

*City of Sedona, Arizona
Annual Budget
Fiscal Year 2009-2010*



Sedona City Council



*Front Row: Councilor Mark DiNunzio, Mayor Rob Adams,
Vice Mayor John Bradshaw*

*Back Row: Councilor Pud Colquitt, Councilor Dan Surber,
Councilor Nancy Scagnelli, Councilor 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 to be delivered in 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.

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 #3 Small City in the 12th annual *Top 25 Arts Destinations* 2009 readers' poll by "American Style" magazine. Sedona has appeared on *American Style* magazine's *Top 25 Destinations* list ten 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 (2000 census)

- Male..... **46.9%**
- Female **53.1%**

Age Composition (2000 census)

- Under 5..... **3.1%**
- 5-14 **7.8%**
- 15-19 **4.3%**
- 20-24 **3.0%**
- 25-54 **40.0%**
- 55-64 **16.2%**
- 65+ **25.5%**
- Median Age **50.5**

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 (2000 census)

- White **88.0%**
- Hispanic..... **8.9%**
- American Indian..... **.5%**
- Asian **.9%**
- African American **.5%**
- Other **1.2%**

Land Use (2009)

- 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

- 1980 **5,481***
- 1990 **7,720**
- 1995 **8,990**
- 2000 **10,192**
- 2005 **10,935***
- 2008 **11,372***
- 2009..... **11,436****

* DES/AZ Dept of Commerce estimate

** City of Sedona estimate

Median Household Income (2009)

- Yavapai County **\$53,800**
- Coconino County **\$59,800**

Sedona City Council Priorities

The City of Sedona's City Council met in the spring of 2008 to discuss and establish priorities for a two-year budget period, FY 2008/09 and FY 2009/10. Of the twenty-eight priorities presented, the City Council, through discussion and survey, reduced the number to their top eight.

They are listed below, not in any particular order:

PRIORITY: Support redevelopment plan

STATUS: The plan is currently in the 2009/10 budget but was only included as part of a contingency pending continued review of the local economy. The redevelopment team has narrowed down their search for a design firm through the RFP process. The redevelopment planning team has recommended EDAW/AECOM as the design firm for selection if the process moves forward in the current fiscal year.

PRIORITY: Mitigate the Impacts of State Route 179 Construction

STATUS: Construction is expected to continue through spring 2010. Staff continues to meet weekly with ADOT and SWAP construction representatives as well as meets regularly with a public outreach group (including ADOT, SWAP, Chamber of Commerce & relevant City staff) to discuss the project including new and continued efforts to mitigate the impacts of the project.

PRIORITY: Traffic, safety, and parking solutions

STATUS: Staff worked on a specific parking location in Uptown Sedona, 30% design plans were completed for a proposed site, and staff discussed acquisition of the property with the owner. A rezoning was requested for the area and denied by the Planning and Zoning Commission. In addition the economy began and continued to decline - making the capacity for nearby property owners to absorb the costs for a parking district very difficult. Ultimately, the landowner needed the flexibility to provide the parcels for sale to other possible buyers. Plans to mitigate traffic issues in 2010 are anticipated to mostly include proactive communication and operations planning for major events and busy visitor weekends. Staff will also continue to look for opportunities to improve conditions along SR 89A as part of ADOT's planned improvements in the corridor (Posse Ground intersection and traffic signals at Airport Road and Andante).

PRIORITY: Change focus in Parks & Recreation from trails to development of programs and maintenance of facilities

STATUS: The Parks and Recreation department has achieved multiple goals in this area and continues to improve the image of parks and recreation. Over the last 18 months the Department has added recreation programming, numerous one-day events and vastly enhanced the maintenance of parks facilities.

PRIORITY: Budget accountability and economic sustainability

STATUS: Council reduced the current budget by more than 20% and staff will continue to monitor, update, and recommend changes throughout the budget year in order to address changes to the local and state economy. In addition, staff is working to provide more avenues for communicating the City's budget and overall financial condition.

PRIORITY: Youth in Sedona - 'do and go' facilities

STATUS: Parks and Recreation met on a monthly basis with Sedona Red Rock High School students for youth input and after a year of meetings with limited results, staff is working to connect with students at West Sedona School and with the Boys & Girls Club.

PRIORITY: Affordable Housing

STATUS: The affordable housing commission is in the process of bringing forward an ordinance that would allow affordable housing units through the legalization of renting accessory dwelling units and continues its efforts to look at solutions to the affordable housing issues in Sedona at a regional level. The commission is working to enhance its communications efforts in the coming year.

PRIORITY: Continuous improvement in the organization

STATUS: This is an ongoing effort that has become more important with the effects of the economy on the City's operating budget. The continued focus in this area will include goals toward better efficiency and long-term alignment of staffing levels and types to a sustainable annual budget.

After the discussion, City Council requested quarterly updates to enhance accountability and sustainability. Council reviewed their priorities in a second retreat in late fall of 2008. It is anticipated that the City Council will review these priorities and make any adjustments necessary in the fall of 2009.

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CITY MANAGER BUDGET TRANSMITTAL

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 3 broad priorities that include Circulation & Public Safety, Long-Range Planning, and Economic Sustainability each are a fundamental part of the staff work plans.

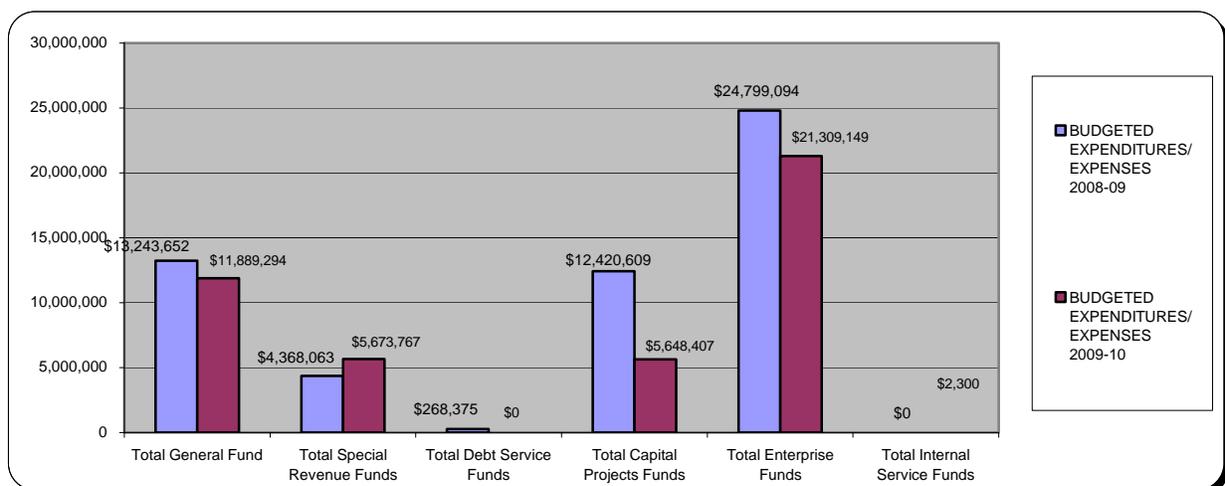
We are pleased to present our budget for Fiscal Year 2009/2010. This Budget was prepared during a time of unprecedented economic uncertainty. The goal is to provide a fiscally sound future for the City of Sedona. The budget approach takes into consideration that we are in relatively good financial shape and will remain strong through this economic downturn. 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 deserve a special focus.

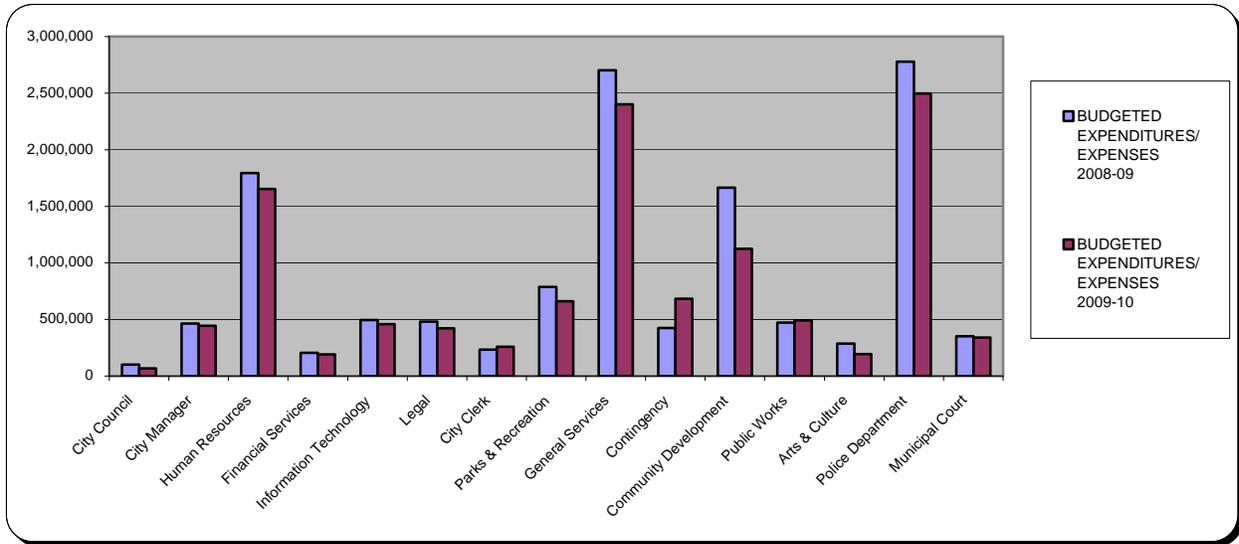
A series of issue papers and/or decision packages are presented to the City Council for approval of all major expenditures and work objectives for the upcoming fiscal year. This process links the strategic goals and priorities with the Community Plan goals and objectives to the budget process.

KEY FINANCIAL BENCHMARKS

Total Budget

The total budget for 2009/2010 is decreasing from approximately \$55 million in 2008/2009 to \$44.5 million.



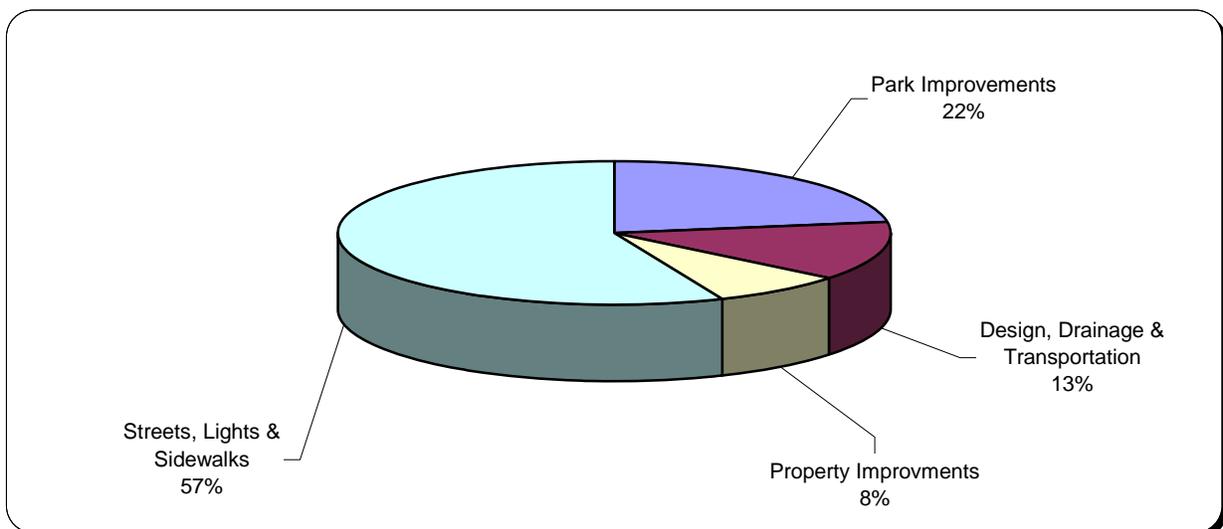


General Fund

The General Fund represents the City’s entire key operational expenditures and has decreased from approximately \$13.2 million to \$11.8 million. The decrease in the General Fund Budget is approximately 12 percent. After evaluating the operations of the City, departments were able to propose fairly significant cuts that have minimal impacts on service levels. Also, the Police Department has made reductions by adjusting their officer’s daily schedules to reduce overtime. This budget still leaves funding in place to accomplish most programs that have been established by the City of Sedona.

MAJOR CAPITAL IMPROVEMENT PROJECTS

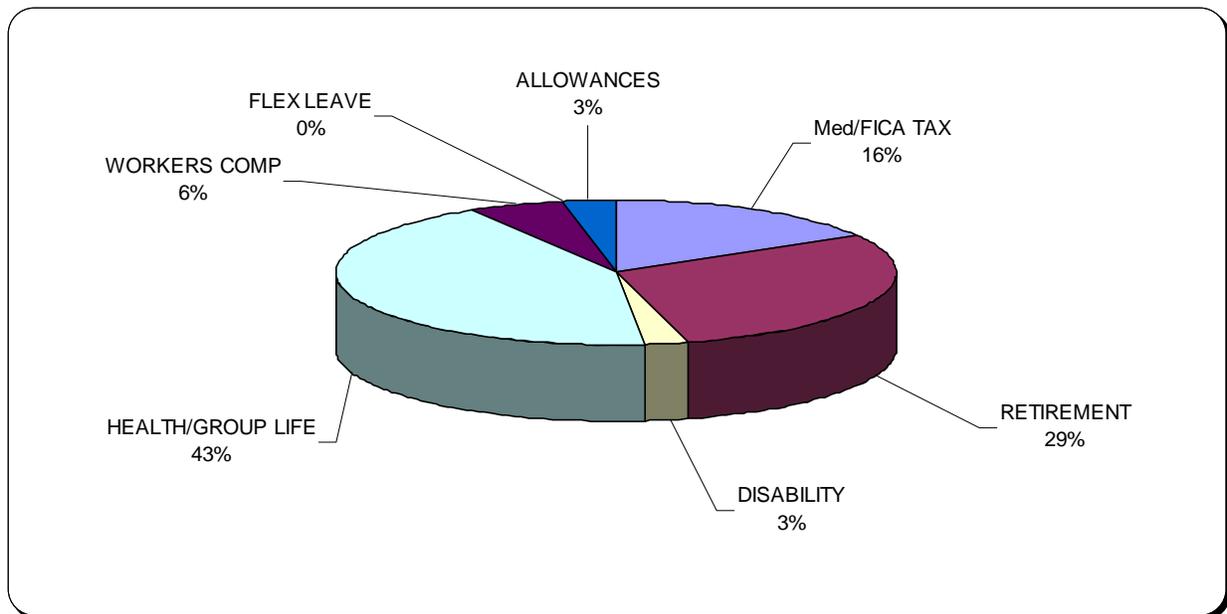
The budget includes approximately \$5.2 million in capital improvements for next year.



Key projects outlined in the upcoming budget include Park improvements and renovations, including Jordan Historical Park projects, City Hall Plaza improvements, completion of Drainage projects, several Intersection and Sidewalk projects, and completion of the City’s portion of SR 179.

STAFF DEVELOPMENT AND INVESTMENT

Our Strategic Plan states “Employees are our greatest asset.” The budget maintains current benefits for current employees. However, this budget includes reduction in force through freezing vacant positions and all requests for new positions. The typical merit, cost of living and flex payouts were eliminated from this budget.



