 960,831	\$ 555,226	\$ 2,004,339

ENTERPRISE FUND REVENUES

Wastewater Enterprise - Revenues and Other Sources

Revenue Sources:	2009-2010	2010-2011		2011-2012
	Actual	Budget	Estimated	Adopted
City Sales Tax	\$ 4,925,801	\$ 4,493,144	\$ 5,386,046	\$ 5,056,617
Fines and Forfeitures	6,861	8,565	934	4,320
User Fees/Service Charges	3,328,804	3,965,979	4,163,626	4,534,507
Capacity Fees & Permits	997,749	536,015	301,381	156,669
Interest Earnings	389,747	763,887	94,526	421,412
Other Financing Sources:				
Transfers In/Fund Balance	-	2,303,091	-	-
Miscellaneous	72,009	121,161	4,077	3,900
Proceeds from Bonds	-	-	-	-
Total Revenues/Other Financing Sources & Appropriated Fund Balance	\$ 9,720,971	\$ 12,191,842	\$ 9,950,590	\$ 10,177,425

General Fund

Department Detail

Fiscal Year Budget

2011-2012

CITY COUNCIL

DEPARTMENT DESCRIPTION

The Mayor and City Councilors are elected at large and consist of seven members. The Mayor presides over the City Council meetings. The City Manager is appointed by the council and has responsibility for the day-to-day operations of the City.

MISSION STATEMENT

To encourage partnering to maximize resources and opportunities in sustaining Sedona's vibrant economy, which includes an interdependence of residents, visitors and surrounding communities. The City Council, Boards and Commissions, staff and volunteers partner in being responsive to the needs of the community to accomplish the City's mission.

2011-2012 OBJECTIVES

- ✓ Continue to work toward achievements within the Council's top priorities:
- ✓ Financial Management: integrate new sales tax collection, business licensing and audit process into monthly reporting and continue strong financial position
- ✓ 89A Safety: work toward final design and implementation of safety improvements
- ✓ Community Plan Update: continue community outreach and input process through public meetings and use of steering committee
- ✓ Public Communication, Outreach and Education: Video broadcast and internet stream council meetings to the public

Did You Know?

The City Council is elected on staggered four-year terms with an independently elected Mayor.

- ✓ Wastewater Treatment System: Continue and complete projects that address capacity at the wastewater treatment plant and address public information related to wastewater plans, continue five-year financial plan for wastewater including rate increases and change to sales tax subsidy
- ✓ Sustainability: Support commission work plan and work toward implementation of short-term goals

2010-2011 ACCOMPLISHMENTS

- ✓ Completed negotiations with ADOT and approved Intergovernmental Agreement for Route Transfer of SR 89A
- ✓ Approved a balanced budget
- ✓ Created Sustainability Commission
- ✓ Created Budget Oversight Commission
- ✓ Approved and started work on six top priorities for the City
- ✓ Attended the kick-off meeting for the City's first ever Citizen Academy
- ✓ Hosted the first two Neighborhood Listeners, which will be held quarterly
- ✓ Took a more active role in Legislative Activity at the State Capitol

SIGNIFICANT CHANGES

None Noted

**CITY OF SEDONA
EXPENDITURE ANALYSIS
CITY COUNCIL**

	CODE	BUDGETED 2008-09	ACTUAL 2008-09	BUDGETED 2009-10	ACTUAL 2009-10	BUDGET 2010-11	ADOPTED 2011-2012
Salary/Wages	10-5210-00-105	48,445	41,294	48,595	43,955	46,167	42,700
Overtime	10-5210-00-106	-	129	-	-	-	-
Temp/Part-Time	10-5210-00-110	-	-	-	-	-	-
Direct Payroll Costs	10-5210-00-125	3,720	3,472	3,926	3,531	3,741	3,475
Employee Benefits	10-5210-00-146	-	-	-	-	-	-
SUB-TOTAL SALARIES & WAGES		\$ 52,165	\$ 44,895	\$ 52,521	\$ 47,487	\$ 49,908	\$ 46,175
Training/Staff Development	10-5210-00-150	25,745	19,664	5,500	-	-	-
Professional Services	10-5210-00-205	700	181	-	-	-	11,040
Advertising	10-5210-00-211	-	-	-	-	-	-
Subscriptions/Dues/Licenses	10-5210-00-212	8,930	7,285	9,430	7,385	8,930	10,764
Telephone	10-5210-00-213	-	8	-	-	-	-
Donations	10-5210-00-217	-	-	-	-	-	-
Office/Printing Supplies	10-5210-00-220	500	774	500	846	-	-
Meals	10-5210-00-240	-	-	-	4,415	3,000	5,000
Automobile Expense	10-5210-00-241	250	-	250	-	-	-
Gasoline	10-5210-00-405	700	134	200	(54)	-	-
Office Equipment - Non Capital	10-5210-00-610	-	-	-	-	-	-
Special Programs	10-5210-00-802	13,500	9,045	-	95	-	5,000
SUBTOTAL ADMINISTRATIVE EXPENDITURES		\$ 50,325	\$ 37,091	\$ 15,880	\$ 12,687	\$ 11,930	\$ 31,804
SUB-TOTAL ASSETS		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GRAND TOTAL		\$ 102,490	\$ 81,985	\$ 68,401	\$ 60,174	\$ 61,838	\$ 77,979

CITY MANAGER DEPARTMENT

DEPARTMENT DESCRIPTION

The City Manager's office is responsible for the implementation of City Council policy and work plans. This is accomplished through Council establishment of strategic goals and distribution of work toward these goals throughout the departments. The continuous improvement to services provided to external customers (citizens) and internal customers (employees) is a key focus of the office.

An Administrative Assistant, Assistant City Manager and City Manager staff the office. All of these positions have a specific percentage of their positions allocated to other responsibilities in other departments.

MISSION STATEMENT

To assist departments and City Council in meeting performance goals by fostering an organizational environment that encourages a commitment to teamwork and delivery of quality municipal services to internal and external customers.

2011-2012 OBJECTIVES

- ✓ Work with Council to continue community involvement with implementation of visioning and safety improvement installation on SR 89A
- ✓ Ensure sound financial management of ADOT funds for Route Transfer of SR 89A, including adherence to Council adopted guidelines for allowable expenses and prudent investment of funds
- ✓ Reorganize reporting structure to include City Clerk as direct report to

Did You Know?

In the council-manager form of government, the council is the governing body of the city, elected by the public, and the manager is hired by the council to carry out the policies it establishes.

City Manager

- ✓ Continue to look for creative ways to meet the Council's Goals without increasing costs

2010-2011 ACCOMPLISHMENTS

- ✓ Provided Council an opportunity for strategic goal setting and created programming to support the successful implementation of goals
- ✓ Established support roles of staff liaison to a new Budget Advisory Committee
- ✓ Increased focus on communication with the public including reorganization of the communications function
- ✓ Created a new 5-Year Capital Improvement Program
- ✓ Fully implemented a new Intergovernmental Relations program with existing staff
- ✓ Reorganized vacant HR Director Position into an HR Manager Position

SIGNIFICANT CHANGES

- ✓ Personnel costs have been updated to reflect adjusted position duties. This reflects a change in anticipated budget and actual expenses versus the request for next year. This is a shift of funding sources, not an increase in salary or benefits
- ✓ City Clerk, Arts & Culture and Communications budgets have been moved under the City Manager's budget
- ✓

CITY CLERK

DEPARTMENT DESCRIPTION

The City Clerk's Department:

- Conducts regular & special Municipal Elections
- Records, preserves, researches and provides for public access to Sedona's historical records
- Processes applications for voluntary service on City Advisory boards & Commissions
- Accepts claims against the City and service of other legal documents
- Maintains the City Code
- Acts as filing office for the City of Sedona
- Administers Oaths of Office

MISSION STATEMENT

To provide exceptional service to the Mayor, Council, the Public and City Staff in order that all may be guaranteed fair and impartial elections and open access to information and the legislative process.

2011-2012 OBJECTIVES

- Improve processes
- Streamline and reorganize procedures
- Run a successful 2012 election

ACCOMPLISHMENTS 2010-2011

- Provided the public with materials necessary for recall, referendum & initiative
- Implemented Action Item Lists to post on website and streamlined online agendas and packets for

Did You Know?

The Municipal Clerk is the oldest public servant profession and is worldwide! The City Clerk has become the hub of government. The office of City Clerk is the direct link between the residents of the community and their government.

- easy public access
- City Clerk, Randy Reed, received the highest certification from the International Institute of Municipal Clerks "Master Municipal Clerk" (MMC)
- Records Clerk, David Jakim, is the city's Employee of the Year

SIGNIFICANT CHANGES

- Redesigned agenda; created Agenda Bills that are searchable by topic and created a new online format for viewing complete agenda packets
- With Council's approval, stopped creating Summary Minutes and now post Action Item Lists and Action Minutes on website

ARTS & CULTURE

DEPARTMENT DESCRIPTION

The Arts and Culture Division manages the City's arts and culture programs and work plan of the Arts and Culture Commission, which includes Arts Education Program, Community Grants for Art Organizations, Qualifying Funds for Major Art Organizations, Mayor's Arts Awards, Art in Public Places, and Art in Private Development.

MISSION STATEMENT

The mission of the Sedona Arts and Culture Commission is to be the catalyst for creating excellence in the arts, thus contributing to a vital economy and the highest quality of life for all.

2011-2012 OBJECTIVES

- ✓ Further the development of Sedona as a Learning Center.
- ✓ Contribute to Sedona's participation in the upcoming Arizona Centennial Celebration.
- ✓ Support funding for local arts organizations and arts education.
- ✓ Hold 4th Annual Mayor's Arts Award ceremony to honor outstanding contributions to the arts.
- ✓ Maintain partnership with local art organizations to have loaned artwork on display in City Hall public areas.
- ✓ Support the Art in the Roundabout Program through the Art in Public Places Committee.
- ✓ Continue efforts to implement the Sedona Belief Statement on Culture.

2010-2011 ACCOMPLISHMENTS

- ✓ Provided Qualifying Art Funds to Sedona Arts Center, Sedona Arts Festival,

Did You Know?

62% of the responses via three public viewings and an online survey selected Kim Kori and Ken Rowe's proposal "Above and Beyond" as their favorite for the SR 179 Roundabouts at the "Y" and Brewer Road.

Sedona International Film Festival, and Chamber Music Sedona.

- ✓ Held third annual Mayor's Arts Awards ceremony.
- ✓ Provided arts instruction for Sedona youth through the Artist in the Classroom project.
- ✓ Awarded grants to small arts organizations.
- ✓ Presented the framed Sedona Belief Statement on Culture to City Council and installed in Council Chambers.
- ✓ Approved proposal from Kim Kori and Ken Rowe for Public Artwork Project for State Route 179 Roundabouts.



**CITY OF SEDONA
EXPENDITURE ANALYSIS
City Manager**

	CODE	BUDGETED 2008-09	ACTUAL 2008-09	BUDGETED 2009-10	ACTUAL 2009-10	BUDGETED 2010-11	ADOPTED 2011-2012
Salary/Wages	10-5220-00-105	317,052	288,695	358,053	337,846	210,406	421,971
Overtime	10-5220-00-106	-	94	-	-	-	-
Temp/Part-Time	10-5220-00-110	-	20,708	-	10,216	-	-
Direct Payroll Costs	10-5220-00-125	24,255	22,316	27,391	28,547	16,096	32,281
Employee Benefits	10-5220-00-146	8,340	7,570	12,615	25,888	9,180	10,200
SUB-TOTAL SALARIES & WAGES		\$ 349,647	\$ 339,383	\$ 398,059	\$ 402,497	\$ 235,682	\$ 464,452
Training/Staff Development	10-5220-00-150	14,250	12,465	-	-	-	-
Professional Services	10-5220-00-205	30,160	-	30,500	7,850	2,500	10,500
Commission Support	10-5220-00-210	-	-	-	-	4,000	1,500
Advertising	10-5220-00-211	4,000	1,095	-	-	-	13,700
Subscriptions/Dues/Licenses	10-5220-00-212	8,790	3,090	8,790	3,157	2,940	5,035
Telephone	10-5220-00-213	1,300	891	1,900	2,190	500	-
Office/Printing Supplies	10-5220-00-220	4,200	4,209	3,500	2,311	-	-
Postage	10-5220-00-222	100	57	100	94	-	-
Office Maintenance	10-5220-00-232	200	42	-	-	-	-
Automobile Expense	10-5220-00-241	1,300	227	1,000	58	-	-
Recording Fees	10-5220-00-252	-	-	-	-	-	1,000
Gas & Oil	10-5220-00-405	-	99	-	78	-	-
Artist In the Classroom	10-5220-00-547	-	-	-	-	-	14,000
Office Furniture - Non Capital	10-5220-00-605	-	74	-	-	-	-
Special Programs	10-5220-00-802	-	2,289	-	-	-	1,700
Elections	10-5220-00-804	-	-	-	-	-	64,600
Public Information Program	10-5220-00-805	50,600	-	600	-	600	18,800
SUBTOTAL ADMINISTRATIVE EXPENDITURES		\$ 114,900	\$ 24,537	\$ 46,390	\$ 15,738	\$ 10,540	\$ 130,835
Office Furniture	10-5220-00-705	-	-	-	-	-	-
Office Equipment	10-5220-00-710	-	-	-	-	-	-
Computer Software	10-5220-00-715	-	-	-	-	-	-
Computer Hardware	10-5220-00-720	-	-	-	-	-	-
Radio & Phone Equipment	10-5220-00-730	-	-	-	-	-	-
SUB-TOTAL ASSETS		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GRAND TOTAL		\$ 464,547	\$ 363,920	\$ 444,449	\$ 418,234	\$ 246,222	\$ 595,287

HUMAN RESOURCES

DEPARTMENT DESCRIPTION

The Human Resources Division provides assistance to all employees of the City regarding benefits, employee development, and safety standard issues. Human Resources is responsible for the administration and management of the human capital needs which includes: the recruitment process, new employee orientation, performance evaluations, employee benefit programs, classification and compensation programs, personnel records, rewards and recognition programs, employee manual updates, employee development programs, employee safety programs, and assisting with the compliance of federal, state, and local laws and regulations governing employees.

MISSION STATEMENT

Human Resources Division optimizes the City of Sedona's human capital by recruiting, developing, and retaining a workforce that achieves the mission and goals of the organization.

2011-2012 OBJECTIVES

- ✓ Fully integrate new HR Manager into organization
- ✓ Expand Wellness Fair event
- ✓ Maintain compliance with federal and state regulations

2010-2011 ACCOMPLISHMENTS

- ✓ Initiated on-line recruitment process
- ✓ Implemented evaluation process through ADP
- ✓ Utilize on-line safety training to

Did You Know?

Sedona HR representatives are part of a group working to create a Sedona/Verde Valley human resources association to share information between the public and private sector human resources professionals.

efficiently conduct mandatory safety training, such as Blood Borne Pathogens, Hazard Communication, and Personal Protective Equipment

- ✓ Recruitment of new HR Manager

SIGNIFICANT CHANGES

- ✓ Health insurance went up 7% and the City absorbed all of the cost.
- ✓ Increase in Arizona State Retirement System (ASRS) contribution to
- ✓ Public Safety Personnel Retirement System (PSPRS)

**CITY OF SEDONA
EXPENDITURE ANALYSIS
Human Resources**

	CODE	BUDGETED 2008-09	ACTUAL 2008-09	BUDGETED 2009-10	ACTUAL 2009-10	BUDGETED 2010-11	ADOPTED 2011-2012
Salary/Wages	10-5221-00-105	117,612	120,510	128,074	123,089	122,827	122,115
Overtime	10-5221-00-106	1,625	517	1,836	-	1,836	-
Direct Payroll Costs	10-5221-00-125	9,030	9,022	9,938	9,077	9,537	9,342
Retirement	10-5221-00-130	341,729	317,464	336,009	295,736	315,154	358,405
PSPRS Retirement	10-5221-00-131	186,860	244,448	199,031	197,621	218,808	170,093
STD/LTD Insurance	10-5221-00-134	48,483	44,686	43,584	42,937	35,765	35,197
Health/Dental/Life Insurance	10-5221-00-135	822,065	748,588	784,713	701,065	712,062	778,658
Worker Compensation	10-5221-00-136	118,737	95,663	98,245	89,844	94,021	77,158
Flex Leave Reimbursement	10-5221-00-140	63,608	35,806	-	-	-	-
Employee/Unemployment Benefits	10-5221-00-146	-	12,314	12,000	35,358	35,000	212,360
SUB-TOTAL SALARIES & WAGES		\$ 1,709,749	\$ 1,629,019	\$ 1,613,430	\$ 1,494,728	\$ 1,545,010	\$ 1,763,327
Exams	10-5221-00-141	6,800	5,587	6,300	6,382	8,010	6,610
Relocation/Recruitment	10-5221-00-147	25,000	4,088	15,000	8,458	-	8,000
Training/Staff Development	10-5221-00-150	9,000	6,633	-	794	-	-
Training/Tuition Reimbursement	10-5221-00-154	10,000	2,170	5,000	-	-	-
Professional Services	10-5221-00-205	-	27,617	-	240	-	-
Advertising	10-5221-00-211	15,000	6,023	5,000	4,348	5,000	3,000
Subscriptions/Dues/Licenses	10-5221-00-212	2,497	2,524	1,200	809	645	700
Telephone	10-5221-00-213	450	-	450	-	450	-
Office/Printing Supplies	10-5221-00-220	2,000	1,257	750	447	-	-
Postage	10-5221-00-222	100	95	-	-	-	-
Office Maintenance	10-5221-00-232	-	91	-	-	-	-
Software Maintenance	10-5221-00-236	-	-	-	-	-	-
Automobile Expense	10-5221-00-241	-	135	-	-	-	-
Legal Costs	10-5221-00-250	500	-	-	5,812	-	500
Office Furniture - Non Capital	10-5221-00-610	-	-	-	-	-	-
Computer Hardware - Non Capital	10-5221-00-615	-	-	-	-	-	-
Special Programs	10-5221-00-802	8,800	2,701	4,000	495	3,000	7,200
Safety Programs	10-5221-00-803	3,000	463	1,500	-	1,500	-
SUBTOTAL ADMINISTRATIVE EXPENDITURES		\$ 83,147	\$ 59,384	\$ 39,200	\$ 27,785	\$ 18,605	\$ 26,010
Office Furniture	10-5221-00-705	-	-	-	-	-	-
Office Equipment	10-5221-00-710	-	-	-	-	-	-
Computer Software	10-5221-00-715	-	-	-	-	-	-
Computer Hardware	10-5221-00-725	-	-	-	-	-	-
Radio & Phone Equipment	10-5221-00-730	-	-	-	-	-	-
SUB-TOTAL ASSETS		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GRAND TOTAL		\$ 1,792,896	\$ 1,688,403	\$ 1,652,630	\$ 1,522,512	\$ 1,563,615	\$ 1,789,337

FINANCIAL SERVICES DEPARTMENT

DEPARTMENT DESCRIPTION

The Finance Department provides a variety of services to both external and internal customers. The Department is responsible for wastewater billing and collection services of external customers. For internal customers, the Department provides payroll, benefits administration, purchasing and payables services. The Department also provides investment, debt management, budget coordination and management services to the City Council, City Manager and citizens.

MISSION STATEMENT

To provide professional, accurate, and timely financial and accounting services to all customers which include, but are not limited to, all citizens, vendors, utility customers, media, City Council, and all Departments and employees of the City of Sedona.

2011-2012 OBJECTIVES

- ✓ Create a Popular Annual Financial Report (PAFR) for the 2010/2011 audit. The PAFR is an easily understandable financial report produced for the general public.
- ✓ To continually make financial information easily accessible to our citizens and create Financial Government Transparency.

2010-2011 ACCOMPLISHMENTS

- ✓ Completed the City's first sales tax audits. Contracted with reputable audit firm to complete 25 audits for the fiscal year.

Did You Know?



The Financial Services Department sells and issues dog licenses and Verde Lynx bus passes.



- ✓ Successfully implemented self-collection of local sales tax through a contract with Revenue Discovery Systems (RDS). This assists the City by having access to tax collections monies within 48 hours and real-time access to sales tax collection reporting.
- ✓ Conducted outreach meetings with the business community to introduce the Revenue Discovery Systems (RDS) team and explain implemented changes.
- ✓ Streamlined and formalized the City's Business Licensing program.
- ✓ Successfully completed FY 2009-2010 audit
- ✓ Successfully added Chapel area residents to the City sewer system.

SIGNIFICANT CHANGES

- ✓ As part of restructuring the organization, two accounting technician positions were added due to a vacancy and the elimination of the Revenue Manager position. These position additions allow for superior and seamless customer service from the department.
- ✓ The position of Revenue Manager was eliminated.
- ✓ Financial Services staff continues to work with all City departments to consolidate office supply, maintenance and gasoline purchases in an effort to reduce costs and share discount factors.

**CITY OF SEDONA
EXPENDITURE ANALYSIS
Financial Services**

	CODE	BUDGETED 2008-09	ACTUAL 2008-09	BUDGETED 2009-10	ACTUAL 2009-10	BUDGETED 2010-11	ADOPTED 2011-2012
Salary/Wages	10-5222-00-105	150,558	145,787	148,353	134,199	229,762	226,501
Overtime	10-5222-00-106	1,922	1,528	1,938	191	1,141	-
Temp/Part-Time Wages	10-5222-00-110	-	-	-	-	-	-
Direct Payroll Costs	10-5222-00-125	11,665	10,998	11,497	11,296	17,664	17,327
Employee Benefits	10-5222-00-146	-	-	-	-	480	480
SUB-TOTAL SALARIES & WAGES		\$ 164,145	\$ 158,312	\$ 161,788	\$ 145,686	\$ 249,047	\$ 244,308
Training/Staff Development	10-5222-00-150	13,300	8,339	-	-	-	-
Professional Services	10-5222-00-205	1,000	-	-	-	100,000	77,200
Advertising	10-5222-00-211	2,500	2,695	2,500	25	2,500	2,500
Dues/Subscriptions/Licenses	10-5222-00-212	1,875	1,440	1,375	1,602	2,875	2,875
Telephone	10-5222-00-213	-	350	600	600	-	-
Printing/Office Supplies	10-5222-00-220	3,900	3,924	2,325	3,697	-	-
Postage	10-5222-00-222	150	62	150	25	-	-
Office Maintenance	10-5222-00-232	325	329	325	325	-	-
Audit	10-5222-00-255	19,425	14,260	22,500	24,615	22,500	25,875
Office Furniture - Non Capital	10-5222-00-605	-	-	-	-	-	5,000
SUBTOTAL ADMINISTRATIVE EXPENDITURES		\$ 42,475	\$ 31,399	\$ 29,775	\$ 30,889	\$ 127,875	\$ 113,450
Office Furniture	10-5222-00-705				-	-	
Office Equipment	10-5222-00-710				-	-	
SUB-TOTAL ASSETS		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GRAND TOTAL		\$ 206,620	\$ 189,711	\$ 191,563	\$ 176,575	\$ 376,922	\$ 357,758

Information Technology Department

DEPARTMENT DESCRIPTION

The Information Technology Department manages the acquisition and maintenance of all of the City's computer, network, and communication systems, including computer hardware and software, servers, network switches, routers and firewalls, telephone systems, voice mail, e-mail, and the City's Internet and Intranet sites.

Geographic Information Systems (GIS) within the IT Department provides maps, data and spatial analysis to city departments and to the public through the City's comprehensive GIS application, the City's permit tracking database, and the City's Internet site www.SedonaAZ.gov.

MISSION STATEMENT

The Information Technology Department strives for operational excellence in all that we do. Our goal is exceptional customer service and support to City employees and citizens of Sedona in providing technology that delivers and ensures accurate, timely, and reliable information.

2011-2012 OBJECTIVES

- ✓ Implement Wi-Fi "Hotspots" at City Hall for both citizen and staff use
- ✓ Migrate to new Enterprise Resource Planning (ERP) software to replace multiple outdated and inefficient systems

Did You Know?



The city has multiple security cameras at City Hall, all monitored 24X7 to keep citizens, staff, and property safe.

- ✓ Assist in achieving City Council communication objectives through increased web-site usage and functionality

2010-2011 ACCOMPLISHMENTS

- ✓ Replaced Data Center SAN (Storage Area Network) reducing annual hardware maintenance costs by over \$13,000
- ✓ Installed ceiling mount projectors in Council Chambers and Vultee Conference Room
- ✓ Replaced outdated anti-virus system with new software
- ✓ Began implementation of live web-streaming and broadcasting of City Council meetings

SIGNIFICANT CHANGES

- ✓ None

**CITY OF SEDONA
EXPENDITURE ANALYSIS**

Information Technology		BUDGETED 2008-09	ACTUAL 2008-09	BUDGETED 2009-10	ACTUAL 2009-10	BUDGETED 2010-11	ADOPTED 2011-2012
	CODE						
Salary/Wages	10-5224-00-105	270,198	255,946	259,845	259,331	267,246	265,417
Overtime	10-5224-00-106	-	-	-	-	-	-
Temp/Part-Time Wages	10-5224-00-110	-	-	-	-	-	-
Direct Payroll Costs	10-5224-00-125	20,670	19,222	19,878	19,412	20,444	20,304
Employee Benefits	10-5224-00-146	-	-	-	-	3,420	3,360
SUB-TOTAL SALARIES & WAGES		\$ 290,868	\$ 275,168	\$ 279,723	\$ 278,743	\$ 291,110	\$ 289,082
Training/Staff Development	10-5224-00-150	19,150	8,641	-	-	-	5,000
Professional Services	10-5224-00-205	22,000	2,430	5,000	4,590	4,590	5,070
Tech Support	10-5224-00-206	4,100	-	-	-	-	-
Subscriptions/Dues/Licenses	10-5224-00-212	4,000	2,198	-	554	525	2,125
Telephone Service	10-5224-00-213	16,400	8,478	23,840	19,948	11,856	16,556
Printing/Office Supplies	10-5224-00-220	2,150	2,978	1,000	1,450	-	-
Postage	10-5224-00-222	600	289	400	59	-	-
System Maintenance	10-5224-00-231	10,000	16,932	10,000	6,518	5,000	12,400
Office Maintenance	10-5224-00-232	1,000	450	500	500	450	450
Software Maintenance	10-5224-00-236	116,500	95,275	134,210	84,212	138,034	202,977
Replacement & Extension	10-5224-00-560	3,500	-	-	-	-	-
Office Furniture - Non Capital	10-5224-00-605	3,000	195	-	-	-	-
Radio & Phone Equip - Non Capital	10-5224-00-605	100	-	-	-	-	700
GIS Supplies	10-5224-00-803	2,500	1,810	2,500	532	1,500	1,500
SUBTOTAL ADMINISTRATIVE EXPENDITURES		\$ 205,000	\$ 139,677	\$ 177,450	\$ 118,364	\$ 161,955	\$ 246,778
Office Furniture	10-5224-00-705	-	-	-	-	-	-
Computer Hardware	10-5224-00-715	-	-	-	-	-	-
Computer Software	10-5224-00-720	-	-	-	-	-	-
Data	10-5224-00-722	-	-	-	-	-	-
SUB-TOTAL ASSETS		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GRAND TOTAL		\$ 495,868	\$ 414,844	\$ 457,173	\$ 397,106	\$ 453,065	\$ 535,860

LEGAL DEPARTMENT

DEPARTMENT DESCRIPTION

The Legal Department prosecutes all misdemeanor offenses, provides legal services and advice to City departments and the City Council, defends claims and suits brought against the City, drafts and/or reviews and approves all contracts entered into by the City, drafts all resolutions and ordinances submitted for City Council approval, and interfaces with and manages the activities of outside counsel.

MISSION STATEMENT

The department strives to provide quality legal advice and services to the City Council, City departments and commissions. To vigorously prosecute criminal cases in a fair manner that leads to just results.

2011-2012 OBJECTIVES

- ✓ Monitor the Hwy89A Route Transfer and the effect of the proposed referendum, and look for opportunities to work with ADOT to effectuate the goals of the route transfer agreement.
- ✓ Work with the City Clerk in implementing and monitoring anticipated elections over the coming year.
- ✓ Respond to recent state legislative changes that affect cities and towns.
- ✓ Continue working with Community Development on the update of the Community Plan.

Did You Know?

In the past year, the City Attorney's Office prosecuted approximately 50 DUI's resulting in 46 convictions.

2010-2011 ACCOMPLISHMENTS

- ✓ Assisted in successful negotiation of the Hwy 89A Route Transfer.
- ✓ Drafted ordinances and code changes regarding medical marijuana, fireworks regulation and sidewalk dining.
- ✓ Assisted in the successful implementation of new wastewater fees.

SIGNIFICANT CHANGES

- ✓ Increase in the legal professional services budget

**CITY OF SEDONA
EXPENDITURE ANALYSIS
Legal Department**

	CODE	BUDGETED 2008-09	ACTUAL 2008-09	BUDGETED 2009-10	ACTUAL 2009-10	BUDGETED 2010-11	ADOPTED 2011-2012
Salary/Wages	10-5230-00-105	331,141	324,112	283,129	287,052	279,043	228,147
Overtime	10-5230-00-106	-	62	-	43	-	-
Temp Part-Time Wages	10-5230-00-110	780	-	-	-	-	53,664
Direct Payroll Cost	10-5230-00-125	25,392	22,916	21,719	20,006	21,346	21,559
Employee Benefits	10-5230-00-146	-	-	-	-	-	960
SUB-TOTAL SALARIES & WAGES		\$ 357,313	\$ 347,089	\$ 304,848	\$ 307,101	\$ 300,389	\$ 304,330
Training/Staff Development	10-5230-00-150	6,000	1,870	-	-	-	-
Professional Services	10-5230-00-205	2,500	-	2,500	845	1,500	1,500
Subscriptions/Dues/Licenses	10-5230-00-212	2,460	2,183	2,000	920	2,000	2,000
Telephone	10-5230-00-213	1,200	960	1,200	1,060	1,200	-
On-Line Research	10-5230-00-214	3,000	2,550	3,000	3,100	3,000	3,000
Office/Printing Supplies	10-5230-00-220	2,000	1,162	2,000	486	-	-
Postage	10-5230-00-222	100	33	100	28	-	-
Automobile Expense	10-5230-00-241	250	113	250	71	-	-
Legal Fees	10-5230-00-250	100,000	81,143	100,000	29,779	25,000	50,000
Recording Fees	10-5230-00-252	-	(10)	-	-	-	-
Gas & Oil	10-5230-00-405	-	65	-	-	-	-
Office Furniture - Non Capital	10-5230-00-605	1,000	-	-	-	-	-
Law Library	10-5230-00-807	3,000	4,512	3,000	788	1,000	1,000
Witness Fees	10-5230-00-811	750	177	750	750	-	1,500
Prosecutorial Services	10-5230-00-813	1,200	-	1,200	329	1,200	1,200
SUBTOTAL ADMINISTRATIVE EXPENDITURES		\$ 123,460	\$ 94,760	\$ 116,000	\$ 38,157	\$ 34,900	\$ 60,200
Office Furniture	10-5230-00-705	-	-	-	-	-	-
Office Equipment	10-5230-00-710	-	-	-	-	-	-
Computer Software	10-5230-00-720	-	-	-	-	-	-
GRAND TOTAL		\$ 480,773	\$ 441,849	\$ 420,848	\$ 345,258	\$ 335,289	\$ 364,530

COMMUNITY SERVICES DEPARTMENT

DEPARTMENT DESCRIPTION

The Community Services Department encompasses the Parks & Recreation Division and contract service organizations, such as Chamber of Commerce and the Humane Society.

MISSION STATEMENT

The Sedona Parks and Recreation Department provides diverse year-round leisure opportunities through the preservation of open space, park settings, recreational facilities and recreation programs/events for citizens, visitors and future generations of Sedona.