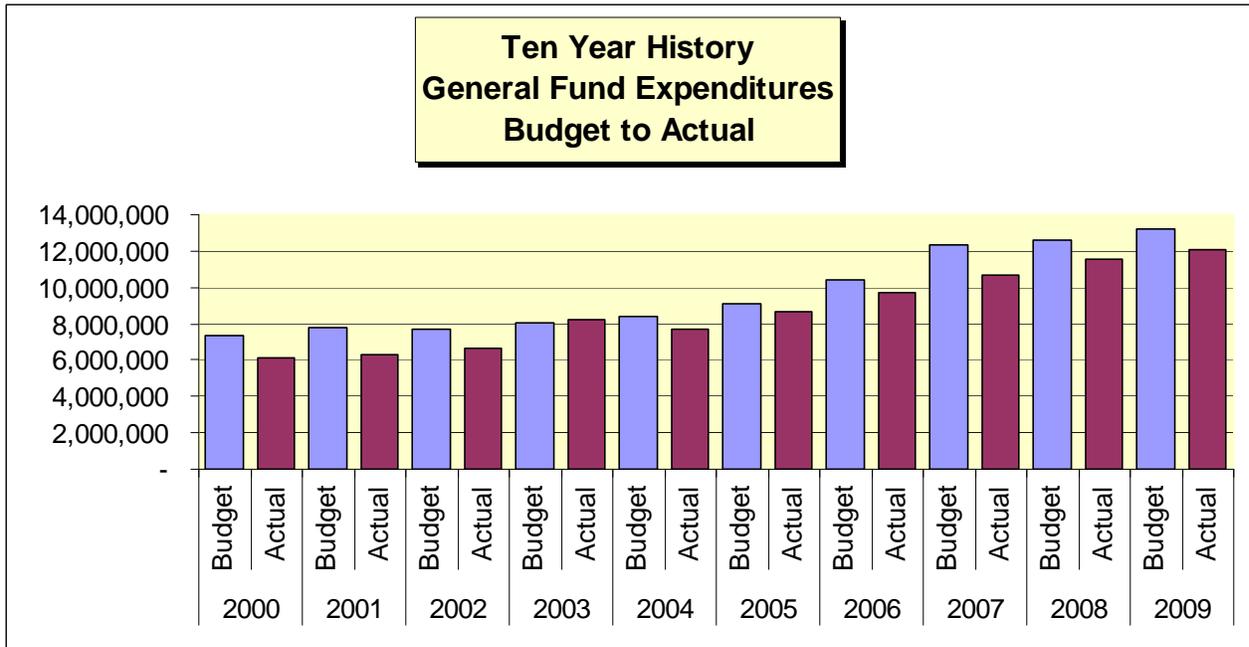
SUMMARY of FINANCIAL CONDITION

The 2009/10 budget shows the City with a potential budgeted deficit. Even by reducing expenses where possible, adjusting programs, reducing outside funding and freezing/eliminating vacant positions, projected revenues will not be enough to cover budgeted expenditures. Over the last four years the City has increased its expenditures, mostly through new or enhanced programming. This was done without experiencing sufficient increases in revenue. Our policy of budgeting annual revenues conservatively has provided the City with sufficient reserves and a positive cash flow on an annual basis in the past. But this year has been different.

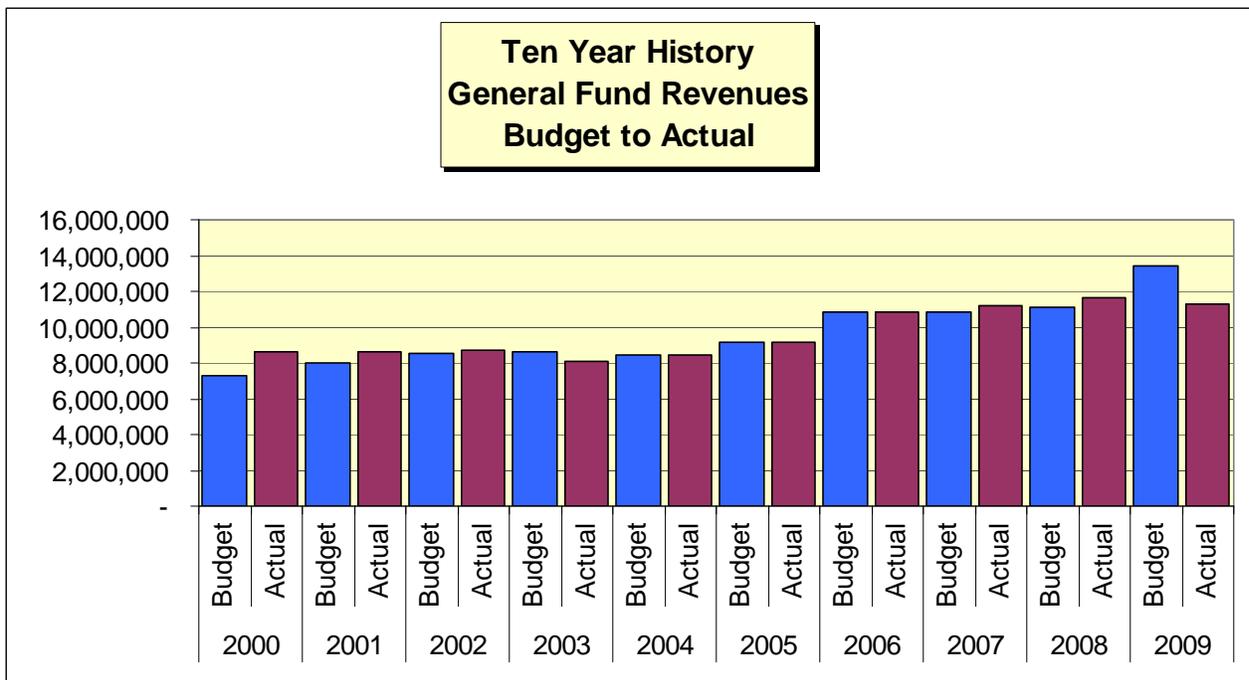
Although we are including in this budget potential use of reserves or “rainy day funds” it is important to note that this has been a budgeted possibility for prior budget years

and historically for the last ten years the City has operated at a surplus despite potential for use of reserves. The following three graphs represent the City’s financial history (operating) over the last ten years.

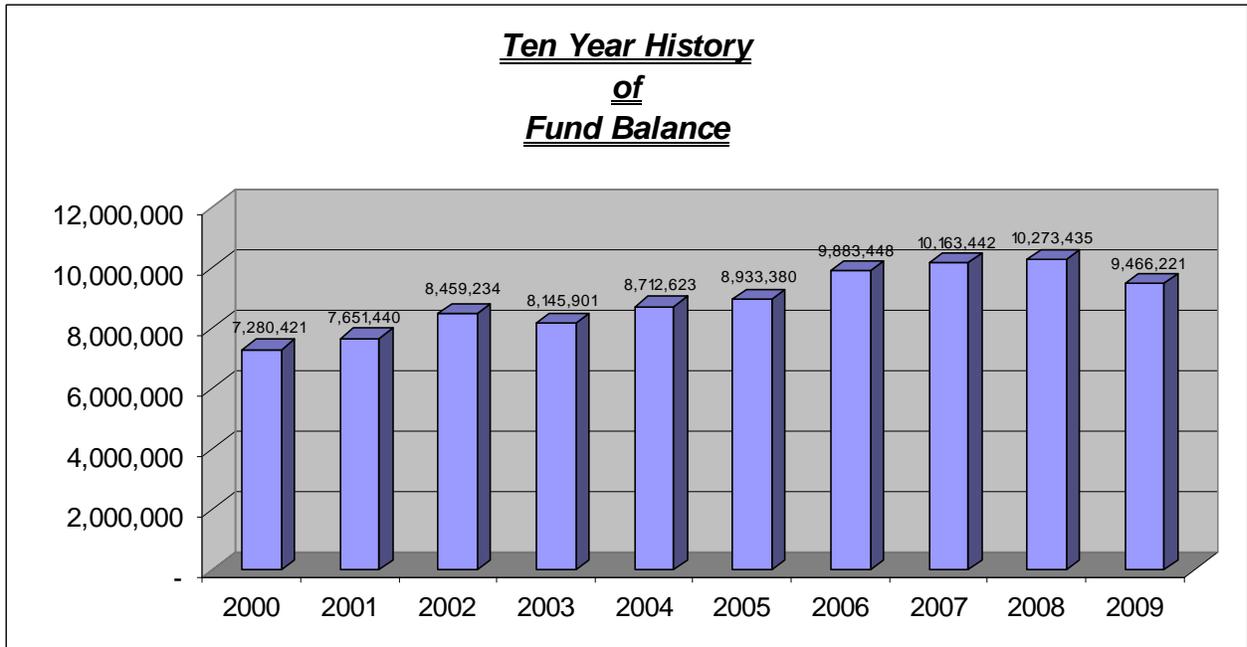
The first shows a comparison of expenditures, budgeted versus actual experience.



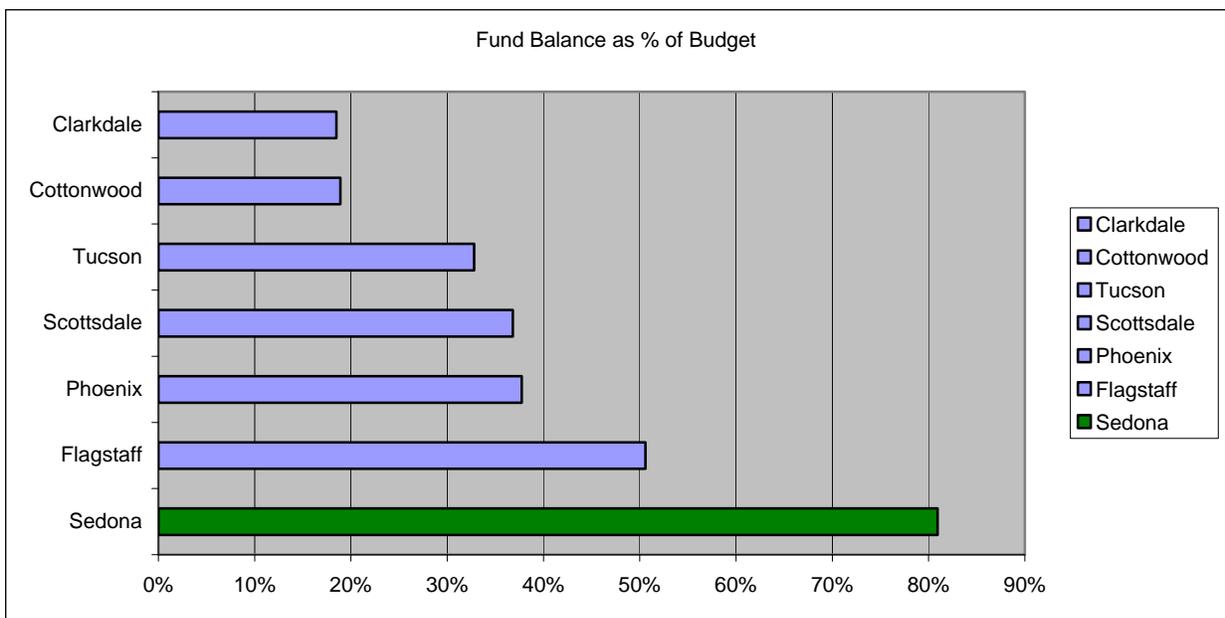
The second shows a comparison of revenues, budgeted versus actual experience.



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



Finally, staff projects the fund balance on the three largest funds. These projections can change based on multiple factors, increased revenue, decreased spending, or new sources of funding. The fund balances that are maintained by the City in our three major funds are healthy. The general fund reserve at the end of FY 08/09 is at approximately \$9.4 million. This fund balance remains at approximately 80% Budget to Reserve ratio as provided in the 2008 comparison of Sedona’s General Fund reserves to those of other Arizona Cities. The required percentage per policy is 50% reserve to budget and it is anticipated that the 2009 chart will show a larger difference in many of the comparison Cities’ reserve to budget ratio. The comparison chart is presented below.



The Capital Fund reserve is at approximately \$8 million. A large part of this fund balance is Excise Tax Revenue Bond dollars that have yet to be spent on major projects. This is also the fund that is most imminent for staff to focus on and work with the City Council to either reduce expenditure expectations or to redirect other funding to this area.

The Wastewater Capital fund reserve is at approximately \$37.7 million. The wastewater fund reserve allows the City to undertake major anticipated projects, such as the Three Major Pump Station Project and connection line extensions or major repairs. Staff anticipates reductions in this reserve over the next five years, in large part due to anticipated infrastructure improvement costs. Controlled spending and restructuring of the process for wastewater extensions on top of a natural rebuilding of the fund will add to the positive position of this fund.

In addition, the strategic priorities that the City has put in place have allowed a budget to be developed that is focused on our Strategic and Community Plans.

I am proud of the work on this document by city employees and department heads. Special recognition for developing the document goes to the entire Financial Services Department. In particular, thank you to Barbara Ashley, Finance Operations Manager for her dedication to the process.

We look forward to continually providing the level of services and improvements that help to maintain and improve the quality of life in Sedona.

Respectfully submitted,



Alison C. Zelms
Interim City Manager (Assistant City Manager)

Management Staff

Tim Ernster
City Manager

Michael Goimarac
City Attorney

Alison Zelms
Assistant City Manager

Elizabeth Yancey
Magistrate Judge

Andi Costello
*Administrative Services Director
"Parks & Recreation"*

Barbara Ashley
Finance Operations Manager

Joe Vernier
Chief of Police

Cherry Lawson
City Clerk

John O'Brien
Director of Community Development

Victoria Ward
Director of Human Resources

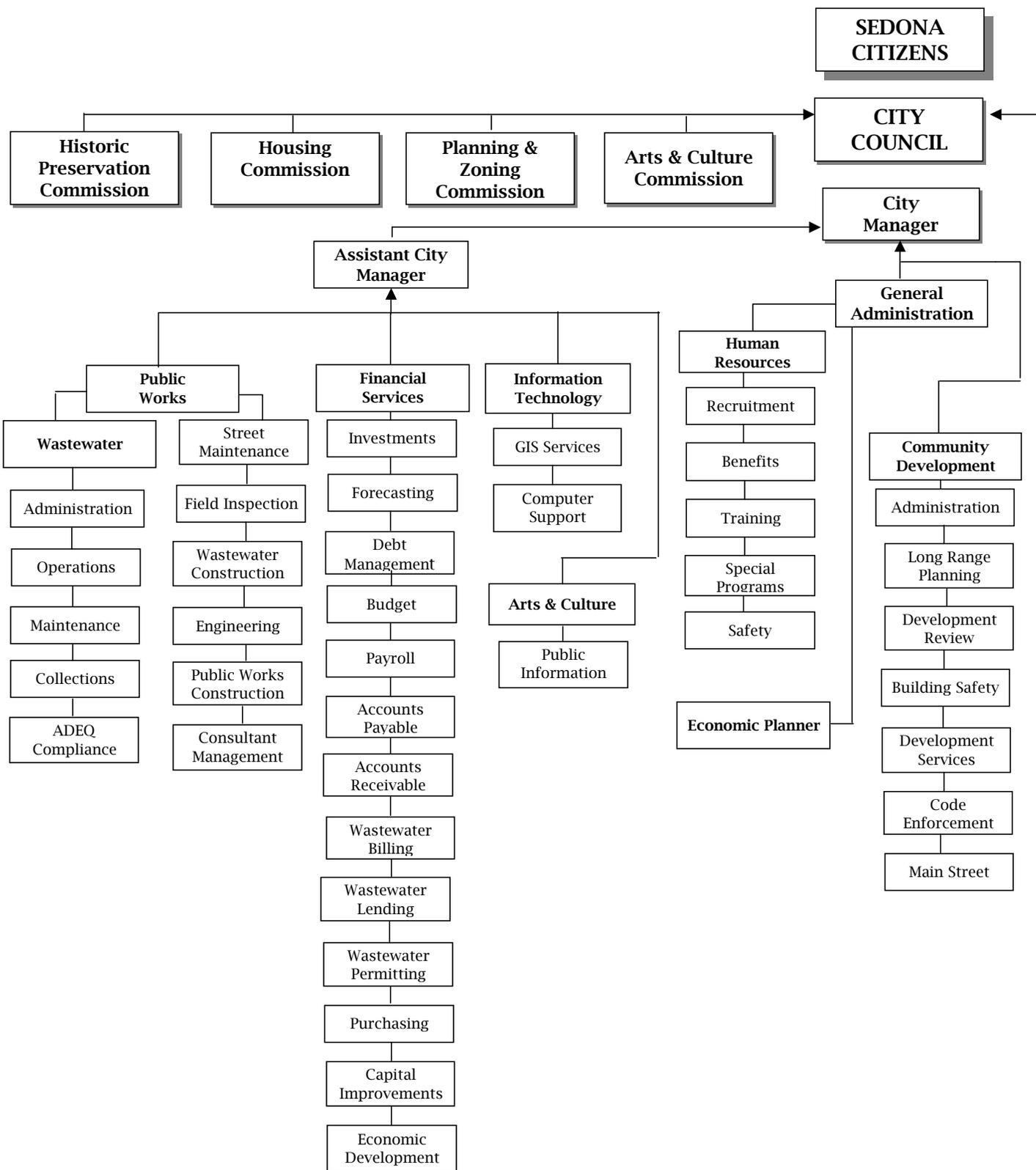
Charles Mosley
City Engineer

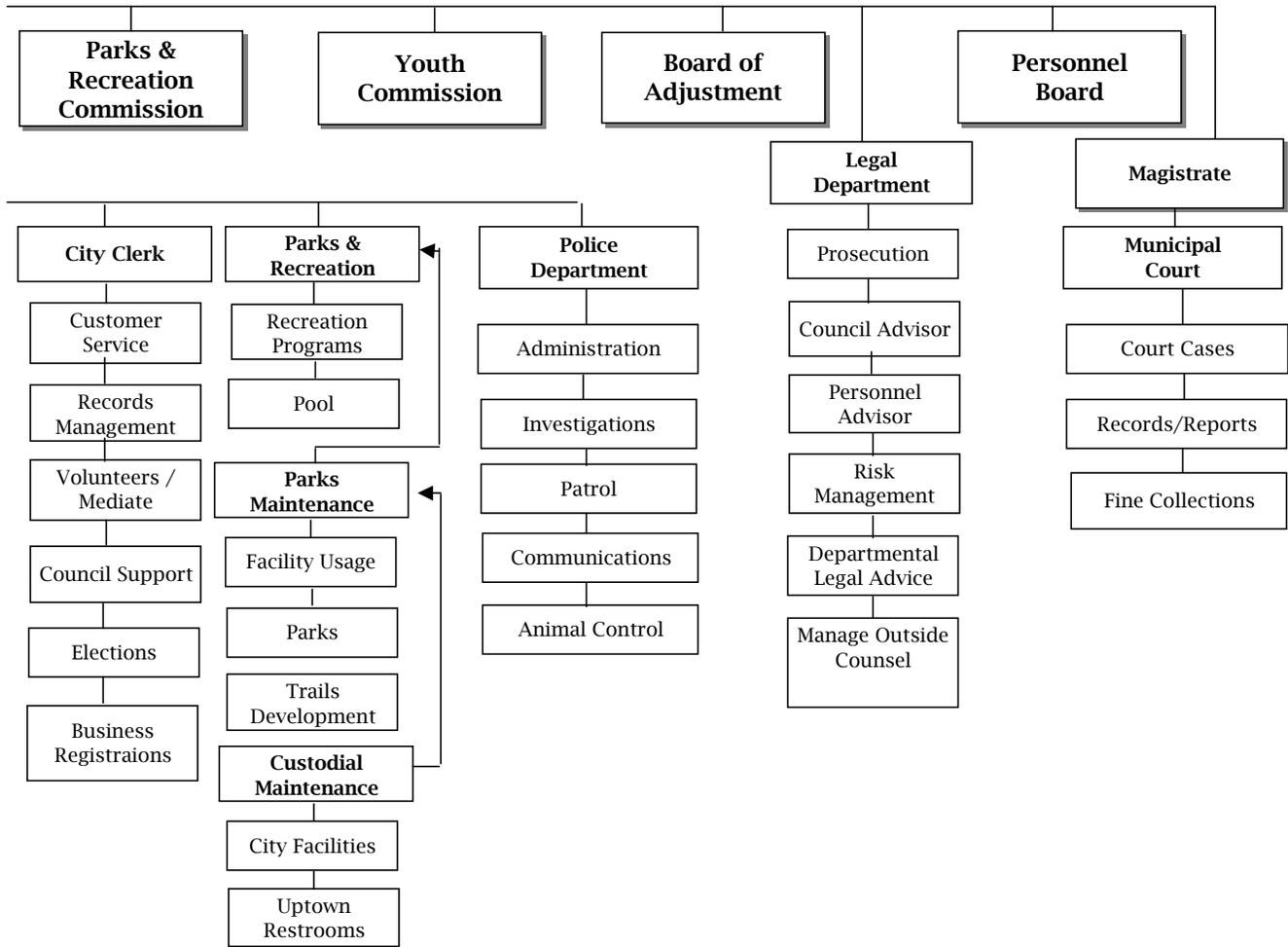
Patricia Livingstone
Director of Wastewater

John Smith
Information Technology Manager

Ginger Wolstencroft
Director of Arts & Culture

Jodie Filardo
Economic Planner





**CITY OF SEDONA
POSITION LIST**

	FY 2008-2009		FY 2009-2010	
	<u>Full Time</u>	<u>Temporary/ Part-Time</u>	<u>Full Time</u>	<u>Temporary/ Part-Time</u>
<u>10-5210 - Gen Fund - City Council</u>				
City Council	7.00		7.00	
Recording Secretary		0.10		0.17
<u>10-5220 - Gen Fund - City Manager</u>				
City Manager	0.75		0.90	
Assistant City Manager	0.60		0.60	
Administrative Services Director	0.70		0.25	
Administrative Assistant	0.90		0.90	
Economic Planning Director	1.00		1.00	
Senior Info/Referral Specialist		0.60		0.60
<u>10-5221 - Gen Fund - Human Resources</u>				
Director of Human Resources	0.90		0.90	
Human Resource Specialist	1.00		1.00	
<u>10-5222 - Gen Fund- Financial Services</u>				
Finance Operations Manager	0.80		0.80	
Financial Services Supervisor	0.50		0.50	
Accounting Technician	1.40		1.40	
<u>10-5224 - Gen Fund - IT Division</u>				
Information Technology Manager	0.85		0.85	
GIS Analyst	1.00		1.00	
Network Analyst	0.85		0.85	
Database/WEB Administrator	1.00		1.00	
IT HelpDesk Assistant	-	1.00	-	-
Intern	-	-	-	-
<u>10-5230 - Gen Fund - Legal</u>				
City Attorney	0.80		0.80	
Attorney/Prosecutorial	1.00	1.20	1.00	0.60
Para-Legal	1.00		1.00	
Intern	-	0.50	-	-

**CITY OF SEDONA
POSITION LIST**

	FY 2008-2009		FY 2009-2010	
	<u>Full Time</u>	<u>Temporary/ Part-Time</u>	<u>Full Time</u>	<u>Temporary/ Part-Time</u>
<u>10-5240 - Gen Fund - City Clerk</u>				
Administrative Services Director	-		0.25	
City Clerk	1.00		1.00	
Deputy Clerk	1.00		1.00	
Admin. Assistant	1.00	-	1.00	-
Records Clerk	-	0.75	-	0.75
Director Community Services	-		-	
Parks & Recreation Director	-		-	
Senior Information Referral Specialist	-		-	
<u>10-5242 - Gen Fund - Parks & Recreation</u>				
Administrative Services Director	0.20		0.40	
Administrative Assistant	1.00		1.00	
Recreation Coordinator	0.50		0.50	
Recreation Assistant	0.50		0.50	
Officials & Scorekeepers	-	7.00	-	-
<u>5242 - P&R Pool</u>				
Recreation Coordinator	0.50		0.50	
Recreation Assistant	0.50		0.50	
Assist Pool Mgr-P/T	-	1.00	-	1.00
Head Life Guard	-	2.00	-	2.00
Life Guard	-	9.00	-	9.00
Water Exercise Instructor	-	1.00	-	1.00
<u>5242 - P&R Maintenance</u>				
Parks Supervisor	1.00		1.00	
Parks Maint. Worker	3.50		2.50	
Parks Laborer - Part-time	-	3.00	-	3.00
<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	
Plans Examiner	1.00		1.00	
Code Enforcement Officer	1.00		1.00	
Senior Planner	2.00		2.00	
Associate Planner	2.00		2.00	
Assistant Planner	1.00		-	
Dev. Services Supervisor	1.00		1.00	
Development Services Rep.	2.00		1.00	
Recording Secretary	-	0.73	0.73	
Housing Planner	0.50		0.60	

**CITY OF SEDONA
POSITION LIST**

	FY 2008-2009		FY 2009-2010	
	<u>Full Time</u>	<u>Temporary/ Part-Time</u>	<u>Full Time</u>	<u>Temporary/ Part-Time</u>
<u>10-5320 - Gen Fund - Public Works</u>				
City Engineer	0.60		0.60	
Assist. City Engineer	0.40		0.40	
Assistant Engineer	1.00		1.00	
Assoc. Engineer	0.30		-	
Environmental Inspector	0.50		-	
City Facility Manager	0.95		0.95	
Administrative Assistant	0.85		0.85	
Crew A - Leader	0.20		0.20	
Crew A - Assistant	0.60		0.60	
<u>10-5420 - Gen Fun - Arts & Culture</u>				
Director of Arts & Communications	1.00		1.00	
Recording Secretary		0.10		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	5.00		5.00	
Police Officer	18.00	-	16.00	-
Detective Sergeant	1.00		1.00	
Police Detective	2.00		2.00	
Communication/Records Superv.	1.00		1.00	
Senior Communications Specialist	1.00		1.00	
Communications/Records Specialist	6.00		6.00	
Records Clerk	1.00	1.00	1.00	-
Animal Control Officer	1.00		1.00	
Community Service Officers	2.00		-	
<u>5520 - Magistrate Court</u>				
Magistrate	1.00		1.00	
Judge Pro-Tem	-	0.20	-	0.20
Court Administrator	1.00		1.00	
Court Clerk	3.00		3.00	

**CITY OF SEDONA
POSITION LIST**

	FY 2008-2009		FY 2009-2010	
	<u>Full Time</u>	<u>Temporary/ Part-Time</u>	<u>Full Time</u>	<u>Temporary/ Part-Time</u>
<u>11 - Streets Fund</u>				
Streets Maint. Supervisor	1.00		1.00	
Crew A - Leader	0.80		0.80	
Crew A - Assistant	1.60		1.60	
Traffic Aide	1.00		1.00	
Landscape Maint. Worker	0.80		0.80	
P-T Maint. Worker	-	0.40	-	0.40
<u>16 - Grants Fund</u>				
P.A.N.T. (Police)	1.00		1.00	
SRO (Police)	2.00		2.00	
COPS (Police)	-		2.00	
CDBG (Admin)	0.50		0.40	
<u>21 - Information Technology Capital Fund</u>				
Information Technology Manager	0.05		0.05	
Network Analyst	0.05		0.05	
<u>22 - Capital Improvement Fund</u>				
City Engineer	0.20		0.20	
Assoc. Engineer/Proj. Mgr	0.40		0.20	
<u>24 - Community Facilities District</u>				
Administrative Services Director	0.05		0.05	
<u>25 - Community Facilities District</u>				
Administrative Services Director	0.05		0.05	
Parks Maint. Worker	0.50		0.50	

**CITY OF SEDONA
POSITION LIST**

	FY 2008-2009		FY 2009-2010	
	Full Time	Temporary/ Part-Time	Full Time	Temporary/ Part-Time
<u>59 - Wastewater</u>				
City Manager	0.25		0.10	
Assistant City Manager	0.40		0.40	
Administrative Assistant (CM)	0.10		0.10	
Intern	-	1.00	-	-
City Attorney	0.20		0.20	
Finance Operations Manager	0.20		0.20	
Financial Services Supervisor	0.50		0.50	
Accounting Technician	1.60		1.60	
Director of Human Resources	0.10		0.10	
I T Manager	0.10		0.10	
Network Analyst	0.10		0.10	
Chief Building Inspector	0.10		0.10	
City Engineer	0.20		0.20	
Assist. City Engineer	0.60		0.60	
Assoc. Engineer	0.50		-	
Assoc. Engineer/Projects Mgr	0.80		0.80	
Environmental Inspector	0.50		-	
City Facility Manager	0.05		0.05	
Wastewater Director	1.00		1.00	
Administrative Assistant	1.15		1.15	
Records Clerk	0	0.15	0	0.15
Plant Chief Operator	1.00		1.00	
WW Plant Operator	2.00		2.00	
Chief Collections Operator	1.00		1.00	
Collector Operator II	3.00		3.00	
Plant Chemist	1.00		1.00	
Mechanic	1.00		1.00	
PW Inspector II	1.00		1.00	
PW Inspector I	3.00		3.00	
TOTAL:	132.00	30.73	125.73	18.97
<i>General Fund:</i>	100.55	29.18	93.73	18.42
<i>Streets Fund:</i>	5.20	-	5.20	-
<i>Grants Fund:</i>	3.50	-	5.40	-
<i>Capital Funds:</i>	1.30	-	1.10	-
<i>Wastewater Fund:</i>	21.45	1.15	20.30	0.15

BUDGET OVERVIEW

Total Budget Appropriation

Sedona's total budget appropriation is comprised of five major elements: the *General Fund* or *operating budget* for on-going service expenses, the *Street Fund* for expenses on major street, drainage and right-of way improvements, the *Capital Fund* for expenses related to construction and/or acquisition of capital assets, *Grants Fund* for expenses incurred by the City on any state or federal grant and the *Enterprise Fund* for expenses for sewer related improvements and debt service.

The total appropriation for fiscal year 2009-10 decreased by approximately 19 percent from \$55,099,793 million to \$44,522,917.

The General Fund budget, the best measure of the cost of services to citizens, has decreased from \$13,243,652 million to \$ 11,889,294 million this year. The City experienced decreases in local sales taxes and bed taxes compared to the increase experienced in the prior fiscal years. In response and preparation for expected impacts to sales tax revenue performance, the City Council carefully reviewed the budget. In prior years the City Council approved a policy to review all vacant positions for possible reorganization or elimination and has started the process of reviewing contracts for funding of outside agencies in this current budget.

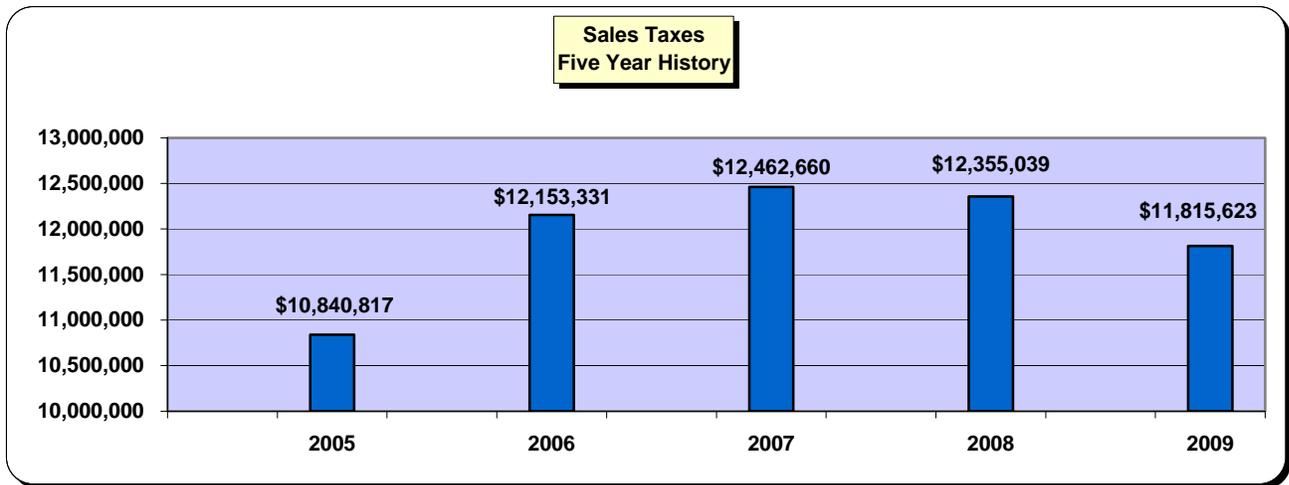
The City continues to update our long-term financial plan. As in previous years, review of the long-term fiscal outlook remains the same; it is evident that the City will need to aggressively look to provide new funding sources in order to avoid reductions in services. Staff and City Council are continuing the process of evaluating and prioritizing capital and programming needs and identifying possible funding strategies for those priorities. This long-term strategy will assist the City in developing programs and funding capital projects in a way to maintain a financially stable environment in the City for years to come.

A further explanation of these budget components follows in this section.