2011-2012 OBJECTIVES

- ✓ Continue to improve special events such as Earth Day and a Dog's Day Out in the Park.
- ✓ Facilitate moving Barbara Antonsen's Park project forward to building completion.
- ✓ Increase the frequency of program offerings that have a successful track record.
- ✓ Develop a new grant funding process for community organizations.

ACCOMPLISHMENTS 2010-2011

- ✓ Additional programming added despite significant budget reductions.
- ✓ Lifeguard staff participated in a statewide competition for the first time. In two events (Passive Victim Rescue and Rescue Tube Relay) team Sedona Tsunami, placed in the top 10 out of 25 coed teams.

Did You Know?

Your Parks & Recreation Department is committed to offering a diverse special event or program each month of the year!



- ✓ Hosted the City's first event with over 1,000 attendees.
- ✓ Hired a new administrative assistant

SIGNIFICANT CHANGES

- ✓ Increased water utility costs at the Sedona Community Pool.
- ✓ Moved Service Contracts and Transit Program to the Community Services budget.

**CITY OF SEDONA
EXPENDITURE ANALYSIS**

Community Services	CODE	BUDGETED 2008-09	ACTUAL 2008-09	BUDGETED 2009-10	ACTUAL 2009-10	BUDGETED 2010-11	ADOPTED 2011-2012
Salary/Wages	10-5242-00-105	286,907	239,334	270,411	278,593	137,132	148,242
Overtime	10-5242-00-106	10,588	11,476	9,779	1,793	3,795	-
Temp/Part-Time Wages	10-5242-00-110	92,674	73,414	77,400	33,195	72,650	74,305
Direct Payroll Costs	10-5242-00-125	30,613	24,458	28,144	23,586	16,338	15,867
Employee Benefits	10-5242-00-146	-	780	-	910	4,500	4,500
SUB-TOTAL SALARIES & WAGES		\$ 420,782	\$ 349,463	\$ 385,734	\$ 338,077	\$ 234,415	\$ 242,914
Uniform Allowance	10-5242-00-145	5,760	10,974	7,260	7,510	4,600	4,600
Training/Staff Development	10-5242-00-150	12,470	6,033	-	-	-	-
Professional Services	10-5242-00-205	108,020	118,861	8,450	3,461	6,000	104,420
Commission Support	10-5242-00-210	10,150	1,358	4,800	540	1,000	500
Advertising	10-5242-00-211	6,000	6,261	6,000	4,349	6,600	15,100
Dues/Subscriptions/Licenses	10-5242-00-212	1,535	896	1,535	806	1,335	4,845
Telephone	10-5242-00-213	2,000	3,560	3,500	2,608	1,000	500
Concessions	10-5242-00-214	-	561	-	646	-	-
Printing/Office Supplies	10-5242-00-220	1,850	2,824	1,500	2,057	-	-
Equipment Repair	10-5242-00-236	2,500	6,241	8,000	5,530	2,000	1,000
Automobile Expense	10-5242-00-241	1,850	3,378	5,500	1,454	-	-
Spendable Contingency	10-5242-00-261	15,000	-	-	-	-	-
Rents	10-5242-00-305	3,800	-	1,800	1,600	2,000	2,000
Maintenance/Janitorial	10-5242-00-310	33,500	19,008	5,000	8,473	400	400
Grounds Maintenance	10-5242-00-321	40,000	58,643	60,000	39,583	-	-
Utilities	10-5242-00-330	101,700	108,254	94,364	90,544	25,000	27,500
Gasoline & Oil	10-5242-00-340	4,000	5,430	6,500	5,230	-	-
Sedona Public Library	10-5242-00-505	-	-	-	-	-	369,000
Community Based Services	10-5242-00-520	-	-	-	-	-	129,000
Sedona Community Center	10-5242-00-521	-	-	-	-	-	140,000
Sedona Main Street	10-5242-00-522	-	-	-	-	-	68,100
Sedona Chamber of Commerce	10-5242-00-525	-	-	-	-	-	600,000
Sedona Recycles	10-5242-00-540	-	-	-	-	-	35,000
Humane Society of Sedona	10-5242-00-545	-	-	-	-	-	41,370
Office Furniture - Non Capital	10-5242-00-605	-	1,296	-	-	-	-
Machinery & Equipment - Non Capital	10-5242-00-625	1,000	25,962	15,000	13,510	-	31,000
Special Programs	10-5242-00-802	8,500	11,528	10,500	16,570	8,500	12,000
Special Supplies/Safety Equip/Emergency Supplies	10-5242-00-803	1,200	4,400	1,500	1,941	700	700
Public Information Program	10-5242-00-805	-	-	-	-	-	-
Special Events	10-5242-00-814	-	16,590	15,000	10,832	15,000	26,100
Boys & Girls Club	10-5242-00-845	-	-	-	-	-	40,000
Chemicals	10-5242-00-856	7,000	9,342	17,500	10,017	4,000	4,000
SUBTOTAL ADMINISTRATIVE EXPENDITURES		\$ 367,835	\$ 421,400	\$ 273,709	\$ 227,263	\$ 78,135	\$ 1,657,135
Office Furniture	10-5242-00-705	-	-	-	-	-	-
Office Equipment	10-5242-00-710	-	-	-	-	-	-
Machinery & Equipment	10-5242-00-725	-	-	-	-	-	-
Radio & Phone Equipment	10-5242-00-730	-	-	-	-	-	-
Improvements	10-5242-00-750	-	-	-	-	2,500	37,872
SUB-TOTAL ASSETS		\$ -	\$ -	\$ -	\$ -	\$ 2,500	\$ 37,872
GRAND TOTAL		\$ 788,617	\$ 770,863	\$ 659,443	\$ 565,341	\$ 315,050	\$ 1,937,921

GENERAL SERVICES

DEPARTMENT DESCRIPTION

General Services provides support services for departments. It also includes funding for community based services and debt service for City Hall. The City's emergency reserve and inter-fund transfers to Streets and Capital Funds are also included in this budget.

Did You Know? The City is able to provide a wide array of services, including adult & children's services, Library, visitor outreach & tourism promotion, recycling, & animal control through service contracts with non-profits and local organizations to save they City money?

are set forth by Council regarding provision of grants to local organizations for community building, economic stimulation, and events

2010-2011 ACCOMPLISHMENTS

- ✓ Provided training support for staff and council members to enhance their ability to achieve community goals
- ✓ Continued to provide over \$1,000,000 in funding to community based not-for-profit groups for provision of contractual service and to support various community wide events
- ✓ The City of Sedona obtained multiple grants to reduce the burden on the General Fund

2011-2012 OBJECTIVES

- ✓ Continue to provide centralized support for training, fleet services and office supplies to ensure the most efficient and effective purchasing
- ✓ Review the current process for fleet maintenance and evaluate possible service adjustments
- ✓ Enhance the focus on training to ensure that the City retains and trains employees to provide a high level of service to the public
- ✓ Implement the new processes that

SIGNIFICANT CHANGES

- ✓ In order to better reflect the efforts and reporting structure of the organization, several programs have been relocated from General Services to other departments:
 - Communications moved to the City Manager's Office budget
 - Community Based Service Contracts were moved to the Community Services Department budget
 - Transit related costs were moved to the Community Services Department budget

**CITY OF SEDONA
EXPENDITURE ANALYSIS
General Services**

	CODE	BUDGETED 2008-09	ACTUAL 2008-09	BUDGETED 2009-10	ACTUAL 2009-10	BUDGETED 2010-11	ADOPTED 2011-2012
Property Taxes	10-5245-00-120	3,000	-	-	-	-	-
Training/Staff Development	10-5245-00-150	15,800	3,756	100,000	39,113	100,000	100,000
Professional Services	10-5245-00-205	94,279	89,871	62,000	98,695	190,387	21,559
Advertising	10-5245-00-211	16,000	13,801	8,000	8,195	-	-
Subscriptions/Dues/Licenses	10-5245-00-212	3,000	3,587	1,095	1,371	4,095	15,357
Telephone	10-5245-00-213	64,000	64,042	60,813	54,065	50,649	49,155
Service Charges	10-5245-00-215	36,800	18,054	25,300	14,241	22,613	22,613
Office/Printing Supplies	10-5245-00-220	21,300	26,978	17,000	18,494	50,000	56,713
Postage	10-5245-00-222	16,000	15,933	15,000	10,637	15,000	19,670
Office Maintenance	10-5245-00-232	5,400	13,326	5,400	2,097	6,025	6,025
Debt Service	10-5245-00-234	315,784	481,027	503,685	517,453	513,623	925,883
Automobile Expense	10-5245-00-241	3,500	2,234	3,500	2,669	10,950	8,750
Legal Settlements/Deductibles	10-5245-00-250	100,000	35,923	100,000	14,123	-	40,000
Operating Contingencies	10-5245-00-261	425,000	-	583,749	-	307,500	300,000
Emergency Management	10-5245-00-261	-	-	-	2,401	-	-
Rent	10-5245-00-305	5,000	6,411	6,600	5,842	6,000	6,000
IGA - Red Rock State Park	10-5245-00-531	-	-	-	-	115,000	-
Maintenance/Janitorial	10-5245-00-310	45,350	46,781	45,350	49,244	47,850	47,850
Grounds Maintenance	10-5245-00-321	30,000	12,786	20,000	23	20,000	20,000
Utilities	10-5245-00-330	85,250	86,756	93,540	83,749	93,540	93,540
Property & Casualty Insurance	10-5245-00-340	345,000	294,723	338,200	282,846	315,200	315,200
Gas & Oil	10-5245-00-405	500	475	500	351	76,477	13,543
Sedona Public Library	10-5245-00-505	401,833	401,833	328,650	328,650	369,218	-
Yavapai Emergency Services Contract	10-5245-00-515	5,000	5,239	5,500	5,239	5,500	5,500
B&G/Child Development Program	10-5245-00-519	10,000	9,825	-	-	-	-
Community Service Contracts	10-5245-00-520	126,465	107,632	21,000	11,954	19,845	-
Sedona Community Center	10-5245-00-521	130,000	130,000	112,500	112,500	138,875	-
Sedona Main Street	10-5245-00-522	71,686	71,686	68,102	68,067	68,102	-
Visitor Center/Chamber of Commerce	10-5245-00-525	692,813	837,111	513,113	498,113	478,207	-
Solid Waste/Sedona Recycling	10-5245-00-540	-	2,294	-	13,127	35,281	-
Sedona Humane Society	10-5245-00-545	-	-	-	-	41,370	-
Qualifying Arts Funds	10-5245-00-546	-	-	-	-	93,500	-
Arts Education Funds	10-5245-00-547	-	-	-	-	14,000	-
COP Administration Fees	10-5245-00-550	2,500	1,182	1,500	438	1,500	1,500
Arbitrage	10-5245-00-551	-	-	-	2,550	-	-
Office Furniture - Non Capital	10-5245-00-605	-	1,968	-	-	-	1,000
Office Equipment - Non Capital	10-5245-00-610	-	1,609	-	-	-	-
Improvements - Building	10-5245-00-650	-	-	-	-	-	-
Improvements - ADA Compliance	10-5245-00-650	-	-	-	-	-	-
Special Supplies/Safety Equipment/Emergency	10-5245-00-802	500	11,309	500	-	500	500
Safety Equipment	10-5245-00-803	-	-	-	4,387	-	-
Public Information Program	10-5245-00-805	30,000	22,702	24,000	11,086	18,200	-
Miscellaneous	10-5245-00-809	-	-	-	33,886	-	-
Sedona Teen Center	10-5245-00-845	25,000	25,000	20,500	20,500	39,975	-
Inter-Fund Transfers to Capital	10-5245-00-994	114,391	103,272	100,622	109,061	364,816	660,300
		-	-	-	-	-	-
SUBTOTAL ADMINISTRATIVE EXPENDITURES		\$ 3,241,151	\$ 2,949,126	\$ 3,185,719	\$ 2,425,166	\$ 3,633,798	\$ 2,730,658
Office Furniture	10-5245-00-705	-	-	-	-	-	-
Office Equipment	10-5245-00-710	-	-	-	-	-	-
Computer Software	10-5245-00-720	-	-	-	-	-	-
Radio & Phone Equipment	10-5245-00-730	-	-	-	-	-	-
Motor Vehicles	10-5245-00-740	-	-	-	-	-	-
Property Improvements	10-5245-00-750	-	-	-	-	10,000	10,000
SUB-TOTAL ASSETS		\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ 10,000
GRAND TOTAL		\$ 3,241,151	\$ 2,949,126	\$ 3,185,719	\$ 2,425,166	\$ 3,633,798	\$ 2,740,658

COMMUNITY DEVELOPMENT DEPARTMENT

DEPARTMENT DESCRIPTION

The Community Development Department is comprised of five major divisions and provides staff support to the City Council, Planning and Zoning Commission, Community Plan Update Steering Committee, Sustainability Commission, Historic Preservation Commission, Housing Commission and Board of Adjustment.

The **Building Safety Division** reviews and approves building permits, conducts building inspections during the construction process and interprets all building codes

The **Code Enforcement Division** investigates and seeks compliance of Land Development Code and City Code violations; processes liquor license applications, and coordinates community special events.

The **Current Planning Division** reviews and processes all new development proposals, variance requests and development impact fees calculations.

The **Long Range Planning Division** coordinates and manages updates and amendments to the Community Plan, Land Development Code, and related planning projects and provides staff assistance to the Historic Preservation Commission.

The **Development Services Division** coordinates and administers the “One Stop Shop” customer service center and processes building permits, sign permits and other related permit applications and provides administrative support for Community Development.

The **Housing Program** implements goals and policies of the City Council and Housing

Did You Know?

Since 1990, the Community Development Department has received six Arizona State planning awards.

Commission pertaining to affordable housing and administers the City’s Community Development Block Grant program.

The **Sustainability Program** implements policies, programs, regulations and strategies of the City Council and Sustainability Commission that will increase public awareness, knowledge and action through best practices in sustainability with measurable outcomes to enhance and enrich our community.

MISSION STATEMENT

Managing growth through responsible stewardship and excellent customer service – we *make a difference*.

2011-2012 OBJECTIVES

- ✓ Move forward with sustainability issues as directed by the City Council and Sustainability Commission.
- ✓ Completion of a new draft of the Sedona Community Plan.
- ✓ Adoption of the 2011 National Electrical Code with City of Sedona amendments.
- ✓ Administer the City’s \$370,000 Community Development Block Grant Program, with funding for the Sedona Community Center, Sedona Food Bank and housing rehabilitation program.
- ✓ Continue with proactive vacation rental and weed abatement enforcement.

2010-2011 ACCOMPLISHMENTS

- ✓ Adoption of the Medical Marijuana Ordinance.
- ✓ Adoption of amendments to the Time Extension Criteria in the Land Development Code.
- ✓ Adoption of proposed revisions to the Sedona Area Landscape Plant List.
- ✓ Received two Arizona State planning awards for affordable housing initiatives.
- ✓ Initiation of the Community Plan Update and formation of the Citizens Steering Committee.
- ✓ Coordination of the Five-Year Capital Improvement Program.
- ✓ Involvement with the SR 89A Route Transfer negotiations and public involvement process.
- ✓ Conducted a fee analysis for all department fees.
- ✓ Coordinated the annual Water Wise event for fourth grade students.
- ✓ Business license support and processing.
- ✓ In 2010, processed one zone change, eight conditional use permits, three development review applications, two subdivisions, one time extension, one variance, one historic landmark application, 15 minor land division/combo permits and conducted 13 conditional use permit annual inspections.
- ✓ In 2010, processed permits for 13 new single family residences, 44 residential remodels/additions, five accessory dwelling units, one new commercial project, four commercial remodels/additions, 106 permanent sign permits, 63 temporary use permits, 26 liquor licenses and conducted 790 building plan reviews, 1468 building inspections and 2619 general code enforcement inspections.

SIGNIFICANT CHANGES

- ✓ The Water Conservation Advisory Committee was eliminated.
- ✓ A new Sustainability Commission was created and formed.

**CITY OF SEDONA
EXPENDITURE ANALYSIS**

Community Development		BUDGETED 2008-09	ACTUAL 2008-09	BUDGETED 2009-10	ACTUAL 2009-10	BUDGETED 2010-11	ADOPTED 2011-2012
	CODE						
Salary/Wages	10-5310-00-105	841,026	834,909	764,860	747,009	687,275	690,714
Overtime	10-5310-00-106	9,381	3,033	-	848	-	-
Temp/Part-time	10-5310-00-110	-	-	-	-	-	-
Direct Payroll Costs	10-5310-00-125	65,056	62,862	58,604	56,006	52,577	52,840
Employee Benefits	10-5310-00-146	-	857	-	-	-	-
SUB-TOTAL SALARIES & WAGES		\$ 915,463	\$ 901,661	\$ 823,464	\$ 803,863	\$ 739,852	\$ 743,553
Training/Staff development	10-5310-00-150	28,000	16,622	-	-	-	-
Professional Services	10-5310-00-205	623,398	323,789	214,300	198,849	18,900	55,900
Commission Support	10-5310-00-210	13,000	6,651	7,250	1,480	3,000	4,000
Advertising	10-5310-00-211	18,500	9,630	20,250	2,481	16,250	9,750
Subscriptions/Dues/Licenses	10-5310-00-212	3,500	5,439	2,575	4,576	2,525	2,525
Telephone	10-5310-00-213	1,500	1,314	1,860	1,842	1,920	1,920
Printing/Office Supplies	10-5310-00-220	25,700	11,201	17,550	7,137	-	-
Postage	10-5310-00-222	4,200	532	6,900	-	-	20,000
Equipment Repair	10-5310-00-235	600	679	600	525	600	600
Automobile Expense	10-5310-00-241	2,100	2,662	4,300	2,814	-	-
Recording Fees	10-5310-00-252	-	20	-	-	-	-
Rent	10-5310-00-305	3,400	4,153	4,500	4,153	2,500	2,500
Grounds Maintenance	10-5310-00-321	500	62	250	1,747	250	250
Gasoline	10-5310-00-405	5,800	3,858	4,800	2,740	-	-
Community Based Services	10-5310-00-520	15,000	13,577	12,000	13,000	-	-
Office Furniture - Non Capital	10-5310-00-605	-	2,543	-	-	-	-
Computer Hardware - Non Capital	10-5310-00-620	-	297	-	-	-	-
Special Supplies/Safety Equip./Emerg./Tool	10-5310-00-803	3,900	2,888	4,050	2,385	3,050	2,650
Transfer to Grant/Match Funds	10-5310-00-993	15,600	-	1,600	-	2,000	4,759
SUBTOTAL ADMINISTRATIVE EXPENDITURES		\$ 764,698	\$ 405,919	\$ 302,785	\$ 243,729	\$ 50,995	\$ 104,854
Office furniture	10-5310-00-705	-	-	-	-	-	-
Office equipment	10-5310-00-710	-	-	-	-	-	-
Computer Hardware/Software	10-5310-00-720	-	-	-	-	-	-
Machinery & Equipment	10-5310-00-725	-	-	-	-	-	-
Radio & phone equipment	10-5310-00-730	-	-	-	-	-	-
Vehicles	10-5310-00-740	-	-	-	-	-	-
SUB-TOTAL ASSETS		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GRAND TOTAL		\$ 1,680,161	\$ 1,307,580	\$ 1,126,249	\$ 1,047,592	\$ 790,847	\$ 848,407

PUBLIC WORKS DEPARTMENT

DEPARTMENT DESCRIPTION

The Public Works Department has four divisions: Administration, Engineering, City Maintenance, and Wastewater. The Department is responsible for maintenance of city buildings, City parking lots, parks, public streets, and storm drainages. The City maintains and operates City wastewater facilities. The Department reviews development of improvement plans for City facilities and oversees the construction of these facilities. The department also reviews engineering plans for private development projects (commercial and residential) as they affect these facilities and provides input to Community Development regarding drainage, roadways, traffic, and wastewater.

MISSION STATEMENT

The mission of the Public Works Department is to provide for the design, construction, maintenance and operation of the roads, storm drainage facilities, city buildings, parks, parking lots, and wastewater facilities within and related to the City of Sedona. Additionally, to assist other City Departments with its expertise in these areas, in a manner which takes into account the direction of the City Manager, the City Council, the desires of the citizens of Sedona, and professional standards applicable to these activities.

2011-2012 OBJECTIVES

- ✓ Complete construction of phases 2 and 3 of the Harmony-Windsong

Did You Know? The City of Sedona requested that the Arizona Department of Transportation transfer about 5 miles of roadway to the city.

- storm drainage project.
- ✓ Continue to work toward improvements at the Wastewater plant to improve the effluent management program
- ✓ Begin to determine the detail of the safety improvements to be installed along the transferred segment of SR 89A
- ✓ Work with the Sedona Bicycle Coordinator to implement signage defining a non-highway bicycle route through West Sedona.
- ✓ Continue developing maintenance program for newly completed SR 179 landscape areas.
- ✓ Complete review of water-use based rate structure for restaurants.

2010-2011 ACCOMPLISHMENTS

- ✓ Completed construction of upgrades to three largest sewer pump stations on wastewater collection system.
- ✓ Completed repair of Sunset Park Tennis and Basketball Courts
- ✓ Completed replacement of Possegrounds ball field lights
- ✓ Complete installation of security improvements at City Hall complex and Wastewater plant

SIGNIFICANT CHANGES

- ✓ The staff of the Public Works Department was reduced by one engineer due to

- reduced capital project load.
- ✓ Due to reduced wastewater related projects load Public Works staff time has been reallocated significantly to reflect the revised work emphasis. More time for remaining staff is devoted to general fund and streets fund activities.
- ✓ Portions of SR 179 and SR 89A amounting to about 5 miles were transferred from ADOT to the City.

**CITY OF SEDONA
EXPENDITURE ANALYSIS
PUBLIC WORKS**

	CODE	BUDGETED 2008-09	ACTUAL 2008-09	BUDGETED 2009-10	ACTUAL 2009-10	BUDGETED 2010-11	ADOPTED 2011-2012
Salary/Wages	10-5320-00-105	285,719	264,718	245,436	247,177	406,903	454,569
Overtime	10-5320-00-106	4,145	2,912	3,889	906	4,033	-
Temporary-Part Time	10-5320-00-110	-	-	-	-	-	8,262
Direct Payroll Costs	10-5320-00-125	22,175	19,972	19,073	18,276	31,436	35,407
Employee Benefits	10-5320-00-146	3,720	3,885	2,340	3,900	2,340	3,900
SUB-TOTAL SALARIES & WAGES		\$ 315,759	\$ 291,487	\$ 270,738	\$ 270,260	\$ 444,712	\$ 502,138

Uniform Expenses	10-5320-00-145	500	-	-	-	3,560	1,600
Training/Staff Development	10-5320-00-150	20,215	8,044	-	-	-	(0)
Professional Services	10-5320-00-205	58,980	6,726	146,580	43,912	85,920	103,366
Consulting Services	10-5320-00-206	-	-	-	-	-	-
Advertising	10-5320-00-211	10,100	4,104	4,500	1,885	5,600	5,600
Subscriptions/Dues/Licenses	10-5320-00-212	4,898	4,035	3,110	3,224	2,950	2,781
Telephone	10-5320-00-213	2,350	2,238	2,050	1,703	4,550	2,050
Permit Fees	10-5320-00-217	-	-	-	-	-	5,000
Printing/Office Supplies	10-5320-00-220	5,000	2,747	4,500	1,392	-	-
Postage	10-5320-00-222	100	103	200	-	-	-
Office Maintenance	10-5320-00-232	500	51	500	-	-	-
Equipment Repair	10-5320-00-235	-	-	-	-	3,000	3,000
Automobile Expense	10-5320-00-241	500	284	500	62	-	-
Rent	10-5320-00-305	1,000	1,187	1,200	1,088	-	-
Maintenance/Janitorial	10-5320-00-310	900	2,890	-	-	7,600	47,500
Janitorial Supplies	10-5320-00-320	-	-	17,000	19,509	17,500	11,500
Grounds Maintenance	10-5320-00-321	-	-	-	-	45,000	45,000
Utilities	10-5320-00-330	2,480	2,044	3,480	1,221	79,900	198,889
Community Based Services - Sedona Recycles	10-5320-00-520	41,264	41,264	37,138	37,138	-	-
Solid Waste	10-5320-00-540	-	-	-	-	-	4,284
Office Furniture - Non Capital	10-5320-00-605	3,000	1,329	-	-	-	-
Radio & Phone Equipment - Non Capital	10-5320-00-620	250	-	-	10	-	-
Special Supplies/Safety Equip./Emerg./Tool	10-5320-00-803	3,475	206	1,325	145	400	900
Special Supplies	10-5320-00-815	500	10,754	-	-	-	-
Chemicals	10-5320-00-856	-	-	-	-	8,000	10,000
SUBTOTAL ADMINISTRATIVE EXPENDITURES		\$ 156,012	\$ 88,006	\$ 222,083	\$ 111,288	\$ 263,980	\$ 441,470

Office furniture	10-5320-00-705	-	-	-	-	-	-
Office equipment	10-5320-00-710	-	-	-	-	-	-
Computer Hardware/Software	10-5320-00-720	-	-	-	-	-	-
Machinery & Equipment	10-5320-00-725	-	-	-	-	-	-
Radio & phone equipment	10-5320-00-730	-	-	-	-	-	-
Vehicles	10-5320-00-740	-	-	-	-	-	-
Improvements	10-5320-00-750	-	-	-	-	46,500	16,000
SUB-TOTAL ASSETS		\$ -	\$ -	\$ -	\$ -	\$ 46,500	\$ 16,000
GRAND TOTAL		\$ 471,771	\$ 379,493	\$ 492,821	\$ 381,547	\$ 755,192	\$ 959,608

POLICE DEPARTMENT

DEPARTMENT DESCRIPTION

To provide professional law enforcement and crime prevention services to the citizens and visitors of Sedona. The department has personnel on-duty twenty-four hours a day, seven days a week in our communications center and in the field responding to emergency calls and conducting proactive patrol operations. Administrative and other support personnel work differing shifts throughout the week. The police department is the sole public safety agency within city government.

MISSION STATEMENT

The mission of the Sedona Police Department is to serve the members of our community in a productive partnership, working to provide professional public safety services that enhance the City's quality of life. Through teamwork, we are dedicated to consistently providing exceptional customer service to those in need. We pledge to serve our community with honesty, fairness, and integrity at all times.

2011-2012 OBJECTIVES

- ✓ Implement management practices and automated systems to ensure the effective use of overtime.
- ✓ Increase the awareness and participation in the Community Police Alliance Volunteer Program.
- ✓ Develop an annual training plan to ensure all personnel perform at optimal capacity and create an environment of continual professional development.
- ✓ Actively seek out grant opportunities to supplement proactive public safety activities.

- ✓ Implement action plans recommended to

Did You Know?

Commander Ron Wheeler and Officer Rene Hernandez attained higher education accomplishments. Commander Wheeler earned a Bachelor Degree and Officer Hernandez earned an Associates Degree.

enhance the effectiveness of the department from the Management and Supervisory Team Building Workshop.

2010-2011 ACCOMPLISHMENTS

- ✓ New uniform specifications were approved based on recommendations from a committee of department personnel. The new uniforms have a professional appearance and provide more functionality in field operations.
- ✓ A new police badge design was recommended by a committee of department personnel. The new design is more reflective of the heritage and landscape of Sedona.
- ✓ Traffic enforcement and education efforts contributed to a 13.4% reduction in traffic collisions in 2010 as compared to 2009 collision figures.
- ✓ Two additional police officers earned certification as Drug Recognition Experts which will enhance the department's efforts in DUI enforcement and drug investigations.
- ✓ Arizona State 9-1-1 revenues funded the upgrade of the department's 9-1-1 system in the Communications Center. The police department is designated as a secondary public safety answering point for 9-1-1 calls in the Sedona area.
- ✓ The police department successfully obtained a grant from the State Governor's Office for \$50,000 to fund the purchase and equipping of a new police patrol vehicle.

SIGNIFICANT CHANGES

- ✓ Police Chief Raymond Cota was hired in July 2010 to lead the police department.
- ✓ Since the arrival of Chief Cota the department has implemented a new patrol deployment schedule which maximizes the use of field personnel, reorganized the department to enhance accountability and initiated steps to enhance the supervisory and leadership capacity of management and supervisory personnel.
- ✓ Officer James Pott was promoted to Police Sergeant in January 2011.

CITY OF SEDONA

EXPENDITURE ANALYSIS

Police Department

	CODE	BUDGETED 2008-09	ACTUAL 2008-09	BUDGETED 2009-10	ACTUAL 2009-10	BUDGETED 2010-11	ADOPTED 2011-2012
Salary/Wages	10-5510-00-105	2,023,564	1,401,257	1,304,108	1,372,180	1,726,509	1,579,013
Overtime	10-5510-00-106	271,080	229,756	114,618	119,055	119,946	140,053
Shift-Differential Pay	10-5510-00-107	31,200	481,149	641,035	447,240	-	-
Shift-Differential Overtime Pay	10-5510-00-108	-	157,784	84,022	108,527	-	-
Direct Payroll Costs	10-5510-00-125	67,706	60,617	59,703	54,810	51,739	57,359
Uniform Allowance(s)	10-5510-00-145	34,760	32,893	31,380	36,153	41,410	34,040
Employee Benefits	10-5510-00-146	-	-	-	1,500	-	-
SUB-TOTAL SALARIES & WAGES		\$ 2,428,310	\$ 2,363,456	\$ 2,234,866	\$ 2,139,466	\$ 1,939,604	\$ 1,810,465

Employee Exams	10-5510-00-141	4,533	2,543	2,826	1,554	2,470	2,470
Uniform Expenses		-	-	-	-	-	12,200
Training/Staff Development	10-5510-00-150	31,000	27,116	-	-	-	-
Professional Services	10-5510-00-205	-	-	-	58,186	-	-
Advertising	10-5510-00-211	-	-	-	-	-	-
Subscriptions/Dues/Licenses	10-5510-00-212	9,867	10,477	10,122	7,928	6,927	18,137
Telephone	10-5510-00-213	4,492	5,804	6,480	5,908	3,924	5,464
Printing/Office Supplies	10-5510-00-220	13,250	15,720	11,250	6,898	-	-
Postage	10-5510-00-222	-	158	-	307	-	1,200
Office Maintenance	10-5510-00-232	-	-	-	-	-	-
Office Equipment Rental	10-5510-00-233	120	147	-	-	-	-
Lease Purchase	10-5510-00-234	-	-	-	-	-	-
Equipment Repair	10-5510-00-235	12,850	6,810	10,760	9,434	8,800	9,300
Software Maintenance	10-5510-00-236	-	-	-	-	-	-
Automobile Expense	10-5510-00-241	40,200	42,206	37,000	52,657	37,000	42,900
Rent	10-5510-00-305	2,580	2,795	2,580	1,075	-	-
Maintenance/Janitorial	10-5510-00-310	170	365	-	387	-	-
Grounds Maintenance (Range)	10-5510-00-321	-	-	-	87	-	-
Utilities	10-5510-00-330	-	-	-	-	-	-
Gasoline	10-5510-00-405	62,000	67,369	66,000	64,511	-	84,893
Community Based Services	10-5510-00-520	3,513	3,418	3,417	2,845	-	-
Humane Society	10-5510-00-545	42,649	42,604	41,370	41,370	-	-
Tactical Gear	10-5510-00-629	-	-	-	-	19,910	19,660
Office Furniture - Non Capital	10-5510-00-605	2,300	2,077	-	-	-	-
Office Equipment - Non Capital	10-5510-00-610	-	575	-	-	-	-
Computer Hardware - Non Capital	10-5510-00-615	-	-	-	-	-	-
Safety/Emerg. Equip. - Non Capital	10-5510-00-628	500	-	-	-	-	-
Radio & Phone Equip. - Non Capital	10-5510-00-630	2,242	3,502	1,902	837	7,122	1,622
Special Supplies	10-5510-00-803	103,388	62,016	56,844	38,971	18,236	19,536
Public Information Program	10-5510-00-805	5,600	1,469	5,100	2,404	3,900	4,400
Miscellaneous refunds/costs	10-5510-00-809	1,450	1,735	1,450	2,143	2,544	4,544
DARE/Special Supplies	10-5510-00-815	-	-	-	-	-	-
Transfer to Grant Fund / Matching funds	10-5510-00-991	25,000	-	25,000	-	-	1,500
SUBTOTAL ADMINISTRATIVE EXPENDITURES		\$ 367,704	\$ 298,907	\$ 282,101	\$ 297,504	\$ 110,833	\$ 227,826

Office Furniture	10-5510-00-705	-	-	-	-	-	-
Office Equipment	10-5510-00-710	-	-	-	-	-	-
Computer Software	10-5510-00-720	-	-	-	-	-	-
Machinery & Equipment	10-5510-00-725	-	-	-	-	-	-
Safety/Emergency Equipment	10-5510-00-728	-	-	-	-	-	-
Radio/Phone Equipment	10-5510-00-730	6,500	5,427	6,100	-	-	38,000
Motor Vehicles	10-5510-00-740	-	-	-	-	-	108,200
Improvements	10-5510-00-740	1,000	-	-	-	-	-
SUB-TOTAL ASSETS		\$ 7,500	\$ 5,427	\$ 6,100	\$ -	\$ -	\$ 146,200
GRAND TOTAL		\$ 2,803,514	\$ 2,667,790	\$ 2,523,067	\$ 2,436,969	\$ 2,050,437	\$ 2,184,491

MUNICIPAL COURT

DEPARTMENT DESCRIPTION

The Municipal Court is the judicial branch of Sedona City government and is also a part of the State of Arizona court system. The Court is responsible for the adjudication of several different types of cases including: civil traffic, parking, city code violations, criminal traffic, including D.U.I.'s and criminal misdemeanor violations. The Court also handles Petitions for Orders of Protection and Injunctions Prohibiting Harassment. The Judge also performs weddings.