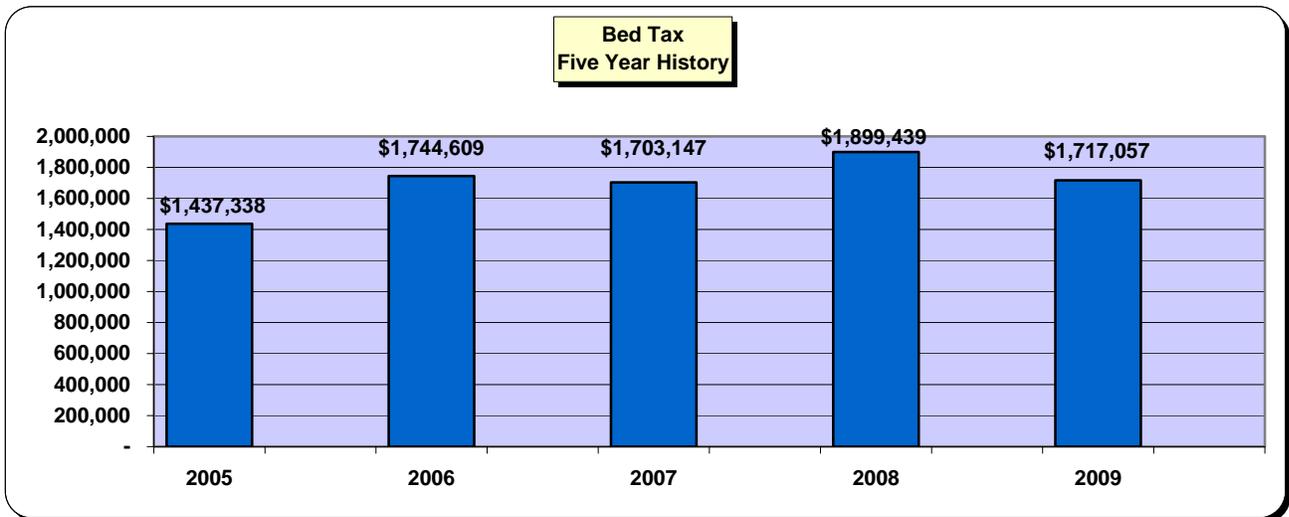
Operating Revenues

Revenue determines Sedona's capacity to provide departmental or direct services to our citizens. One unique aspect of the City's revenue is the significant reliance on sales tax and state shared revenue to fund operations. The City has never levied property tax.

The City of Sedona has experienced approximately 4.9 percent (avg.) growth in sales taxes over the last five years



and approximately 9 percent (avg.) growth in bed tax over the same time period.



However, the City is experiencing a decline of sales and bed tax revenue receipts. The receipts for Bed Tax are still affected by businesses reporting *sales* tax to the bed tax category. The City continues to work to educate businesses and correct the errors in categorizations.

Local Taxes are comprised of sales tax (\$12,014,040 million), bed tax (\$1,766,478 million), franchise fees (\$654,559 thousand), and impact fees/community facility district fees (\$655,235 thousand).

The *local privilege tax* (sales tax) is the City’s largest single source of revenue and is obtained from the 3 percent tax on retail and other sales, excluding food. The sales tax has three major uses. General City operations are funded with 1.12 percent of the tax. Capital improvements in the City are funded by .5 percent. Wastewater Debt and capital expenditures are paid with the remaining 1.38 percent. The City has experienced a minimal decrease in sales tax growth this past year, and anticipates a minimal reduction

to continue as a result of the economy and the construction impacts from the project on State Route 179, a major access route to the City. Sales tax receipts are projected to remain flat with the prior year projections in 2009/10.

The *bed tax* is the City's second largest source of revenue and is obtained from the 3 percent tax on lodging. General City operations are funded by the tax. Bed tax receipts are projected to remain flat with the prior year projections in 2009/10.

The *franchise fees* are paid by Unisource Energy Services (gas), Arizona Public Service (electric), Sedona Cable, and Arizona and Oak Creek Water Companies. A percent of gross revenues are levied on these companies. The revenue raised from franchise fees is used to fund street maintenance, drainage and other general infrastructure maintenance. Franchise receipts are projected to remain flat with the prior year projections in 2009/10.

The *impact fees* are paid by new development and *community facility district fees* are paid by timeshares in lieu of bed tax (timeshares are exempt from bed and sales tax in Arizona except on a "day by day" rental basis). Since 1998, the City has levied impact fees and community facility district fees. Impact fees were increased in 2007 and anticipated as a funding source in this budget.

Intergovernmental

Revenues include the state sales tax and income tax collection, which are shared with cities and towns, based upon population.

Cities and towns share in a portion of the undedicated 5 percent sales tax collected by the state. Fifty percent is retained by the state, 40 percent designated for schools and the remaining 10 percent allocated to cities and towns. Cities and towns in Arizona are prohibited from levying an income tax, but are entitled to 15 percent of state income tax collected from two years previous.

The formula for distributing these taxes is based on the relation of the City's population to the total state population. The State Department of Revenue collects, distributes funds, and provides revenue forecasts to cities and towns for these revenue sources. The 2009/10 budget estimates a decrease in state income tax at 14 percent and a decrease in shared sales tax of 15 percent.

Transportation revenues include highway user revenue tax (HURF- Gas Tax) and local transportation assistance funds (LTAF- State Lottery) and vehicle license taxes collected by the state. A state constitutional restriction on use of the HURF requires the funds to be used solely for street and highway purposes. The fiscal year 2009/10 budget estimates a decrease of 26 percent in state-shared HURF and no change in LTAF revenues. These changes are primarily related to the City's population not increasing at the state average.

HURF revenues are distributed based on population of each City and a portion distributed based upon the county of origin for the sale of the fuel. The current gas tax is 18 cents per gallon. Sedona and other cities sharing 27.5 percent of the state collected highway user revenue.

LTAf revenue is distributed based upon population and city and town participation in the lottery. *LTAf* revenue sharing was capped in 1989 by the state legislature resulting in no growth in this source of revenue.

Vehicle License Taxes are another state revenue source. The City receives its share of the vehicle license tax collected based upon its population in relation to the total incorporated population of the county. Historically, this revenue source has been volatile but shown steady increases.

Capital Fund

The Capital Fund uses revenue from sales tax, impact fees, grants, borrowing and transfers from other funds. The annual Flexible Capital Improvement Budget is primarily funded by pay-as-you-go revenue from the .5 percent sales tax & one-time revenue sources such as grants.

All capital improvement projects are evaluated using a prioritization system to determine their funding level on an annual basis. These projects are then matched with estimated revenue to develop the City's Flexible Capital Budget. The 2009/10 budget for the capital fund is appropriated at \$5.2 million including information technology improvements. This budget includes revenue from the sale of excise tax bonds for State Route 179 improvements and other drainage projects.

Enterprise Funds

This represents the largest revenue source for the City. The fund is comprised of wastewater user fees, capacity fees and sales tax and bond revenues.

Wastewater User Fees are generated from the \$32.54 monthly fee per equivalent residential unit. Since starting major sewer extensions in 1995-96, the City has experienced consistent growth in user fees. The City will be extending the system to additional properties as the sewer lines are extended. *Capacity Fee* revenues are collected from the one time \$5,150 fee per equivalent residential unit required for residents and businesses to connect to the sewer. Fees are used to offset debt expenses for wastewater treatment plant capacity improvements.

Sales Tax revenues come from the 1.38 percent sales tax. The sales tax pays for the debt

service on debt the City has incurred upgrading treatment capacity at the wastewater plant and extending sewer lines.

Department/Direct Service Expenditure

Sedona's operating expenditures are comprised of fourteen separate departments. Salary and wages have decreased by an average of 15 percent in this budget, due to freezing of vacant positions and the merit, cola and flex pay-outs for employees have been eliminated.

General Fund - Where the Money Goes

The *General Fund* consists of thirteen departments with fifty-seven programs spread through out the fund for all of the City's key operational expenditures. The General Fund is decreasing from \$13,243,652 million to \$11,889,294 million. The General Fund budget is decreasing approximately 12 percent. The decrease is partially tied to eliminating employee benefits, and voluntary deductions from each department with minimal impacts on service levels. The City has continued its participation in the destination-marketing program and the agreement with Northern Arizona Intergovernmental Public Transportation Authority (NAIPTA) for the implementation and operation of the public shuttle program.

Flexible Capital Improvement Budget - Where the Money Goes

The Flexible Capital Improvement Budget is a process not a plan. Sedona is reviewing its Capital improvement schedule and incorporating a five-year planning approach. Projects are prioritized and that list is then used by the City Council to develop the annual budget and project financial needs out over five years.

The Flexible Capital Improvement Budget is comprised of six major programs: Information Systems, Park and Recreation, General Services, Public Works, Arts and Culture and Police. Expenditures are presented on a budget basis rather than a cash flow basis. Governmental accounting procedures require adequate budget to pay for the entire contract to be available and appropriated in the period in which a contract is entered. However, actual cash expenditures under the contract may take place over more than one period. This is the major cause for actual expenditures being less than budgeted expenditures.

Parks and Recreation Program provides funds for park and trail improvements. The Capital program includes improvements to the Parks area and funding for the addition of Barbara's Park.

Community Development Program provides funds for the continuation of service and construction of a joint facility to house the transit vehicles for the Shuttle system.

Public Works Program addresses major infrastructure projects. This program represents the largest expenditure in the Flexible Capital Improvement Budget. Projects focus on the drainage improvements, construction of sidewalks and intersection reconstruction, additional fire hydrants, and funding for design in preparation for construction of future projects.

Police Program is for the on-going replacement of police vehicles. Currently Sedona replaces police vehicles on a three-year cycle. This cycle will be reviewed in this fiscal year.

Information Systems Capital Fund address the hardware and software needs for the City's electronic infrastructure. Hardware purchases are budgeted for upgrading computers in departments on a scheduled basis.

Arts and Culture Capital Fund provides funds for Arts in Public Places projects. The director for Arts and Culture in consultation with the Arts and Culture Commission determines the designation of these funds.

Citizen Impacts

Utility User Fees are monthly fees charged for sewer service. The fees represent the cost for operation, maintenance, and a portion of debt service on the wastewater plant. The current fee is \$32.54 per Equivalent Residential Unit. This fee has not increased since 1997. The 2009/10 budget does not propose an increase in fees, however it does include a Wastewater Fee Study to be completed.

Capacity Fees are the one-time connection cost for customers to connect to the sewer. The capacity fees represent the cost for providing sewer plant capacity. The current fees have increased from \$5,025 to \$5,150 per equivalent residential unit on July 1, 2009 per City ordinance.

The *Sales Tax* rate has been 3 percent since 1996. The budget does not propose any increase in this rate.

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 (except .5 cent sales tax for capital improvements), 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.

2009/10 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 20% 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 2009-2010 BUDGET SUMMARY

	Tax Revenue	Licenses/Permits	Grants/IGA's/Donations	Service Charges	"Other" Revenue	FY2009-10 Collections	BOND Draws	Reserves	Interfund Transfers		Un appropriated	Budgeted Expenses
									IN	OUT		
CITY COUNCIL				0	0	0						68,401
CITY MANAGER				0	0	0						444,449
HUMAN RESOURCES				0	0	0						1,652,629
FINANCIAL SERVICES				0	0	0						191,564
INFORMATION TECHNOLOGY				2,863	0	2,863						457,173
LEGAL				0	0	0						420,848
CITY CLERK		15,000		0	0	15,000						259,216
PARKS & RECREATION				46,440	4,900	51,340						659,442
GENERAL SERVICES				60	508,500	508,560		338,682	124,000	(100,622)		2,401,348
<i>Spendable Contingency</i>								583,749				583,749
<i>Legal Contingency</i>								100,000				100,000
COMMUNITY DEVELOPMENT		169,545		69,067	0	238,612				(1,600)		1,124,648
PUBLIC WORKS				2,436	0	2,436						492,821
ARTS & CULTURE				0	0	0			50,000			195,000
POLICE DEPARTMENT				37,268	0	37,268				(25,000)		2,498,067
MUNICIPAL COURT				286,500	12,600	299,100						339,939
GENERAL FUND TOTALS:	9,664,906	184,545	0	444,634	526,000	10,820,085	0	1,022,431	174,000	(127,222)	0	11,889,294
STREETS FUND	835,438				82,114	917,552		711,450		(4,000)		1,625,002
GRANT FUND			2,589,631		0	2,589,631			26,600			2,616,231
P.A.N.T. FUND			1,401,264			1,401,264						1,401,264
ARTS FUND					2,200	2,200		92,800	30,000	(25,000)		100,000
DEVELOPMENT IMPACT FEES FUND		326,602			85,898	412,500				(412,500)		0
L. T. CAPITAL FUND					0	0			340,555			340,555
CAPITAL IMPROVEMENT FUND	2,002,340		1,180,000		150,000	3,332,340	1,435,084	136,861	589,122	(285,555)		5,207,852
SPECIAL IMPROVEMENT DISTRICT				0	0	0						0
COMMUNITY FACILITY FUND-SUMMIT		100,000			7,000	107,000		45,250		(146,750)		5,500
COMMUNITY FACILITY FUND-FAIRFIELD		100,000			35,735	135,735		34,285		(144,250)		25,770
WASTEWATER FUND	5,526,458	883		3,502,047	960,495	9,989,883	5,129,609	6,204,656	20,000	(35,000)		21,309,149
CARRUTH FUND					0	0		2,300				2,300
ALL OTHER FUND TOTALS:	8,364,236	527,485	5,170,895	3,502,047	1,323,442	18,888,106	6,564,693	7,227,602	1,006,277	(1,053,055)	0	32,633,623
TOTAL ALL FUNDS:	18,029,143	712,030	5,170,895	3,946,681	1,849,442	29,708,192	6,564,693	8,250,033	1,180,277	(1,180,277)	0	44,522,917

*** Other Revenue:

P&R Facility Rental	1,200	Development Impact Fees - Interest Income	85,898
P&R Utility Reimbursement	3,200		
P&R Pool Rental	500	Capital Fund - Interest Income	150,000
General Services - Interest Income	461,000		
General Services - Misc	47,500	Wastewater Fund - Interest Income	839,334
Municipal Court - Recovery of Legal Fees	12,600	Wastewater Fund - WIFA	121,161
Streets Fund - Interest Income	82,114	CFD (S) - Interest	7,000
		CFD (F) - Interest	35,735
Arts Fund - Interest	2,200		

➤ BOND Monies

- SR 179 Utility Underground
- Chapel Area - Storm Drainage Improvement
- Harmony/Windsong Drives Area Storm Drainage Improvements
- Chapel Area 1A Sewer Collection System Project
- Chapel Area Sewer Collection System Project
- Major Pump Stations

CITY/TOWN OF SEDONA
 Summary Schedule of Estimated Revenues and Expenditures/Expenses
 Fiscal Year 2010

FUND	ADOPTED BUDGETED EXPENDITURES/EXPENSES* 2009	ACTUAL EXPENDITURES/EXPENSES ** 2009	FUND BALANCE/NET ASSETS*** July 1, 2009**	PROPERTY TAX REVENUES 2010	ESTIMATED REVENUES OTHER THAN PROPERTY TAXES 2010	OTHER FINANCING 2010		INTERFUND TRANSFERS 2010		TOTAL FINANCIAL RESOURCES AVAILABLE 2010	BUDGETED EXPENDITURES/EXPENSES 2010
						SOURCES	<USES>	IN	<OUT>		
1. General Fund	\$ 13,243,652	\$ 11,979,230	\$ 1,022,431	Primary:	\$ 10,820,085	\$	\$	\$ 174,000	\$ 127,222	\$ 11,889,294	\$ 11,889,294
2. Special Revenue Funds	4,635,563	3,462,881	790,985	Secondary:	5,563,684			26,600	707,500	5,673,769	5,673,767
3. Debt Service Funds Available	268,375	268,315									
4. Less: Designation for Future Debt Retirement											
5. Total Debt Service Funds	268,375	268,315									
6. Capital Projects Funds	12,153,109	3,786,861	229,661		3,334,540	1,435,084	1,435,084	959,677	310,555	4,213,323	5,648,407
7. Permanent Funds											
8. Enterprise Funds Available	24,799,094	18,105,637	6,204,656		9,989,883	5,129,609	5,129,609	20,000	35,000	16,179,539	21,309,149
9. Less: Designation for Future Debt Retirement											
10. Total Enterprise Funds	24,799,094	18,105,637	6,204,656		9,989,883	5,129,609	5,129,609	20,000	35,000	16,179,539	21,309,149
11. Internal Service Funds			2,300							2,300	2,300
12. TOTAL ALL FUNDS	\$ 55,099,793	\$ 37,602,924	\$ 8,250,033		\$ 29,708,192	\$ 6,564,693	\$ 6,564,693	\$ 1,180,277	\$ 1,180,277	\$ 37,958,225	\$ 44,522,917

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

	2009	2010
1. Budgeted expenditures/expenses	\$ 55,099,793	\$ 44,522,917
2. Add/subtract: estimated net reconciling items		
3. Budgeted expenditures/expenses adjusted for reconciling items	55,099,793	44,522,917
4. Less: estimated exclusions		
5. Amount subject to the expenditure limitation	\$ 55,099,793	\$ 44,522,917
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 2010