Did You Know?

Passage of the medical marijuana bill will impact the Municipal Court. Violation of most of the laws created to regulate use of marijuana under this new law are designated as Class 1 Misdemeanors which would be handled in Limited Jurisdiction Courts.

MISSION STATEMENT

The mission of the Sedona Municipal Court is to serve the community and to protect individual rights through the administration of justice. We pledge to serve each member of our community promptly with integrity, fairness, and respect.

SIGNIFICANT CHANGES

- ✓ New court clerk Rob Allen was added to staff, coming to the Court after many years at the Police Department.
- ✓ Added two new pro tem judges – Paul Julien and Harry Cipriano.

2011-2012 OBJECTIVES

- ✓ Continue to provide excellent service to the community by operating the court efficiently, fairly, and independently.
- ✓ Provide the court with some form of security for the protection of staff and public.

2010 –2011 ACCOMPLISHMENTS

- ✓ Purged all old case files and reorganized file room.
- ✓ Implemented new policies and procedures to enhance efficiency and better service to public.

**CITY OF SEDONA
EXPENDITURE ANALYSIS
Municipal Court**

	CODE	BUDGETED 2008-09	ACTUAL 2008-09	BUDGETED 2009-10	ACTUAL 2009-10	BUDGETED 2010-11	ADOPTED 2011-2012
Salary/Wages	10-5520-00-105	259,035	238,696	259,955	218,230	224,065	183,994
Overtime	10-5520-00-106	2,170	884	2,297	1,745	1,755	-
Temp/Part-Time	10-5520-00-110	-	17,384	-	8,509	-	28,773
Direct Payroll Costs	10-5520-00-125	19,566	19,103	20,062	17,074	17,167	16,277
Employee Benefits	10-5520-00-146	-	-	-	-	-	720
SUB-TOTAL SALARIES & WAGES		\$ 280,771	\$ 276,068	\$ 282,314	\$ 245,559	\$ 242,987	\$ 229,763
Training/Staff Development	10-5520-00-150	3,900	1,501	-	-	-	-
Professional Services	10-5520-00-205	22,000	7,875	13,000	6,424	13,000	13,000
Subscriptions/Dues/Licenses	10-5520-00-212	1,701	1,359	1,300	335	1,300	1,300
Telephone	10-5520-00-213	700	720	720	720	720	-
Service Charges	10-5520-00-220	650	918	1,200	640	1,200	1,200
Office/Printing Supplies	10-5520-00-220	3,300	2,987	3,300	4,322	-	-
Postage	10-5520-00-222	105	39	105	18	-	-
Software Maintenance (State Supported)	10-5520-00-236	6,900	6,500	6,500	6,500	6,500	6,500
Automobile Expense	10-5520-00-241	850	420	700	70	-	-
Legal Fees	10-5520-00-250	29,000	37,411	29,000	25,331	29,000	29,000
Audit	10-5520-00-255	-	-	1,500	2,400	1,500	-
Maintenance/Janitorial	10-5520-00-310	-	-	-	131	-	-
Gas and Oil	10-5520-00-310	-	10	-	49	-	-
Office Furniture - Non Capital	10-5520-00-605	-	230	-	-	-	-
Jury Remunerations	10-5520-00-812	500	120	300	-	300	300
Transfer to Capital	10-5520-00-995	-	-	-	-	-	-
SUBTOTAL ADMINISTRATIVE EXPENDITURES		\$ 69,606	\$ 60,090	\$ 57,625	\$ 46,939	\$ 53,520	\$ 51,300
Office Furniture	10-5520-00-705	-	-	-	-	-	-
Office Equipment	10-5520-00-710	-	-	-	-	-	-
Computer Software	10-5520-00-715	-	-	-	-	-	-
Computer Hardware	10-5520-00-720	-	-	-	-	-	-
Machinery & Equipment	10-5520-00-725	-	-	-	-	-	51,400
SUB-TOTAL ASSETS		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 51,400
GRAND TOTAL		\$ 350,377	\$ 336,158	\$ 339,939	\$ 292,498	\$ 296,507	\$ 332,463

Special Revenue Funds

*Streets/Grants/Dev. Impact
Fees/Community Facility Districts*

Fiscal Year Budget

2011-2012

CITY MAINTENANCE DIVISION of PUBLIC WORKS DEPARTMENT

DEPARTMENT DESCRIPTION

The Maintenance Division of the Public Works Department maintains City buildings, city parks, and all trails and trailheads within the City park system. Also maintained are City roadways, street signage, lighting, traffic signals, and drainage facilities within rights-of-way and easements. The division also responds to emergencies such as flooding, snow removal, and accident clean-up that affect the facilities the division maintains. The division handles street naming and right-of-way permits.

MISSION STATEMENT

The mission of the Maintenance Division of the Public Works Department of the City of Sedona, with public safety and enjoyment of citizens and tourists being of the highest priority, is to provide prompt, professional and efficient service in the maintenance of City buildings and grounds, parking lots, parks, roadways, sidewalks, landscaped areas, lighting, traffic signals, drainage ways, and right-of-ways; in a manner which takes into account the direction of the City Manager, the City Council, the Public Works Director, and the desires of the citizens of Sedona, as well as the professional standards governing maintenance activities.

2011-2012 OBJECTIVES

- √ Install signs at the Teen Center, Dog Park, Community Pool and Barbara's Park
- √ Mill and overlay Harmony Hills Subdivision: Symphony Way, Cantible Street, Friendship Way, Harmony Drive, Melody Lane, Hooper Drive, Allegro

Did You Know?

In April 2010, the Parks & Recreation Maintenance function merged with the Public Works Department Streets Division to form the Public Works Department City Maintenance Division.

Drive, Windsong Drive, Concord Drive, Andante Drive, Tranquil Avenue

- √ Begin to implement the storm drainage maintenance cleaning program for the next five year cycle.
- √ Continue to move forward with the retroreflectivity program to measure reflectivity of signs and replace those that do not meet standards

2010-2011 ACCOMPLISHMENTS

- √ Completed improvements at the Sedona Dog Park
- √ Added recycling/trash containers to all parks
- √ Performed energy audits on facility buildings
- √ Issued 3 City-wide Right-Of-Way permits
- √ Changed over to larger street signs on the SR 179 corridor
- √ Milled and overlaid Shelby Drive, Harmony Hills No. 2 Subdivision (Stardust Lane, Rainbow Drive, Grey Mountain Road), Harmony Heights North Subdivision (Pueblo Drive, Arrowhead Road, Metate Drive, Pottery Place, Bow Drive)
- √ Collected and disposed of Christmas trees from Sedona residents (Christmas Tree Recycle)
- √ Performed traffic counts and inputted data for the Highway Performance Management System (HPMS) for ADOT

**CITY OF SEDONA
EXPENDITURE ANALYSIS**

Streets Fund	CODE	BUDGETED 2008-09	ACTUAL 2008-09	BUDGETED 2009-10	ACTUAL 2009-10	BUDGETED 2010-11	ADOPTED 2011-2012
Salary & Wages	11-5320-00-105	223,260	206,439	221,612	203,982	205,128	177,612
Overtime	11-5320-00-106	5,377	6,934	5,319	4,027	4,784	8,979
Temporary-Part Time	11-5320-00-110	-	-	-	-	-	6,610
Direct Payroll Cost	11-5320-00-125	17,491	15,901	17,360	15,291	16,058	14,780
Retirement	11-5320-00-130	18,374	18,971	18,380	18,630	20,152	19,592
STD/LTD Insurance	11-5320-00-134	2,034	2,000	1,755	1,900	1,590	1,447
Health/Dental/Life Insurance	11-5320-00-135	44,512	39,920	50,698	44,915	45,449	49,504
Workers Compensation	11-5320-00-136	9,395	2,906	3,878	2,991	4,093	864
Flex Leave Reimbursement	11-5320-00-140	2,492	-	-	-	-	-
Employee Benefits	11-5320-00-146	-	-	-	-	-	-
SUB-TOTAL SALARIES & WAGES		\$ 322,935	\$ 293,071	\$ 319,002	\$ 291,736	\$ 297,254	279,389
Administration & Storage Yard	11-5320-00-565	89,291	92,218	97,091	94,207	94,985	85,000
Right-of-Way Maintenance	11-5320-00-566	257,661	164,782	256,137	196,971	157,544	157,544
Traffic Control	11-5320-00-567	113,436	87,362	98,436	43,601	98,436	96,129
Drainage Rehabilitation	11-5320-00-568	15,750	4,741	15,750	18,378	15,000	15,000
Storm Emergencies	11-5320-00-569	35,000	23,137	35,000	159,837	35,000	35,000
Road Rehabilitation	11-5320-00-570	622,266	555,710	270,670	-	482,855	482,855
Drainage Maintenance	11-5320-00-571	230,000	167,420	241,500	196,346	200,000	200,000
Roadway Materials	11-5320-00-572	10,000	4,271	10,000	10,954	10,000	10,000
Pavement Preservation	11-5320-00-573	120,000	119,015	120,000	99,693	90,000	120,000
SUBTOTAL STREETS/TRAFFIC EXPENDITURES		\$ 1,493,404	\$ 1,218,657	\$ 1,144,584	\$ 819,988	\$ 1,183,820	1,201,528
Employee Exams	11-5320-00-141	200	-	200	-	150	150
Uniform Allowance	11-5320-00-145	600	170	600	118	450	450
Training/Staff Development	11-5320-00-150	5,750	2,497	-	-	-	-
Professional Services	11-5320-00-205	5,000	25,772	4,500	1,224	3,000	2,916
Subscriptions/Dues/Licences	11-5320-00-212	495	871	685	256	600	684
Telephone	11-5320-00-213	2,242	2,127	2,242	2,193	2,242	2,242
Equipment Rental	11-5320-00-233	3,280	1,171	2,750	2,642	2,750	2,870
Equipment Repair/Maintenance	11-5320-00-235	2,000	4,962	3,000	74	3,350	3,350
Automobile Expense	11-5320-00-241	1,200	7,835	4,200	3,717	3,000	5,500
Disaster/Emergency Account	11-5320-00-262	50,000	-	50,000	-	50,000	50,000
Utilities	11-5320-00-330	43,625	31,748	54,390	31,774	54,390	63,000
Gasoline	11-5320-00-405	12,000	9,365	12,000	8,237	10,000	11,799
Solid Waste	11-5320-00-540	1,920	2,030	2,100	3,296	2,280	-
Office Furniture - Non Capital	11-5320-00-605	300	-	-	-	-	-
Machinery & Equipment - Non Capital	11-5320-00-625	2,000	639	-	-	-	-
Radio & Phone Equipment - Non Capital	11-5320-00-630	300	157	-	24	-	-
Spec Supplies/Safety Equipment	11-5320-00-803	3,750	2,322	3,750	4,695	3,000	3,350
Special Supplies	11-5320-00-815	6,000	1,829	4,000	-	2,000	2,000
Sidewalks (repairs & additions)	11-5320-00-914	2,000	2,000	2,000	4,691	-	-
Landscaping/Materials/Supply	11-5320-00-937	15,000	6,419	15,000	2,058	10,000	10,000
Transfer to Other Funds	11-5320-00-995	-	-	4,000	-	17,150	4,250
SUBTOTAL ADMINISTRATIVE EXPENDITURES		\$ 157,662	\$ 101,913	\$ 165,417	\$ 64,997	\$ 164,362	\$ 162,561
Machinery & Equipment	11-5320-00-725	-	-	-	-	-	-
Computer Software	11-5320-00-720	-	-	-	-	-	-
Vehicles	11-5320-00-740	-	-	-	-	-	-
Land Acquisition	11-5320-00-745	-	-	-	-	-	-
Improvements	11-5320-00-750	-	-	-	-	-	-
SUBTOTAL CAPITAL EXPENDITURES		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GRAND TOTAL		\$ 1,974,001	\$ 1,613,640	\$ 1,629,003	\$ 1,176,721	\$ 1,645,436	\$ 1,643,478

**CITY OF SEDONA
EXPENDITURE ANALYSIS
STATE ROUTE 89A**

	CODE	BUDGETED 2008-09	ACTUAL 2008-09	BUDGETED 2009-10	ACTUAL 2009-10	BUDGETED 2010-11	ADOPTED 2011-2012
		-	-	-	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
SUB-TOTAL SALARIES & WAGES		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Spendable Contingency	13-5000-00-260	-	-	-	-	-	400,000
		-	-	-	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
SUBTOTAL DEBT SERVICE EXPENDITURES		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400,000
		-	-	-	-	-	-
		-	-	-	-	-	-
SUB-TOTAL ASSETS		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GRAND TOTAL		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400,000

**CITY OF SEDONA
EXPENDITURE ANALYSIS**

GRANT FUND	CODE	BUDGETED 2008-09	ACTUAL 2008-09	BUDGETED 2009-10	ACTUAL 2009-10	BUDGETED 2010-11	ADOPTED 2010-2011
Safe Schools Grant (SOC School District)	16-5510-47-825	154,673	127,346	156,337	122,328	122,862	53,699
CDBG	16-5310-01-820	35,790	34,853	27,835	11,424	-	-
COPS Grant	16-5510-83-105	-	-	121,859	-	-	-
SUB-TOTAL SALARIES & WAGES		\$ 190,463	\$ 162,198	\$ 306,031	\$ 133,752	\$ 122,862	\$ 53,699
Pool/Park Donations	16-5242-00-218	2,500	30,138	3,000	-	-	-
Jordan Historical Park	16-5242-00-859	-	-	25,000	-	25,000	50,000
CDBG -	16-5310-00-820	332,800	139,136	300,000	165,583	300,000	370,000
Jameson Park - Donations	16-5242-00-218	3,283	3,152	1,500	1,063	2,269	2,269
NFL GRANT	16-5242-00-816	-	-	-	4,232	-	-
City Park Trees	16-5242-00-817	2,475	2,475	1,000	-	675	675
Jordan Historical Park Trees	16-5242-00-838	1,797	1,744	1,000	-	-	-
Household Hazardous Waste	16-5245-00-540	100,000	13,500	-	-	-	-
Federal/State/County Funding	16-5245-00-800	-	-	1,000,000	-	1,000,000	900,000
Historic Preservation Grant	16-5310-00-859	14,000	2,873	4,000	-	4,000	4,800
ADOT Transit Grant (FTA Sec. 5311 Rural Progra	16-5310-00-861	-	8,524	-	-	-	-
ADEQ -	16-5320-00-870	25,000	-	-	-	-	200,000
Growing Smarter Grant	16-5310-00-862	20,000	-	20,000	-	-	-
Waterwise Annual Education Day	NEW	-	-	-	-	-	500
LTAI II (ACCS \$5,000)	16-5320-00-816	-	37,738	-	-	-	-
Public Works Grants	16-5320-00-613	575,000	-	500,000	-	500,000	350,000
Police Explorers Donations	16-5510-00-218	6,481	2,077	2,000	3,174	2,000	5,000
Bullet Proof Vest	16-5510-00-628	2,000	-	-	-	-	2,000
Canine Grant Funds	16-5510-00-822	1,058	-	200	19,726	15,500	10,278
COPS Grant	16-5510-00-205	-	316,597	-	138,756	200,000	162,262
MISCELLANEOUS	16-5000-00-613	210,000	15,885	350,000	(13,395)	100,000	198,235
Govenors Office Highway Safety	16-5510-00-833	60,000	-	50,000	57,645	50,000	45,000
R.I.C.O. Funds / Yavapai County	16-5510-00-834	-	-	-	34,550	-	-
DUI Abatement Council	16-5510-00-840	31,356	1,275	50,000	543	50,000	10,000
Stewards of Public Lands	16-5000-00-828	1,000	-	500	-	500	-
Volunteer Donations	16-5510-00-830	904	-	2,000	-	2,000	5,000
SUBTOTAL ADMINISTRATIVE EXPENDITURES		\$ 1,389,654	\$ 575,114	\$ 2,310,200	\$ 411,877	\$ 2,251,944	\$ 2,316,019
SUB-TOTAL ASSETS		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GRAND TOTAL		\$ 1,580,117	\$ 737,312	\$ 2,616,231	\$ 545,628	\$ 2,374,806	\$ 2,369,718

**CITY OF SEDONA
EXPENDITURE ANALYSIS
P.A.N.T. Fund**

		BUDGETED 2008-09	ACTUAL 2008-09	BUDGETED 2009-10	ACTUAL 2009-10	BUDGETED 2010-11	ADOPTED 2011-2012
Salary/Wages	18-5510-00-105	248,313	228,572	740,484	239,823	600,719	58,074
Overtime	18-5510-00-106	216,000	143,457	209,160	180,969	19,872	18,731
Direct Payroll Costs	18-5510-00-125	12,008	15,898	27,146	17,158	953	1,114
Retirement	18-5510-00-130	36,433	59,825	164,734	65,708	9,284	10,876
STD/LTD Insurance	18-5510-00-134	1,281	1,387	3,848	1,275	520	612
Health/Dental/Life Insurance	18-5510-00-135	42,981	39,310	71,751	47,939	13,417	14,523
Workers Compensation	18-5510-00-136	12,005	11,648	34,402	11,231	2,504	3,200
Uniform Allowance	18-5510-00-145	3,550	4,522	5,820	3,568	960	960
Unemployment	18-5510-00-146		139	-	144	-	-
SUB-TOTAL SALARIES & WAGES		\$ 572,571	\$ 504,759	\$ 1,257,345	\$ 567,816	\$ 648,229	\$ 108,089
Exams	18-5510-00-141	-	-	-	-	-	-
Training/Staff Development	18-5510-00-150	24,000	13,555	24,000	5,155	-	-
Professional Services	18-5510-00-205	-	14,453	40,950	34,964	-	-
Telephone	18-5510-00-213	12,000	11,918	16,800	15,147	-	-
Office/Printing Supplies	18-5510-00-220	8,000	8,468	11,500	20,185	-	-
Postage	18-5510-00-222	-	54	-	21	-	-
Office Maintenance	18-5510-00-232	300	249	1,500	114	-	-
Gasoline and Oil	18-5510-00-405	-	578	-	60	-	-
Office Equipment - Non Capital	18-5510-00-610	-	-	2,500	-	-	-
Computer Hardware - Non Capital	18-5510-00-615	-	-	-	1,761	-	-
Radio & Phone Equip - Non Capital	18-5510-00-630	-	-	-	3,718	-	-
Special Supplies/Safety Equipment	18-5510-00-803	6,000	9,219	7,770	8,610	-	-
Miscellaneous/Refunds/Costs	18-5510-00-809	48,000	399	34,000	-	-	-
SUBTOTAL ADMINISTRATIVE EXPENDITURES		\$ 98,300	\$ 58,894	\$ 139,020	\$ 89,736	\$ -	\$ -
Office Furniture	18-5510-00-705	-	-	-	15,313	-	-
Equipment	18-5510-00-410	-	-	4,900	-	-	-
Safety/Emergency Equipment	18-5510-00-728	-	-	-	13,056	-	-
Radio & Telephone Equipment	18-5510-00-730	-	-	-	8,110	-	-
Computer Hardware	18-5510-00-715	-	-	-	45	-	-
Computer Software	18-5510-00-720	-	-	-	999	-	-
Vehicles	18-5510-00-740	-	-	-	129,840	-	-
SUB-TOTAL ASSETS		\$ -	\$ -	\$ 4,900	\$ 167,363	\$ -	\$ -
GRAND TOTAL		\$ 670,871	\$ 563,652	\$ 1,401,265	\$ 824,915	\$ 648,229	\$ 108,089

**CITY OF SEDONA
EXPENDITURE ANALYSIS**

Development Impact Fees	CODE	BUDGETED 2008-09	ACTUAL 2008-09	BUDGETED 2009-10	ACTUAL 2009-10	BUDGETED 2010-11	ADOPTED 2011-2012
Contingency	20-5000-00-261	-	-	-	-	-	-
Storm Drainage	20-5000-00-575	65,000	50,000	15,000	29,274	369,000	50,000
General/Public Facilities	20-5000-00-576	45,000	25,818	22,500	-	52,500	80,000
Parks & Open Space	20-5000-00-577	217,500	72,659	375,000	25,086	1,107,000	1,160,000
Law Enforcement	20-5000-00-578	-	-	-	-	-	-
Streets & Signals	20-5000-00-579	276,500	200,000	-	9,439	-	-
SUBTOTAL ADMINISTRATIVE EXPENDITURES		\$ 604,000	\$ 348,477	\$ 412,500	\$ 63,798	\$ 1,528,500	\$ 1,290,000
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GRAND TOTAL		\$ 604,000	\$ 348,477	\$ 412,500	\$ 63,798	\$ 1,528,500	\$ 1,290,000

**CITY OF SEDONA
EXPENDITURE ANALYSIS**

C. F. D.- SUMMIT	CODE	BUDGETED 2008-09	ACTUAL 2008-09	BUDGETED 2009-10	ACTUAL 2009-10	BUDGETED 2010-11	ADOPTED 2011-2012
Salary/Wages	24-5000-00-105	3,374	3,540	3,680	3,602	-	-
Overtime	24-5000-00-106	-	-	-	-	-	-
Direct Payroll Costs	24-5000-00-125	258	283	282	293	-	-
Retirement	24-5000-00-130	302	319	331	328	-	-
STD/LTD Insurance	24-5000-00-134	29	30	27	22	-	-
Health/Dental/Life Insurance	24-5000-00-135	293	304	304	291	-	-
Workers Compensation	24-5000-00-136	16	10	81	6	-	-
Flex Leave Reimbursement	24-5000-00-140	48	-	-	-	-	-
Employee Benefits	24-5000-00-146	-	195	795	114	-	-
SUB-TOTAL SALARIES & WAGES		\$ 4,320	\$ 4,681	\$ 5,500	\$ 4,655	\$ -	\$ -
Contingency	24-5000-00-261	10,000	-	-	-	-	-
District Set Up	24-5000-00-261	-	-	-	-	-	-
89A Landscaping	24-5000-00-937	-	-	-	-	-	-
Traffic/Corridor Studies	24-5000-00-832	-	-	-	-	-	-
Skateboard Park	24-5000-00-846	-	-	-	-	-	-
Infrastructure/Public Works	24-5000-00-850	-	-	-	-	17,500	25,000
Uptown Enhancement (Turnback/Roundabout)	24-5000-00-920	15,000	-	-	-	-	-
Parking Facility	24-5000-00-922	100,000	-	-	-	-	-
SR 89A & Foothills South	24-5000-00-926	-	-	20,000	-	-	-
Creekwalk	24-5000-00-945	30,000	-	-	-	-	-
Park Improvements	24-5000-00-750	50,000	13,310	15,500	10,827	71,000	20,000
Swimming Pool Improvements	24-5000-00-750	20,000	-	-	-	-	-
General Facilities	24-5000-00-850	-	-	13,750	1,250	48,750	20,000
Computer Software	24-5000-00-720	-	-	30,000	-	-	-
Transfer to General Fund/Operations	24-5000-00-995	45,000	35,000	67,500	55,000	314,989	-
SUBTOTAL ADMINISTRATIVE EXPENDITURES		\$ 270,000	\$ 48,310	\$ 146,750	\$ 67,077	\$ 452,239	\$ 65,000
GRAND TOTAL		\$ 274,320	\$ 52,991	\$ 152,250	\$ 71,732	\$ 452,239	\$ 65,000

**CITY OF SEDONA
EXPENDITURE ANALYSIS**

C. F. D.- FAIRFIELD		BUDGETED	ACTUAL	BUDGETED	ACTUAL	BUDGETED	ADOPTED
CODE		2008-09	2008-09	2009-10	2009-10	2010-11	2011-2012
Salary/Wages	25-5000-00-105	21,368	15,510	17,734	18,211	-	-
Overtime	25-5000-00-106	208	251	162	184	-	-
Direct Payroll Costs	25-5000-00-125	1,651	1,213	1,369	1,314	-	-
Retirement	25-5000-00-130	1,931	1,380	1,611	1,601	-	-
STD/LTD Insurance	25-5000-00-134	204	123	165	99	-	-
Health/Dental/Life Insurance	25-5000-00-135	2,355	2,837	3,344	5,385	-	-
Workers Compensation	25-5000-00-136	768	408	590	269	-	-
Flex Leave Reimbursement	25-5000-00-140	271	-	-	-	-	-
Employee Benefits	25-5000-00-146		195	795	114	-	-
SUB-TOTAL SALARIES & WAGES		\$ 28,756	\$ 21,917	\$ 25,770	\$ 27,175	\$ -	\$ -
Contingency	25-5000-00-261	10,000	-	-	-	-	-
89A Landscaping	25-5000-00-937	-	-	-	-	-	-
Infrastructure/Public Works	25-5000-00-850	-	-	-	-	17,500	25,000
Teen Center/Skateboard Park	25-5000-00-846	-	-	-	-	-	-
Creekwalk	25-5000-00-945	30,000	-	-	-	-	-
Park Improvements	25-5000-00-750	50,000	13,005	-	-	296,000	20,000
Swimming Pool Improvements	25-5000-00-750	20,000	-	-	-	-	-
Uptown Enhancement (Turnback/Roundabout)	25-5000-00-920	15,000	-	-	-	-	-
Parking Facility	25-5000-00-922	100,000	-	-	-	-	-
Computer Software	25-5000-00-720	-	10,267	-	-	-	-
General Facilities	25-5000-00-850	-	-	-	-	40,360	20,000
Transfer to General Fund/Operations	25-5000-00-995	45,000	35,000	-	-	-	-
Safety & Emergency Equipment	25-5244-00-728	-	-	7,500	7,500	-	-
Park Improvements	25-5244-00-750	-	-	5,000	476	-	-
Athletic Fields	25-5244-00-800	-	-	-	514	-	-
Sunset Park	25-5244-00-840	-	-	30,000	30,000	-	-
Jordan Historical Park	25-5244-00-842	-	-	3,000	3,000	-	-
Sedona Public Library	25-5245-00-505	-	-	30,000	30,000	-	-
B&G/Child Development Program	25-5245-00-519	-	-	10,000	10,000	-	-
Adult Community Center	25-5245-00-521	-	-	15,000	15,000	-	-
Computer Software	25-5245-00-720	-	-	20,000	-	-	-
City Hall - Interior & Flooring	25-5245-00-851	-	-	1,250	1,250	-	-
Art In Public Places	25-5420-00-989	-	-	12,500	-	-	-
Computer Software	25-5510-00-720	-	-	10,000	-	-	-
SUBTOTAL ADMINISTRATIVE EXPENDITURES		\$ 270,000	\$ 58,272	\$ 144,250	\$ 97,740	\$ 353,860	\$ 65,000
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GRAND TOTAL		\$ 298,756	\$ 80,190	\$ 170,020	\$ 124,915	\$ 353,860	\$ 65,000

Capital Funds

*Projects, Information Technology,
Arts and Culture*

Fiscal Year Budget

2011-2012

CAPITAL IMPROVEMENTS FUND

MISSION STATEMENT

To provide a well planned, quality, affordable, accessible and integrated system of roads, parks, trails and public facilities that support economic viability and environmental sensitivity.

2011-2012 OBJECTIVES

Parks and Recreation

- ✓ Complete a historical rehabilitation project at Jordan Historical Park
- ✓ Build Barbara Antonsen Park Amphitheater at Posse Grounds Park.
- ✓ Complete a Parks and Recreation Master Plan.

Public Works

- ✓ Extend Harmony-Windsong Drainage system
- ✓ Acquire Right-of-way for future extension of Birch Boulevard to Panorama Boulevard (Yule Avenue Extension)
- ✓ Administer Parks and Recreation Dept Construction projects (Barbara Antonsen Park and Jack Malmgren Skate Park Renovation)
- ✓ Repair leak under floors of the Police Department dispatch office

2010-2011 ACCOMPLISHMENTS

Parks and Recreation

- ✓ Received a \$30,000 grant from the U.S. Tennis Association for the improvements at Sunset Park Tennis Courts.
- ✓ Upgraded the sports lighting at Posse Grounds Park to be more energy efficient.
- ✓ Installed new flooring at the Teen Center.

Did You Know?

The City contributed over \$100,000 to the upgrade of the Sedona Community Pool that was conducted as part of the School District's bond project.



Public Works

- ✓ Administered construction of Parks and Recreation projects (Ball Field Ball Field lighting, Sunset Park Tennis Courts, Improvements to Teen Center, Jordan Historical Park)
- ✓ Improvements to Uptown Parking Lot
- ✓ Installation of Airport Road signal completed
- ✓ Completed Replacement and Renovation of Wastewater Pump Stations at Northview, El Camino, Brewer Road, and Carroll Canyon pump stations
- ✓ Construction of Solids Handling Upgrade Project
- ✓ Began design of Phase I Wetlands at the Wastewater Reclamation Plant

SIGNIFICANT CHANGES

- ✓ Developed a 5-year capital improvement plan to prioritize projects on a citywide basis.

CITY OF SEDONA

EXPENDITURE ANALYSIS

CAPITAL IMPROVEMENT		BUDGETED 2008-09	ACTUAL 2008-09	BUDGETED 2009-10	ACTUAL 2009-10	BUDGETED 2010-11	ADOPTED 2011-2012
	CODE						
Salary/Wages	22-5000-00-105	48,471	44,854	35,006	34,137	-	-
Overtime	22-5000-00-106	-	-	-	-	-	-
Direct Payroll Costs	22-5000-00-125	3,708	3,291	2,678	2,461	-	-
Retirement	22-5000-00-130	4,338	4,059	3,151	3,031	-	-
STD/LTD Insurance	22-5000-00-134	383	366	238	192	-	-
Health/Dental/Life Insurance	22-5000-00-135	6,735	6,462	4,479	4,418	-	-
Workers Compensation	22-5000-00-136	1,664	662	903	282	-	-
Flex Leave Reimbursement	22-5000-00-140	602	217	-	-	-	-
Employee Benefits	22-5000-00-146	-	-	780	-	-	-
SUB-TOTAL SALARIES & WAGES		\$ 65,901	\$ 59,911	\$ 47,235	\$ 44,522	\$ -	\$ -
City Clerk - Filing System	22-5000-00-728	6,000	2,714	-	-	-	-
Equipment	22-5000-00-728	-	-	10,000	9,306	-	-
Swimming Pool	22-5000-00-750	60,400	-	40,000	-	-	-
Soccer Field Renovation	22-5000-00-750	30,000	215,795	-	-	-	-
Barbara's Park	22-5000-00-847	-	-	100,000	-	-	212,000
Posse Ground Park Improvements	22-5000-00-750	2,500	40,798	105,700	26,795	-	283,000
Sunset Park	22-5000-00-840	-	-	230,000	2,280	75,000	-
Trails Development	22-5000-00-841	15,000	6,327	-	-	-	-
Jordan Historical Park	22-5000-00-842	77,000	3,543	15,000	2,500	-	43,000
Teen Center/Skateboard Park	22-5000-00-845	-	22,284	-	-	-	35,000
CreekWalk	22-5000-00-945	229,250	-	-	-	-	-
Contingency	22-5000-00-261	1,035,000	-	434,400	-	284,699	-
Debt Service/Amortization	22-5000-00-234	-	-	-	-	-	-
General Vehicles	22-5000-00-740	-	-	20,000	-	-	-
Court House Plaza/Property Improvements	22-5000-00-850	300,000	152,353	175,000	44,543	162,751	300,000
Court House Plaza/ADA Compliance	22-5000-00-851	-	-	-	-	-	-
Cable TV Access	22-5000-00-926	25,000	-	-	-	-	-
Transfer to I.T. Capital Fund	22-5000-00-994	487,797	239,761	255,555	215,130	114,500	360,811
Strategic Land Acquisition	22-5000-00-745	-	-	-	-	-	200,000
Uptown Restroom Remodel	22-5000-00-750	25,000	-	-	-	-	-
Shuttle Transit	22-5000-00-831	474,434	159,507	284,000	-	24,529	24,529
Safety & Emergency Equipment	22-5000-00-728	125,000	(7,621)	-	-	-	-
Area Traffic Study	22-5000-00-832	128,500	-	-	-	-	-
89A Turnback/Improvements	22-5000-00-920	20,000	-	-	-	-	-
Drainage Improvements	22-5000-00-575	3,234,000	1,362,899	2,464,681	2,384,669	35,000	1,707,000
Street Light Project	22-5000-00-926	-	-	100,000	-	-	-
Acquisition & Construction	22-5000-00-908	-	-	-	-	-	150,000
Sidewalks/Handicap Ramps	22-5000-00-914	878,600	383,604	500,000	220,941	-	-
Parking Facility	22-5000-00-922	2,000,000	5,796	-	-	-	-
Fire Hydrants	22-5000-00-918	250,000	6,185	100,000	5,177	100,000	100,000
Landscaping 89A	22-5000-00-937	200,000	-	-	-	-	-
Utilities Underground	22-5000-00-925	-	1,308,843	-	-	-	-
Intersection Reconstruction	22-5000-00-927	60,000	177,242	528,000	50,000	8,000	15,000
SR 179 Enhancements	22-5000-00-928	2,500,000	-	27,836	-	48,352	48,352
Uptown Parking Lot Refurbish	22-5000-00-936	-	-	-	34,877	-	-
Art In Public Places/Transfer	22-5000-00-991	50,000	25,488	30,000	3,541	25,000	35,000
Police Dept Shooting Range	22-5000-00-981	-	-	-	-	-	10,000
Police Dept Equipment	22-5000-00-725	-	-	-	-	-	-
Police Department Vehicles / Purchase	22-5000-00-740	141,227	148,321	26,000	9,021	68,000	55,000
Municipal Court	22-5000-00-850	-	-	-	-	-	-
SUB-TOTAL CAPITAL EXPENSES:		\$ 12,354,708	\$ 4,253,840	\$ 5,446,172	\$ 3,008,781	\$ 945,831	\$ 3,578,692
GRAND TOTAL		\$ 12,420,609	\$ 4,313,751	\$ 5,493,407	\$ 3,053,303	\$ 945,831	\$ 3,578,692

City of Sedona, Arizona					2011/12 Annual Budget				
2011-2012 Capital Improvement Fund-Parks & Recreation									
Acct. Code #	C.I.P. #	Amount Budgeted	1/2 Cent Tax & Fran Fees	Reserves	Grant Funds	Donation/ Private Funds	CFD	DIF	Other
22-5244-00-750, Improvements		\$ 28,000	-	28,000	-	-	-	-	-
22-5244-00-750, Improvements		\$ 260,000	-	200,000	-	-	-	60,000	-
22-5244-00-750, Improvements		\$ 55,000	-	55,000	-	-	-	-	-
22-5244-00-750, Improvements		\$ 150,000	-	-	75,000	-	-	75,000	-
22-5244-00-832, Parks Master Plan		\$ 100,000	-	-	-	-	-	100,000	-
22-5244-00-847, Barbara's Park		\$ 1,252,000	-	62,000	-	-	40,000	1,000,000	150,000
22-5244-00-842, JORDAN HISTORICAL PARK		\$ 43,000	-	43,000	-	-	-	-	-
<i>less other Funds</i>		\$ (1,350,000)							
Total 2011-2012 Budget for CIP		\$ 538,000	\$ -	\$ 388,000	\$ 75,000	\$ -	\$ 40,000	\$ 1,235,000	\$ 150,000
2011-2012 Capital Improvement Fund-General Services									
Acct. Code #	C.I.P. #	Amount Budgeted	1/2 Cent Tax & Fran Fees	Reserves	Grant Funds	Private Funds	CFD	DIF	Other
22-5245-00-850, CITY HALL PLAZA		\$ 200,000	-	200,000	-	-	-	-	-
22-5245-00-NEW, FUELING STATION		\$ 100,000	100,000	-	-	-	-	-	-
22-5245-00-994 Transfer IT Capital		\$ 360,811	-	360,811	-	-	-	-	-
<i>less other Funds</i>		\$ -							
Total 2011-2012 Budget for CIP		\$ 660,811	\$ 100,000	\$ 560,811	\$ -	\$ -	\$ -	\$ -	\$ -
2011-2012 Capital Improvement Fund-Community Development									
Acct. Code #	C.I.P. #	Amount Budgeted	1/2 Cent Tax & Fran Fees	G.F. Reserves	Grant Funds	Private Funds	CFD	DIF	Other
22-5310-00-745		\$ 200,000	-	-	-	-	-	-	200,000
22-5310-00-861 Transit		\$ 24,529	-	24,529	-	-	-	-	-
<i>less other Funds</i>		\$ -							
Total 2011-2012 Budget for CIP		\$ 224,529	\$ -	\$ 24,529	\$ -	\$ -	\$ -	\$ -	\$ 200,000
2011-2012 Capital Improvement Fund-Public Works Department									
Acct. Code #	Acct. Code #	Amount Budgeted	1/2 Cent Tax & Fran Fees	G.F. Reserves	Grant Funds	Private Funds	CFD	DIF	Streets & Other Funds

City of Sedona, Arizona			2011/12 Annual Budget							
22-5320-00-575, STORM DRAINAGE	\$	130,000	-	30,000	-	-	50,000	50,000	-	Storm Drainage Easement Acquisition (2012-116)
22-5320-00-578, HARMONY/WINDSONG STORM DRAINAGE	\$	397,500	-	-	-	-	-	-	397,500	Harmony/Windsong Drives area Storm Drainage Improvements PHASE 2 (2012-108)
22-5320-00-578, HARMONY/WINDSONG STORM DRAINAGE	\$	1,279,500	-	-	-	-	-	-	1,279,500	Harmony/Windsong Drives area Storm Drainage Improvements PHASE 3 (2012-109)
22-5320-00-846, SKATEBOARD PARK RENOVATION	\$	35,000	-	35,000	-	-	-	-	-	Skateboard Park Renovation (2012-209)
22-5320-00-918 Fire Hydrants	\$	100,000	-	100,000	-	-	-	-	-	Fire Hydrants (2012-107)
22-5320-00-908, ACQUISITION/ CONSTRUCTION	\$	150,000	-	150,000	-	-	-	-	-	Yule Ave Extension (2012-120)
22-5320-00-908, ACQUISITION/ CONSTRUCTION	\$	-	-	-	-	-	-	-	-	Morman Hill Road Ext (2012-203) remove per Council
22-5320-00-928, POSSE GRD INTERSECTION	\$	15,000	-	15,000	-	-	-	-	-	SR 89A & Posse Ground Intersection (carry forward)
22-5320-00-927, SR 179	\$	48,352	-	48,352	-	-	-	-	-	SR 179 Enhancement (carry forward)
<i>less other Funds</i>		<i>-\$100,000</i>								
Total 2011-2012 Budget for CIP	\$	2,055,352	\$	378,352	\$0	\$0	\$50,000	\$50,000	\$1,677,000	
2011-2012 Capital Improvement Fund-Arts & Culture										
Acct.	C.I.P.	Amount	1/2 Cent Tax	Reserves	Grant Funds	Private Funds	CFD	DIF	Other	
Code #	#	Budgeted	& Fran Fees							
22-5420-00-991 Transfer to Arts Fund		\$ 35,000	-	35,000						Transfer to Arts Fund
22-5420-00-988		\$ -								
<i>less other Funds</i>		<i>\$ -</i>								
Total 2011-2012 Budget for CIP	\$	35,000	\$	35,000	\$	\$	\$	\$	\$	
2011-2012 Capital Improvement Fund-Police Department										
Acct.	C.I.P.	Amount	1/2 Cent Tax	Reserves	Grant Funds	Private Funds	CFD	DIF	Other	
Code #	#	Budgeted	& Fran Fees							
22-5510-00-725, POLICE EQUIPMENT		\$ 55,000	-	55,000	-	-	-	-	-	Health & Wellness Program
22-5510-00-981, SHOOTING RANGE		\$ 10,000	-	10,000	-	-	-	-	-	Shooting Range & Training Facilities (2012-115)
<i>less other Funds</i>		<i>\$ -</i>								
Total 2011-2012 Budget for CIP	\$	65,000	\$	65,000	\$	\$	\$	\$	\$	

City of Sedona, Arizona					2011/12 Annual Budget				
2011-2012 Capital Improvement Fund-Municipal Court					Grant Funds	Private Funds	CFD	DIF	Other
Acct. Code #	C.I.P. #	Amount Budgeted	1/2 Cent Tax & Fran Fees	Reserves					
22-5520-00-850		\$ -	-	-	-	-	-	-	-
		\$ -							
		<i>less other Funds</i> \$ -							
Total 2011-2012 Budget for CIP		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Combined Total		\$ 3,578,692	\$ 100,000	\$ 1,451,692	\$ 75,000	\$ -	\$ 90,000	\$ 1,285,000	\$ 2,027,000
2011-2012 CIP Budget									

New Courtroom/feasibility study
(2012-121) remove per Council

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN
FY2011 TO FY 2015

Barbara Antonsen Park	PROJECT #: 2012-101	PRIORITY: 1
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LOCATION	COST CENTER
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Posse Ground Road

DESCRIPTION

This request is for a transfer of general funds to the capital fund to assist with Barbara's Park in lieu of reimbursing the state for the Heritage grant pass through that was used for the Cultural Park. Contingency for future is for miscellaneous expansion and improvements FY16

The project is to be a cost share with the Friends of Posse Grounds Park depending on their funds available. This project also includes funds for the art component (\$100,000).

JUSTIFICATION

Funds need to be available per the City's agreement with the State.

IMPACT

The completed park amenity will have ongoing operations and maintenance costs.

PROJECT COST AND FUNDING

	2011-12	2012-13	2013-14	2014-15	2015-16 & FUTURE	TOTAL
Construction	\$1,000,000	\$0	\$0	\$0	\$150,000	\$1,150,000
Contingency	\$150,000	\$0	\$0	\$0	\$0	\$150,000
Design	\$0	\$0	\$0	\$0	\$0	\$0
Land Improvements	\$2,000	\$0	\$0	\$0	\$0	\$2,000
Public Art	\$100,000	\$0	\$0	\$0	\$0	\$100,000
PROJECT COSTS	\$1,252,000	\$0	\$0	\$0	\$150,000	\$1,402,000
Development Impact Fees	\$1,252,000	\$0	\$0	\$0	\$0	\$1,402,000
PROJECT FUNDING	\$1,252,000	\$0	\$0	\$0	\$0	\$1,402,000

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN FY2011 TO FY 2015

West Sedona Commercial Corridor Traffic Circulation Study and Citywide Traffic Model	PROJECT #: 2012-105	PRIORITY: 1
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LOCATION	COST CENTER
SR 89A between Brewer Road and Juniper Drive.	

DESCRIPTION

Several key problems/issues associated with the City's commercial corridor have been identified, including, but not limited to:

- Lack of alternative circulation modes
- Lack of access control and increased traffic congestion
- An auto-dominated environment, unfriendly to pedestrians
- Unconnected and uncoordinated parking
- Deficient internal street interconnections
- Pedestrian safety concerns
- A strip commercial orientation with poor residential buffers and land uses with negative visual impacts on the corridor

This study will be an integral part of a specific plan and development code to address these issues and provide a strategy for development and re-development along the SR 89A corridor to promote economic sustainability.

JUSTIFICATION

The study should result in a safe and efficient roadway design that can be successfully integrated with building location and design to create appropriate management of bicycle and motorized vehicle traffic while also creating a more inviting pedestrian environment and realistic implementation plan. The study will also be integral part of a specific plan and development code designed to facilitate predictable, fair and cost-effective development on the west SR 89A corridor.

IMPACT

N/A

PROJECT COST AND FUNDING

	2011-12	2012-13	2013-14	2014-15	2015-16 & FUTURE	TOTAL
Study	\$0	\$150,000	\$0	\$0	\$0	\$150,000
PROJECT COSTS	\$0	\$150,000	\$0	\$0	\$0	\$150,000
Sales Taxes	\$0	\$150,000	\$0	\$0	\$0	\$150,000
PROJECT FUNDING	\$0	\$150,000	\$0	\$0	\$0	\$150,000

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN
FY2011 TO FY 2015

Andante Sidewalk SR 89A to Sandborn PROJECT #: 2012-106 PRIORITY: 1

LOCATION COST CENTER

Andante Road SR 89A to Sandborn Road

DESCRIPTION

Construct sidewalk and related storm drainage along Andante from SR 89A intersection to Sandborn road.

JUSTIFICATION

This sidewalk will provide a safer pedestrian path from a number of residential areas north of SR 89A to SR 89A business area. This is also along the bus route for the Sedona Oak Creek School District.

IMPACT

This will improve pedestrian safety, improve a portion of the route shown on the City Trails and Urban Pathway plan, and enhance pedestrian linkages within the City.

PROJECT COST AND FUNDING

	2011-12	2012-13	2013-14	2014-15	2015-16 & FUTURE	TOTAL
Construction	\$0	\$0	\$400,000	\$700,000	\$0	\$1,100,000
Construction Management	\$0	\$0	\$20,000	\$40,000	\$0	\$60,000
Design	\$0	\$75,000	\$75,000	\$0	\$0	\$150,000
Land Acquisition	\$0	\$10,000	\$0	\$0	\$0	\$10,000
PROJECT COSTS	\$0	\$85,000	\$495,000	\$740,000	\$0	\$1,320,000
Development Impact Fees	\$0	\$85,000	\$495,000	\$0	\$0	\$580,000
Sales Taxes	\$0	\$0	\$0	\$740,000	\$0	\$740,000
PROJECT FUNDING	\$0	\$85,000	\$495,000	\$740,000	\$0	\$1,320,000

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN
FY2011 TO FY 2015

Fire Hydrants	PROJECT #: 2012-107	PRIORITY: 1
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LOCATION	COST CENTER
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N/A

DESCRIPTION

Provide funding from the City of Sedona's Water Franchise agreement for the installation of Fire Hydrants

JUSTIFICATION

Currently, there are existing areas in the City that do not have adequate fire protection because of a lack of fire hydrants.

IMPACT

N/A

PROJECT COST AND FUNDING

	2011-12	2012-13	2013-14	2014-15	2015-16 & FUTURE	TOTAL
Construction	\$100,000	\$0	\$100,000	\$0	\$100,000	\$300,000
PROJECT COSTS	\$100,000	\$0	\$100,000	\$0	\$100,000	\$300,000
Franchise Fees	\$100,000	\$0	\$100,000	\$0	\$100,000	\$300,000
PROJECT FUNDING	\$100,000	\$0	\$100,000	\$0	\$100,000	\$300,000

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN
FY2011 TO FY 2015

Harmony/Windsong Drives Area Storm Drainage PROJECT #: 2012-108 PRIORITY: 1
Impr-Phase 2

LOCATION COST CENTER
N/A

DESCRIPTION

Design and installation of Storm Drainage Improvements in the Harmony and Windsong Drives Area, this is Phase 2. The design would be in FY 2010/2011. Staff anticipates construction of Phase 1 will be complete in May 2010. Construction of Phase 2 may again utilize the Construction Manager @ Risk (CMAR) process. In this phase of construction, the existing box culvert crossing at SR 89A will be reconstructed to add capacity, this is at the downstream end of Phase 1.

JUSTIFICATION

The Storm Drainage Master Plan identified this work, Phases 1-3, as the first five years on the implementation of the Plan. The work under this project is slightly less than the work shown for the first five years of the Plan in that it only extends to Lyric Drive instead of to Thunder Mountain Drive. Storm drainage improvements will reduce damages from flooding, prevent natural erosion from occurring and control silt runoff in the Harmony and Windsong Drive areas. Improvements need to move upstream. This project extends from SR 89A north and east to Lyric Drive. From a cost standpoint accomplishing these improvements and the Chapel area Drainage improvements (Identified as Vista Bonita area in the 2005 Storm Drainage Master Plan) is approximately equal to the volume of work shown in the Storm Drainage Master Plan into year 7. Year seven is FY 2012/2013. Phase 1, between SR 89A and about 200 feet north of Navajo Drive, will be complete in May 2010. Phase 2 is the work required by ADOT, to upsize the drainage crossing at SR 89A. Phase 2 must be complete before Phase 3 may begin. This requirement is stipulated by ADOT in the right of way permit issued for Phase 1 work. Phase 3 work will include extending the improvements from the end of Phase 1 to Lyric Drive.

IMPACT

Increased costs for maintenance of storm drainage system. Probable reduction of emergency response during and after storm events. Reduction of costs associated with maintaining natural channel in future years.

PROJECT COST AND FUNDING

	2011-12	2012-13	2013-14	2014-15	2015-16 & FUTURE	TOTAL
Construction	\$350,000	\$0	\$0	\$0	\$0	\$350,000
Contingency	\$20,000	\$0	\$0	\$0	\$0	\$20,000
Design	\$27,500	\$0	\$0	\$0	\$0	\$27,500
PROJECT COSTS	\$397,500	\$0	\$0	\$0	\$0	\$397,500
Grants/Other	\$397,500	\$0	\$0	\$0	\$0	\$397,500
PROJECT FUNDING	\$397,500	\$0	\$0	\$0	\$0	\$397,500

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN
FY2011 TO FY 2015

Harmony/Windsong Drives Area Storm Drainage PROJECT #: 2012-109 PRIORITY: 1
Impr-Phase 3

LOCATION COST CENTER
N/A

DESCRIPTION

Design and Installation of Storm Drainage Improvements in the Harmony and Windsong Drives Area, this is Phase 3. The design and construction would be in FY 2011/2012. Staff anticipates construction of Phase 1 will be complete in May 2010 and Phase 2 if approved would be complete in FY 2011/2012. Construction of Phase 3, if approved, may again utilize the Construction Manager @ Risk (CMAR) process, depending upon the bidding climate. The design allowance allows for traditional bidding. In this phase of construction, the existing box culvert crossing at SR 89A will be reconstructed to add capacity, this is at the downstream end of Phase 1.

JUSTIFICATION

The Storm Drainage Master Plan identified this work, Phases 1-3, as the first five years on the implementation of the Plan. The work under this project is slightly less than the work shown for the first five years of the Plan in that it only extends to Lyric Drive instead of to Thunder Mountain Drive. Storm drainage improvements will reduce damages from flooding, prevent natural erosion from occurring and control silt runoff in the Harmony and Windsong Drive areas. Improvements need to move upstream. This project extends from SR 89A north and east to Lyric Drive. From a cost standpoint accomplishing these improvements and the Chapel area Drainage improvements (Identified as Vista Bonita area in the 2005 Storm Drainage Master Plan) is approximately equal to the volume of work shown in the Storm Drainage Master Plan into year 7. Year seven is FY 2012/2013. Phase 1, between SR 89A and about 200 feet north of Navajo Drive, will be complete in May 2010. Phase 2 is the work required by ADOT, to upsize the drainage crossing at SR 89A. Phase 2 must be complete before Phase 3 may begin. This requirement is stipulated by ADOT in the right of way permit issued for Phase 1 work. Phase 3 work will include extending the improvements from the end of Phase 1 to Lyric Drive. Acquisition of project right of way between the upstream end of Phase 1 to Lyric Dr was not included in Phase 1, this would need to be obtained in Phase 3.

IMPACT

Increased costs for maintenance of storm drainage system. Probable reduction of emergency response during and after storm events. Reduction of costs associated with maintaining natural channel in future years.

PROJECT COST AND FUNDING

	2011-12	2012-13	2013-14	2014-15	2015-16 & FUTURE	TOTAL
Construction	\$1,120,000	\$0	\$0	\$0	\$0	\$1,120,000
Contingency	\$75,000	\$0	\$0	\$0	\$0	\$75,000
Design	\$34,500	\$0	\$0	\$0	\$0	\$34,500
Land Acquisition	\$50,000	\$0	\$0	\$0	\$0	\$50,000
PROJECT COSTS	\$1,279,500	\$0	\$0	\$0	\$0	\$1,279,500
Grants/Other	\$1,000,000	\$0	\$0	\$0	\$0	\$1,000,000
Sales Taxes	\$279,500	\$0	\$0	\$0	\$0	\$279,500
PROJECT FUNDING	\$1,279,500	\$0	\$0	\$0	\$0	\$1,279,500

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN
FY2011 TO FY 2015

Harmony-Windsong Phase 4	PROJECT #: 2012-110				PRIORITY: 1	
LOCATION N/A	COST CENTER					
DESCRIPTION						
This project extends a storm drainage to convey 25-year flows from Lyric Drive to Sanborn Road						
JUSTIFICATION						
This project will reduce system overflows that tend to affect the Friendship -Symphony Road area during monsoon type storms						
IMPACT						
Improved drainage						
PROJECT COST AND FUNDING						
	2011-12	2012-13	2013-14	2014-15	2015-16 & FUTURE	TOTAL
Construction	\$0	\$0	\$0	\$500,000	\$700,000	\$1,200,000
Design	\$0	\$0	\$150,000	\$0	\$0	\$150,000
Land Acquisition	\$0	\$0	\$0	\$40,000	\$0	\$40,000
PROJECT COSTS	\$0	\$0	\$150,000	\$540,000	\$700,000	\$1,390,000
Grants/Other	\$0	\$0	\$150,000	\$540,000	\$700,000	\$1,390,000
PROJECT FUNDING	\$0	\$0	\$150,000	\$540,000	\$700,000	\$1,390,000

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN
FY2011 TO FY 2015

Jordan Park and Museum Rehabilitation Project PROJECT #: 2012-111 PRIORITY: 1

LOCATION COST CENTER

735 Jordan Road

DESCRIPTION

Rehabilitation work to Jordan Historical Park and Museum. A Building Condition Assessment Report (BCAR) was completed in 2007 by Otwell Architects and Associates who specialize in maintenance and historical building reconstruction. In 2009 an addendum to this report was created which served as a technical specification list for rehab projects and was subsequently used to perform historical building maintenance via an RFP process. This project will be to complete the list of required building maintenance and address how the rehab work completed in 2010 is holding up. This will also give the City and opportunity to assess the overall condition of this historical site and landmark which is officially on the Federal registry.

JUSTIFICATION

The work is required per a study, BCAR, which outlines certain projects for maintaining structural and historical integrity.

IMPACT

This project assists the City in managing its parks and facilities and will improve the visitor experience at this site.

PROJECT COST AND FUNDING

	2011-12	2012-13	2013-14	2014-15	2015-16 & FUTURE	TOTAL
Construction	\$43,000	\$0	\$0	\$0	\$0	\$43,000
Maintenance	\$0	\$0	\$0	\$0	\$150,000	\$150,000
PROJECT COSTS	\$43,000	\$0	\$0	\$0	\$150,000	\$193,000
Sales Taxes	\$43,000	\$0	\$0	\$0	\$150,000	\$193,000
PROJECT FUNDING	\$43,000	\$0	\$0	\$0	\$150,000	\$193,000

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN
FY2011 TO FY 2015

Parks and Recreation Master Plan	PROJECT #: 2012-112	PRIORITY: 1
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LOCATION	COST CENTER
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N/A

DESCRIPTION

Since the City incorporated in 1988, Parks and Recreation has not had a Citywide Master Plan. This plan would also help guide the decision making process for the next 10 years. Through data collection and data utilization, the City would have a thorough guide to help with short-term and long-range decisions regarding Parks and Recreation- including park facilities and recreation programs.

JUSTIFICATION

A plan will assist the Parks and Recreation Commission, City staff, and the City Council in planning and the decision making process in regards to land acquisition, future park and/or open space development, and recreation programming with community input.

IMPACT

This document would provide a tool for future plans.
Without a plan, the City will continue to plan on a piecemeal basis.

PROJECT COST AND FUNDING

	2011-12	2012-13	2013-14	2014-15	2015-16 & FUTURE	TOTAL
Master Plan	\$0	\$0	\$100,000	\$0	\$0	\$100,000
PROJECT COSTS	\$0	\$0	\$100,000	\$0	\$0	\$100,000
Development Impact Fees	\$0	\$0	\$100,000	\$0	\$0	\$100,000
PROJECT FUNDING	\$0	\$0	\$100,000	\$0	\$0	\$100,000

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN
FY2011 TO FY 2015

Posse Grounds Softball Field Safety Zone	PROJECT #: 2012-113	PRIORITY: 1
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LOCATION	COST CENTER
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Posse Grounds Park

DESCRIPTION

This request is for netting/protective barrier over the grass picnic/play area between the two softball fields at Posse Grounds Park.

JUSTIFICATION

When players hit fly balls, there is no protection for spectators in this area. Children, in particular, who often are not watching the game, may not see or be aware of fly balls.

IMPACT

A spectator may be injured.

PROJECT COST AND FUNDING

	2011-12	2012-13	2013-14	2014-15	2015-16 & FUTURE	TOTAL
Construction	\$0	\$50,000	\$0	\$0	\$0	\$50,000
PROJECT COSTS	\$0	\$50,000	\$0	\$0	\$0	\$50,000
CFD - Fairfield	\$0	\$25,000	\$0	\$0	\$0	\$25,000
CFD - Summit	\$0	\$25,000	\$0	\$0	\$0	\$25,000
PROJECT FUNDING	\$0	\$50,000	\$0	\$0	\$0	\$50,000

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN
FY2011 TO FY 2015

Ranger-Brewer-89A Intersection PROJECT #: 2012-114 PRIORITY: 1

LOCATION COST CENTER

N/A

DESCRIPTION

This project consists of a study, design, and construction to improve existing Ranger Road/Brewer Road between SR 179 and SR 89A. Project design should start in 2009/2010 with construction following in FY 10/11.

JUSTIFICATION

The improvement of SR 179 will route additional traffic onto Ranger and Brewer Roads. Also with the redevelopment of the Forest Service Ranger Station and the reactivation of the Brewer Road School, additional traffic will be generated. The current intersection and roadways are not adequate for present traffic and are in need of upgrading. The additional expected traffic will create safety issues and render the intersection ineffective, creating added congestion at adjacent intersections.

IMPACT

This would be a new road either by width or alignment. The impact on maintenance is unknown since it depends on what landscaping and sidewalk improvements will be associated with the project. At this point, the maintenance impact is expected to be incremental if the road is constructed in a manner similar to Upper Red Rock Loop Road by the Sedona High School.

PROJECT COST AND FUNDING

	2011-12	2012-13	2013-14	2014-15	2015-16 & FUTURE	TOTAL
Select a Department	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$0	\$0	\$2,500,000	\$0	\$2,500,000
Design	\$0	\$100,000	\$250,000	\$50,000	\$0	\$400,000
Environmental	\$0	\$10,000	\$40,000	\$0	\$0	\$50,000
Land Acquisition	\$0	\$0	\$50,000	\$0	\$0	\$50,000
PROJECT COSTS	\$0	\$110,000	\$340,000	\$2,550,000	\$0	\$3,000,000
Grants/Other	\$0	\$88,000	\$272,000	\$2,040,000	\$0	\$2,400,000
Sales Taxes	\$0	\$22,000	\$68,000	\$510,000	\$0	\$600,000
PROJECT FUNDING	\$0	\$110,000	\$340,000	\$2,550,000	\$0	\$3,000,000

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN
FY2011 TO FY 2015

Shooting Range and Training Facility PROJECT #: 2012-115 PRIORITY: 1

LOCATION COST CENTER

N/A

DESCRIPTION

Study to evaluate and recommend the relocation of the police shooting range. Study would include enhancement of the facility to provide for classrooms and large asphalt area to conduct training activities for all city personnel.

JUSTIFICATION

The wetland areas surrounding the police shooting range are planned for expansion which will require the relocation of the range. A study would identify the most beneficial and cost effective location for the range and also identify opportunities to expand the facility to provide training space for other city departments. Enhancement of the facility could also create revenue generating activities through fee based use by other public and private entities.

IMPACT

N/A

PROJECT COST AND FUNDING

	2011-12	2012-13	2013-14	2014-15	2015-16 & FUTURE	TOTAL
Construction	\$0	\$115,000	\$0	\$0	\$0	\$115,000
Study	\$10,000	\$0	\$0	\$0	\$0	\$10,000
PROJECT COSTS	\$10,000	\$115,000	\$0	\$0	\$0	\$125,000
Grants/Other	\$0	\$115,000	\$0	\$0	\$0	\$115,000
Sales Taxes	\$10,000	\$0	\$0	\$0	\$0	\$10,000
PROJECT FUNDING	\$10,000	\$115,000	\$0	\$0	\$0	\$125,000

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN
FY2011 TO FY 2015

Storm Drainage Easement Acquisition PROJECT #: 2012-116 PRIORITY: 1

LOCATION COST CENTER

various

DESCRIPTION

Acquisition of drainage easements throughout City. It is proposed that initially the City begin acquiring drainage easements for the major drainage ways for the Coffee Pot, Dry Creek (designated together as the Carol Canyon subbasin). Project would require identification of drainage ways to be acquired, sizing of easements, appraisal of easements, and offers to purchase easements in the City's name. Costs don't include major equipment acquisition. This assumes work is contracted out.

JUSTIFICATION

There are major drainage ways throughout the City that are identified only as Public Drainage Easements. The primary responsibility for maintenance of these drainage ways lies with the property owner. For public safety, and maintenance resources it may be better for the City of Sedona to own and maintain these drainage ways.

IMPACT

City ownership will help to assure more uniform maintenance of major drainage ways, which should reduce the adverse impact of major storms on areas through the City. Maintenance will increase maintenance expenditures. The expenditures would be for either additional personnel and equipment or additional maintenance contracts. The City Engineer prefers to use the maintenance contract to reduce the need for owning large pieces of equipment.

Initial maintenance of the channels may incur high costs in order to bring channels to a standard. The ongoing annual maintenance costs should be less than the initial.