FUND/DEPARTMENT	ADOPTED BUDGETED EXPENDITURES/ EXPENSES 2009	EXPENDITURE/ EXPENSE ADJUSTMENTS APPROVED 2009	ACTUAL EXPENDITURES/ EXPENSES* 2009	BUDGETED EXPENDITURES/ EXPENSES 2010
GENERAL FUND				
City Council	\$ 102,490	\$	\$ 76,329	\$ 68,401
City Manager	464,547		372,874	444,449
Human Resources	1,792,895		1,753,425	1,652,629
Financial Services	206,620		197,108	191,564
Information Technology	495,868		430,883	457,173
Legal	480,773		443,935	420,848
City Clerk	233,117		208,749	259,216
Parks & Recreation	788,617		700,103	659,442
General Services	2,701,758	100,000	2,803,571	2,401,348
Contingency	425,000	(100,000)		683,749
Community Development	1,664,561		1,426,687	1,124,648
Public Works	471,771		375,688	492,821
Arts & Culture	286,744		284,054	195,000
Police Department	2,778,514		2,585,849	2,498,067
Municipal Court	350,377		319,975	339,939
Total General Fund	\$ 13,243,652	\$	\$ 11,979,230	\$ 11,889,294
SPECIAL REVENUE FUNDS				
Streets Fund	\$ 1,974,001	\$	\$ 1,862,382	\$ 1,625,002
Grants Fund	1,580,117		597,174	2,616,231
P.A.N.T. Fund (Partners Against Nar	670,871		637,496	1,401,264
Development Impact Fees Fund	-	267,500	267,500	
Community Facilities District Fund	143,074		98,329	31,270
Total Special Revenue Funds	\$ 4,368,063	\$ 267,500	\$ 3,462,881	\$ 5,673,767
DEBT SERVICE FUNDS				
Jordan Park Special Improvemen	\$ 268,375	\$	\$ 268,315	\$
Total Debt Service Funds	\$ 268,375	\$	\$ 268,315	\$
CAPITAL PROJECTS FUNDS				
Capital Improvement Fund	\$ 11,882,812	\$ (267,500)	\$ 3,563,979	\$ 5,208,452
Information Technology Capital Fund	487,797		218,432	339,955
Art In Public Places Fund	50,000		4,450	100,000
Total Capital Projects Funds	\$ 12,420,609	\$ (267,500)	\$ 3,786,861	\$ 5,648,407
PERMANENT FUNDS				
	\$	\$	\$	\$
Total Permanent Funds	\$	\$	\$	\$
ENTERPRISE FUNDS				
Wastewater - Operations/Plant/Di	\$ 9,708,668	\$	\$ 8,786,910	\$ 9,149,240
Wastewater - Construction	15,090,426		9,318,727	12,159,909
Total Enterprise Funds	\$ 24,799,094	\$	\$ 18,105,637	\$ 21,309,149
INTERNAL SERVICE FUNDS				
Carruth/Parks Trust Fund	-			2,300
Total Internal Service Funds	\$	\$	\$	\$ 2,300
TOTAL ALL FUNDS	\$ 55,099,793	\$	\$ 37,602,924	\$ 44,522,917

* 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
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General Fund - Revenues - By Source

Revenue Sources:	2007-2008 Actual	2008-2009 Budget	2008-2009 Estimated	2009-2010 Adopted
Taxes:				
Bed Tax	\$ 1,899,439	\$ 1,735,000	\$ 1,766,478	\$ 1,766,478
City Sales Tax	4,612,548	4,399,443	4,485,242	4,485,242
Franchises	667,237	690,015	654,559	654,559
Intergovernmental:				
State Income Tax	1,538,883	1,611,980	1,538,883	1,411,781
State Sales Tax	1,004,970	989,044	894,423	840,688
Motor Vehicle Tax	591,421	590,702	566,027	506,158
Fines and Forfeitures:				
Municipal Court	368,786	353,163	230,000	286,500
Police Department	28,800	25,000	26,100	25,000
Community Development	604	1,244	939	850
Charges for Services:				
Recreation Fees	39,088	23,629	46,440	46,440
Community Development	92,227	64,088	66,509	68,217
Police Department	8,864	6,384	58,270	12,268
IT Division	8,287	6,726	2,863	2,863
Other	1,262	349	60	60
Licenses and Permits:				
Business Registration	37,125	38,883	18,280	15,000
Community Development	163,978	174,462	215,808	169,545
Public Works	3,900	3,605	2,436	2,436
Interest Earnings	530,740	454,500	489,343	461,000
Other Financing Sources:				
Transfers In/Fund Balance	-	2,036,083	-	1,069,209
Miscellaneous	81,699	39,352	83,368	65,000
Total Revenues/Other Financing Sources & Appropriated Fund Balance	\$ 11,679,858	\$ 13,243,652	\$ 11,146,028	\$ 11,889,294

STREETS FUND

REVENUES

Streets Fund - Revenues and Other Sources

Revenue Sources:	2007-2008	2008-2009		2009-2010
	Actual	Budget	Estimated	Adopted
Taxes:				
HURF	\$ 1,025,467	\$ 993,272	\$ 871,647	\$ 785,832
LTAF	50,541	49,560	49,560	49,606
Interest Earnings	105,619	96,605	99,500	82,114
Other Financing Sources:				
Transfers In/Fund Balance	-	834,564	-	707,450
Miscellaneous	37,791	-	-	-
Total Revenues/Other Financing Sources & Appropriated Fund Balance	\$ 1,219,418	\$ 1,974,001	\$ 1,020,707	\$ 1,625,002

DEVELOPMENT IMPACT FEES	REVENUES
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Development Impact Fees Fund - Revenues and Other Sources

Revenue Sources:	2007-2008 Actual	2008-2009 Budget	2008-2009 Estimated	2009-2010 Adopted
Building Permits:				
Storm Drainage	\$ 12,907	\$ 28,897	\$ 4,649	\$ 4,205
General/Public Facilities	15,302	15,294	3,751	3,500
Parks & Open Spaces	133,529	168,080	56,472	157,256
Law Enforcement	17,709	13,458	5,465	8,973
Streets & Signals	185,027	153,583	147,706	152,669
Interest Earnings	97,841	78,957	86,785	85,897
Other Financing Sources:				
Transfers In	-	145,731	-	-
Miscellaneous	497	-	-	-
Total Revenues/Other Financing Sources & Appropriated Fund Balance	\$ 462,812	\$ 604,000	\$ 304,828	\$ 412,500

CAPITAL IMPROVEMENT FUND	REVENUES
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Capital Improvement Fund - Revenues and Other Sources

Revenue Sources:	2007-2008 Actual	2008-2009 Budget	2008-2009 Estimated	2009-2010 Adopted
Taxes				
City Sales Tax [1/2%]	\$ 2,059,173	\$ 1,964,037	\$ 2,002,340	\$ 2,002,340
Debt / Financing	-	5,654,000	3,402,333	1,435,084
Interest Earnings	222,208	280,000	198,768	150,000
Other Financing Sources:				
Donations/Other Participation	294,578	2,000,000	-	-
Grants	-	100,000	-	1,180,000
Transfers In/Fund Balance	76,168	1,148,391	100,622	453,122
Miscellaneous	8,577	500	169,000	-
Total Revenues/Other Financing Sources & Appropriated Fund Balance	\$ 2,660,704	\$ 11,146,928	\$ 5,873,063	\$ 5,220,546

ENTERPRISE FUND	REVENUES
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Wastewater Enterprise - Revenues and Other Sources

Revenue Sources:	2007-2008 Actual	2008-2009 Budget	2008-2009 Estimated	2009-2010 Adopted
City Sales Tax	\$ 5,683,318	\$ 5,420,743	\$ 5,526,458	\$ 5,526,458
Fines and Forfeitures	7,250	3,000	11,842	432
User Fees/Service Charges	3,271,140	3,252,422	3,322,389	3,296,047
Capacity Fees & Permits	364,864	327,000	310,788	206,883
Interest Earnings	1,423,115	1,140,000	1,175,628	839,334
Other Financing Sources:				
Transfers In/Fund Balance	-	9,899,768	-	6,156,757
Miscellaneous	4,876	121,161	7,983	121,161
Proceeds from Bonds	45,000	4,635,000	4,106,745	4,182,023
Total Revenues/Other Financing Sources & Appropriated Fund Balance	\$ 10,799,563	\$ 24,799,094	\$ 14,461,833	\$ 20,329,095

Long-Term Financial Plan

Key Assumptions:

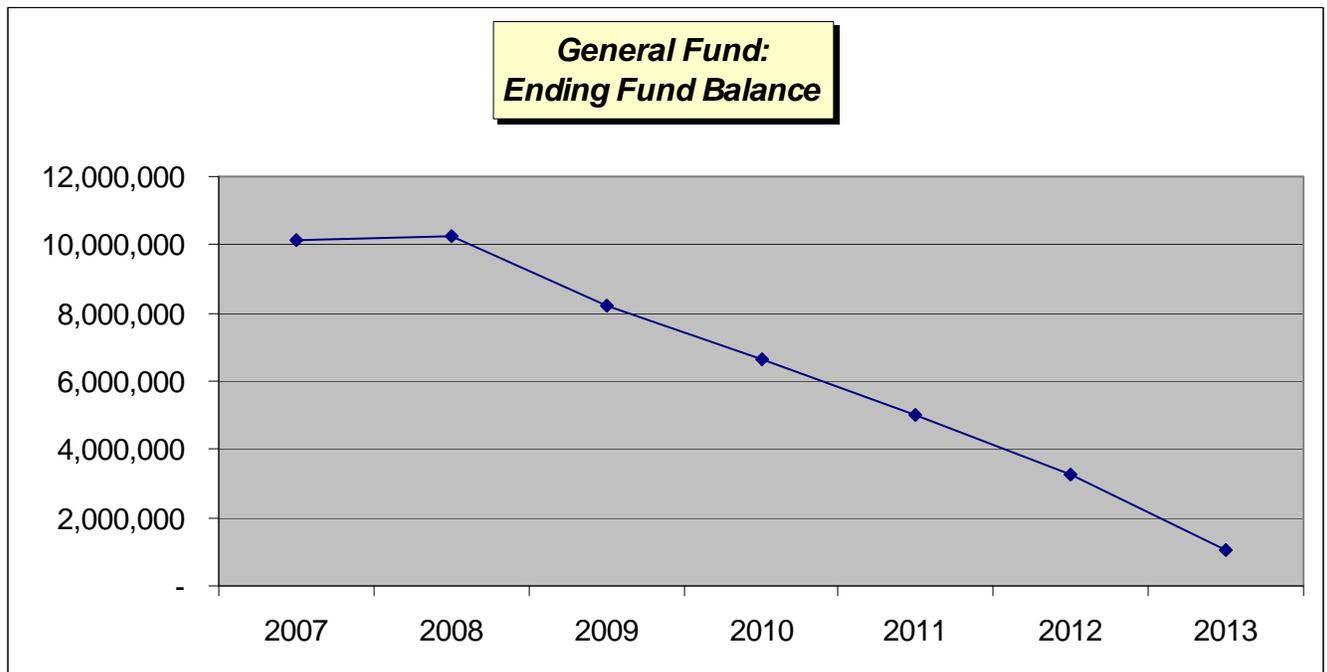
General Fund:

Revenues

- ❑ City Sales and Bed Tax projections have been decreased approximately 12% over last year’s receipts due to the construction on SR-179 and national economic concerns. At completion of construction, staff is projecting that the City Sales and Bed Tax will rebound with incremental increases projected for future years.
- ❑ Staff has projected State Shared revenues will decrease but not be eliminated in the near future.
- ❑ No new taxes or increased taxes assumed.
- ❑ Interest is based on 1.5% to 3% of the average projected balance of the reserves in each Fund.

Expenditures

- ❑ Assumes departments will add staff during the next five years for current services - notable increases are in Police, Community Development and Parks.
- ❑ Assumes City will participate in multiple planning efforts.
- ❑ Assumes potential increases in not-for-profit funding.
- ❑ Per year, assumes a 3% merit increase and 2% cost of living increase in salaries.



Long-Term Financial Plan

Key Assumptions:

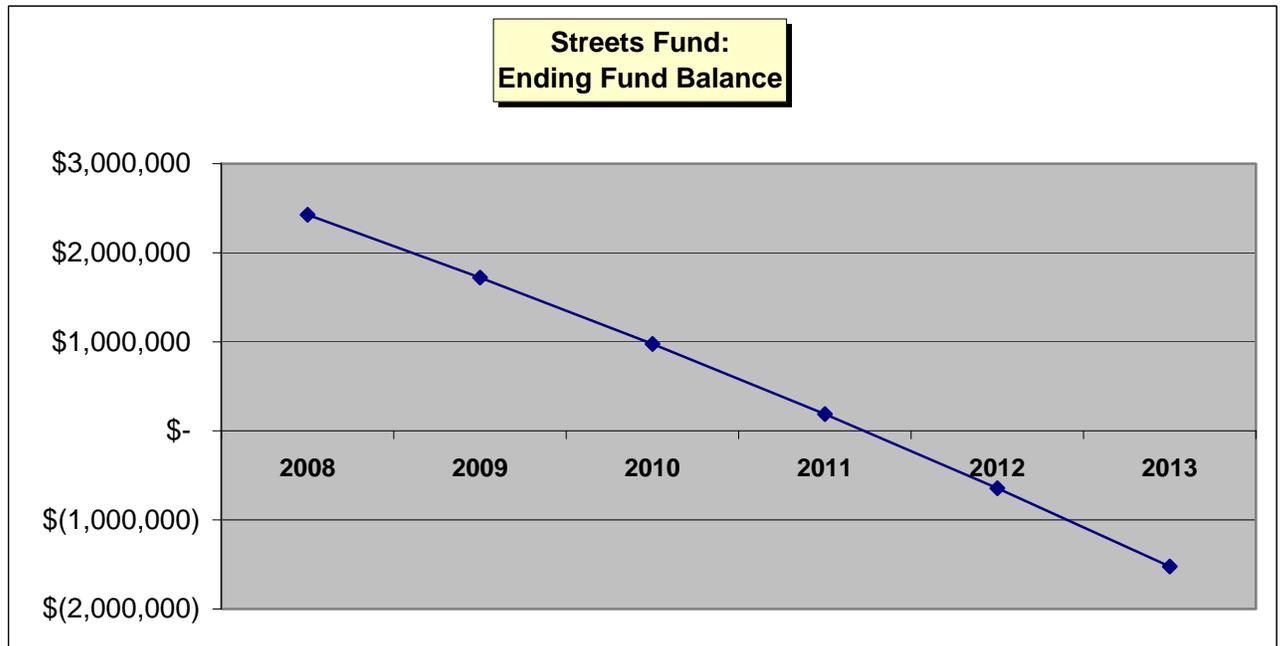
Streets Fund:

Revenues

- State Shared revenues (LTAF and HURF) will not be eliminated.
- HURF decreased slightly in FY 2009 and is expected to remain flat over the next few years.
- LTAF remained flat in FY 2009 and is projected to decrease up to 3% per year over the next 3 to 5 years.

Expenditures

- The City will continue to contract for the majority of street maintenance work through 2011, and continue to review the necessity of adding staff periodically for right-of-way maintenance purposes.
- Staff increased the anticipated scale for Street Maintenance programs over the next 5 years.