PROJECT COST AND FUNDING

	2011-12	2012-13	2013-14	2014-15	2015-16 & FUTURE	TOTAL
Contingency	\$50,000	\$0	\$0	\$0	\$0	\$50,000
Land Acquisition	\$50,000	\$50,000	\$50,000	\$50,000	\$150,000	\$350,000
Maintenance	\$30,000	\$50,000	\$60,000	\$70,000	\$150,000	\$360,000
PROJECT COSTS	\$130,000	\$100,000	\$110,000	\$120,000	\$300,000	\$760,000
CFD - Fairfield	\$25,000	\$12,500	\$12,500	\$12,500	\$12,500	\$75,000
CFD - Summit	\$25,000	\$12,500	\$12,500	\$12,500	\$12,500	\$75,000
Development Impact Fees	\$50,000	\$50,000	\$50,000	\$50,000	\$150,000	\$350,000
Grants/Other	\$30,000	\$25,000	\$35,000	\$45,000	\$125,000	\$260,000
PROJECT FUNDING	\$130,000	\$100,000	\$110,000	\$120,000	\$300,000	\$760,000

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN
FY2011 TO FY 2015

Yule Avenue Extension	PROJECT #: 2012-120	PRIORITY: 1
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LOCATION	COST CENTER
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N/A

DESCRIPTION

Create right of way and easement acquisition documents through a consulting Professional Land Surveyor, complete an appraisal and purchase the easements.

JUSTIFICATION

Create a road connection between Yule Avenue and Panorama Boulevard to improve access to this area. This will improve safety by providing alternate routes and will help alleviate capacity issues for this area in relation to SR 89A. In addition, this creates access for this area to a signalized intersection.

IMPACT

N/A

PROJECT COST AND FUNDING

	2011-12	2012-13	2013-14	2014-15	2015-16 & FUTURE	TOTAL
Construction	\$0	\$0	\$0	\$0	\$250,000	\$250,000
Land Acquisition	\$150,000	\$0	\$0	\$0	\$0	\$150,000
PROJECT COSTS	\$150,000	\$0	\$0	\$0	\$250,000	\$400,000
Sales Taxes	\$150,000	\$0	\$0	\$0	\$250,000	\$400,000
PROJECT FUNDING	\$150,000	\$0	\$0	\$0	\$250,000	\$400,000

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN
FY2011 TO FY 2015

New Courtroom

PROJECT #: 2012-121

PRIORITY: 1

LOCATION

COST CENTER

N/A

DESCRIPTION

Feasibility study and possible design/construction of new courtroom by either remodeling unused patio area between the existing court offices and the police department or identifying an off-site location.

JUSTIFICATION

This project will allow Sedona to have a fully dedicated court with a jury room, jury box, witness waiting area, facilities for witness interviews, depositions, and victim sequestration and provide additional security measures. At the present time, the court is unable to provide many basic court functions in a standard and secure way. Having no jury room requires that an unused and relatively unsecure meeting room be found somewhere else on the campus, creating a number of problems, particularly if the jury wishes to deliberate into the evening after normal business hours. Presently, the court has no way to isolate witnesses and/or victims when necessary. During nearly all trials this is required by the rule of exclusion. If witnesses are allowed to wait in the existing lobby, they can without any difficulty hear everything said in the courtroom. Depending on the hour, and the weather to some degree, witnesses may be asked to wait in another building. However, that causes delays and raises security issues.

Another area where Sedona's court services would be brought into line with acceptable standards is public access to court proceedings, particularly as it involves video hearings. Since the council chamber is not configured as a court, the video conferencing is done from the judges office. However, the public has a right to attend these proceedings and Arizona courts have been directed to accommodate this right. While it might be possible to a limited degree by allowing the public, media and victims to sit in the judges office during these proceedings, it is extremely impracticable from a space standpoint and unacceptable for security reasons. Not only is it a security risk for court personnel to allow this sort of access, it also greatly increases the risk of confidential information being exposed.

The public access issue has been raised before, and it is the courts understanding that the IT department is investigating the possibility of moving the courts video equipment to the council chamber. This, however, could be accomplished very easily and permanently, by installing the equipment in the new courtroom on a permanent basis. The detention center must coordinate numerous video hearings each day for all courts in the county, and does so by assigning each court a specific time of the day. Even if the video equipment is relocated to the council chamber, there will inevitably be the scheduling conflicts that now exist.

IMPACT

The council chamber does not comply with some of the Supreme Court guidelines for court security. For instance, those guidelines stress the importance of not having lightweight moveable furniture, such as chairs, because they can be picked up and used as a weapon. The new courtroom would use interlocking chairs or permanently affixed bench (pew) type seating. A previous security audit of another court in this county by the Arizona Supreme Court indicated that it is a security risk to have glass windows in the clerks or judges offices. That court blocked in the window areas. Presently, all members of the Sedona court staff, including the judge, have large glass windows right next to their work areas. The new courtroom would eliminate this security risk because it would require closing in all but one existing window and replacing them with either a wall or a solid, self-locking door.

As mentioned in the last comment, security for victims, witnesses and jurors also cannot be adequately addressed using the present facilities. Currently, jurors do not have a deliberation room and must be escorted through the campus to other buildings. Jurors have no area in which to take breaks. Victims and witnesses cannot be easily sequestered. There is no on-site secure room for attorneys and their clients to have private discussions during a trial or hearing. The new courtroom project would address all of these issues.

The council chamber itself does not have a secure door at its entry point. It also does not have a door or gate at either end of the bench area to prevent unauthorized persons from having access to the clerks or judge. It does not have the recommended rail or low partition between the public area and the area reserved for attorneys and court staff. It also does not have a secure area for prisoners. The new courtroom would have these needed items. The new courtroom would also allow the court to install some sort of permanent security screening device at the entrance to reduce the possibility of weapons being brought into court. There is a common misconception that security issues don't exist in smaller communities. They exist everywhere and happen in courts of all sizes. Also worthy of note, is the liability the city might face if members of the public or court staff were injured in the court because normal, recommended security measures were not addressed.

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN
FY2011 TO FY 2015

PROJECT COST AND FUNDING						
	2011-12	2012-13	2013-14	2014-15	2015-16 & FUTURE	TOTAL
Construction	\$0	\$500,000	\$0	\$0	\$0	\$500,000
Engineering	\$20,000	\$0	\$0	\$0	\$0	\$20,000
Study	\$7,500	\$0	\$0	\$0	\$0	\$7,500
PROJECT COSTS	\$27,500	\$500,000	\$0	\$0	\$0	\$527,500
Grants/Other	\$27,500	\$22,500	\$0	\$0	\$0	\$50,000
Sales Taxes	\$0	\$477,500	\$0	\$0	\$0	\$477,500
PROJECT FUNDING	\$27,500	\$500,000	\$0	\$0	\$0	\$527,500

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN
FY2011 TO FY 2015

City Hall Drainage	PROJECT #: 2012-122	PRIORITY: Entered After Cut-off Date
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LOCATION	COST CENTER
N/A	

DESCRIPTION

This project will include improving the drainage around the PD Building to address infiltration issues observed in that building.

JUSTIFICATION

These improvements need to be made to protect the building from damage due to the infiltration.

IMPACT

N/A

PROJECT COST AND FUNDING

	2011-12	2012-13	2013-14	2014-15	2015-16 & FUTURE	TOTAL
Construction	\$150,000	\$0	\$0	\$0	\$0	\$150,000
Design	\$50,000	\$0	\$0	\$0	\$0	\$50,000
PROJECT COSTS	\$200,000	\$0	\$0	\$0	\$0	\$200,000
Sales Taxes	\$200,000	\$0	\$0	\$0	\$0	\$200,000
PROJECT FUNDING	\$200,000	\$0	\$0	\$0	\$0	\$200,000

**CITY OF SEDONA CAPITAL IMPROVEMENT PLAN
FY2011 TO FY 2015**

Affordable Housing Land Acquisition PROJECT #: 2012-125 PRIORITY: 1

LOCATION COST CENTER

Not yet determined

DESCRIPTION

Potential acquisition of real property for affordable housing. This project proposes using dedicated in-lieu of construction funds negotiated through development agreements to purchase land to further the City's objectives to create additional housing opportunities.

If land is acquired, public-private partnerships would be established to construct and to assume responsibility for the affordable units (e.g. Habitat for Humanity, Bothands: Building Opportunities Through Housing And Neighborhood Development Services). Additional funding sources for constructing affordable units would be explored and may include Low Income Housing Tax Credits, HOME money, CDBG funds and other grant sources. All affordable units would be deed restricted and dedicated as affordable for a minimum of 50 years.

JUSTIFICATION

The City Council adopted a policy document (Sedona Development Incentives and Guidelines for Affordable Housing) on December 11, 2007 with the purpose of providing guidelines and incentives to encourage the construction and retention of affordable housing in Sedona.

The policy specifically states, The City will consider an in-lieu fee as an alternative to constructing affordable housing units. In-lieu fees will be deposited into a dedicated affordable housing fund. Those funds will be spent for activities that directly support the creation and maintenance of affordable housing in Sedona, such as down payment assistance, land acquisition, and low-interest loans.

Currently, the City has collected \$216,392 of in-lieu fees in accordance with the policy. An additional \$223,956 should become available if previously approved projects develop. These dollars can only be spent as specified in the policy.

Due to the current economic condition and its effect on housing and land costs, the Housing Commission is requesting the ability to recommend to Council possible property acquisition if opportunities arise.

IMPACT

N/A

PROJECT COST AND FUNDING

	2011-12	2012-13	2013-14	2014-15	2015-16 & FUTURE	TOTAL
Land Acquisition	\$200,000	\$0	\$0	\$0	\$0	\$200,000
PROJECT COSTS	\$200,000	\$0	\$0	\$0	\$0	\$200,000
Grants/Other	\$200,000	\$0	\$0	\$0	\$0	\$200,000
PROJECT FUNDING	\$200,000	\$0	\$0	\$0	\$0	\$200,000

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN
FY2011 TO FY 2015

Health and Wellness Program	PROJECT #: 2012-202	PRIORITY: 2
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LOCATION	COST CENTER
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N/A

DESCRIPTION

Design and implementation of program to encourage department personnel to enhance their physical fitness and overall wellness. The program would entail small group presentations and workshops on personal health issues as well as physical/mental health wellness. Program participants would be provided physical fitness assessments and individual assistance in developing personal fitness improvement programs. Project includes the development of an on-site gym facility that would be available to all city personnel.

JUSTIFICATION

Police Department employees have the responsibility of providing public safety services in a variety of physically and mentally stressful situations. These employees may operate at a minimal exertion level for extended periods and suddenly be called upon to exert a maximum amount of physical and mental energy. This unpredictable working environment puts significant stress on employees which can be effectively managed through proactive health and wellness activities. Additionally, employees who are physically and mentally fit are less likely to be susceptible to injury and illness.

IMPACT

N/A

PROJECT COST AND FUNDING

	2011-12	2012-13	2013-14	2014-15	2015-16 & FUTURE	TOTAL
Master Plan	\$55,000	\$3,000	\$3,000	\$3,000	\$3,000	\$67,000
PROJECT COSTS	\$55,000	\$3,000	\$3,000	\$3,000	\$3,000	\$67,000
Sales Taxes	\$55,000	\$3,000	\$3,000	\$3,000	\$3,000	\$67,000
PROJECT FUNDING	\$55,000	\$3,000	\$3,000	\$3,000	\$3,000	\$67,000

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN
FY2011 TO FY 2015

Morman Hill Road Extension	PROJECT #: 2012-203	PRIORITY: 2
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LOCATION	COST CENTER
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N/A

DESCRIPTION

Create right of way and easement acquisition documents through a consulting Professional Land Surveyor, complete an appraisal and purchase the easements.

JUSTIFICATION

Create a road connection between Morman Hill Road and Alexandria Road to improve access to this area. This will improve safety by providing alternate routes and will help alleviate capacity issues for this area in relation to SR 89A and SR 179.

IMPACT

N/A

PROJECT COST AND FUNDING

	2011-12	2012-13	2013-14	2014-15	2015-16 & FUTURE	TOTAL
Construction	\$0	\$0	\$0	\$0	\$450,000	\$450,000
Land Acquisition	\$650,000	\$0	\$0	\$0	\$0	\$650,000
PROJECT COSTS	\$650,000	\$0	\$0	\$0	\$450,000	\$1,100,000
Sales Taxes	\$650,000	\$0	\$0	\$0	\$0	\$1,100,000
PROJECT FUNDING	\$650,000	\$0	\$0	\$0	\$0	\$1,100,000

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN
FY2011 TO FY 2015

Park Land Acquisition	PROJECT #: 2012-204	PRIORITY: 2
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LOCATION	COST CENTER
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Citywide

DESCRIPTION

Funds for Park & Recreation to acquire land for trail easements and/or park land as requested by the Parks and Recreation Commission and/or City Council as an ongoing budgeted request.

This would be a rolling fund where the amount would accumulate each year.

JUSTIFICATION

As opportunities arise to purchase property and/or a Parks Master Plan is completed, these funds would be used to purchase land for park and/or open space.

IMPACT

Potential land may be lost to development.

PROJECT COST AND FUNDING

	2011-12	2012-13	2013-14	2014-15	2015-16 & FUTURE	TOTAL
Land Acquisition	\$0	\$0	\$100,000	\$100,000	\$300,000	\$500,000
PROJECT COSTS	\$0	\$0	\$100,000	\$100,000	\$300,000	\$500,000
Sales Taxes	\$0	\$0	\$100,000	\$100,000	\$100,000	\$500,000
PROJECT FUNDING	\$0	\$0	\$100,000	\$100,000	\$100,000	\$500,000

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN
FY2011 TO FY 2015

Posse Ground Casitas to lower parking lot link	PROJECT #: 2012-205	PRIORITY: 2
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LOCATION	COST CENTER
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Posse Grounds Park

DESCRIPTION

A phase project to expand the existing parking lot adjacent to Posse Ground Road, construct a pedestrian path between the lower parking lot and the casitas area, install subsurface drainage to reduce unwanted ponding from underground water.

JUSTIFICATION

The use of the NE most casitas area is diminished due to standing water from underground springs. The lack of pedestrian connection from the lower parking area to the casitas affects their use. An expanded parking area will increase the in-park parking available. The construction of a pedestrian path adds an amenity to the park and enhances park use by creating improved pedestrian connectivity.

IMPACT

This project will improve the useability of the park by providing better pedestrian flow and improved use of existing facilities.

PROJECT COST AND FUNDING

	2011-12	2012-13	2013-14	2014-15	2015-16 & FUTURE	TOTAL
Construction	\$0	\$45,000	\$75,000	\$0	\$0	\$120,000
Design	\$55,000	\$5,000	\$5,000	\$0	\$0	\$65,000
PROJECT COSTS	\$55,000	\$50,000	\$80,000	\$0	\$0	\$185,000
Sales Taxes	\$55,000	\$50,000	\$80,000	\$0	\$0	\$185,000
PROJECT FUNDING	\$55,000	\$50,000	\$80,000	\$0	\$0	\$185,000

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN
FY2011 TO FY 2015

Posse Grounds Park Concession Stand Rehab	PROJECT #: 2012-206	PRIORITY: 2
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LOCATION	COST CENTER
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Posse Grounds Park

DESCRIPTION

This project will either remodel or tear down the existing concession stand/restrooms at Posse Grounds Park by the softball fields. This structure is not only outdated, but may not meet the needs of the park facility once Barbara's Park/Performance Amphitheater is operational.

JUSTIFICATION

Currently, the existing building is outdated and the concession stand has not been used since 2008. This project would update the restrooms and concession stand and the need/demand may exist once Barbara's Park/Performance Amphitheater is operational. In the future, this facility may have other needs besides a concession stand, to be determined.

IMPACT

Permanent restrooms would be closed during the construction.

PROJECT COST AND FUNDING

	2011-12	2012-13	2013-14	2014-15	2015-16 & FUTURE	TOTAL
Construction	\$0	\$0	\$0	\$0	\$200,000	\$200,000
Design	\$0	\$0	\$0	\$50,000	\$0	\$50,000
PROJECT COSTS	\$0	\$0	\$0	\$50,000	\$200,000	\$250,000
Development Impact Fees	\$0	\$0	\$0	\$50,000	\$200,000	\$250,000
PROJECT FUNDING	\$0	\$0	\$0	\$50,000	\$200,000	\$250,000

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN
FY2011 TO FY 2015

Posse Grounds Park Tennis Court Restroom	PROJECT #: 2012-207	PRIORITY: 2
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LOCATION	COST CENTER
N/A	

DESCRIPTION

Currently, there is not a public restroom facility by the tennis courts at Posse Grounds Park. This creates confusion for users and visitors. This project will involve construction of the restroom, some sidewalk construction, retaining wall construction, sewer lateral construction, and paving of the access way to the maintenance office.

JUSTIFICATION

Whether there are adults or children playing at the tennis courts, it is about a 1/4 mile walk to the closest restroom. It is difficult to offer youth programming at this facility due to the lack of nearby restrooms.

IMPACT

Users will continue to have to walk to the restroom by the multi-use field.

PROJECT COST AND FUNDING

	2011-12	2012-13	2013-14	2014-15	2015-16 & FUTURE	TOTAL
Construction	\$0	\$0	\$75,000	\$125,000	\$0	\$200,000
Design	\$0	\$0	\$75,000	\$0	\$0	\$75,000
PROJECT COSTS	\$0	\$0	\$150,000	\$125,000	\$0	\$275,000
CFD - Summit	\$0	\$0	\$50,000	\$25,000	\$0	\$75,000
Development Impact Fees	\$0	\$0	\$100,000	\$100,000	\$0	\$200,000
PROJECT FUNDING	\$0	\$0	\$150,000	\$125,000	\$0	\$275,000

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN
FY2011 TO FY 2015

Sanborn Road Sidewalk PROJECT #: 2012-208 PRIORITY: 2

LOCATION COST CENTER

N/A

DESCRIPTION

This is a phased construction project. A single design is proposed, which may need to be updated depending upon time between construction of phases.

Phase 1 Thunder Mountain Subdivision to Andante Road.

Phase 2 Andante Road to Rodeo Road

Phase 3 Rodeo Road to Little Elf Road

Phase 4 Little Elf Road to Coffee Pot Road

Contingency is for utility relocations.

JUSTIFICATION

This project promotes pedestrian movement along a major roadway in the City. The motorized vehicular traffic along the roadway is among the more heavily travelled roads in the City although it is in a residential area. This road is used by visitor, school children, and residents. Portions of the road are on the City's trails plan.

IMPACT

This will improve pedestrian safety. If pedestrian connections to the business centers on SR 89A are constructed this route could promote walking instead of driving. This improvement would result in a significant change in the look of the area. The City would incur increased maintenance for sweeping and cutting weeds.

PROJECT COST AND FUNDING

	2011-12	2012-13	2013-14	2014-15	2015-16 & FUTURE	TOTAL
Construction	\$0	\$0	\$0	\$0	\$3,000,000	\$3,000,000
Contingency	\$0	\$0	\$0	\$0	\$250,000	\$250,000
Design	\$0	\$0	\$0	\$225,000	\$225,000	\$450,000
PROJECT COSTS	\$0	\$0	\$0	\$225,000	\$3,475,000	\$3,700,000
Sales Taxes	\$0	\$0	\$0	\$225,000	\$225,000	\$3,700,000
PROJECT FUNDING	\$0	\$0	\$0	\$225,000	\$225,000	\$3,700,000

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN
FY2011 TO FY 2015

Skateboard Park Renovation	PROJECT #: 2012-209	PRIORITY: 2
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LOCATION	COST CENTER
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N/A

DESCRIPTION

Design and renovate the Skatepark as a multi-use bike and skateboard facility.

JUSTIFICATION

Provide a multi-use facility that is accessible to a wider range of users.

IMPACT

N/A

PROJECT COST AND FUNDING

	2011-12	2012-13	2013-14	2014-15	2015-16 & FUTURE	TOTAL
Construction Management	\$0	\$40,000	\$0	\$0	\$0	\$40,000
Design	\$25,000	\$0	\$0	\$0	\$0	\$25,000
PROJECT COSTS	\$25,000	\$40,000	\$0	\$0	\$0	\$65,000
Sales Taxes	\$25,000	\$40,000	\$0	\$0	\$0	\$65,000
PROJECT FUNDING	\$25,000	\$40,000	\$0	\$0	\$0	\$65,000

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN
FY2011 TO FY 2015

Transit Expansion	PROJECT #: 2012-210	PRIORITY: 2
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LOCATION	COST CENTER
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Verde Valley

DESCRIPTION

This request is for possible expansion of transit in the Verde Valley- to either the Village of Oak Creek and/or additional trips to Cottonwood.

JUSTIFICATION

Sedona has been providing public transit services since October 2006. This request, if implemented, improves the City's services to residents and locals by creating a better program to represent the City of Sedona.

IMPACT

Transit service will not increase beyond current offerings.

PROJECT COST AND FUNDING

	2011-12	2012-13	2013-14	2014-15	2015-16 & FUTURE	TOTAL
Study	\$0	\$50,000	\$0	\$0	\$75,000	\$125,000
Vehicles	\$0	\$0	\$100,000	\$100,000	\$75,000	\$275,000
PROJECT COSTS	\$0	\$50,000	\$100,000	\$100,000	\$150,000	\$400,000
Sales Taxes	\$0	\$50,000	\$100,000	\$100,000	\$75,000	\$400,000
PROJECT FUNDING	\$0	\$50,000	\$100,000	\$100,000	\$75,000	\$400,000

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN
FY2011 TO FY 2015

Recreation Component at WWTP PROJECT #: 2012-214 PRIORITY: 2

LOCATION COST CENTER

Wastewater Treatment Plant (WWTP)

DESCRIPTION

Funding for this project would provide a recreation component at the new public WWTP wetlands. Design of the basic wetland area is currently underway and project details are not available at this time. A parking lot may also be included.

JUSTIFICATION

The City Council is interested in providing wetlands at the WWTP and having a recreational component as part of the project. This may include, but is not limited to, viewing platforms for birding, signage, walking paths, benches, picnic areas etc.

IMPACT

Unknown.

PROJECT COST AND FUNDING

	2011-12	2012-13	2013-14	2014-15	2015-16 & FUTURE	TOTAL
Construction	\$0	\$75,000	\$0	\$0	\$0	\$75,000
Design	\$75,000	\$0	\$0	\$0	\$0	\$75,000
Land Improvements	\$0	\$0	\$100,000	\$0	\$0	\$100,000
PROJECT COSTS	\$75,000	\$75,000	\$100,000	\$0	\$0	\$250,000
Development Impact Fees	\$75,000	\$75,000	\$100,000	\$0	\$0	\$250,000
PROJECT FUNDING	\$75,000	\$75,000	\$100,000	\$0	\$0	\$250,000

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN
FY2011 TO FY 2015

Back O' Beyond Road Low Water Crossing Improvements PROJECT #: 2012-302 PRIORITY: 3

LOCATION COST CENTER
Back O'Beyond Road

DESCRIPTION

Development of plans, specifications and cost estimate to eliminate three low water crossings along Back O' Beyond Road. Corps of Engineer requirements will be determined and right of way needs will be defined.

JUSTIFICATION

This project will develop a design and costs to improve public road ingress and egress to the Back O 'Beyond Subdivision during the winter. During large winter storms this area is routinely isolated for up to several days. This project provides drainage improvements not shown in the storm drainage master plan, as such it would be considered primarily a road improvement project.

IMPACT

This project would improve emergency related ingress and egress. It would also tend to minimize the need for Back O 'Beyond Subdivision to use Back O' Beyond Ranch roadways during storm events

PROJECT COST AND FUNDING

	2011-12	2012-13	2013-14	2014-15	2015-16 & FUTURE	TOTAL
Construction	\$0	\$0	\$0	\$0	\$1,500,000	\$1,500,000
Design	\$0	\$0	\$150,000	\$0	\$0	\$150,000
Land Acquisition	\$0	\$0	\$0	\$50,000	\$0	\$50,000
PROJECT COSTS	\$0	\$0	\$150,000	\$50,000	\$1,500,000	\$1,700,000
Sales Taxes	\$0	\$0	\$150,000	\$50,000	\$0	\$1,700,000
PROJECT FUNDING	\$0	\$0	\$150,000	\$50,000	\$0	\$1,700,000

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN
FY2011 TO FY 2015

Coffee Pot Sidewalk	PROJECT #: 2012-304	PRIORITY: 3
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LOCATION	COST CENTER
N/A	

DESCRIPTION

Design and installation of storm drain and pedestrian access improvements from Little Elf Way and Sanborn Drive to the existing sidewalk on the east side of Coffee Pot Drive.

JUSTIFICATION

The installation of a sidewalk along Coffee Pot Drive has been previously studied, many issues were discovered north of Grasshopper Lane, which made the project unfeasible. This proposed route along Grasshopper Lane would provide a feasible pedestrian route, for residents along the eastern end of Sanborn Rd, to SR 89A. In addition, storm drainage improvements will be included to help alleviate flooding in this area. A public outreach session would be held in 2012 to get public feedback prior to starting design.

IMPACT

N/A

PROJECT COST AND FUNDING

	2011-12	2012-13	2013-14	2014-15	2015-16 & FUTURE	TOTAL
Construction	\$0	\$0	\$0	\$0	\$600,000	\$600,000
Design	\$0	\$115,000	\$0	\$0	\$0	\$115,000
PROJECT COSTS	\$0	\$115,000	\$0	\$0	\$600,000	\$715,000
Sales Taxes	\$0	\$115,000	\$0	\$0	\$600,000	\$715,000
PROJECT FUNDING	\$0	\$115,000	\$0	\$0	\$600,000	\$715,000

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN
FY2011 TO FY 2015

Creekwalk PROJECT #: 2012-305 PRIORITY: 3

LOCATION COST CENTER

Uptown

DESCRIPTION

Depending upon the nature of the project, funding could be used to complete the final design and construction of a Creekwalk from Tlaquepaque (near the SR 179 bridge to just south of Cedars Resort) or design a Creekwalk on a different portion of Oak Creek in the Uptown area.

JUSTIFICATION

Council may be interested in purchasing a parcel in the Uptown area to provide creek access and/or amenity and/or completing the original Creekwalk design.

IMPACT

If this project is built, there will be future maintenance costs and costs to rebuild when the Creek floods.

PROJECT COST AND FUNDING

	2011-12	2012-13	2013-14	2014-15	2015-16 & FUTURE	TOTAL
Construction	\$0	\$0	\$0	\$0	\$2,000,000	\$2,000,000
Design	\$0	\$0	\$0	\$400,000	\$0	\$400,000
PROJECT COSTS	\$0	\$0	\$0	\$400,000	\$2,000,000	\$2,400,000
Development Impact Fees	\$0	\$0	\$0	\$400,000	\$0	\$400,000
Grants/Other	\$0	\$0	\$0	\$0	\$1,000,000	\$1,000,000
Sales Taxes	\$0	\$0	\$0	\$0	\$1,000,000	\$1,000,000
PROJECT FUNDING	\$0	\$0	\$0	\$400,000	\$2,000,000	\$2,400,000

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN
FY2011 TO FY 2015

Navoti-Calle del Sol Intersection	PROJECT #: 2012-307	PRIORITY: 3
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LOCATION	COST CENTER
N/A	

DESCRIPTION

This project includes construction of curb, gutter, sidewalk and asphalt pavement.

JUSTIFICATION

When the Cor D' Amor Subdivision was constructed Navoti Drive was extended to a point adjacent to Calle del Sol. The intersection was not complete at the time since Calle del Sol was a private street and Navoti Drive is public. This project will complete the intersection. This will improve access to Navoti Dr and complete a parallel route to SR 89A, which will provide capacity relief for this segment of SR 89A.

IMPACT

N/A

PROJECT COST AND FUNDING

	2011-12	2012-13	2013-14	2014-15	2015-16 & FUTURE	TOTAL
Construction	\$0	\$0	\$0	\$0	\$400,000	\$400,000
Design	\$0	\$0	\$80,000	\$0	\$0	\$80,000
PROJECT COSTS	\$0	\$0	\$80,000	\$0	\$400,000	\$480,000
Sales Taxes	\$0	\$0	\$80,000	\$0	\$0	\$480,000
PROJECT FUNDING	\$0	\$0	\$80,000	\$0	\$0	\$480,000

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN
FY2011 TO FY 2015

Posse Grounds Park Maintenance Area Improvements	PROJECT #: 2012-308	PRIORITY: 3
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LOCATION Posse Ground Road	COST CENTER
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DESCRIPTION

Total project: \$28,000

1. (\$18,000) Enclose the current maintenance and storage (operational) area (concrete slab) behind the tennis courts with a privacy cinder-block fence. Drive through gates on each end. 2. (\$10,000) Purchase a wood chipper and set up a compost station within the new enclosure.

Note: construction cost may include design.

JUSTIFICATION

Provides a visual and security screen for maintenance equipment and supplies.

IMPACT

Will add minimal maintenance costs.

PROJECT COST AND FUNDING

	2011-12	2012-13	2013-14	2014-15	2015-16 & FUTURE	TOTAL
Construction	\$18,000	\$0	\$0	\$0	\$0	\$18,000
Machinery & Equipment	\$10,000	\$0	\$0	\$0	\$0	\$10,000
PROJECT COSTS	\$28,000	\$0	\$0	\$0	\$0	\$28,000
Sales Taxes	\$28,000	\$0	\$0	\$0	\$0	\$28,000
PROJECT FUNDING	\$28,000	\$0	\$0	\$0	\$0	\$28,000

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN
FY2011 TO FY 2015

Posse Grounds Park Multi-Use Field Upgrade	PROJECT #: 2012-309	PRIORITY: 3
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LOCATION	COST CENTER
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Posse Grounds Park

DESCRIPTION

This request is to enlarge and widen the multi-use field at Posse Grounds Park and add lighting.

JUSTIFICATION

Will enhance the playability and useability of the facility.

IMPACT

Park neighbors may be upset with the lights and increased usage.

PROJECT COST AND FUNDING

	2011-12	2012-13	2013-14	2014-15	2015-16 & FUTURE	TOTAL
Construction	\$200,000	\$200,000	\$0	\$0	\$0	\$400,000
Design	\$60,000	\$0	\$0	\$0	\$0	\$60,000
PROJECT COSTS	\$260,000	\$200,000	\$0	\$0	\$0	\$460,000
Development Impact Fees	\$60,000	\$100,000	\$0	\$0	\$0	\$160,000
Sales Taxes	\$200,000	\$100,000	\$0	\$0	\$0	\$300,000
PROJECT FUNDING	\$260,000	\$200,000	\$0	\$0	\$0	\$460,000

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN
FY2011 TO FY 2015

Sandborn-Rodeo sidewalk project PROJECT #: 2012-310 PRIORITY: 3

LOCATION COST CENTER

Rodeo Road

DESCRIPTION

This project involves extending the sidewalk along Rodeo Road about 1,100 from south of the Vista Drive intersection to Sanborn Road.

JUSTIFICATION

In order to encourage pedestrian movement from the residential developments on the north side of SR 89A down to the business area of SR 89A a safe pedestrian route would be a help. Reducing intracity vehicular traffic through encouraging pedestrian trips helps reduce SR 89A volumes. This also enhances the quality of life.

IMPACT

Provides a safe pedestrian route from the Sanborn area. Identifies a pedestrian route that ends near shopping centers.

PROJECT COST AND FUNDING

	2011-12	2012-13	2013-14	2014-15	2015-16 & FUTURE	TOTAL
Construction	\$0	\$0	\$200,000	\$0	\$0	\$200,000
Design	\$0	\$60,000	\$0	\$0	\$0	\$60,000
PROJECT COSTS	\$0	\$60,000	\$200,000	\$0	\$0	\$260,000
Sales Taxes	\$0	\$60,000	\$200,000	\$0	\$0	\$260,000
PROJECT FUNDING	\$0	\$60,000	\$200,000	\$0	\$0	\$260,000

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN
FY2011 TO FY 2015

Shade Structure - Posse Grounds Park PROJECT #: 2012-311 PRIORITY: 3

LOCATION COST CENTER

Posse Grounds Park - Playground Area

DESCRIPTION

Install a shade structure over the playground area at Posse Grounds Park.

JUSTIFICATION

By installing this weather/sun protection structure, it will increase the life of the playground equipment by providing protection from inclement weather and sun, as well as providing the same protection to the users of the playground equipment. Sunset Park has a shade structure installed over one of the playgrounds and it now has increased usage.