Long-Term Financial Plan

Key Assumptions:

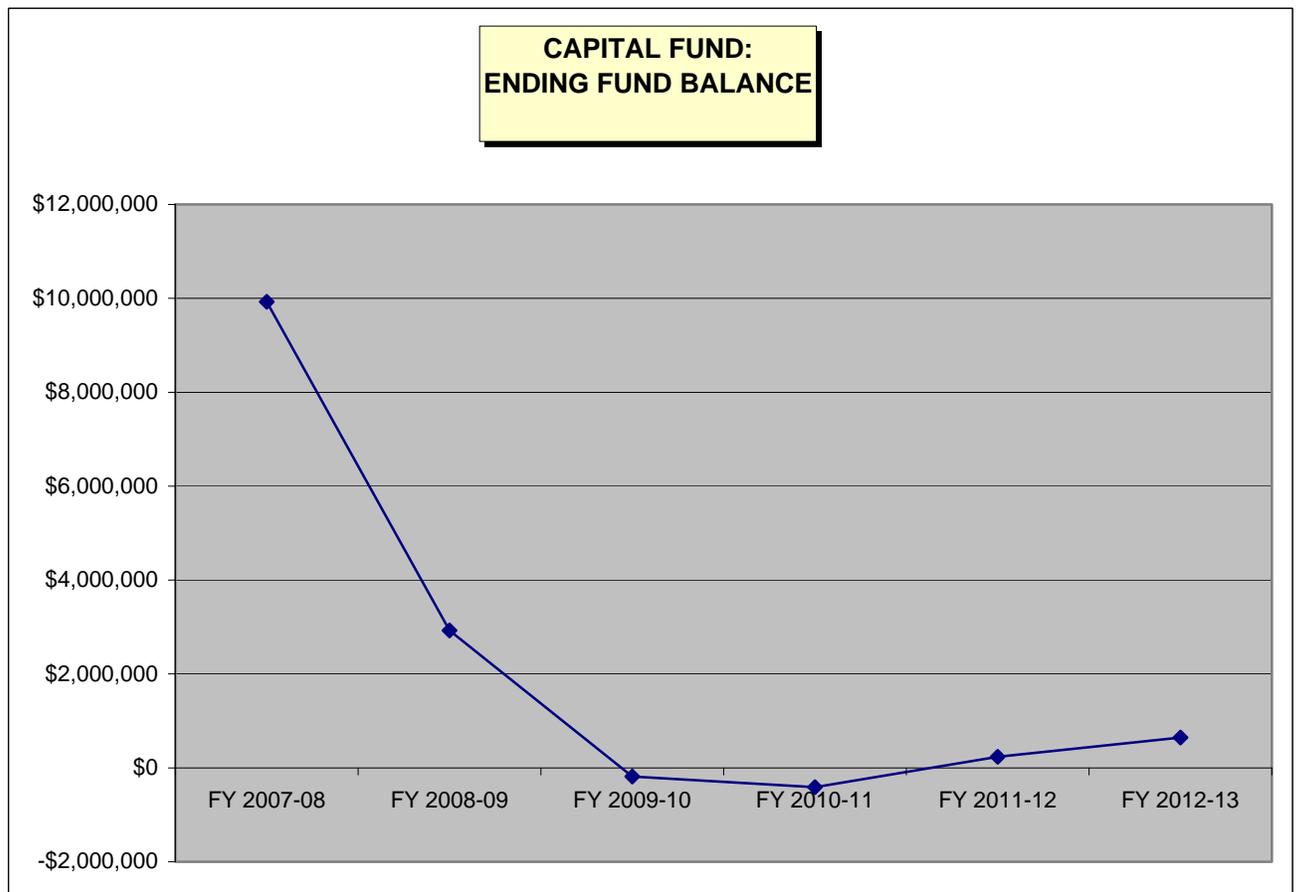
Capital Fund:

Revenues

- ❑ City Sales Tax projections - see General Fund.
- ❑ Staff is anticipating using other funding sources within the City to offset some project expenses. (i.e. CFD, DIF, Grants)
- ❑ Federal funding will be sought for long-term projects.
- ❑ Assistance from Arizona Department of Transportation (ADOT) will be used for State Route improvements.
- ❑ Interest is based on 1.5% to 3% of the average projected balance of the reserves in each Fund.

Expenditures

- ❑ All projects will be evaluated to determine need and funding levels.
- ❑ Appropriations for projects will be prioritized and matched with estimated revenues.
- ❑ Assumes City will participate in multiple planning efforts.



Long-Term Financial Plan

Key Assumptions:

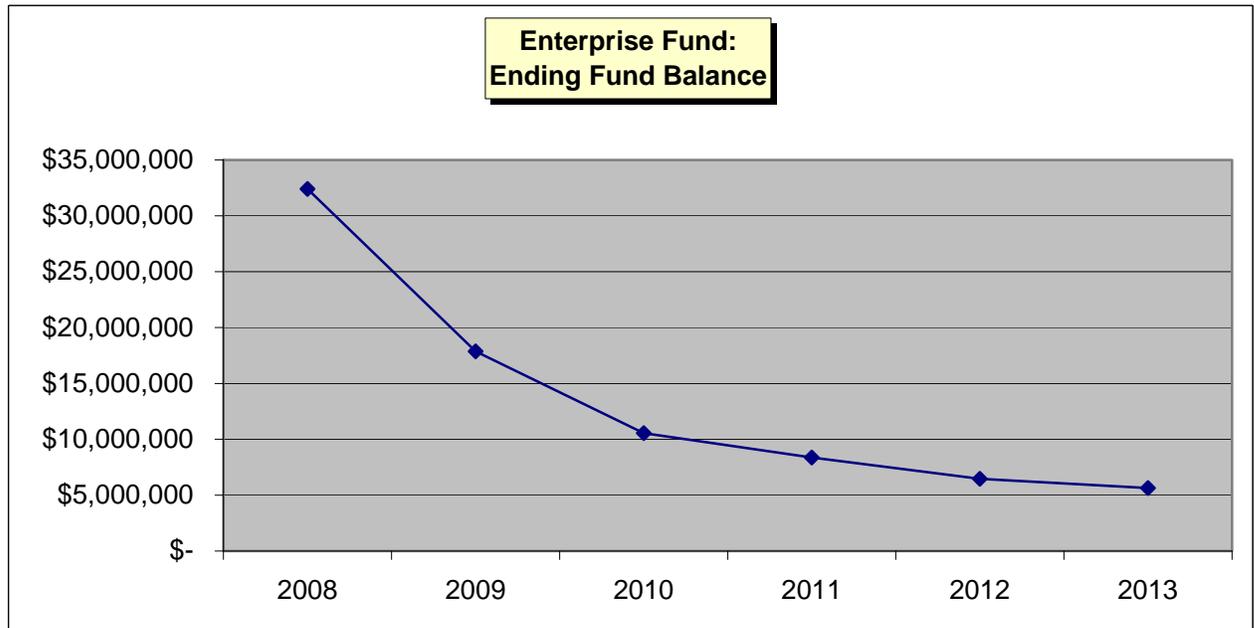
Enterprise Fund:

Revenues

- ❑ City Sales Tax projections - see General Fund.
- ❑ City Sales Tax (1-3/8%) and all capacity fees and other revenues relating to capacity fees will be used solely for Wastewater capital projects and debt service.
- ❑ Interest is based on 1.5% to 3% of the average projected balance of the reserves in each Fund.

Expenditures

- ❑ Use of reserves was planned for some major projects.
- ❑ Most of these projects will fall off after year 3.



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 accomplish this.

2009-2010 OBJECTIVES

- ✓ Continue environmental sustainability efforts
- ✓ Guide the City of Sedona through economic challenges and reevaluate the budget as necessary
- ✓ Objectives will be further evaluated during the Retreat in the Summer 2009

2008-2009 ACCOMPLISHMENTS

- ✓ Evaluated and recommended changes to Chapter 13 of Wastewater Ordinance

Did You Know?

In March 2010, there will be an election to fill four council seats: Mayor Rob Adams, Councilor Colquitt, Councilor Scagnelli, and Councilor Surber. The mayor's term is two years and the other seats are four-year terms.

- ✓ Voted to support retail efforts to increase use of reusable shopping bags
- ✓ Supported staff efforts to assess budget to reduce expenditures
- ✓ Held town hall forum to answer questions addressed by the public
- ✓ Evaluated committees, commissions, and boards to increase efficiency
- ✓ Supported Earth Day 2009 celebration at Posse Grounds Park



SIGNIFICANT CHANGES

- ✓ Reduce funding for City Holiday Party in budget
- ✓ Newly elected mayor, Rob Adams
- ✓ Resignation of former Councilor Ramon Gomez
- ✓ Newly appointed Councilor, Pud Colquitt
- ✓ Newly elected Councilors, Mark DiNunzio, Dan Surber, and Cliff Hamilton

City of Sedona
Budget Summary by Department

BUDGET BY PROGRAM	FY 2007-08 Actual	FY 2008-09 Budget	FY 2008-09 Estimate	FY 2009-10 Budget	Percent Over Last Year
City Council	\$ 84,868	\$ 102,490	\$ 76,329	\$ 68,401	
Total - City Council	\$ 84,868	\$ 102,490	\$ 76,329	\$ 68,401	-33%

BUDGET BY CATEGORIES OF EXPENDITURES	FY 2007-08 Actual	FY 2008-09 Budget	FY 2008-09 Estimate	FY 2009-10 Budget	Percent Over Last Year
Wages/Salaries/Benefits	\$ 49,886	\$ 52,165	\$ 47,575	\$ 52,521	
Administrative Cost	\$ 34,983	\$ 50,325	\$ 28,754	\$ 15,880	
Assets	\$ -	\$ -	\$ -	\$ -	
Total - City Council	\$ 84,868	\$ 102,490	\$ 76,329	\$ 68,401	-33%

STAFFING BY PROGRAM	FY 2006-07	FY 2007-08	FY 2008-09	FY 2009-10	Percent Over Last Year
City Council	7.00	7.10	7.10	7.17	
Total - City Council	7.00	7.10	7.10	7.17	1%

CITY OF SEDONA

EXPENDITURE ANALYSIS

CITY COUNCIL	BUDGETED 2006-07	ACTUAL 2006-07	BUDGETED 2007-08	ACTUAL 2007-08	BUDGETED 2008-09	APPROVED 2009-2010
Salary/Wages	40,200	40,250	43,401	45,991	48,445	48,595
Overtime	-	-	-	120	-	-
Temp/Part-Time	-	-	-	-	-	-
Direct Payroll Costs	3,074	3,076	3,320	3,774	3,720	3,926
Employee Benefits	-	-	-	-	-	-
SUB-TOTAL SALARIES & WAGES	\$ 43,274	\$ 43,325	\$ 46,721	\$ 49,886	\$ 52,165	\$ 52,521

Training/Staff Development	13,600	10,711	22,200	14,473	25,745	5,500
Professional Services	500	-	-	-	700	-
Advertising	-	-	-	-	-	-
Subscriptions/Dues/Licenses	7,050	9,572	10,078	10,694	8,930	9,430
Telephone	-	-	-	-	-	-
Donations	-	-	-	-	-	-
Office/Printing Supplies	500	870	500	1,293	500	500
Automobile Expense	500	5	250	65	250	250
Gasoline	-	-	750	-	700	200
Office Equipment - Non Capital	-	-	-	-	-	-
Special Programs	17,500	16,845	15,500	8,457	13,500	-
Public Information Program	-	836	-	-	-	-
SUBTOTAL ADMINISTRATIVE EXPENDITURES	\$ 39,650	\$ 38,838	\$ 49,278	\$ 34,983	\$ 50,325	\$ 15,880

SUB-TOTAL ASSETS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GRAND TOTAL	\$ 82,924	\$ 82,164	\$ 95,999	\$ 84,868	\$ 102,490	\$ 68,401

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 the Strategic Management Planning System for City 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, and two (2) Assistants’ to the 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.

2009-2010 OBJECTIVES

- Provide a priority-setting venue for Council and tie those priorities to the budget process.
- Review communications efforts and update and enhance as necessary to best keep the public informed of the Cities activities.



- Will hold a Senior Resource Fair to connect seniors with local resources.

2008-2009 ACCOMPLISHMENTS

- Received a grant from Arizona Department of Environmental Quality to hold the City’s first household hazardous waste event.
- Completed all of the requirements for and closed out a Consent Decree from the Department of Justice for compliance with the Americans with Disabilities Act (ADA).
- Held the City’s first Mature Workforce Forum.

SIGNIFICANT CHANGES

- None noted.

City of Sedona
Budget Summary by Department

BUDGET BY PROGRAM	FY 2007-08 Actual	FY 2008-09 Budget	FY 2008-09 Estimate	FY 2009-10 Budget	Percent Over Last Year
Public Relations/Information	\$ 92,641	\$ 109,478	\$ 81,724	\$ 63,338	
City Council Partnering	\$ 78,151	\$ 75,775	\$ 70,982	\$ 62,538	
Team Facilitation	\$ 119,016	\$ 101,061	\$ 95,197	\$ 167,057	
Youth Commission	\$ -	\$ -	\$ -	\$ -	
Economic Planning	\$ 116,789	\$ 150,838	\$ 95,033	\$ 126,025	
Sr. Information/Referral Program	\$ 21,665	\$ 27,395	\$ 29,938	\$ 25,491	
Total - City Manager	\$ 428,260	\$ 464,547	\$ 372,874	\$ 444,449	-4%

BUDGET BY CATEGORIES OF EXPENDITURES	FY 2007-08 Actual	FY 2008-09 Budget	FY 2008-09 Estimate	FY 2009-10 Budget	Percent Over Last Year
Wages/Salaries/Benefits	\$ 371,233	\$ 349,647	\$ 341,306	\$ 398,059	
Administrative Cost	\$ 57,027	\$ 114,900	\$ 31,568	\$ 46,390	
Assets	\$ -	\$ -	\$ -	\$ -	
Total - City Manager	\$ 428,260	\$ 464,547	\$ 372,874	\$ 444,449	-4%

STAFFING BY PROGRAM	FY 2006-07	FY 2007-08	FY 2008-09	FY 2009-10	Percent Over Last Year
Public Relations/Information	1.05	1.11	0.93	0.55	
City Council Partnering	0.94	0.99	0.87	0.55	
Team Facilitation	1.73	1.27	1.15	1.55	
Youth Commission	0.14	0.15			
Economic Planning	1.00	1.00	1.00	1.00	
Sr. Information/Referral Program			1.00	0.60	
Total - City Manager	4.86	4.86	4.95	4.25	-14%

CITY OF SEDONA

EXPENDITURE ANALYSIS

	BUDGETED 2006-07	ACTUAL 2006-07	BUDGETED 2007-08	ACTUAL 2007-08	BUDGETED 2008-09	APPROVED 2009-2010
City Manager						
Salary/Wages	278,828	289,087	323,192	320,823	317,052	358,053
Overtime	-	95	-	53	-	-
Temp/Part-Time	1,040	-	-	17,240	-	-
Direct Payroll Costs	21,410	20,519	24,724	24,341	24,255	27,391
Employee Benefits	6,000	8,270	6,000	8,777	8,340	12,615
SUB-TOTAL SALARIES & WAGES	\$ 307,278	\$ 317,971	\$ 353,916	\$ 371,233	\$ 349,647	\$ 398,059

Training/Staff Development	15,500	20,799	15,750	10,596	14,250	-
Professional Services	26,200	(835)	15,000	7,141	30,160	30,500
Commission Support	5,800	1,758	2,900	160	-	-
Advertising	6,000	885	2,500	2,525	4,000	-
Subscriptions/Dues/Licenses	3,050	2,608	3,093	4,026	8,790	8,790
Telephone	1,350	1,220	1,350	1,094	1,300	1,900
Office/Printing Supplies	3,900	6,080	3,900	4,855	4,200	3,500
Postage	240	113	120	35	100	100
Office Maintenance	200	16	200	-	200	-
Automobile Expense	950	179	1,337	607	1,300	1,000
Gas & Oil	-	26	-	-	-	-
Community Based Services	1,500	-	750	-	-	-
Office Furniture - Non Capital	-	-	-	926	-	-
Office Equipment - Non Capital	-	-	-	-	-	-
Special Programs	-	-	-	-	-	-
Public Information Program	25,600	15,836	25,300	25,063	50,600	600
SUBTOTAL ADMINISTRATIVE EXPENDITURES	\$ 90,290	\$ 48,685	\$ 72,200	\$ 57,027	\$ 114,900	\$ 46,390

Office Furniture						
Office Equipment						
Computer Software						
Computer Hardware						
Radio & Phone Equipment						
SUB-TOTAL ASSETS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GRAND TOTAL	\$ 397,568	\$ 366,655	\$ 426,116	\$ 428,260	\$ 464,547	\$ 444,449

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 managing 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.

2009-2010 OBJECTIVES

Promote career development and transfer of knowledge initiatives.
 Develop streamlining of HR processes for internal customers through new website enhancement.
 Educate employees about HDHP in effort to control rising health care costs.

Did You Know?

If you have a question about your insurance benefits you don't have to wait for the answer from HR. www.vvebp.com contains information and claim forms for health, dental, vision and life insurance. The site also supplies users with a current list of health care providers.

2008-2009 ACCOMPLISHMENTS

Developed new employee paid time off benefit package.
 Implemented Performance Improvement and Corrective Action Plans.
 Represented the state of Arizona at IPMA HR National Leadership Conference.
 Decreased selection to start time for new employees through implementation of electronic background clearance system.

SIGNIFICANT CHANGES

Health insurance premiums continue to rise with a possible 12 % increase anticipated for some plans.
 Unemployment claims have increased more than 400% over the previous year.