IMPACT

Positive impact by improving aesthetic appeal of parks, as well as quality of life improvement by allowing park patrons to increase usage of playground area. Less money will be spent replacing sun worn playground equipment.

PROJECT COST AND FUNDING

	2011-12	2012-13	2013-14	2014-15	2015-16 & FUTURE	TOTAL
Construction	\$0	\$0	\$0	\$0	\$50,000	\$50,000
PROJECT COSTS	\$0	\$0	\$0	\$0	\$50,000	\$50,000
Sales Taxes	\$0	\$0	\$0	\$0	\$50,000	\$50,000
PROJECT FUNDING	\$0	\$0	\$0	\$0	\$50,000	\$50,000

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN
FY2011 TO FY 2015

Shade Structure - Sunset Park PROJECT #: 2012-312 PRIORITY: 3

LOCATION COST CENTER

Sunset Park - Playground Area for 4yrs and older

DESCRIPTION

Add a shade structure to the playground for 4-year olds and above at Sunset Park. The Tot Lot has a shade structure erected in 2008. Originally, P&R staff were told a shade structure could not be erected over this playground because placement of the poles would have been in the flood zone. City engineers reviewed the request and placement of the shade structure and received authorization to move forward.

JUSTIFICATION

There is currently no shade structure over this playground. The shade structure provides sun protection and poor weather protection for the children at play. It will complement the other playground at this park that does have a shade structure covering it.

IMPACT

Allow usage during inclement weather and Arizona's harsh summer days.

PROJECT COST AND FUNDING

	2011-12	2012-13	2013-14	2014-15	2015-16 & FUTURE	TOTAL
Construction	\$0	\$0	\$0	\$40,000	\$0	\$40,000
PROJECT COSTS	\$0	\$0	\$0	\$40,000	\$0	\$40,000
Sales Taxes	\$0	\$0	\$0	\$40,000	\$0	\$40,000
PROJECT FUNDING	\$0	\$0	\$0	\$40,000	\$0	\$40,000

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN
FY2011 TO FY 2015

Solar Power for IT Data Center	PROJECT #: 2012-313	PRIORITY: 3
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LOCATION	COST CENTER
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City Hall

DESCRIPTION

Install Solar Power system to augment electrical needs of the city's Data Center.

JUSTIFICATION

The city's Data Center is the second largest consumer of electricity at City Hall, after the Police Department. Utility costs would be reduced by augmenting the Data Center's power needs with renewable sources.

IMPACT

N/A

PROJECT COST AND FUNDING

	2011-12	2012-13	2013-14	2014-15	2015-16 & FUTURE	TOTAL
Maintenance	\$0	\$0	\$50,000	\$0	\$0	\$50,000
PROJECT COSTS	\$0	\$0	\$50,000	\$0	\$0	\$50,000
Development Impact Fees	\$0	\$0	\$50,000	\$0	\$0	\$50,000
PROJECT FUNDING	\$0	\$0	\$50,000	\$0	\$0	\$50,000

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN
FY2011 TO FY 2015

Sugarloaf Trailhead Parking Lot Expansion	PROJECT #: 2012-314	PRIORITY: 3
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LOCATION	COST CENTER
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N/A

DESCRIPTION

This project would expand and upgrade the existing dirt parking lot.

JUSTIFICATION

There are approximately 6 parking spaces at the Sugarloaf Trailhead that are heavily utilized. Due to the location in the Forest area an environmental impact assessment will need to be done and approved. For this reason design is in one year and construction in another.

IMPACT

Would provide additional parking.

PROJECT COST AND FUNDING

	2011-12	2012-13	2013-14	2014-15	2015-16 & FUTURE	TOTAL
Design	\$0	\$0	\$0	\$0	\$35,000	\$35,000
Environmental	\$0	\$0	\$0	\$0	\$8,000	\$8,000
Land Improvements	\$0	\$0	\$0	\$0	\$75,000	\$75,000
PROJECT COSTS	\$0	\$0	\$0	\$0	\$118,000	\$118,000
Sales Taxes	\$0	\$0	\$0	\$0	\$43,000	\$118,000
PROJECT FUNDING	\$0	\$0	\$0	\$0	\$43,000	\$118,000

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN
FY2011 TO FY 2015

Teen Center Conversion PROJECT #: 2012-315 PRIORITY: 3

LOCATION COST CENTER

Posse Grounds Park

DESCRIPTION

This project would provide funding to convert the Teen Center into a multi-use facility and add improvements to the facility that would allow for additional use, other than by youth after school. Possible improvements could be a sound system, projector, new furniture, and walls.

JUSTIFICATION

This facility could be utilized in the mornings and/or weekends by the community when not in use by after school programs.

IMPACT

Facility will continue to remain empty except for after school hours.

PROJECT COST AND FUNDING

	2011-12	2012-13	2013-14	2014-15	2015-16 & FUTURE	TOTAL
Construction	\$0	\$0	\$0	\$0	\$350,000	\$350,000
Design	\$0	\$0	\$0	\$0	\$90,000	\$90,000
PROJECT COSTS	\$0	\$0	\$0	\$0	\$440,000	\$440,000
Sales Taxes	\$0	\$0	\$0	\$0	\$0	\$440,000
PROJECT FUNDING	\$0	\$0	\$0	\$0	\$0	\$440,000

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN
FY2011 TO FY 2015

Year Round Pool Operations PROJECT #: 2012-317 PRIORITY: 3

LOCATION COST CENTER

Sedona Community Pool 270 Posse Ground Rd.

DESCRIPTION

Improvements to pool facility are dependent on work completed during school bond project in 2010. In order to keep the pool open year round, improvements and upgrades must be completed at the pool which include: locker room heater installation, enclose pool pump room, and increase capacity of the hot water heater. Additional expenses must also be considered including utility fees, staffing and chemicals.

JUSTIFICATION

Citizens that rely on swimming as a primary method of exercise will be able to rely on the community pool as their primary resource. Many of these people do not have other options for exercise due to disabilities or injuries. The hours would be limited, but would accommodate the Sedona Swordfish private swim team, masters swim team and lap and recreation swimmers in the evenings only. Saturday would be open for three hours for lap/recreation swim. Currently, the public and private groups are only given pool hours from Memorial weekend - October 31 of any given year.

IMPACT

N/A

PROJECT COST AND FUNDING

	2011-12	2012-13	2013-14	2014-15	2015-16 & FUTURE	TOTAL
Machinery & Equipment	\$0	\$94,200	\$0	\$0	\$94,200	\$188,400
PROJECT COSTS	\$0	\$94,200	\$0	\$0	\$94,200	\$188,400
Sales Taxes	\$0	\$94,200	\$0	\$0	\$0	\$188,400
PROJECT FUNDING	\$0	\$94,200	\$0	\$0	\$0	\$188,400

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN
FY2011 TO FY 2015

SR 89A Utility Undergrounding Kallof Place to Dry Creek Road	PROJECT #: 2012-319	PRIORITY: Entered After Cut-off Date
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LOCATION State Route 89A Kallof Place to Dry Creek Road	COST CENTER
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DESCRIPTION

This project would continue undergrounding utilities lines from Kallof Place westward to Dry Creek Road. Implementation of the project would require negotiations with the affected utilities as well as with adjacent property owners. The property owners would have to change their service drops from overhead to underground. Also some property owners have lights on some of the utility poles. Property owner cooperation or city payment mandate and payment for private facility changes would be necessary to complete the project. Note that cost basis is an ENR index of 8570 for 2009. The \$7.5 M cost should be increased in portion to the ENR index.

JUSTIFICATION

This is an asthetic project.

IMPACT

The project would improve the view scape along the SR 89A corridor.

PROJECT COST AND FUNDING

	2011-12	2012-13	2013-14	2014-15	2015-16 & FUTURE	TOTAL
Construction	\$0	\$0	\$0	\$0	\$7,500,000	\$7,500,000
Contingency	\$0	\$0	\$0	\$0	\$500,000	\$500,000
Design	\$0	\$0	\$0	\$0	\$500,000	\$500,000
PROJECT COSTS	\$0	\$0	\$0	\$0	\$8,500,000	\$8,500,000
Sales Taxes	\$0	\$0	\$0	\$0	\$0	\$8,500,000
PROJECT FUNDING	\$0	\$0	\$0	\$0	\$0	\$8,500,000

2011-2012 Information Technology Capital Fund-City Manager					
Acct. Code #		Amount Budgeted	1/2 Cent Tax	Reserves	Other
21-5220-00-710	Equipment	\$ -	-	-	
21-5220-00-715	Hardware	\$ 1,500	1,500	-	PC Refresh - (1 desktop)
Total 2011-2012 Budget		\$ 1,500	\$ 1,500	\$ -	\$ -

2011-2012 Information Technology Capital Fund-Human Resources					
Acct. Code #	C.I.P. #	Amount Budgeted	1/2 Cent Tax	Reserves	Other
21-5221-00-715	Hardware	\$ 5,000	5,000	-	PC Refresh - (2 desktop, 1 laptop)
21-5221-00-715	Hardware	\$ -	-	-	
Total 2011-2012 Budget		\$ 5,000	\$ 5,000	\$ -	\$ -

2011-2012 Information Technology Capital Fund-Financial Services					
Acct. Code #	C.I.P. #	Amount Budgeted	1/2 Cent Tax	Reserves	Other
21-5222-00-615	Hardware	\$ 1,000	1,000	-	Monitors and Docking Stations (2)
21-5222-00-720	Software	\$ 215,000	150,000	-	ERP Package 2012-102
21-5222-00-715	Hardware	\$ 7,500	7,500	-	PC Refresh - (5 desktop)
21-5222-00-715	Hardware	\$ -	-	-	
21-5222-00-720	Software	\$ 2,500	-	-	Floating License for Check Scanner
Total 2011-2012 Budget		\$ 226,000	\$ 158,500	\$ -	\$ 67,500
		<i>less other funds (\$67,500)</i>			

2011-2012 Information Technology Capital Fund-Information Technology					
Acct. Code #	Acct. Code #	Amount Budgeted	1/2 Cent Tax	Reserves	Other
21-5224-00-710	Equipment	\$ 3,500	3,500	-	Correct Wiring Closet in Bldg 104 (Com Dev)
21-5224-00-715	Hardware	\$ 15,000	15,000	-	Server Refresh - (Virtual 3)
21-5224-00-715	Hardware	\$ 5,000	5,000	-	EOC 4 phones & equipment
21-5224-00-715	Hardware	\$ 8,500	8,500	-	Data Center Server Mgmt
21-5224-00-715	Hardware	\$ 50,000	-	-	Wireless Network for City Hall - Private 2012-123
21-5224-00-715	Hardware	\$ 30,000	-	-	Wireless Network for City Hall - Public WIFI 2012-124
21-5224-00-720	Software	\$ 46,000	46,000	-	Microsoft Office Suite Upgrade
21-5224-00-720	Software	\$ -	-	-	
21-5224-00-720	Software	\$ -	-	-	
21-5224-00-730	Radio/Telephone	\$ -	-	-	
Total 2011-2012 Budget		\$ 158,000	\$ 78,000	\$ -	\$ 80,000
		<i>less other funds (\$80,000)</i>			

2011-2012 Information Technology Capital Fund-Legal Department					
Acct. Code #	C.I.P. #	Amount Budgeted	1/2 Cent Tax	Reserves	Other
21-5230-00-715	Hardware	\$ 5,000	5,000	-	PC Refresh - (2 desktop, 1 laptop)
21-5230-00-720	Software	\$ -	-	-	
Total 2011-2012 Budget		\$ 5,000	\$ 5,000	\$ -	\$ -

2011-2012 Information Technology Capital Fund-City Clerk					
Acct. Code #	C.I.P. #	Amount Budgeted	1/2 Cent Tax	Reserves	Other
21-5240-00-710	Equipment	\$ -	-	-	
21-5240-00-710	Equipment	\$ -	-	-	
21-5240-00-715	Hardware	\$ 3,000	3,000	-	PC Refresh - (2 desktops)
21-5240-00-720	Software	\$ -	-	-	

Total 2011-2012 Budget	\$ 3,000	\$ 3,000	\$ -	\$ -
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2011-2012 Information Technology Capital Fund-Parks & Rec

Acct. Code #	C.I.P. #	Amount Budgeted	1/2 Cent Tax	Reserves	Other
21-5242-00-710	Equipment	\$ -	-	-	-
21-5242-00-715	Hardware	\$ 1,500	1,500	-	- PC Refresh - (1 desktop)
21-5242-00-720	Software	\$ -	-	-	-

Total 2011-2012 Budget	\$ 1,500	\$ 1,500	\$ -	\$ -
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2011-2012 Information Technology Capital Fund-General Services

Acct. Code #	C.I.P. #	Amount Budgeted	1/2 Cent Tax	Reserves	Other
21-5245-00-261	Contingency	\$ -	-	-	- Contingencies
21-5245-00-261	Contingency	\$ -	-	-	-
21-5245-00-715	Hardware	\$ 5,000	5,000	-	- Server Refresh - (Cable Access presentation)
21-5245-00-720	Software	\$ -	-	-	-
21-5245-00-722	Data	\$ -	-	-	-
21-5245-00-730	Phones/Equip	\$ -	-	-	-

Total 2011-2012 Budget	\$ 5,000	\$ 5,000	\$ -	\$ -
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less other funds \$ -

2011-2012 Information Technology Capital Fund-Community Development

Acct. Code #	C.I.P. #	Amount Budgeted	1/2 Cent Tax	Reserves	Other
21-5310-00-710	Equipment	\$ -	-	-	-
21-5310-00-715	Hardware	\$ 800	800	-	- Replacement Flat Screen Monitors (4)
21-5310-00-720	Software	\$ -	-	-	-

Total 2011-2012 Budget	\$ 800	\$ 800	\$ -	\$ -
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2011-2012 Information Technology Capital Fund-Public Works

Acct. Code #	C.I.P. #	Amount Budgeted	1/2 Cent Tax	Reserves	Other
21-5320-00-715	Hardware	\$ -	-	-	-
21-5320-00-715	Hardware	\$ 9,000	5,000	-	4,000 PC Refresh - (2 desktops, 3 laptop)
21-5320-00-715	Hardware	\$ -	-	-	-
21-5320-00-715	Hardware	\$ -	-	-	-
21-5320-00-715	Hardware	\$ -	-	-	-
21-5320-00-720	Software	\$ 4,000	-	-	4,000 Asset Management Software
21-5320-00-720	Software	\$ -	-	-	-
21-5320-00-720	Software	\$ -	-	-	-

Total 2011-2012 Budget	\$ 13,000	\$ 5,000	\$ -	\$ 8,000
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less other funds (\$8,000)

2011-2012 Information Technology Capital Fund-Arts & Culture

Acct. Code #	C.I.P. #	Amount Budgeted	1/2 Cent Tax	Reserves	Other
21-5420-00-715	Hardware	\$ 1,500	1,500	-	- PC Refresh - (1 desktop)
		\$ -	-	-	-

Total 2011-2012 Budget	\$ 1,500	\$ 1,500	\$ -	\$ -
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2011-2012 Information Technology Capital Fund-Police Department

Acct. Code #	C.I.P. #	Amount Budgeted	1/2 Cent Tax	Reserves	Other Funds
21-5510-00-710	Equipment	\$ -	-	-	-
21-5510-00-715	Hardware	\$ 27,000	27,000	-	- PC Refresh - (18 desktops)

21-5510-00-715	Hardware	\$	14,510	14,510	-	EOC Enhancement (partner with SFD)	
21-5510-00-715	Hardware	\$	10,592	-	10,592	Time Synchronization (COPS) [CARRY FORWARD]	
21-5510-00-715	Hardware	\$	30,000	-	30,000	Replace Electronic Access Control System (COPS) [CARRY FORWARD]	
21-5510-00-720	Software	\$	15,470	-	15,470	Regional Law Enforcement Data Sharing (COPS) [CARRY FORWARD]	
21-5510-00-720	Software	\$	18,901	10,501	8,400	Automated Employee Work Scheduling Program	1500 STEP/6900 RICO
21-5510-00-720	Software	\$	44,000	44,000		Automated Fingerprinting & Photo Capture System	
21-5510-00-730	Phone/Data	\$	-	-			
Total 2011-2012 Budget		\$	160,473	\$ 96,011	\$ -	\$ 64,462	
			<i>less other funds (\$64,462)</i>				
Combined Total		\$	360,811	\$ 360,811	\$ -	\$ 219,962	
2011-2012 I.T. Capital Budget							
		\$	-	\$ 142,801	\$580,773		

CITY OF SEDONA

FUND	DEPARTMENT	DIVISION
	IT	21 – Systems & Network

SUPPLEMENTAL DETAILS

TITLE:	Computer Refresh	TYPE:		RANK:	
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RESOURCES REQUESTED

LINE ITEM	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16
See Attached	\$59,500				
TOTAL:	\$59,500				

COMMENTS

WHAT IS THE PURPOSE OF THIS REQUEST?	DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST
Replace end-user computers that have exceeded their reasonable useful life. The IT Department provides for the planned refresh of computers annually according to established requirements. This maintains the level of efficiency of each individual PC user that staffs the organization.	Planned budget expenditures for new computer equipment, maintains staff productivity, ensures compatibility with software requirements, provides for a stable and supportable end-user environment
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?	WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?
None	If PC's are not refreshed in a planned environment, efficiency will lag and the city will have to play "catch up" in future years to return to an acceptable level of internal and external service.
SUMMARIZE NEW POSITIONS IN THIS REQUEST	FINANCE/CMO COMMENTS
None	

	Department	Type	Quantity	Amount	Notes
21-5510-00-715	Police	Desktop	18	\$ 27,000.00	All Desktops, including 2 ACJIS Terminals, 2 Radio Console PC's, and 2 CAD Workstations
21-5240-00-715	City Clerk	Desktop	2	\$ 3,000.00	Front Desk, Public Access Computer
21-5230-00-715	City Attorney	Desktop	2	\$ 3,000.00	Jennifer Braden, Ron Ramsey
21-5230-00-715	City Attorney	Laptop	1	\$ 2,000.00	Jennifer Paetkau
21-5242-00-715	Recreation	Desktop	1	\$ 1,500.00	Ali Toth
21-5320-00-715	Public Works	Desktop	2	\$ 3,000.00	2 City Maintenance Computers at Posse Grounds
21-5320-00-715	Public Works	Laptop	3	\$ 6,000.00	Charles Mosely & 2 Public Works Inspectors
21-5222-00-715	Finance	Desktop	4	\$ 7,500.00	All Desktops
21-5220-00-715	Communications	Desktop	1	\$ 1,500.00	Ginger Wolstencroft
21-5221-00-715	H/R	Desktop	2	\$ 1,500.00	Nancy Wilson, Kiosk
21-5221-00-715	H/R	Laptop	1	\$ 2,000.00	HR Manager
21-5220-00-715	City Manager	Desktop	1	\$ 1,500.00	Michele Stover
			38	\$ 59,500.00	

CITY OF SEDONA

FUND GENERAL	DEPARTMENT FINANCIAL SERVICES	DIVISION ADMIN
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SUPPLEMENTAL DETAILS

TITLE:	MONITORS and DOCKING STATIONS – 2	TYPE:	EQUIPMENT	RANK:	
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RESOURCES REQUESTED

LINE ITEM	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16
21-5222-00-715	\$1,000				
TOTAL:	\$1,000				

COMMENTS

WHAT IS THE PURPOSE OF THIS REQUEST?	DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST
To provide flat screen monitors for the Director of Financial Services and the Financial Services Supervisor. Both users currently have laptops and are in need of larger screens providing them with ergonomic equipment and a workspace. The docking stations would enable complete connections without multiple plug-ins.	Both users will be provided with an ergonomic workstation thus making for more efficient workflow while providing comfort for the employee/s. The docking stations would enable complete connections without multiple plug-ins.
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?	WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?
N/A	Both users will continue to use laptops while working in the office, which is not an ergonomic set-up. Could affect overall health of the employee/s.
SUMMARIZE NEW POSITIONS IN THIS REQUEST	FINANCE/CMO COMMENTS
N/A	Please

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN FY2011 TO FY 2015

ERP Package	PROJECT #: 2012-102	PRIORITY: 1
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LOCATION	COST CENTER
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N/A

DESCRIPTION

An ERP system would allow City employees to manage all accounts of each customer with one stop. All departments would have access to every account (except Municipal Court files) each customer has with the City.

JUSTIFICATION

Currently, the City has several software packages used for customers of the City of Sedona. There are no links. Example: if there is a Building permit issue or dispute with the City, only Building Division or that employee would know, no one else in the City would be aware of the problem. Also, within the Finance office, if a customer has more than one account, it may be hard to track exactly how much they owe the City if their accounts are in two different modules. Currently, Finance uses Caselle for the City's accounting functions. Human Resources uses PeopleTrak for personnel and safety management. Community Development uses CityView for permitting, and Public Works uses Iworks. We have had several different softwares that have been purchased, but never been used for one reason or another.

IMPACT

The cost is approximately \$175,000 to \$250,000 to implement and then approximately \$25,000 to \$35,000 annually for maintenance and support. This investment would cover Finance, Payroll, Human Resources, Utility Billing, Building Permits, Work Orders, Business Licenses, GIS Mapping, Code Enforcement, Citizen Services, Special Assessments. Also, Budget Planning & Forecasting, Project/Grant accounting, Report Writer, Forms, Laserfiche intergration, etc. Over the past few years, the City has been approached by Vendors relating to ERP packages. We have seen a couple of demos and see benefits to going in this direction. Overall operating efficiency would improve. There are lease options that could be considered as well as cooperative purchase agreements. The annual maintenance fee would wash with all the current fees paid for all the different softwares. Staff that currently use all of the softwares describe above will be trained during and after the conversion and start up. IT staff will take part in this as well. The City would require a 'train the trainer' scenario. There may be a need for additional servers for imaging, applications and database. IT would have to determine if needed and or the costs. Annual maintenance and support costs would apply after the first year. This cost should include any updates and or upgrades to the software. If we increased the users, we may have to pay for additional licensing.

PROJECT COST AND FUNDING

	2011-12	2012-13	2013-14	2014-15	2015-16 & FUTURE	TOTAL
Technology	\$215,000	\$35,000	\$0	\$0	\$0	\$250,000
PROJECT COSTS	\$215,000	\$35,000	\$0	\$0	\$0	\$250,000
CFD - Fairfield	\$20,000	\$10,000	\$0	\$0	\$0	\$30,000
CFD - Summit	\$20,000	\$10,000	\$0	\$0	\$0	\$30,000
Sales Taxes	\$150,000	\$15,000	\$0	\$0	\$0	\$165,000
Wastewater Funds	\$25,000	\$0	\$0	\$0	\$0	\$25,000
PROJECT FUNDING	\$215,000	\$35,000	\$0	\$0	\$0	\$250,000

CITY OF SEDONA

FUND GENERAL	DEPARTMENT FINANCIAL SERVICES	DIVISION ADMINISTRATION
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SUPPLEMENTAL DETAILS

TITLE:	FLOATING LICENSE FOR CHECK SCANNER EQUIPMENT FOR SEWER PAYMENT PROCESSING	TYPE:	SOFTWARE	RANK:	1
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RESOURCES REQUESTED

LINE ITEM	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16
10-5224-21-620	\$2,500				
10-5224-21-236		\$	\$	\$	\$
TOTAL:	\$2,500	\$	\$	\$	\$

COMMENTS

WHAT IS THE PURPOSE OF THIS REQUEST?	DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST
Increase availability and improve research and troubleshooting methods of all payments/checks processed by the dept by viewing check images on more than one workstation. Currently only one desk and person has availability to perform this function.	Will enable other office personnel to access scanned check images. Ability to assist customers without delay. Ability to troubleshoot issues with no disruption to daily duties.
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?	WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?
Not applicable	Only one person will remain able to access check images. If that person is unavailable, the information will also be unavailable.
SUMMARIZE NEW POSITIONS IN THIS REQUEST	FINANCE/CMO COMMENTS
Not applicable	Will improve customer service.

CITY OF SEDONA

FUND	DEPARTMENT	DIVISION
	IT	21 – Systems & Network

SUPPLEMENTAL DETAILS

TITLE:	SERVER REFRESH	TYPE:		RANK:	
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RESOURCES REQUESTED

LINE ITEM	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16
21-5224-00-715 HARDWARE	12,500.00				
21-5224-00-720 SOFTWARE	7,500.00				
10-5224-21-236 SYSTEM MAINT.		3,000.00	3,000.00	3,000.00	4,500.00
TOTAL:	20,000.00	3,000.00	3,000.00	3,000.00	4,500.00

COMMENTS

WHAT IS THE PURPOSE OF THIS REQUEST?	DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST
Purchase one new low-end server to replace the current Cable Channel Video presentation server (approx. \$5,000); purchase one new mid-range server to add to existing Virtual Server Infrastructure (approx. \$7,500); in addition, will need to purchase another license for Virtual Server Infrastructure software (approx. \$7,500)	The current video presentation server is over 8 years old, consumes an excessive amount of electricity, generates excessive heat, and takes up too much space Adding another server to our virtual environment will eliminate the need to refresh 4 physical servers, all over 7 years old, as well as provide additional fail-over capacity for existing virtual servers.
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?	WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?
None	Existing physical servers at greater risk of failing with no immediate recovery options. Additional unbudgeted capital expenditures will be required to replace any servers that fail.
SUMMARIZE NEW POSITIONS IN THIS REQUEST	FINANCE/CMO COMMENTS
None	

CITY OF SEDONA

FUND	DEPARTMENT	DIVISION
CAPITAL	IT	21 – Systems & Network

SUPPLEMENTAL DETAILS

TITLE:	EOC Phones and Equipment	TYPE:		RANK:	
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RESOURCES REQUESTED

LINE ITEM	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16
21-5224-00-715	5,000.00				
TOTAL:	5,000.00				

COMMENTS

WHAT IS THE PURPOSE OF THIS REQUEST?	DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST
Equipment needed to keep an EOC “KIT” on-hand and ready to be connected at any time. Kit would include 4 phones, 4 laptop computers, network switch, and all necessary cables and accessories. Funds are to purchase phones and accessories only – computers and network equipment will be provided from IT inventory	Having this equipment dedicated to supporting the city’s EOC will make setup easy and fast. With adequate testing and documentation, an untrained end-user (non-IT staff) could quickly and easily setup the equipment and have the EOC on-line and operational.
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?	WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?
None	Longer setup time for an EOC emergency and dependence on IT staff to setup and configure equipment
SUMMARIZE NEW POSITIONS IN THIS REQUEST	FINANCE/CMO COMMENTS
None	

CITY OF SEDONA

FUND	DEPARTMENT	DIVISION
	IT	21 – Systems & Network

SUPPLEMENTAL DETAILS

TITLE:	Data Center Server Management	TYPE:		RANK:	
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RESOURCES REQUESTED

LINE ITEM	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16
21-5224-00-715	8,500.00				
TOTAL:	8,500.00				

COMMENTS

WHAT IS THE PURPOSE OF THIS REQUEST?	DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST
Hardware needed to adequately manage physical servers in the IT Data Center. Current monitor is failing and there is a need for additional KVM (Keyboard, Video, Mouse) ports to support all servers. This addition will support anticipated server management needs for the next 5+ years barring any major unexpected changes in infrastructure design.	Ability of IT staff to manage all physical servers in the Data Center.
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?	WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?
None	Continued inefficiency of sharing monitor ports and inability to connect to and monitor/manage all servers.
SUMMARIZE NEW POSITIONS IN THIS REQUEST	FINANCE/CMO COMMENTS
None	

**CITY OF SEDONA CAPITAL IMPROVEMENT PLAN
FY2011 TO FY 2015**

Wireless Network for City Hall - Private	PROJECT #: 2012-123	PRIORITY: 1
LOCATION	COST CENTER	
City Hall		
DESCRIPTION		
Install private wireless network at City Hall for use by city staff and elected officials.		
JUSTIFICATION		
Reduce or eliminate need for new network cabling; provide ability to take advantage of new wireless technologies; satisfy demands of staff to provide portability of computer systems within the complex		
IMPACT		
N/A		

PROJECT COST AND FUNDING						
	2011-12	2012-13	2013-14	2014-15	2015-16 & FUTURE	TOTAL
Maintenance	\$0	\$2,500	\$2,500	\$2,500	\$0	\$7,500
Technology	\$50,000	\$0	\$0	\$0	\$0	\$50,000
PROJECT COSTS	\$50,000	\$2,500	\$2,500	\$2,500	\$0	\$57,500
Development Impact Fees	\$50,000	\$0	\$0	\$0	\$0	\$50,000
Sales Taxes	\$0	\$2,500	\$2,500	\$2,500	\$0	\$7,500
PROJECT FUNDING	\$50,000	\$2,500	\$2,500	\$2,500	\$0	\$57,500

**CITY OF SEDONA CAPITAL IMPROVEMENT PLAN
FY2011 TO FY 2015**

Wireless Network for City Hall - Public Wi-Fi	PROJECT #: 2012-124	PRIORITY: 1
LOCATION	COST CENTER	
City Hall		
DESCRIPTION		
Provide public wireless internet connectivity - a "wi-fi hotspot" - at various locations throughout city hall, such as the Council Chambers, the courtyard, and the Vultee Conference Room		
JUSTIFICATION		
Provides citizens, vendors, auditors, etc. with a popular benefit while at city hall.		
IMPACT		
N/A		

PROJECT COST AND FUNDING	2011-12	2012-13	2013-14	2014-15	2015-16 & FUTURE	TOTAL
Maintenance	\$0	\$1,500	\$1,500	\$1,500	\$0	\$4,500
Technology	\$30,000	\$0	\$0	\$0	\$0	\$30,000
PROJECT COSTS	\$30,000	\$1,500	\$1,500	\$1,500	\$0	\$34,500
Development Impact Fees	\$0	\$30,000	\$0	\$0	\$0	\$30,000
Sales Taxes	\$0	\$0	\$1,500	\$1,500	\$1,500	\$4,500
PROJECT FUNDING	\$0	\$30,000	\$1,500	\$1,500	\$1,500	\$34,500

CITY OF SEDONA

FUND	DEPARTMENT	DIVISION
	Community Development	

SUPPLEMENTAL DETAILS

TITLE:	Flat Screen Monitors	TYPE:	Computer Hardware	RANK:	
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RESOURCES REQUESTED

LINE ITEM	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16
	\$800.00				
TOTAL:	\$800.00				

COMMENTS

WHAT IS THE PURPOSE OF THIS REQUEST?	DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST
<p>This request is to replace four computer monitors with new larger flat screen monitors. The monitors to be replaced are old small screen monitors with varying degrees of resolution issues including fading and fuzzy appearances and smaller font sizes. Additionally, the smaller screens are more difficult to use for some software applications including ArcView, website management and for running multiple applications and/or documents simultaneously.</p>	<p>Replacing old smaller screen monitors with new larger flat screen monitors allows staff members to have the tools necessary to adequately accomplish job functions. Some staff members are experiencing headaches and eye strain while using the existing old monitors. Also, a larger screen allows staff to have multiple documents up at the same time for better efficiency (not having to minimize/maximize documents to accomplish a task). The existing smaller screens do not allow staff to do this. Working in ArcView is also more difficult with the small screen.</p>
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?	WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?
<p>Revenue will not be generated with this request.</p>	<p>Not funding this request does not address the physical side effects of the older screen resolution and does not promote an efficient work environment.</p>

CITY OF SEDONA

FUND	DEPARTMENT	DIVISION
Wastewater Enterprise	Public Works	Wastewater

SUPPLEMENTAL DETAILS

TITLE:	Asset Management Software	TYPE:		RANK:	
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RESOURCES REQUESTED

LINE ITEM	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16
59-5253-55-720	2,000				
59-5253-56-720	2,000				
59-5253-55-205	1000				
59-5253-56-205	1000				
TOTAL:	6,000				

COMMENTS

WHAT IS THE PURPOSE OF THIS REQUEST?	DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST
<p>Purchase and install asset management software to allow efficient scheduling of preventive maintenance, tracking of asset history, and budgetary planning for future maintenance and purchases.</p> <p>Although City Staff is expect to perform much of the work, \$2,000 funds have been requested so that professional assistance may be obtained for data entry if necessary.</p>	Improved preventive maintenance, budgetary planning and better employee efficiency.
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?	WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?
There is no associated revenue. However the program is expected to result in reduced maintenance costs due to more efficient tracking of maintenance needs. It will also allow better budgeting of funds through better long term planning.	Continued manual tracking and scheduling of maintenance and replacement of equipment.
SUMMARIZE NEW POSITIONS IN THIS REQUEST	FINANCE/CMO COMMENTS
None	



**City of Sedona
Decision Package
Fiscal Year 2011-2012**

Project Title:	Emergency Operations Center Enhancement
Date:	February 11, 2011
Originating Department:	POLICE DEPARTMENT

I Problem/Issue

a) **Does this affect our citizens/customers quality of life?**

Yes

If yes, then how:

By maintaining a properly equipped and functional Emergency Operations Center, the city's public service agencies and governmental officials will be able to manage and recover from critical incidents and natural disasters.

b) **Is this a traditional government function?**

Yes, local municipal government agencies that are responsive to public safety and fiscal responsibility have implemented and maintain Emergency Operations Center functions.