City of Sedona
Budget Summary by Department

BUDGET BY PROGRAM	FY 2007-08 Actual	FY 2008-09 Budget	FY 2008-09 Estimate	FY 2009-10 Budget	Percent Over Last Year
Benefits Administration	\$ 1,279,720	\$ 1,519,381	\$ 1,508,257	\$ 1,422,554	
Safety	\$ 102,556	\$ 130,099	\$ 105,207	\$ 107,607	
Recruitment	\$ 64,207	\$ 88,469	\$ 87,896	\$ 70,533	
Training	\$ 37,806	\$ 29,621	\$ 27,433	\$ 25,348	
Employee Programs	\$ 26,046	\$ 25,326	\$ 24,631	\$ 26,587	
Total - Human Resources	\$ 1,510,335	\$ 1,792,896	\$ 1,753,424	\$ 1,652,629	-8%

BUDGET BY CATEGORIES OF EXPENDITURES	FY 2007-08 Actual	FY 2008-09 Budget	FY 2008-09 Estimate	FY 2009-10 Budget	Percent Over Last Year
Wages/Salaries/Benefits	\$ 1,457,234	\$ 1,709,749	\$ 1,686,775	\$ 1,613,429	
Administrative Cost	\$ 53,101	\$ 83,147	\$ 66,650	\$ 39,200	
Assets	\$ -	\$ -	\$ -	\$ -	
Total - Human Resources	\$ 1,510,335	\$ 1,792,896	\$ 1,753,425	\$ 1,652,629	-8%

STAFFING BY PROGRAM	FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10	Percent Over Last Year
Benefits Administration	0.60	0.60	0.61	0.61	
Safety	0.60	0.60	0.09	0.09	
Recruitment	0.67	0.67	0.67	0.67	
Training	0.79	0.79	0.29	0.29	
Employee Programs	0.34	0.34	0.24	0.24	
Total - Human Resources	3.00	3.00	1.90	1.90	

CITY OF SEDONA

EXPENDITURE ANALYSIS

	BUDGETED 2006-07	ACTUAL 2006-07	BUDGETED 2007-08	ACTUAL 2007-08	BUDGETED 2008-09	APPROVED 2009-2010
Human Resources						
Salary/Wages	140,068	103,533	110,357	111,043	117,612	128,074
Overtime	-	189	1,505	43	1,625	1,836
Direct Payroll Costs	10,623	8,006	8,466	8,502	9,030	9,938
Retirement	304,971	267,647	333,211	301,354	341,729	336,009
PSPRS Retirement	136,622	126,044	128,998	165,159	186,860	199,031
STD/LTD Insurance	41,262	35,157	46,583	42,161	48,483	43,584
Health/Dental/Life Insurance	976,518	776,414	804,847	736,036	822,065	784,713
Worker Compensation	72,657	88,960	108,143	91,247	118,737	98,245
Flex Leave Reimbursement	68,292	45,872	75,757	-	63,608	(0)
Employee/Unemployment Benefits	5,000	3,745	5,000	1,690	-	12,000
SUB-TOTAL SALARIES & WAGES	\$ 1,756,013	\$ 1,455,567	\$ 1,622,867	\$ 1,457,234	\$ 1,709,749	\$ 1,613,429

Exams	7,750	7,502	7,800	7,749	6,800	6,300
Relocation/Recruitment	15,000	17,700	15,000	3,806	25,000	15,000
Training/Staff Development	30,900	24,509	31,900	17,922	9,000	-
Training/Tuition Reimbursement	5,000	(118)	15,000	2,933	10,000	5,000
Professional Services	4,000	79	-	-	-	-
Advertising	20,000	15,050	22,000	6,308	15,000	5,000
Subscriptions/Dues/Licenses	3,897	2,851	3,796	1,333	2,497	1,200
Telephone	450	-	450	19	450	450
Office/Printing Supplies	4,250	2,777	2,000	2,887	2,000	750
Postage	100	52	100	-	100	-
Office Maintenance	-	-	-	-	-	-
Software Maintenance	-	-	-	-	-	-
Automobile Expense	-	-	-	5	-	-
Legal Costs	-	114	500	78	500	-
Office Furniture - Non Capital	-	-	-	-	-	-
Computer Hardware - Non Capital	-	-	-	-	-	-
Special Programs	7,900	4,525	8,900	8,447	8,800	4,000
Safety Programs	3,000	2,387	3,000	1,615	3,000	1,500
SUBTOTAL ADMINISTRATIVE EXPENDITURES	\$ 102,247	\$ 77,427	\$ 110,446	\$ 53,101	\$ 83,147	\$ 39,200

Office Furniture	-	-	-	-	-	-
Office Equipment	-	-	-	-	-	-
Computer Software	-	-	-	-	-	-
Computer Hardware	-	-	-	-	-	-
Radio & Phone Equipment	-	-	-	-	-	-
SUB-TOTAL ASSETS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GRAND TOTAL	\$ 1,858,260	\$ 1,532,995	\$ 1,733,313	\$ 1,510,335	\$ 1,792,896	\$ 1,652,629

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 to 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.

2009-2010 OBJECTIVES

- ✓ Reduce the number of purchasing cards citywide and focus on implementing departmental cards.
- ✓ Continue working with all departments to reduce expenditures
- ✓ Continue providing sales tax figures in a timely manner

Did You Know?

The City's Financial Services staff has not increased in over 5 years! A staff of 5 supports services such as: sewer billing, accounts receivable, accounts payable, payroll, budget, asset management, and investments.

2008-2009 ACCOMPLISHMENTS

- ✓ Drafted and implemented an *Identity Theft Prevention Program*
- ✓ Developed a Financial Services Newsletter to keep employees and citizens informed about activities.
- ✓ Encouraged citizens to convert from paper utility bills to electronic billing
- ✓ Worked with the Geographic Information Systems analyst to update and correct sewer maps
- ✓ Successfully completed FY 2007-2008 audit

SIGNIFICANT CHANGES

- ✓ None.

City of Sedona
Budget Summary by Department

BUDGET BY PROGRAM	FY 2007-08 Actual	FY 2008-09 Budget	FY 2008-09 Estimate	FY 2009-10 Budget	Percent Over Last Year
General Administration	\$ 40,880	\$ 43,035	\$ 43,373	\$ 31,955	
Payroll	\$ 31,949	\$ 35,493	\$ 33,222	\$ 32,440	
Payables/Purchasing	\$ 25,255	\$ 22,030	\$ 20,407	\$ 22,062	
Budget	\$ 30,550	\$ 32,598	\$ 31,611	\$ 31,819	
Debt/Investments	\$ 19,059	\$ 22,579	\$ 20,248	\$ 21,121	
Audit	\$ 45,370	\$ 50,885	\$ 48,247	\$ 52,166	
Total - Financial Services	\$ 193,063	\$ 206,620	\$ 197,108	\$ 191,564	-7%

BUDGET BY CATEGORIES OF EXPENDITURES	FY 2007-08 Actual	FY 2008-09 Budget	FY 2008-09 Estimate	FY 2009-10 Budget	Percent Over Last Year
Wages/Salaries/Benefits	\$ 153,989	\$ 164,145	\$ 156,493	\$ 161,789	
Administrative Cost	\$ 39,074	\$ 42,475	\$ 40,615	\$ 29,775	
Assets	\$ -	\$ -	\$ -	\$ -	
Total - Financial Services	\$ 193,063	\$ 206,620	\$ 197,108	\$ 191,564	-7%

STAFFING BY PROGRAM	FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10	Percent Over Last Year
General Administration	0.28	0.28	0.28	0.28	
Wastewater	0.37	0.37	0.37	0.37	
Payroll	0.55	0.50	0.50	0.50	
Payables/Purchasing	0.45	0.45	0.45	0.45	
General Receivable	0.13	0.13	0.13	0.13	
Budget	0.37	0.37	0.37	0.37	
Debt/Investments	0.25	0.25	0.25	0.25	
Audit	0.35	0.35	0.35	0.35	
Total - Financial Services	2.75	2.70	2.70	2.70	

CITY OF SEDONA

EXPENDITURE ANALYSIS

	BUDGETED	ACTUAL	BUDGETED	ACTUAL	BUDGETED	APPROVED
Financial Services	2006-07	2006-07	2007-08	2007-08	2008-09	2009-2010
Salary/Wages	132,615	128,542	141,312	141,746	150,558	148,353
Overtime	1,686	1,633	1,799	1,376	1,922	1,938
Temp/Part-Time Wages	-	-	-	-	-	-
Direct Payroll Costs	10,274	9,593	10,948	10,867	11,665	11,497
Employee Benefits	-	-	-	-	-	-
SUB-TOTAL SALARIES & WAGES	\$ 144,575	\$ 139,768	\$ 154,059	\$ 153,989	\$ 164,145	\$ 161,789
Training/Staff Development	14,450	8,293	14,900	12,557	13,300	-
Professional Services	1,750	1,330	1,000	-	1,000	-
Advertising	1,700	2,070	2,500	2,244	2,500	2,500
Dues/Subscriptions/Licenses	2,000	1,883	1,930	1,828	1,875	1,375
Telephone	100	-	-	-	-	600
Service Charges	-	(11)	-	-	-	-
Printing/Office Supplies	2,800	3,086	3,400	3,859	3,900	2,325
Postage	75	111	150	24	150	150
Office Maintenance	180	492	200	363	325	325
Software Maintenance	-	-	-	-	-	-
Automobile Expense	125	93	200	-	-	-
Audit	15,750	15,683	18,500	18,200	19,425	22,500
Office Furniture - Non Capital	-	-	1,500	-	-	-
Office Equipment - Non Capital	-	-	-	-	-	-
Computer Hardware - Non Capital	-	-	-	-	-	-
Computer Software - Non Capital	-	-	-	-	-	-
SUBTOTAL ADMINISTRATIVE EXPENDITURES	\$ 38,930	\$ 33,029	\$ 44,280	\$ 39,074	\$ 42,475	\$ 29,775
Office Furniture						
Office Equipment						
Computer Hardware						
Computer Software						
SUB-TOTAL ASSETS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GRAND TOTAL	\$ 183,505	\$ 172,797	\$ 198,339	\$ 193,063	\$ 206,620	\$ 191,564

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.

2009-2010 OBJECTIVES

- Roll out an updated and enhanced website to better meet the needs of citizens, business, and visitors
- Investigate the possibility of providing a free Wi-Fi hotspot at City

Did You Know?



The new Data Center can now support the city's computing needs well into the future.

Hall for visitors and citizens, as well as a secured wireless network for city staff

- Continue supporting the Police Departments efforts to provide mobile data access and improved communications to officers in the field

2008-2009 ACCOMPLISHMENTS

- Successfully relocated the IT Department and the Data Center to new facilities at City Hall
- Implemented a revised and improved Emergency after hours support program for Public Safety systems

- Implemented the ability to purchase Police reports on-line from the city's website
- Implemented an FTP site for city employees to facilitate sending and receiving large computer files
- Completed the implementation of a computerized Time & Attendance system for the Finance and Payroll departments
- The city now leases Xerox copiers that provide copying, printing, and scanning capability to all city employees

City of Sedona
Budget Summary by Department

BUDGET BY PROGRAM	FY 2007-08 Actual	FY 2008-09 Budget	FY 2008-09 Estimate	FY 2009-10 Budget	Percent Over Last Year
Administration	\$ 53,902	\$ 55,770	\$ 46,897	\$ 44,183	
Geographic Information Systems	\$ 85,770	\$ 97,427	\$ 91,495	\$ 88,057	
Information Technology	\$ 159,075	\$ 236,482	\$ 192,984	\$ 224,702	
Database Development	\$ 93,874	\$ 106,189	\$ 99,506	\$ 100,230	
Total - Information Technology	\$ 392,621	\$ 495,868	\$ 430,883	\$ 457,173	-8%

BUDGET BY CATEGORIES OF EXPENDITURES	FY 2007-08 Actual	FY 2008-09 Budget	FY 2008-09 Estimate	FY 2009-10 Budget	Percent Over Last Year
Wages/Salaries/Benefits	\$ 263,042	\$ 290,868	\$ 290,868	\$ 279,723	
Administrative Cost	\$ 129,579	\$ 205,000	\$ 140,015	\$ 177,450	
Assets	\$ -	\$ -	\$ -	\$ -	
Total - Information Technology	\$ 392,621	\$ 495,868	\$ 430,883	\$ 457,173	-8%

STAFFING BY PROGRAM	FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10	Percent Over Last Year
Administration	0.52	0.52	0.52	0.52	
Geographic Information Systems	1.03	1.03	1.03	1.03	
Information Technology	0.85	0.85	1.85	0.85	
Database Development	1.31	1.31	1.31	1.31	
Total - Information Technology	3.70	3.70	4.70	3.70	-21%

CITY OF SEDONA

EXPENDITURE ANALYSIS

	BUDGETED	ACTUAL	BUDGETED	ACTUAL	BUDGETED	APPROVED
Information Technology	2006-07	2006-07	2007-08	2007-08	2008-09	2009-2010
Salary/Wages	231,069	193,009	245,692	244,954	270,198	259,845
Overtime	-	-	-	-	-	-
Temp/Part-Time Wages	2,230	-	2,230	-	-	-
Direct Payroll Costs	17,847	13,831	18,966	18,088	20,670	19,878
Employee Benefits	-	-	-	-	-	-
SUB-TOTAL SALARIES & WAGES	\$ 251,146	\$ 206,840	\$ 266,888	\$ 263,042	\$ 290,868	\$ 279,723

Training/Staff Development	15,000	7,313	18,200	9,432	19,150	-
Professional Services	10,000	-	16,000	1,230	22,000	5,000
Tech Support	5,800	-	5,800	-	4,100	-
Subscriptions/Dues/Licenses	16,890	10,851	19,101	6,695	4,000	-
Telephone Service	12,450	16,347	20,730	4,311	16,400	23,840
Printing/Office Supplies	2,920	3,252	2,920	2,793	2,150	1,000
Postage	400	5	400	256	600	400
System Maintenance	10,000	14,835	10,000	5,521	10,000	10,000
Office Maintenance	500	-	500	-	1,000	500
Lease Payments	-	-	-	-	-	-
Software Maintenance	79,500	67,162	91,912	97,200	116,500	134,210
Automobile Expense	-	166	-	30	-	-
Replacement & Extension	600	369	600	-	3,500	-
Office Furniture - Non Capital	200	200	200	-	3,000	-
Radio & Phone Equip - Non Capital	-	-	-	-	100	-
GIS Supplies	2,500	1,678	2,500	2,113	2,500	2,500
SUBTOTAL ADMINISTRATIVE EXPENDITURES	\$ 156,760	\$ 122,177	\$ 188,863	\$ 129,579	\$ 205,000	\$ 177,450

Office Furniture	-	-	-	-	-	-
Computer Hardware	-	-	-	-	-	-
Computer Software	-	-	-	-	-	-
Data	-	-	-	-	-	-
SUB-TOTAL ASSETS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GRAND TOTAL	\$ 407,906	\$ 329,017	\$ 455,751	\$ 392,621	\$ 495,868	\$ 457,173

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

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.

2009-2010 OBJECTIVES

- Continue to provide the same quality of legal services to the City, while reducing the Legal Department budget by at least 10%

2008-2009 ACCOMPLISHMENTS

- Successful outcome in a jury trial negligence case, *Willenberg v. Sedona*.
- Initiated and oversaw all legal proceedings surrounding the Mayoral Recount process.

Did You Know?

In 2008, the City prevailed in a lawsuit, *Willenberg v. City of Sedona*, that claimed the City was negligent in approving building plans, thereby resulting in damages due to flooding after a major storm event. After a 3-day trial, the jury returned a verdict denying any damages whatsoever to the plaintiff, and awarding the City its costs in defending the litigation.

- Assisted Clerk's Office in legal review and challenge to a Referendum Petition.
- Successfully responded to an Open Meeting Law investigation by the Attorney General, and established that no violation had occurred.
- Assisted in drafting a Sign Walker Regulation Ordinance.
- Assisted in redraft of the City's Wastewater Code.
- Completed remodel of the first phase of the Legal Department Offices.
- During 2008, the City Prosecutor prosecuted approximately 490 cases including 72 DUI's, 27 domestic violence cases 172 other criminal matters.