If it is not a traditional function, why should the City of Sedona deal with it?

c) **History/background of project issue:**

For a number of years the Sedona Fire District has provided the facilities and operating costs for the Emergency Operations Center (EOC). Sedona Fire District - Station 1 on Southwest Drive provides the facilities and resources for the EOC which is set up in the station's multi-use room and other office space during EOC activations and EOC training sessions. During recent EOC operations and training sessions the need to enhance the functionality of the center was discussed which led to the identification of additional equipment needs.

d) **Does the project/issue relate to the strategic/community plans?**

Strategic Plan:

Yes. Quality of Life – Goal #4, Responsive Government – Goals #1,2, 4 and 6

Community Plan:

Yes. Community Facilities, Services & Recreation Vision – Goal 2.0, Cost of Development Vision – Goal 1.0

If not in either plan, how does this fit into the City of Sedona's priorities?

This project helps to support and implement 2010-2012 City Council Priorities. Priority 5 – Financial Management

e) **Are there environmental implications?**

Yes

If yes, explain:

By having an effective EOC system environmental impacts can be better assessed so that the appropriate mitigation and recovery methods can be implemented.

-
- f) **Cost (include economic/financial analysis) and recommendation as to funding sources (include partnerships):**

The below equipment was identified as being critical to enhancing the functionality of the EOC:

Emergency generator \$50,000 (City share \$12,500)

Network printer \$420 (City share \$210)

4 Phone lines \$1800 (City share \$1800)

II Risk Analysis

- a) **What happens if this is not done?**

EOC Operations would still be functional but would not be timely due to multiple agencies sharing limited communication resources.

What would happen if this is done?

EOC Operations would be enhanced.

Provide contingency analysis if applicable (provide key assumptions and dependencies).

- b) **Assumptions - Something the City of Sedona has no control over.**
Dependencies - Something the City of Sedona may have control over. Major factor in what the City of Sedona is trying to accomplish.

-
- c) **Show examples of best practices from other cities, if applicable:**

III Resources Required

- a) **What departments will be involved in the planning and operation of this project/issue?**

The Police Department will work directly with the Fire District to ensure that the added equipment is designed for more effective EOC Operations and is set up to improve the overall functionality of the EOC.

Do these departments concur with this priority?

Yes

-
- b) **What are the in-house staff requirements?**

The Police Department will need to establish an on-going review of EOC Operations with the Fire District to ensure that future planning meets the needs and priorities of the City of Sedona.

-
- c) **Are outside consultants needed? Please explain:**

No

-
- d) **Are special equipment resources required? Please explain:**

No

e) **Are there on-going operation and maintenance costs involved? Please explain:**

None have been identified at this time.

IV Implementation

a) **What is the time frame for completion of plan and implementation for project/issue?**

The Sedona Fire District will be responsible for implementation time frames.

b) **How will you market/communicate the project/issue to the public?**

As needed a press release would be done highlighting the partnership between the City of Sedona and the Sedona Fire District to address public safety needs in a fiscally responsible and cost effective manner to the community.

c) **What performance measures will you use to evaluate the project/issue?**

IV Proposed Expenditures



**City of Sedona
Decision Package
Fiscal Year 2011-2012**

Project Title:	Automated Employee Work Scheduling Management System
Date:	February 11, 2011
Originating Department:	POLICE DEPARTMENT

I Problem/Issue

a) **Does this affect our citizens/customers quality of life?**

Yes

If yes, then how:

By efficiently managing work schedules the police department will be proactive in controlling workforce costs, ensuring optimal personnel resource deployment and maintain effective response times to emergency and routine calls for service.

b) **Is this a traditional government function?**

Yes, public safety agencies that are responsive to fiscal responsibility have implemented automated systems to assist in workforce schedule management.

If it is not a traditional function, why should the City of Sedona deal with it?

c) **History/background of project issue:**

The Police Department uses a variety of manual, paper based and informal methods to manage work and special event schedules. This type of scheduling process results in inefficient deployment of personnel resources, delays in staffing special events and difficulty in knowing when personnel are working or are available to staff various work activities. In the absence of an effective management system, reports on staffing levels, tracking and managing overtime and exceptions to work established work schedules are often incorrect or can not be produced.

d) **Does the project/issue relate to the strategic/community plans?**

Strategic Plan:

Yes. Infrastructure – Goal #3, Environment – Goal #1, Quality of Life – Goal #4, Responsive Government – Goals #1,2 and 4

Community Plan:

Yes. Housing Vision – Goal 1.0, Circulation Vision – Goals 3.0, 5.0, Regional Coordination Vision – Goal 4.0, Community Facilities, Services & Recreation Vision – Goal 2.0, Cost of Development Vision – Goal 1.0 Tourism – Goal 1.0, Environmental Quality Vision – Goal 6.0

If not in either plan, how does this fit into the City of Sedona's priorities?

This project helps to support and implement 2010-2012 City Council Priorities. Priority 1 – 89A Safety, Priority 5 – Financial Management

e) **Are there environmental implications?**

Yes

If yes, explain:

By using an effective management system, personnel resource scheduling will consume less paper products and only the right amount of personnel will be on duty resulting in a reduced carbon footprint.

f) **Cost (include economic/financial analysis) and recommendation as to funding sources (include partnerships):**

A return on investment analysis shows that the cost of a scheduling management system would be recovered within 11 months and would result in the savings of over \$50,000 in administrative time which could be devoted to other department activities.

II Risk Analysis

a) **What happens if this is not done?**

The Police Department would continue to use inefficient methods to management employee work schedules resulting in inaccurate reporting, inefficient use of personnel resources and overtime.

What would happen if this is done?

Appropriate overtime and leave management systems would be implemented resulting in proper resource management, increased scheduling accuracies, reduction in command staff and administrative workload and accurate personnel usage reporting.

Provide contingency analysis if applicable (provide key assumptions and dependencies).

b) **Assumptions - Something the City of Sedona has no control over.**

Dependencies - Something the City of Sedona may have control over. Major factor in what the City of Sedona is trying to accomplish.

c) **Show examples of best practices from other cities, if applicable:**

See attached best practice case summaries. Police Department staff also conducted site visits at Arizona public safety agencies that are using the TeleStaff system and found that these agencies were very pleased with the functionality of the program and its benefits to effective personnel resource management. The Sedona Fire District also uses TeleStaff for employee scheduling.

III Resources Required

a) **What departments will be involved in the planning and operation of this project/issue?**

The Police Department will work directly with the vendor to develop a customized system specific to the needs and functions of the department and city government. Information Technology will be part of the planning and implementation team to ensure that the system operates effectively within the city's IT infrastructure. Depending upon the need for future enhancement, the Finance Department will be able to take part in this project to streamline or enhance payroll processing as the system is designed to integrate with various automated payroll systems.

Do these departments concur with this priority?

Yes to the extent that it enhances their interaction or informational needs from the Police Department.

b) What are the in-house staff requirements?

In conjunction with the vendor the Police Department will need to establish a planning and implementation team to assist in the development of the system. The Police Department would be responsible for the implementation and use of the system. Information Technology would be responsible for ensuring that the IT infrastructure is maintained.

c) Are outside consultants needed? Please explain:

No

d) Are special equipment resources required? Please explain:

No

e) Are there on-going operation and maintenance costs involved? Please explain:

Yes. The system has a yearly maintenance agreement with includes 24 hour vendor help desk features and all software enhancements. There is not charge for the first year maintenance and three additional years of maintenance have been included in the proposal at a substantially discounted cost.

IV Implementation

a) What is the time frame for completion of plan and implementation for project/issue?

90 days from the start of the project.

b) How will you market/communicate the project/issue to the public?

As needed a press release would be done highlighting the department's commitment to fiscal responsibility and the use of current technology in providing cost effective service to the community.

c) What performance measures will you use to evaluate the project/issue?

Quarterly reports will be done to document overtime usage, shift staffing levels and personnel usage at special events.

IV Proposed Expenditures

TELESTAFF Enterprise Software License for 40 POLICE Staff Members	\$ 5,600
TELESTAFF Implementation Services for 40 POLICE Staff Members	\$ 8,000
TELESTAFF Phase 2 Implementation Services for 40 POLICE Staff Members	\$ 5,000
One year of PDSI-hosted Web Access for 40 Staff Members	Included
Sybase Concurrent Connections (1) Qty: 4	\$ 500
4 Port Telephony Hardware Qty: 1	\$ 1,000
4 Port Telephony License (Dongle) Qty: 1	\$ 900
<u>10% Multi agency discount</u>	<u>\$-2,100</u>

3 years of upfront maintenance at 20% off

\$4,110

Total Initial Acquisition Cost

\$ 23,010.00

Line Item	FY 2012	FY 2013	FY 2014
21-5224-00-715 Computer Hardware	\$1500		
21-5224-00-715 Computer Software	\$17,401		
10-5224-21-231 System Maintenance	\$4100	----	----
<u>Fiscal Year Totals:</u>	\$23,010		

Expenditures Total: \$23,010

**CITY OF SEDONA CAPITAL IMPROVEMENT PLAN
FY2011 TO FY 2015**

Automated Fingerprinting and Photo Capture System	PROJECT #: 2012-201	PRIORITY: 2
LOCATION	COST CENTER	
N/A		

DESCRIPTION

Acquisition and implentation of computerized fingerprinting and photo capture system to increase the efficiency and effectiveness of arrestee bookings, identification of unknown persons and criminal investigations.

JUSTIFICATION

Current fingerprint and photo capture methods utilized by Sedona PD are extremely outdated and are not timely in supporting public safety efforts in the State of Arizona. Use of an automated system will decrease the time that it takes to book an arrestee and minimize errors that are inherent with manual processes. The system would also eliminate additional processing that is done by our Records personnel to send the cards to other receiving agencies. Criminal investigations would also be enhanced through the ability to access and search arrestee databases, motor vehicle department records, create photo lineups for suspect identifications and perform facial recognition searches.

IMPACT

Reduction in work hours needed to conduct and process fingerprinting activities.

PROJECT COST AND FUNDING

	2011-12	2012-13	2013-14	2014-15	2015-16 & FUTURE	TOTAL
Technology	\$44,000	\$28,400	\$5,400	\$5,400	\$5,400	\$88,600
PROJECT COSTS	\$44,000	\$28,400	\$5,400	\$5,400	\$5,400	\$88,600
Grants/Other	\$44,000	\$28,400	\$0	\$0	\$0	\$72,400
Sales Taxes	\$0	\$0	\$5,400	\$5,400	\$5,400	\$16,200
PROJECT FUNDING	\$44,000	\$28,400	\$5,400	\$5,400	\$5,400	\$88,600

**CITY OF SEDONA
EXPENDITURE ANALYSIS**

Art in Public Places		BUDGETED 2008-09	ACTUAL 2008-09	BUDGETED 2009-10	ACTUAL 2009-10	BUDGETED 2010-11	ADOPTED 2011-2012
	CODE						
Art in Public Places	26-5420-00-989	50,000	-	-	-	-	-
Transfer to General Fund	26-5000-00-995	-	-	-	-	-	-
Contingency	26-5000-00-261	-	-	-	-	-	-
Special Programs	26-5420-40-802	-	-	-	-	-	-
Public Information Program	26-5420-40-805	-	-	-	-	-	-
Art in Public Places	26-5420-40-989	-	-	125,000	30,735	125,000	125,000
GRAND TOTAL		\$ 50,000	\$ -	\$ 125,000	\$ 30,735	\$ 125,000	\$ 125,000

CITY OF SEDONA						
FUND		DEPARTMENT		DIVISION		
26-5000-00-989		Arts & Culture		Arts & Culture		
SUPPLEMENTAL DETAILS						
TITLE:	Procurement of Public Artwork		TYPE:		RANK:	
RESOURCES REQUESTED						
LINE ITEM	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16	
26-5000-00-989	\$125,000	\$50,000	\$25,000	\$25,000	\$25,000	
TOTAL:	\$125,000	\$50,000	\$25,000	\$25,000	\$25,000	
COMMENTS						
WHAT IS THE PURPOSE OF THIS REQUEST?			DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST			
<p>The Art in Public Places Committee and the Arts & Culture Commission have two public art projects including the SR 179 Roundabouts and the Mayor's Arts Awards. In addition, there may be public art opportunities with Barbara's Park or other projects as assigned.</p> <p>The Art in Public Places Fund are monies held in a separate fund specifically designated for art in public places. All municipal construction projects of the City, excluding Wastewater facilities construction projects, allocate 1% of their total construction cost (whether new construction or renovation to existing municipal facilities), excluding land acquisition costs, to be set aside for the purpose of art in public places.</p>			<p>Appropriation of these funds allows for the continued beautification of the SR 179 corridor as approved by City Council, the creation of the Mayor's Arts awards, and the ability to consider new projects.</p>			
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?			WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?			
<p>Public art in the City enhances our image as a "City animated by the arts," which appeals to cultural tourists who travel to authentic historic and cultural places, attractions, and events to encounter people, traditions, history, and art.</p>			<p>It is a lost opportunity to provide public art in the City of Sedona.</p>			
SUMMARIZE NEW POSITIONS IN THIS REQUEST			FINANCE/CMO COMMENTS			
Not applicable.						

Enterprise Fund

*Administration, Plant,
Debt Service, Construction, Detailed
Construction Projects*

Fiscal Year Budget

2011-2012

WASTEWATER DIVISION of PUBLIC WORKS DEPARTMENT

DEPARTMENT DESCRIPTION

The Wastewater Division of the Public Works Department collects and conveys domestic sewage to the Wastewater Reclamation Plant (WRP) through a wastewater collection system comprised of sewer pipes and pump/lift stations. The sewage is processed at the Wastewater Reclamation Plant into reclaimed and disinfected effluent and biosolids. The treated effluent is spray irrigated onto City property for evapo-transpiration (intake by native plants and evaporation back into the environment. The biosolids (sludge) are transported to the Grey Wolf Landfill for final disposal.

MISSION STATEMENT

The mission of the Public Works Department Wastewater Division of the City of Sedona, with public health and safety being of the highest priority, is to provide professional and efficient maintenance and operation of the wastewater system. This includes facilities for collection, transport, treatment and disposal of wastewater related flows in a manner which takes into account the requirements of the Arizona Department of Environmental Quality; and the direction of the City Manager, the City Council, the Public Works Director; and the desires of the citizens of Sedona, as well as the professional standards governing wastewater system operations.

Did You Know?

- **Wastewater personnel are on call 24 hours a day, 365 days a year to respond to sewer related emergencies.**
- **The City is studying alternate methods for managing reclaimed water. The Plant's wetlands are being expanded to evaluate the capacity of wetlands for managing effluent.**
- **The plant has 16 pump stations around Sedona to pump wastewater to the Reclamation Plant. Sewage flows by gravity into a wetwell at each station, and it is then pumped to the Reclamation Plant. Three of the stations are "Major" stations. The other 'minor' stations pump up to the Major stations. This means that all wastewater goes through at least one of the Majors.**

2011-2012 OBJECTIVES

Conduct the second phase of sewer line cleaning and closed-circuit television inspection to identify areas that need repair. All lines are cleaned once every five years.

Continue to upgrade the older manholes around town. As manholes age, gases in the sewage can damage the inside of the manholes. The selected manholes are cleaned and lined with a new material that is resistant to sewer gases.

2010-2011 ACCOMPLISHMENTS

A four-year project to upgrade the three Major pump stations has been completed. The project installed a new backup wetwell at each of the three stations and new pumps in both the old

and new wetwells. A failure of equipment in one of the wetwells would result in sewage being transferred to the backup wetwell, providing additional security against sewage spills.

SIGNIFICANT CHANGES

A preventive maintenance program for both operating equipment like pumps and motors, and for the sewer lines has significantly reduced the potential for sewer overflows and has greatly reduced the number of customer complaints about blockages and odor.

Due to a reduction in the City's capital program for collection system extension the amount of City inspector time assigned to the Wastewater Fund has been reduced.

The City's ordinances (City Code Section 13) regarding the procedure for connecting to the sewer collection system were changed to allow up to ten years delay after being sent a notice of sewer availability.

In order to address reliable treatment capacity issues at the plant, on July 27, 2010 the Council approved a motion disallowing extension of the sewer collection system after August 2012 outside of currently sewer areas until the City reviews its long-term sewer system policy.

If citizens have any concerns or questions, they can call the Reclamation Plant directly at 928-204-2234.

**CITY OF SEDONA
EXPENDITURE ANALYSIS**

Wastewater Administrative	CODE	BUDGETED 2008-09	ACTUAL 2008-09	BUDGETED 2009-10	ACTUAL 2009-10	BUDGETED 2010-11	ADOPTED 2011-2012
Salary/Wages	59-5250-00-105	388,597	334,179	330,727	332,559	298,897	307,036
Overtime	59-5250-00-106	2,706	1,005	2,347	164	1,940	-
Temp/Part-Time Wages	59-5250-00-110	-	5,717	-	2,737	-	-
Direct Payroll Costs	59-5250-00-125	29,935	25,575	25,480	23,193	23,014	23,488
Retirement	59-5250-00-130	35,022	29,797	30,656	27,277	22,352	33,342
STD/LTD Insurance	59-5250-00-134	3,085	2,747	2,483	3,179	1,481	1,917
Health/Dental/Life Insurance	59-5250-00-135	57,623	49,162	48,778	41,543	32,210	43,408
Workers Compensation	59-5250-00-136	5,160	4,412	4,141	15,240	4,175	2,489
Flex Leave Reimbursement	59-5250-00-140	4,658	1,470	-	-	-	-
Employee Benefits	59-5250-00-146	5,160	5,160	6,812	5,432	7,290	6,468
SUB-TOTAL SALARIES & WAGES		\$ 531,946	\$ 459,223	\$ 451,424	\$ 451,325	\$ 391,359	\$ 418,147
Employee Exams	59-5250-00-141	65	-	65	-	65	65
Uniforms	59-5250-00-145	100	-	-	-	-	-
Training/Staff Development	59-5250-00-150	6,080	4,359	-	-	-	-
Contracted/Professional Services	59-5250-00-205	12,800	12,009	12,800	18,093	23,820	23,820
Advertising	59-5250-00-211	225	488	225	-	-	-
Subscriptions/Dues/Licenses	59-5250-00-212	210	402	210	40	210	210
Telephone	59-5250-00-213	9,130	4,143	4,610	1,576	1,080	2,154
Service Charges	59-5250-00-215	10,000	18,140	17,000	20,276	17,000	17,000
Permit Fees	59-5250-00-217	17,466	17,080	17,466	17,400	17,666	22,858
Printing /Office Supplies/Photographic	59-5250-00-220	5,300	5,048	6,100	4,535	-	-
Postage	59-5250-00-222	24,975	22,091	24,975	22,428	24,975	24,975
System Maintenance	59-5250-00-231	500	-	500	-	500	500
Office Maintenance	59-5250-00-232	2,800	203	2,825	325	2,825	2,825
Lease Purchase	59-5250-00-234	3,600	360	3,600	2,202	3,600	3,600
Software Maintenance	59-5250-00-236	4,150	6,244	5,000	4,718	5,080	9,866
Vehicle Expense	59-5250-00-241	1,000	35	1,000	-	-	-
General Legal Expenses	59-5250-00-250	-	1,718	-	(549)	-	-
Recording/TAT fees	59-5250-00-252	250	563	300	494	300	500
Audit	59-5250-00-255	16,500	10,890	16,500	24,615	16,500	20,000
Maintenance/Janitorial	59-5250-00-310	62,670	12,627	7,442	-	-	-
Utilities	59-5250-00-330	1,500	1,500	1,500	-	1,500	1,500
Water Conservation	59-5250-00-335	1,000	-	1,000	-	1,000	1,000
Property & Casualty Insurance	59-5250-00-340	6,800	6,800	6,800	6,800	6,800	6,800
Gasoline & Diesel	59-5250-00-405	600	441	600	524	150	150
Replacement & Extension	59-5250-00-560	-	2,395	-	-	-	-
Office Furniture - Non Capital	59-5250-00-605	3,150	-	-	-	-	-
Computer Software - Non Capital	59-5250-00-620	-	-	-	-	-	2,500
Radio & Phone - Non Capital	59-5250-00-630	-	55	-	-	-	-
Safety Supplies	59-5250-00-803	175	149	175	104	175	175
SUBTOTAL ADMINISTRATIVE EXPENDITURES		\$ 191,046	\$ 127,739	\$ 130,693	\$ 123,579	\$ 123,246	\$ 140,498
Office Furniture	59-5250-00-705	-	-	-	-	-	-
Office Equipment	59-5250-00-710	-	418	-	-	-	-
Computer Hardware	59-5250-00-715	750	-	-	-	-	-
Computer Software	59-5250-00-730	375	-	25,000	-	-	-
Vehicle	59-5250-00-740	-	-	-	-	-	-
SUB-TOTAL ASSETS		\$ 1,125	\$ 418	\$ 25,000	\$ -	\$ -	\$ -
GRAND TOTAL		\$ 724,117	\$ 587,381	\$ 607,117	\$ 574,904	\$ 514,605	\$ 558,645

**CITY OF SEDONA
EXPENDITURE ANALYSIS**

	CODE	BUDGETED 2008-09	ACTUAL 2008-09	BUDGETED 2009-10	ACTUAL 2009-10	BUDGETED 2010-11	ADOPTED 2011-2012
Wastewater Plant							
Salary/Wages	59-5253-00-105	429,339	419,304	429,108	411,828	370,282	396,205
Overtime	59-5253-00-106	46,443	35,971	44,965	34,660	29,515	45,586
Temp/Part-Time Wages	59-5253-00-110	-	-	-	-	-	-
Direct Payroll Costs	59-5253-00-125	36,397	33,403	36,267	32,818	30,585	33,797
Retirement	59-5253-00-130	42,582	40,180	42,667	37,171	38,381	46,388
STD/LTD Insurance	59-5253-00-134	4,380	4,103	4,082	2,752	2,736	3,158
Health/Dental/Life Insurance	59-5253-00-135	86,979	74,702	82,730	71,950	52,826	79,009
Workers Compensation	59-5253-00-136	21,383	16,685	17,958	9,467	17,487	14,420
Flex Leave Reimbursement	59-5253-00-140	5,333	476	-	-	-	-
Employee Benefits	59-5253-00-146	-	-	-	-	-	-
SUB-TOTAL SALARIES & WAGES		\$ 672,836	\$ 624,825	\$ 657,777	\$ 600,647	\$ 541,812	\$ 618,563
Employee Exams	59-5253-00-141	805	-	805	338	805	850
Uniform Allowance	59-5253-00-145	6,930	6,799	6,480	4,867	6,480	6,780
Training/Staff Development	59-5253-00-150	14,500	9,374	-	-	-	-
Professional Services	59-5253-00-205	17,230	33,954	43,670	97,161	43,170	59,170
Tech Support	59-5253-00-206	23,000	33,192	23,000	7,402	29,000	27,500
Advertising	59-5253-00-211	400	126	-	364	50	200
Subscriptions/Dues/Licenses	59-5253-00-212	2,465	2,136	2,200	1,339	1,990	1,825
Telephone	59-5253-00-213	14,190	13,735	13,990	13,229	13,990	14,650
Permit Fees	59-5253-00-217	2,200	2,187	2,200	2,187	2,200	2,200
Printing/Office Supplies/Photographic	59-5253-00-220	1,460	1,642	1,460	1,388	-	-
Postage & Delivery	59-5253-00-222	1,400	1,697	1,400	1,317	1,300	1,200
Equipment & Other Rentals	59-5253-00-233	8,000	3,745	6,000	-	7,000	4,500
Equipment Repair	59-5253-00-235	250,000	250,765	250,000	182,587	235,000	177,500
Software Maintenance	59-5253-00-236	8,000	2,567	8,475	3,429	2,555	2,555
Vehicle Expenses	59-5253-00-241	16,000	19,801	14,000	10,206	12,000	10,500
Spendable Contingency	59-5253-00-260	24,000	-	-	-	-	-
Maintenance & Improvements	59-5253-00-320	11,800	10,907	-	(672)	-	-
Janitorial Supplies	59-5253-00-320	-	-	900	-	900	900
Utilities	59-5253-00-330	401,300	364,264	404,550	369,077	404,000	404,000
Gasoline & Diesel	59-5253-00-405	24,100	17,611	25,305	15,621	21,305	21,305
Solid Waste	59-5253-00-540	145,192	125,912	141,902	119,046	145,902	143,702
Septic Maintenance	59-5253-00-555	18,000	22,121	18,900	18,708	18,900	16,500
Sewer System Maintenance/Repair	59-5253-00-561	676,300	486,978	459,300	168,541	303,300	371,300
Plant Maintenance/Repairs	59-5253-00-562	102,040	84,367	104,500	161,798	104,500	173,500
Computer Hardware - Non Capital	59-5253-00-615	-	582	500	1,192	1,100	440
Computer Software - Non Capital	59-5253-00-620	4,800	-	-	262	-	-
Machinery & Equipment - Non Capital	59-5253-00-625	6,000	9,821	-	959	-	-
Radio & Phone - Non Capital	59-5253-00-630	-	249	450	106	350	350
Safety Supplies	59-5253-00-803	12,775	22,641	14,975	9,244	10,975	9,975
Oil & Lubricants	59-5253-00-855	5,750	2,387	4,750	1,393	4,100	3,350
Wastewater Supplies	59-5253-00-857	118,100	46,741	112,400	32,095	90,400	49,900
Depreciation	59-5253-00-890	-	-	-	-	-	-
ADEQ Compliance	59-5253-00-891	-	-	-	-	-	-
SUBTOTAL TREATMENT PLANT EXPENDITURES		\$ 1,916,737	\$ 1,576,301	\$ 1,662,112	\$ 1,223,183	\$ 1,461,272	\$ 1,504,652
Office Furniture	59-5253-00-705	-	-	-	-	-	-
Computer Hardware	59-5253-00-715	-	-	-	1,810	-	-
Computer Software	59-5253-00-720	-	-	-	-	4,000	4,000
Machinery & Equipment	59-5253-00-725	12,500	-	24,000	63,914	-	-
Radio	59-5253-00-730	-	-	-	30,975	-	-
Telephone Equipment	59-5253-00-735	-	-	-	-	-	-
Motor Vehicle	59-5253-00-740	-	-	32,500	-	30,000	-
		-	-	-	-	-	-
SUB-TOTAL ASSETS		\$ 12,500	\$ -	\$ 56,500	\$ 96,699	\$ 34,000	\$ 4,000
GRAND TOTAL		\$ 2,602,073	\$ 2,201,126	\$ 2,376,389	\$ 1,920,529	\$ 2,037,084	\$ 2,127,215

CITY OF SEDONA

EXPENDITURE ANALYSIS

Wastewater Debt Service

	CODE	BUDGETED 2008-09	ACTUAL 2008-09	BUDGETED 2009-10	ACTUAL 2009-10	BUDGETED 2010-11	ADOPTED 2011-2012
SUB-TOTAL SALARIES & WAGES							
Series 2007 (NEW)	59-5255-00-557	1,529,756	1,499,388	1,528,756	1,528,756	1,531,556	1,128,100
Series 1997 (State Rev Fund/WIFA)	59-5255-00-548	121,161	121,161	121,161	121,161	121,161	121,161
C.O.P. Series 1994/Refinance 2002	59-5255-00-529	290,278	290,278	289,865	289,865	283,900	292,460
Series 1998 (Borrowing)	59-5255-00-549	438,663	427,448	438,663	438,560	438,663	438,663
Bond Debt Service 1992/Refinance 2004	59-5255-00-550	2,389,750	2,389,750	2,386,500	2,386,500	2,403,500	2,404,500
Refinance Second Series 2004	59-5255-00-556	860,781	664,850	664,850	664,850	664,850	664,850
Refinance Series 2005 (1998 Series)	59-5255-00-547	735,088	735,088	743,938	743,938	731,238	718,713
Bond & C.O.P. Administrative Fees	59-5255-00-551	12,000	10,304	12,000	12,224	12,000	12,000
Debt Issuance Cost	59-5255-00-552	-	-	-	-	-	-
Arbitrage	59-5255-00-553	5,000	4,100	5,000	2,900	5,000	5,000
SUBTOTAL DEBT SERVICE EXPENDITURES		\$ 6,382,477	\$ 6,142,366	\$ 6,190,733	\$ 6,188,753	\$ 6,191,868	\$ 5,785,447
SUB-TOTAL ASSETS							
				\$ -	\$ -	\$ -	\$ -
GRAND TOTAL		\$ 6,382,477	\$ 6,142,366	\$ 6,190,733	\$ 6,188,753	\$ 6,191,868	\$ 5,785,447

**CITY OF SEDONA
EXPENDITURE ANALYSIS**

Wastewater Construction	CODE	BUDGETED 2008-09	ACTUAL 2008-09	BUDGETED 2009-10	ACTUAL 2009-10	BUDGETED 2010-11	ADOPTED 2011-12
Salary/Wages	59-5252-00-105	301,961	321,354	270,445	270,601	198,791	138,532
Overtime	59-5252-00-106	14,312	1,956	11,909	275	772	5,577
Temporary-Part Time	59-5252-00-110	-	-	-	-	-	1,652
Direct Payroll Costs	59-5252-00-125	24,195	24,075	21,600	19,763	15,267	11,151
Retirement	59-5252-00-130	29,500	30,198	26,667	24,077	19,158	15,132
STD/LTD Insurance	59-5252-00-134	2,797	2,942	2,320	1,764	1,458	1,001
Health/Dental/Life Insurance	59-5252-00-135	51,543	55,988	51,608	49,526	38,532	30,985
Workers Compensation Insurance	59-5252-00-136	9,250	8,666	6,679	4,154	6,155	894
Flex Leave Reimbursement	59-5252-00-140	3,751	1,805	-	-	-	-
Employee Benefits	59-5252-00-146	-	-	780	-	780	360
SUB-TOTAL SALARIES & WAGES		\$ 437,309	\$ 446,985	\$ 392,008	\$ 370,161	\$ 280,913	\$ 205,284
Employee Exams	59-5252-00-141	-	-	-	-	-	-
Uniform Allowance	59-5252-00-145	1,000	132	400	-	-	-
Training/Staff Development	59-5252-00-150	5,535	2,517	-	-	-	-
Professional Services	59-5252-00-205	45,000	30,558	10,000	1,427	3,000	2,000
Advertising	59-5252-00-211	-	-	-	-	-	-
Subscriptions/Dues/Licenses	59-5252-00-212	660	300	-	-	-	-
Telephone	59-5252-00-213	1,300	1,478	1,300	969	1,300	1,300
Office/Printing Supplies	59-5252-00-220	1,500	1,084	1,500	281	-	-
Postage	59-5252-00-241	75	-	75	-	-	-
Automobile Expense	59-5252-00-241	2,500	987	2,500	924	1,500	1,000
Legal Fees	59-5252-00-250	5,000	37,473	5,000	-	5,000	5,000
Recording Fees	59-5252-00-252	150	321	150	26	150	150
Contingency	59-5252-00-260	50,000	-	-	-	-	-
Rent	59-5252-00-305	6,000	6,000	6,000	-	6,000	6,000
Utilities	59-5252-00-330	-	-	-	-	-	-
Gasoline	59-5252-00-405	6,000	4,827	7,000	3,258	4,500	4,278
Office Furniture - Non Capital	59-5252-00-605	1,500	829	-	-	-	-
Office Equipment - Non Capital	59-5252-00-610	-	-	-	-	-	-
Computer Software - Non Capital	59-5252-00-620	-	-	-	-	-	-
Machinery & Equipment - Non Capital	59-5252-00-625	-	-	-	-	-	-
Radio & Phone Equip - Non Capital	59-5252-00-630	-	81	-	10	138	138
Safety Equipment	59-5252-00-803	2,700	2,131	2,700	1,076	1,500	1,025
Special Supplies	59-5252-00-815	600	304	600	510	400	400
Laterals	59-5252-00-942	15,000	18,670	15,000	-	15,000	15,000
Plant Upgrade	59-5252-00-946	745,750	137,609	1,555,000	349,910	1,555,000	220,000
Long Term Effluent	59-5252-00-947	-	20,322	679,000	150,067	553,000	3,358,000
Pump Lift Station Improvements	59-5252-00-952	7,298,347	1,590,721	5,058,903	1,846,760	476,000	337,111
Construction Mgmt	59-5252-00-953	-	-	-	-	-	-
Phase 2 Design/Construction	59-5252-00-954	31,000	-	31,000	1,592	-	-
Treatment Plant O & M	59-5252-00-955	655,000	306,910	300,000	30,409	-	-
Collection System	59-5252-00-956	5,560,000	6,040,521	4,091,773	3,454,165	489,383	-
Transfers	59-5252-00-957	75,000	75,000	10,000	-	10,000	37,810
	59-5252-00-958	-	-	-	-	-	-
SUBTOTAL CONSTRUCTION		\$ 14,509,617	\$ 8,278,776	\$ 11,777,901	\$ 5,841,383	\$ 3,121,871	\$ 3,989,212
Office Furniture	59-5252-00-705	-	-	-	-	-	-
Office Equipment	59-5252-00-710	-	-	-	-	-	-
Computer Hardware	59-5252-00-715	-	-	-	-	27,000	4,000
Computer Software	59-5252-00-720	-	-	-	-	-	25,000
Data	59-5252-00-722	-	-	-	-	8,500	8,500
Machinery & Equipment	59-5252-00-725	130,500	91,274	-	-	-	-
Radio/Telephone Equipment	59-5252-00-730	-	-	-	-	-	-
Vehicles	59-5252-00-740	88,000	75,650	-	-	-	-
Land Acquisition	59-5252-00-745	-	-	-	-	10,000	10,000
		\$ 218,500	\$ 166,924	\$ -	\$ -	\$ 45,500	\$ 47,500
GRAND TOTAL		\$ 15,165,426	\$ 8,892,685	\$ 12,169,909	\$ 6,211,544	\$ 3,448,284	\$ 4,241,996

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN
FY2011 TO FY 2015

WW Pump Station at Back O Beyond	PROJECT #: 2012-104	PRIORITY: 1
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LOCATION	COST CENTER
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Back O' Beyond

DESCRIPTION

Replace Environmental 1 (E1)pump in Back O' Beyond with a new pump station.

JUSTIFICATION

The Environmental 1 pump station at Back O' Beyond is a residential quality pump. It is not adequate for this multiple residence application. It frequently fails and plugs. It is not constructed in an accessible manner and is difficult to maintain. Replacing the E1 with a small pump station similar to the new Fox station in Chapel will reduce maintenance costs, help prevent spills, and be consistent in equipment to the other minor pump stations. This will reduce the number of backup pumps that must be in inventory for replacement, since most stations will use the same pump. It would be fitted with the Omni alarm system to provide on-line monitoring of flows, alarms and pump efficiency.

IMPACT

This will free up operator time for other tasks.

PROJECT COST AND FUNDING

	2011-12	2012-13	2013-14	2014-15	2015-16 & FUTURE	TOTAL
Construction	\$45,000	\$0	\$0	\$0	\$0	\$45,000
Contingency	\$20,000	\$0	\$0	\$0	\$0	\$20,000
PROJECT COSTS	\$65,000	\$0	\$0	\$0	\$0	\$65,000
Wastewater Funds	\$65,000	\$0	\$0	\$0	\$0	\$65,000
PROJECT FUNDING	\$65,000	\$0	\$0	\$0	\$0	\$65,000

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN
FY2011 TO FY 2015

Wastewater Treatment Plant A+ Upgrade PROJECT #: 2012-117 PRIORITY: 1

LOCATION COST CENTER

Wastewater Treatment Plant

DESCRIPTION

Upgrade treatment plant capacity to be able to achieve adequate treatment of 2.0 MGD with appropriate system redundancy and operational flexibility. There is a need to add one additional aeration basin, an additional secondary clarifier, and one additional blower. (Note: upgrades to the UV and filtration system needed to produce Class A+ water have been included with the Waste Water Recharge project.) Costs listed under 2009/2010 'Maintenance' are for analytical tests to confirm present effluent characteristics. This budgetary projection assumes worst case where drinking water standards must be met for injection in an aquifer and is based on membrane filtration.

JUSTIFICATION

In 2010 Carollo Engineers conducted an evaluation of the plant process. Based upon influent strengths it was observed that the reliable capacity of the plant is 1.5 MGD rather than the 2.0 MGD it had been designed for. The limiting factor occurs when system components must be taken down for maintenance the capacity of the plant can drop below 2.0 MGD. A project is currently underway to determine if effluent recharge into either the vadose zone or into an aquifer is feasible. SEE ALSO WASTEWATER TREATMENT PLANT RECHARGE capital worksheet CMosley amended fy 2011/2012 to cover increased ADEQ fees for a significant permit amendment. Contingency went from 50K to 100K.

IMPACT

The current estimated flow contribution to the plant from all commitments to serve is about 1.5 MGD. This project would allow the City to make additional commitments to serve areas of the City not currently sewered. Slight increase in operating responsibilities.

PROJECT COST AND FUNDING

	2011-12	2012-13	2013-14	2014-15	2015-16 & FUTURE	TOTAL
Construction	\$0	\$3,500,000	\$0	\$0	\$0	\$3,500,000
Construction Management	\$0	\$100,000	\$0	\$0	\$0	\$100,000
Contingency	\$50,000	\$200,000	\$0	\$0	\$0	\$250,000
Design	\$400,000	\$0	\$0	\$0	\$0	\$400,000
Environmental	\$30,000	\$0	\$0	\$0	\$0	\$30,000
Maintenance	\$0	\$0	\$0	\$0	\$0	\$0
PROJECT COSTS	\$480,000	\$3,800,000	\$0	\$0	\$0	\$4,280,000
Wastewater Funds	\$480,000	\$3,800,000	\$0	\$0	\$0	\$4,280,000
PROJECT FUNDING	\$480,000	\$3,800,000	\$0	\$0	\$0	\$4,280,000

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN
FY2011 TO FY 2015

WW Upgrade Alarm System at Minor Pump Stations	PROJECT #: 2012-119	PRIORITY: 1
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LOCATION	COST CENTER
Minor pump stations (12)	

DESCRIPTION

Upgrade alarm systems at 12 minor pump stations to Omni alarm/monitoring system.

JUSTIFICATION

This project would upgrade the minor pump station alarm systems to the same program used at the new Fox station, resulting in consistency between all minor stations. Omni would provide on-line monitoring of the pump stations and would provide flow and pump cycle data. This would provide early warning of decreases in pump efficiency allowing for earlier preventive maintenance and reduced pump outage. During power outages, dozens of alarms may be generated, and with the current system, the Operator has to go to each pump station to determine the criticality of the situation. Omni would provide immediate access to information on all stations to allow response prioritization. Included in this project would be purchase of a hand-held device to provide internet access so the on-call operator would have immediate access to all information.

IMPACT

Improved emergency response and preventive maintenance programs

PROJECT COST AND FUNDING

	2011-12	2012-13	2013-14	2014-15	2015-16 & FUTURE	TOTAL
Machinery & Equipment	\$42,000	\$0	\$0	\$0	\$0	\$42,000
PROJECT COSTS	\$42,000	\$0	\$0	\$0	\$0	\$42,000
Wastewater Funds	\$42,000	\$0	\$0	\$0	\$0	\$42,000
PROJECT FUNDING	\$42,000	\$0	\$0	\$0	\$0	\$42,000

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN
FY2011 TO FY 2015

WW Install EQ Basin To Stabilize Flows at Plant	PROJECT #: 2012-212	PRIORITY: 2
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LOCATION	COST CENTER
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N/A

DESCRIPTION

Install influent equalization basin at wastewater treatment plant.

JUSTIFICATION

An influent equalization basin would stabilize influent flows to the treatment facility. This would reduce the potential for upsets and improve plant efficiency by eliminating flow spikes and reducing wasted energy during low flow periods when oxygen in the aeration basins exceeds demand. This would also, in effect, increase the plant's "firm" treatment capacity since sizing would address average flows, not peak flows. It would also allow the plant to better accommodate stormwater infiltration.

IMPACT

N/A

PROJECT COST AND FUNDING

	2011-12	2012-13	2013-14	2014-15	2015-16 & FUTURE	TOTAL
Construction	\$0	\$0	\$0	\$0	\$500,000	\$500,000
Contingency	\$0	\$0	\$0	\$50,000	\$0	\$50,000
Design	\$0	\$0	\$0	\$75,000	\$0	\$75,000
PROJECT COSTS	\$0	\$0	\$0	\$125,000	\$500,000	\$625,000
Wastewater Funds	\$0	\$0	\$0	\$125,000	\$500,000	\$625,000
PROJECT FUNDING	\$0	\$0	\$0	\$125,000	\$500,000	\$625,000

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN
FY2011 TO FY 2015

WW Line Reservoir #2 to Provide Additional Effluent Storage Capacity PROJECT #: 2012-213 PRIORITY: 2

LOCATION COST CENTER
Wastewater Treatment Plant

DESCRIPTION

Install synthetic liner in Wastewater storage reservoir #2.

JUSTIFICATION

Wastewater irrigation flows are at capacity in the winter when evapotranspiration is at a minimum and when rainy or freezing weather does not allow irrigation. Last winter, Reservoir #1 reached full capacity and overflowed into Reservoir #2. Storage of effluent is allowed by the facility's APP permit if "used in such a manner, including the installation of liners if necessary, as not to cause spills, day-lighting, ponding (outside of the reservoirs)" The reservoir does not currently comply with this requirement. Therefore, storage of effluent in Reservoir #2 does not comply with the APP requirements. Based on the current progress of the effluent management program seeking an alternate effluent discharge point than irrigation, it is expected to be 3 to 5 years before an alternate discharge point is available. Irrigation disposal capacity may decrease as salts continue to build up in the irrigation soils, and it is very likely that winter discharges into Reservoir may occur during winter months. The City of Sedona is complying with ADEQ's informal request to address this situation, but technical considerations and permitting time-frames necessarily make this a long term project. Interim action will help maintain permit compliance. Reservoir #2 has approximately 6.5 acres of surface area and would provide 28 million gallons of additional storage capacity (nearly one month effluent flow). This capacity would be adequate to provide adequate winter storage for several years since current growth is slow and is not expected to increase significantly in the near future since there is no large sewer extension currently planned.

IMPACT

APP permit compliance with increased effluent storage capacity.

PROJECT COST AND FUNDING

	2011-12	2012-13	2013-14	2014-15	2015-16 & FUTURE	TOTAL
Construction	\$0	\$0	\$1,000,000	\$0	\$0	\$1,000,000
Contingency	\$0	\$0	\$250,000	\$0	\$0	\$250,000
Design	\$0	\$175,000	\$0	\$0	\$0	\$175,000
PROJECT COSTS	\$0	\$175,000	\$1,250,000	\$0	\$0	\$1,425,000
Wastewater Funds	\$0	\$175,000	\$1,250,000	\$0	\$0	\$1,425,000
PROJECT FUNDING	\$0	\$175,000	\$1,250,000	\$0	\$0	\$1,425,000

Debt Schedules

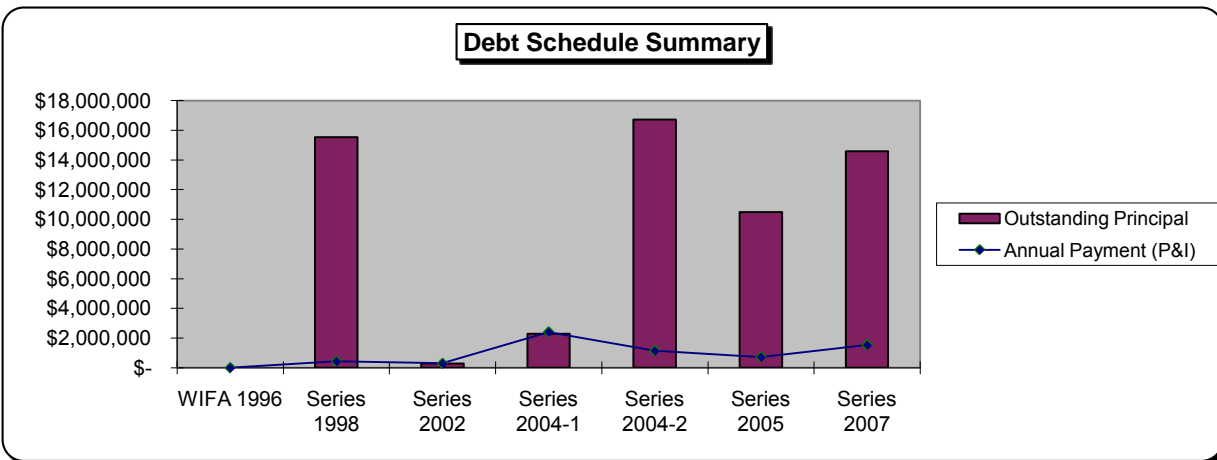
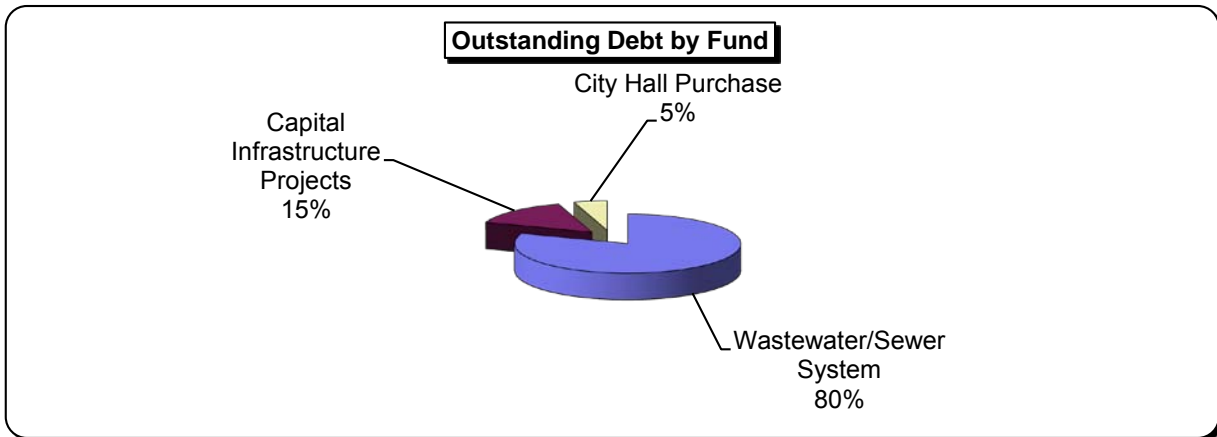
Fiscal Year Budget

2011-2012

CITY OF SEDONA, ARIZONA Debt Summary

<u>Purpose of Debt</u>	<u>Outstanding Balance</u>	<u>FY 2011/12 Debt Service</u>
Wastewater/Sewer System	\$ 48,275,000	\$ 5,647,286
Capital Infrastructure Projects	8,795,000	404,856
City Hall Purchase	2,860,000	481,223
Total Long-Term Debt	\$ 59,930,000	\$ 6,533,365 P&I **

** The debt service repayment schedule is planned for level annual payments through the end of the repayment period.



CITY OF SEDONA, ARIZONA
Water Infrastructure Finance Authority of Arizona
Series 1996

Fiscal Year	WIFA Loan Series 1996		Total Debt Service Requirements
	Principal	Interest	
1997/98	\$ 58,490	\$ 22,290	\$ 80,780
1998/99	60,830	77,210	138,040
1999/00	63,263	47,017	110,280
2000/01	121,161	9,087	130,248
2001/02	121,161	-	121,161
2002/03	121,161	-	121,161
2003/04	121,161	-	121,161
2004/05	121,161	-	121,161
2005/06	121,161	-	121,161
2006/07	121,161	-	121,161
2007/08	121,161	-	121,161
2008/09	121,161	-	121,161
2009/10	121,161	-	121,161
2010/11	605,805	-	605,805
2011/12	-	-	-
2012/13	-	-	-
2013/14	-	-	-
2014/15	-	-	-
	<u>\$ 2,000,000</u>		

**CITY OF SEDONA, ARIZONA
Excise Tax Revenue Bonds, Series 1998**

Fiscal Year	Wastewater Municipal Property Corporation Series 1998 (Dated August 1, 1998)			Total Debt Service Requirements
	Principal	CIB's	CAB's	
1998/99	\$ -	\$ 1,595,728	\$ -	\$ 1,595,728
1999/00	-	1,740,794	-	1,740,794
2000/01	-	1,740,794	-	1,740,794
2001/02	-	1,740,794	-	1,740,794
2002/03	-	1,740,794	-	1,740,794
2003/04	-	1,740,794	-	1,740,794
2004/05	-	231,961	-	231,961
2005/06	175,000	463,923	-	638,923
2006/07	185,000	456,223	-	641,223
2007/08	205,000	447,990	-	652,990
2008/09	-	438,663	-	438,663
2009/10	-	438,663	-	438,663
2010/11	-	438,663	-	438,663
2011/12	-	438,663	-	438,663
2012/13	-	438,663	-	438,663
2013/14	-	438,663	-	438,663
2014/15	-	438,663	-	438,663
2015/16	-	438,663	-	438,663
2016/17	-	438,663	-	438,663
2017/18	-	438,663	-	438,663
2018/19	-	438,663	-	438,663
2019/20	1,400,000	438,663	2,910,000	4,748,663
2020/21	1,330,000	438,663	2,980,000	4,748,663
2021/22	1,255,000	438,663	3,055,000	4,748,663
2022/23	1,190,000	438,663	3,120,000	4,748,663
2023/24	1,130,000	438,663	3,180,000	4,748,663
2024/25	4,310,000	438,663	-	4,748,663
2025/26	4,515,000	233,938	-	4,748,938
2026/27	410,000	19,475	-	429,475
	<u>\$ 16,105,000</u>			

**CITY OF SEDONA, ARIZONA
Excise Tax Revenue Bonds, Series 2002**

Fiscal Year	Series 2002 (Dated January 1, 2002)		Total Debt Service Requirements
	Principal ¹	Interest	
2002/03	\$ 45,000	\$ 48,757	\$ 93,757
2003/04	330,000	113,678	443,678
2004/05	345,000	100,478	445,478
2005/06	355,000	86,678	441,678
2006/07	220,000	72,478	292,478
2007/08	225,000	63,678	288,678
2008/09	235,000	54,678	289,678
2009/10	245,000	45,278	290,278
2010/11	255,000	34,865	289,865
2011/12	260,000	23,900	283,900
2012/13	280,000	12,460	292,460
	<u>\$ 2,795,000</u>		

CITY OF SEDONA, ARIZONA
Excise Tax Revenue Bonds, Series 2004

Fiscal Year	Excise Tax Revenue Bonds Series 2004 (Dated July 1, 2004)		Total Debt Service Requirements
	Principal	Interest	
2004/05	\$ 625,000	\$ 723,500	\$ 1,348,500
2005/06	1,700,000	692,250	2,392,250
2006/07	1,785,000	607,250	2,392,250
2007/08	1,865,000	518,000	2,383,000
2008/09	1,965,000	424,750	2,389,750
2009/10	2,060,000	326,500	2,386,500
2010/11	2,180,000	223,500	2,403,500
2011/12	2,290,000	114,500	2,404,500
	<u>\$ 14,470,000</u>		

CITY OF SEDONA, ARIZONA
Excise Tax Revenue Bonds, Second Series 2004

Fiscal Year	General Fund			Wastewater Fund			Total Debt Service Requirements
	Excise Tax Revenue Bonds Second Series 2004 (Dated October 1, 2004)			Excise Tax Revenue Bonds Second Series 2004 (Dated October 1, 2004)			
	Principal	Interest	Total GF	Principal	Interest	Total WW	
2004/05	\$ 95,000	\$ 131,098	226,098	\$ -	\$ 498,638	498,638	\$ 724,736
2005/06	-	172,898	172,898	-	664,850	664,850	837,748
2006/07	305,000	172,898	477,898	-	664,850	664,850	1,142,748
2007/08	310,000	166,035	476,035	-	664,850	664,850	1,140,885
2008/09	320,000	158,285	478,285	-	664,850	664,850	1,143,135
2009/10	325,000	148,685	473,685	-	664,850	664,850	1,138,535
2010/11	340,000	138,123	478,123	-	664,850	664,850	1,142,973
2011/12	355,000	126,223	481,223	-	664,850	664,850	1,146,073
2012/13	330,000	112,910	442,910	2,970,000	664,850	3,634,850	4,077,760
2013/14	330,000	96,410	426,410	3,130,000	516,350	3,646,350	4,072,760
2014/15	345,000	79,910	424,910	2,790,000	359,850	3,149,850	3,574,760
2015/16	345,000	62,660	407,660	3,585,000	220,350	3,805,350	4,213,010
2016/17	380,000	45,410	425,410	1,385,000	55,400	1,440,400	1,865,810
2017/18	395,000	30,210	425,210	-	-	-	425,210
2018/19	380,000	15,200	395,200	-	-	-	395,200
	<u>\$ 4,555,000</u>			<u>\$ 13,860,000</u>			

CITY OF SEDONA, ARIZONA
Excise Tax Revenue Bonds, Series 2005

Fiscal Year	Excise Tax Revenue Bonds Series 2005 (Dated May 1, 2005)		Total Debt Service Requirements
	Principal	Interest	
2004/05	\$ 165,000	\$ 89,173	\$ 254,173
2005/06	-	530,088	530,088
2006/07	-	530,088	530,088
2007/08	-	530,088	530,088
2008/09	205,000	530,088	735,088
2009/10	220,000	523,938	743,938
2010/11	215,000	516,238	731,238
2011/12	210,000	508,713	718,713
2012/13	-	500,838	500,838
2013/14	-	500,838	500,838
2014/15	-	500,838	500,838
2015/16	-	500,838	500,838
2016/17	2,335,000	500,838	2,835,838
2017/18	3,875,000	407,438	4,282,438
2018/19	4,080,000	204,000	4,284,000
	<u>\$ 11,305,000</u>		

**CITY OF SEDONA, ARIZONA
Excise Tax Revenue Bonds, Series 2007**

Fiscal Year	Capital/General Fund Series 2007		Total GF Debt Service Requirements	Wastewater Fund Series 2007		Total WW Debt Service Requirements	Total Debt Service Requirements
	Principal	Interest		Principal	Interest		
7/1/08 \$	-	\$ 239,539.95	239,539.95	\$ 895,000.00	\$ 228,205.83	\$ 1,123,205.83	\$ 1,362,745.78
1/1/09	-	202,428.13	202,428.13	-	174,950.00	174,950.00	377,378.13
7/1/09	-	202,428.13	202,428.13	775,000.00	174,950.00	949,950.00	1,152,378.13
1/1/10	-	202,428.13	202,428.13	-	159,450.00	159,450.00	361,878.13
7/1/10	-	202,428.13	202,428.13	805,000.00	159,450.00	964,450.00	1,166,878.13
1/1/11	-	202,428.13	202,428.13	-	143,350.00	143,350.00	345,778.13
7/1/11	-	202,428.13	202,428.13	840,000.00	143,350.00	983,350.00	1,185,778.13
1/1/12	-	202,428.13	202,428.13	-	126,550.00	126,550.00	328,978.13
7/1/12	-	202,428.13	202,428.13	875,000.00	126,550.00	1,001,550.00	1,203,978.13
1/1/13	-	202,428.13	202,428.13	-	109,050.00	109,050.00	311,478.13
7/1/13	-	202,428.13	202,428.13	910,000.00	109,050.00	1,019,050.00	1,221,478.13
1/1/14	-	202,428.13	202,428.13	-	90,850.00	90,850.00	293,278.13
7/1/14	-	202,428.13	202,428.13	945,000.00	90,850.00	1,035,850.00	1,238,278.13
1/1/15	-	202,428.13	202,428.13	-	71,950.00	71,950.00	274,378.13
7/1/15	-	202,428.13	202,428.13	985,000.00	71,950.00	1,056,950.00	1,259,378.13
1/1/16	-	202,428.13	202,428.13	-	52,250.00	52,250.00	254,678.13
7/1/16	-	202,428.13	202,428.13	1,020,000.00	52,250.00	1,072,250.00	1,274,678.13
1/1/17	-	202,428.13	202,428.13	-	26,750.00	26,750.00	229,178.13
7/1/17	-	202,428.13	202,428.13	1,070,000.00	26,750.00	1,096,750.00	1,299,178.13
1/1/18	-	202,428.13	202,428.13	-	-	-	202,428.13
7/1/18	715,000.00	202,428.13	917,428.13	-	-	-	917,428.13
1/1/19	-	188,128.13	188,128.13	-	-	-	188,128.13
7/1/19	745,000.00	188,128.13	933,128.13	-	-	-	933,128.13
1/1/20	-	172,762.50	172,762.50	-	-	-	172,762.50
7/1/20	780,000.00	172,762.50	952,762.50	-	-	-	952,762.50
1/1/21	-	156,187.50	156,187.50	-	-	-	156,187.50
7/1/21	810,000.00	156,187.50	966,187.50	-	-	-	966,187.50
1/1/22	-	135,937.50	135,937.50	-	-	-	135,937.50
7/1/22	850,000.00	135,937.50	985,937.50	-	-	-	985,937.50
1/1/23	-	114,687.50	114,687.50	-	-	-	114,687.50
7/1/23	890,000.00	114,687.50	1,004,687.50	-	-	-	1,004,687.50
1/1/24	-	92,437.50	92,437.50	-	-	-	92,437.50
7/1/24	930,000.00	92,437.50	1,022,437.50	-	-	-	1,022,437.50
1/1/25	-	69,187.50	69,187.50	-	-	-	69,187.50
7/1/25	980,000.00	69,187.50	1,049,187.50	-	-	-	1,049,187.50
1/1/26	-	47,137.50	47,137.50	-	-	-	47,137.50
7/1/26	1,025,000.00	47,137.50	1,072,137.50	-	-	-	1,072,137.50
1/1/27	-	24,075.00	24,075.00	-	-	-	24,075.00
7/1/27	1,070,000.00	24,075.00	1,094,075.00	-	-	-	1,094,075.00
	<u>8,795,000.00</u>	<u>6,289,183.81</u>	<u>\$ 15,084,183.81</u>	<u>9,120,000.00</u>	<u>2,138,505.83</u>	<u>\$ 11,258,505.83</u>	<u>\$ 26,342,689.64</u>

Appendix

Fiscal Year Budget

2011-2012

DEFINITIONS

BED TAX The City collects a 3 percent bed tax in addition to the City sales tax. The bed tax supports the General Fund. A portion of the bed tax is used to fund the Chamber Visitor Center.

CAPITAL FUND The fund that accounts for the City’s major capital and engineering studies. The Capital Fund revenue is provided by a transfer of Sales Tax from the General Fund.

COMMUNITY FACILITIES DISTRICT FUND The fund accounts for payments in lieu of sales tax from Time Share development agreements.

DEBT SERVICE The cost of borrowing that the City has for bonds and Certificates of Participation. Debt Service is comprised of principle and interest payments.

DEVELOPMENT IMPACT FEES Fees assessed to offset costs incurred by the municipality in providing additional public services created by new development. A.R.S. 9-463-05

DIRECT PAYROLL COST Payroll taxes are accounted for in this line item.

EMPLOYEE BENEFITS The cost for employee benefits including health insurance and disability.

FISCAL YEAR The City’s Fiscal Year on budget period is July 1- June 30.

FRANCHISE TAX REVENUE The franchise tax is based on the gross sales of the utility companies. Those that currently pay the franchise tax are: Arizona Public Service (2%), Citizens Gas (2%), Cablevision of Sedona (2%) Arizona Water (3%), Oak Creek Water (3%).

GENERAL FUND The fund that accounts for all of the City’s major administrative and service operations.

HIGHWAY USER REVENUE Arizona cities receive a share of state motor vehicle fuel taxes, and the formula is based on two separate calculations. First, it is based on a

City's population in relation to the state's total population. Second, it is based on the county in which the revenues were generated. These funds are restricted to be utilized for the construction and maintenance of streets and highways.

LINE ITEMS

Account for specific expenditures and revenues in departments.

LOCAL TRANSPORTATION ASSISTANT REVENUES

Arizona cities receive a portion of the proceeds of the Arizona lottery. The allocation is based on individual cities' population in relation to the total state population. These dollars have been eliminated in this budget due to the State Budget reductions.

MOTOR VEHICLE IN-LIEU REVENUE

Arizona cities receive a 25 percent share of the net revenues collected for the licensing of vehicles in the county. Each City's share within their county is determined based on the City's population in relation to the county as a whole.

PERMIT FEES

Revenues from this source would include the fees collected from building permits, zoning permits and a variety of other programs.

PROTECTED RESERVES

The amount budgeted to protect the City's cash reserves.

SALARY/WAGES

Staff salaries.

SPENDABLE CONTINGENCY

The funds that the City has earmarked for emergencies.

STATE-SHARED INCOME TAX REVENUE

Arizona cities share a portion of the total amount collected from the State Income Tax. A City's portion of the State Income Tax is based on the relationship of its population to the total population of all cities and towns within the state. This is referred to as the Urban Tax in the budget.

STATE-SHARED SALES TAX

Arizona cities share a portion of the total amount collected from the State Sales Tax, which is 5 percent. A City's portion of the State Sales Tax is based on the relationship of its population to the total population of all cities and towns within the state.

STREET FUND

The fund that accounts for all major street improvements and right-of-way work. The major source of funding for the Street Fund is the Highway User Fund (HURF), which is the City’s share of the gas tax.

TRANSACTION PRIVILEGE TAX

The transaction privilege tax is commonly known as the sales tax. The City collects a 3 percent City sales tax. Out of that 3 percent, 1-7/8 percent supports the General Fund and 1-1/8 percent supports the Wastewater Debt.

WASTEWATER CAPACITY FEES

These fees are a one time charge when a resident or business connects to the wastewater system. The current fee is \$5,150 per Equivalent Residential Unit. The fee is used to pay for the debt service and capital improvements related to the wastewater plant and effluent disposal. These fees and the 1-1/8 percent sales tax is used to pay the current wastewater debt and wastewater capital improvements.

WASTEWATER FUND

The fund that accounts for the administrative, plant operations and capital cost associated with the sewer.

WASTEWATER USER FEES

User fees are charged to residential and commercial customers for the collection and treatment of wastewater. These fees are charged on a monthly basis.