City of Sedona
Budget Summary by Department

BUDGET BY PROGRAM	FY 2007-08 Actual	FY 2008-09 Budget	FY 2008-09 Estimate	FY 2009-10 Budget	Percent Over Last Year
Administration	\$ 38,371	\$ 43,627	\$ 52,771	\$ 35,441	
Wastewater	\$ 60,339	\$ 60,658	\$ 61,008	\$ 50,293	
Criminal Prosecution	\$ 153,116	\$ 161,223	\$ 158,143	\$ 156,362	
Land Development	\$ 55,342	\$ 78,012	\$ 53,741	\$ 132,116	
General Civil	\$ 76,960	\$ 137,253	\$ 118,272	\$ 46,636	
Total - Legal Department	\$ 384,128	\$ 480,773	\$ 443,935	\$ 420,848	-12%

BUDGET BY CATEGORIES OF EXPENDITURES	FY 2007-08 Actual	FY 2008-09 Budget	FY 2008-09 Estimate	FY 2009-10 Budget	Percent Over Last Year
Wages/Salaries/Benefits	\$ 351,135	\$ 357,313	\$ 350,499	\$ 304,848	
Administrative Cost	\$ 32,993	\$ 123,460	\$ 93,436	\$ 116,000	
Assets	\$ -	\$ -	\$ -	\$ -	
Total - Legal Department	\$ 384,128	\$ 480,773	\$ 443,935	\$ 420,848	-12%

STAFFING BY PROGRAM	FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10	Percent Over Last Year
Administration	0.34	0.34	0.34	0.34	
Wastewater	0.69	0.69	0.69	0.25	
Criminal Prosecution	2.02	2.02	2.02	2.02	
Land Development	0.89	0.89	0.89	0.39	
General Civil	0.86	0.86	0.86	0.40	
Total - Legal Department	4.80	4.80	4.80	3.40	-29%

CITY OF SEDONA

EXPENDITURE ANALYSIS

	BUDGETED 2006-07	ACTUAL 2006-07	BUDGETED 2007-08	ACTUAL 2007-08	BUDGETED 2008-09	APPROVED 2009-2010
Legal Department						
Salary/Wages	286,290	296,810	312,660	325,765	331,141	283,129
Overtime	-	-	-	182	-	-
Temp Part-Time Wages	780	-	780	1,938	780	-
Direct Payroll Cost	21,961	20,915	23,978	23,249	25,392	21,719
Employee Benefits	-	-	-	-	-	-
SUB-TOTAL SALARIES & WAGES	\$ 309,031	\$ 317,725	\$ 337,418	\$ 351,135	\$ 357,313	\$ 304,848

Training/Staff Development	6,000	9,356	6,000	5,041	6,000	-
Professional Services	2,500	17,481	2,500	88	2,500	2,500
Subscriptions/Dues/Licenses	2,460	2,175	2,460	1,885	2,460	2,000
Telephone	800	184	2,000	951	1,200	1,200
On-Line Research	6,000	4,651	3,000	1,896	3,000	3,000
Office/Printing Supplies	2,000	1,880	2,000	1,505	2,000	2,000
Postage	200	219	100	129	100	100
Lease Purchase	-	-	-	-	-	-
Software Update	-	-	-	-	-	-
Automobile Expense	250	359	250	77	250	250
Legal Fees	50,000	18,043	25,000	13,992	100,000	100,000
Recording Fees	200	-	200	150	-	-
Office Furniture - Non Capital	-	120	2,000	1,501	1,000	-
Computer Software - Non Capital	-	349	-	-	-	-
Radio & Phone Equipment - Non Capital	-	800	-	-	-	-
Law Library	3,000	2,661	3,000	4,702	3,000	3,000
Witness Fees	750	842	750	-	750	750
Prosecutorial Services	500	362	500	1,077	1,200	1,200
SUBTOTAL ADMINISTRATIVE EXPENDITURES	\$ 74,660	\$ 59,482	\$ 49,760	\$ 32,993	\$ 123,460	\$ 116,000

Office Furniture						-
Office Equipment						-
Computer Software						-
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GRAND TOTAL	\$ 383,691	\$ 377,207	\$ 387,178	\$ 384,128	\$ 480,773	\$ 420,848

CITY CLERK

DEPARTMENT DESCRIPTION

The City Clerk Department handles elections, records management, and Council Packet preparation and provides general information to the public.

MISSION STATEMENT

We assist Council, staff and citizens with support services and vital information in a timely manner. We endeavor to keep both our internal and external customers informed.

2009-2010 OBJECTIVES

- Evaluate staffing structure of the Clerk's office
- Update the Boards & Commissions handbook
- Improve records management procedures
- Better use of Laser Fiche within the Clerk's office and assisting other Departments in its use as a document management system

ACCOMPLISHMENTS 2008-2009

- Creation of a customer survey for both internal and external customers to improve our customer service
- Completion of an upgrade to Laser Fiche, providing enhanced document management and search capabilities

Did You Know?

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

The Sedona City Clerk's office provides many services to the public ranging from administrative support for the Mayor and City Council, preparing City Council agendas and packets; processing ordinances and resolutions; conducting City elections, and maintains the City's permanent historic and archived records. The City Clerk's office also provides notary services to the public at no charge, and like all City departments, provides public information assistance.

SIGNIFICANT CHANGES

- A new shelving system has been installed in our records room and maps have been organized for better response to record requests
- The audio of City Council meetings is available on the City's website

**City of Sedona
Budget Summary by Department**

BUDGET BY PROGRAM	FY 2007-08 Actual	FY 2008-09 Budget	FY 2008-09 Estimate	FY 2009-10 Budget	Percent Over Last Year
Clerk Administration	\$ 157,789	\$ 200,145	\$ 193,815	\$ 228,346	
Parks Administration	\$ -	\$ -	\$ -	\$ -	
Community Services Administration	\$ 39,636	\$ -	\$ -	\$ -	
Sr. Information/Referral Program	\$ -	\$ -	\$ -	\$ -	
Business Registrations	\$ 14,416	\$ 32,972	\$ 14,934	\$ 30,869	
Total - City Clerk	\$ 211,842	\$ 233,117	\$ 208,749	\$ 259,216	11%

BUDGET BY CATEGORIES OF EXPENDITURES	FY 2007-08 Actual	FY 2008-09 Budget	FY 2008-09 Estimate	FY 2009-10 Budget	Percent Over Last Year
Wages/Salaries/Benefits	\$ 157,936	\$ 193,767	\$ 182,568	\$ 207,176	
Administrative Cost	\$ 53,906	\$ 39,350	\$ 26,180	\$ 52,040	
Assets	\$ -	\$ -	\$ -	\$ -	
Total - City Clerk	\$ 211,842	\$ 233,117	\$ 208,749	\$ 259,216	11%

STAFFING BY PROGRAM	FY 2006-07	FY 2007-08	FY 2008-09	FY 2009-10	Percent Over Last Year
Clerk Administration	2.64	2.18	2.89	2.84	
Parks Administration	1.88	2.78	-	-	
Community Services Administration	0.93	0.93	-	-	
Sr. Information/Referral Specialist	1.00	1.00	-	-	
Business Registrations	0.20	0.66	0.86	0.86	
Total - City Clerk	6.65	6.65	7.55	3.70	-51%

CITY OF SEDONA

EXPENDITURE ANALYSIS

City Clerk	BUDGETED 2006-07	ACTUAL 2006-07	BUDGETED 2007-08	ACTUAL 2007-08	BUDGETED 2008-09	APPROVED 2009-2010
Salary/Wages	311,751	303,343	337,163	136,089	166,467	177,805
Overtime	604	123	517	170	306	307
Temp/Part-Time	-	-	-	10,373	13,224	13,436
Direct Payroll Costs	23,895	22,511	25,833	11,304	13,770	14,653
Employee Benefits	-	-	-	-	-	975
SUB-TOTAL SALARIES & WAGES	\$ 336,250	\$ 325,977	\$ 363,513	\$ 157,936	\$ 193,767	\$ 207,176

Training/ACCS	3,925	1,711	5,942	2,832	6,675	-
Professional Services	3,500	9,877	4,000	16,737	10,120	7,120
Commission Support	7,700	3,362	3,700	-	-	-
Advertising	16,200	13,381	14,000	10,849	14,000	12,500
Dues/Subscriptions/Licenses	608	479	693	646	555	820
Telephone	1,600	1,379	1,600	271	-	600
Printing/Office Supplies	9,400	4,041	7,200	3,966	4,400	5,500
Postage	2,340	935	2,000	1,306	2,100	1,100
Office Maintenance	100	231	100	4	300	300
Lease Purchase Payments	-	-	-	-	-	-
Software Maintenance	-	-	-	-	-	-
Automobile Expense	500	36	350	-	200	200
Recording Fees	200	37	200	30	1,000	1,000
Maintenance/Janitorial	-	-	-	-	-	-
Utilities	-	-	-	-	-	-
Gasoline	-	-	150	-	-	-
Community Based Services	-	-	-	-	-	-
Office Furniture - Non Capital	5,050	4,946	2,500	-	-	-
Office Equipment - Non Capital	-	123	-	-	-	-
Phone & Radio Equipment - Non Capital	-	43	-	-	-	-
Special Programs	-	-	-	-	-	-
Elections	-	-	16,000	17,266	-	22,900
Public Information Programs	-	-	-	-	-	-
SUBTOTAL ADMINISTRATIVE EXPENDITURES	\$ 51,123	\$ 40,579	\$ 58,435	\$ 53,906	\$ 39,350	\$ 52,040

Office Furniture	-	-	-	-	-	-
Office Equipment	-	-	-	-	-	-
Computer Hardware	-	-	-	-	-	-
Machinery & Equipment	-	-	-	-	-	-
Radio & Phone Equipment	-	-	-	-	-	-
SUB-TOTAL ASSETS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GRAND TOTAL	\$ 387,373	\$ 366,557	\$ 421,948	\$ 211,842	\$ 233,117	\$ 259,216

PARKS & RECREATION DEPARTMENT

DEPARTMENT DESCRIPTION

The Parks & Recreation Department develops and implements recreational programs/events for residents of Sedona to enjoy. We also oversee the safe, clean and efficient maintenance of the City pool, parks and trail systems.

MISSION STATEMENT

It is the mission of the Sedona Parks and Recreation Department to provide diverse year-round leisure opportunities through the preservation of open space, park settings, recreational facilities and recreation programs/events for the citizen’s visitors and future generations of Sedona.

2009-2010 OBJECTIVES

- Lease or purchase major parks maintenance equipment
- Add an additional parks maintenance employee to have an evening presence in the City’s parks
- Offer year-round recreation programming

ACCOMPLISHMENTS 2008-2009

- Hosted two signature events- Earth Day and Celebration of Spring

Did You Know?

Parks and Recreation is one of the City Council’s top five priorities. Parks and Recreation is offering leisure programming, signature events and movies by moonlight.



- Hosted Movies by Moonlight
- Began to improve overall parks facilities maintenance
- Hired an additional recreation coordinator

SIGNIFICANT CHANGES

- Moved custodial services to general services
- Added the Volunteer Park Rangers as a Parks and Recreation Program.
- Increased funds for parks maintenance operations.

**City of Sedona
Budget Summary by Department**

BUDGET BY PROGRAM	FY 2007-08 Actual	FY 2008-09 Budget	FY 2008-09 Estimate	FY 2009-10 Budget	Percent Over Last Year
Parks Administration	\$ 125,141	\$ 88,921	\$ 75,000	\$ 77,701	
Recreation Programs	\$ 36,230	\$ 96,536	\$ 64,000	\$ 79,665	
Swimming Pool	\$ 136,564	\$ 142,909	\$ 156,000	\$ 160,672	
Parks Maintenance	\$ 300,486	\$ 353,351	\$ 398,000	\$ 337,804	
Custodial Maintenance	\$ 84,878	\$ 104,600	\$ 74,000	\$ -	
Volunteer Park Rangers			\$ 2,700	\$ 3,000	
Youth Task Force	\$ 5,479	\$ 2,300	\$ 500	\$ 600	
Total - Parks & Recreation	\$ 688,778	\$ 788,617	\$ 770,200	\$ 659,442	-16%

BUDGET BY CATEGORIES OF EXPENDITURES	FY 2007-08 Actual	FY 2008-09 Budget	FY 2008-09 Estimate	FY 2009-10 Budget	Percent Over Last Year
Wages/Salaries/Benefits	\$ 373,011	\$ 420,782	\$ 301,063	\$ 385,733	
Administrative Cost	\$ 315,767	\$ 367,835	\$ 399,040	\$ 273,709	
Assets	\$ -	\$ -	\$ -	\$ -	
Total - Parks & Recreation	\$ 688,778	\$ 788,617	\$ 700,103	\$ 659,442	-16%

STAFFING BY PROGRAM	FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10	Percent Over Last Year
Parks Administration			1.2	1.5	
Recreation Programs	1.25	1.25	1	1.25	
Swimming Pool	0.75	0.75	1	0.75	
Parks Maintenance	3.7	3.5	4.5	5.5	
Custodial Maintenance					
Youth Commission					
Total - Parks & Recreation	5.7	5.5	7.7	9	17%

**CITY OF SEDONA
EXPENDITURE ANALYSIS**

Parks & Recreation	BUDGETED	ACTUAL	BUDGETED	ACTUAL	BUDGETED	APPROVED
	2006-07	2006-07	2007-08	2007-08	2008-09	2009-2010
Salary/Wages	187,825	181,575	194,233	265,369	286,907	270,411
Overtime	8,389	13,668	8,925	11,674	10,588	9,779
Temp/Part-Time Wages	57,416	54,861	58,976	67,346	92,674	77,400
Direct Payroll Costs	19,402	18,433	20,053	25,983	30,613	28,144
Employee Benefits	-	-	-	2,639	-	-
SUB-TOTAL SALARIES & WAGES	\$ 273,032	\$ 268,539	\$ 282,187	\$ 373,011	\$ 420,782	\$ 385,733

Uniform Allowance	6,750	5,059	6,425	5,652	5,760	7,260
Training/Staff Development	2,950	1,805	3,700	2,506	12,470	-
Professional Services	87,400	66,101	83,400	96,425	108,020	8,450
Commission Support	-	-	-	3,641	10,150	4,800
Advertising	-	-	-	2,440	6,000	6,000
Dues/Subscriptions/Licenses	780	517	870	811	1,535	1,535
Telephone	2,910	3,155	2,910	2,742	2,000	3,500
Printing/Office Supplies	800	99	350	2,047	1,850	1,500
Lease Payments	-	-	-	-	-	-
Office Maintenance	-	-	-	1,520	-	-
Equipment Repair	1,500	1,095	1,500	5,968	2,500	8,000
Software Maintenance	-	-	-	-	-	-
Automobile Expense	5,480	3,813	5,300	3,599	1,850	5,500
Spendable Contingency	-	-	-	-	15,000	-
Rents	300	240	1,900	1,437	3,800	1,800
Maintenance/Janitorial	23,500	20,404	23,500	24,390	33,500	5,000
Grounds Maintenance	34,000	34,210	30,000	35,639	40,000	60,000
Utilities	105,570	84,588	102,000	100,590	101,700	94,364
Gasoline & Oil	-	3,308	-	6,172	4,000	6,500
Community Based Services	-	-	-	600	-	-
Office Furniture - Non Capital	-	-	-	-	-	-
Office Equipment - Non Capital	-	-	-	165	-	-
Machinery & Equipment - Non Capital	500	365	1,600	2,434	1,000	15,000
Radio & Phone Equipment - Non Capital	-	-	-	10	-	-
Special Programs	6,300	3,131	6,300	9,874	8,500	10,500
Special Supplies/Safety Equip/Emergency Supplies	1,100	106	10,650	1,685	1,200	1,500
Public Information Program	-	-	-	-	-	-
Special Events	-	-	-	1,143	-	15,000
Chemicals	6,500	3,398	8,000	4,278	7,000	17,500
Transfer to Grants (Required Matching Funds)	-	-	-	-	-	-
SUBTOTAL ADMINISTRATIVE EXPENDITURES	\$ 286,340	\$ 231,396	\$ 288,405	\$ 315,767	\$ 367,835	\$ 273,709

Office Furniture	-	-	-	-	-	-
Office Equipment	-	-	-	-	-	-
Machinery & Equipment	-	-	-	-	-	-
Radio & Phone Equipment	-	-	-	-	-	-
Park Improvements	-	-	-	-	-	-
SUB-TOTAL ASSETS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GRAND TOTAL	\$ 559,372	\$ 499,934	\$ 570,592	\$ 688,778	\$ 788,617	\$ 659,442

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.

2008-2009 ACCOMPLISHMENTS

- The City of Sedona worked diligently to meet Title II requirements of the Americans with Disabilities Act (ADA). After a self-evaluation, the City underwent significant changes to meet the standards necessary to help all individuals participate in civic activities.
- Implemented copier lease agreement in an effort to reduce individual printers, scanners, and toner costs
- Implemented vehicle analysis study within the City to evaluate vehicle usage and efficiency
- Continue to provide over \$1,000,000 in funding for community based not-for-profit groups and various community wide events such as:

Did You Know?

The City of Sedona values environmental sustainability. The city complex uses a reverse osmosis drinking system to reduce bottled water usage. Also, programmable thermostats were installed to save energy and money.

- Sedona Humane Society
- Sedona Chamber of Commerce
- Sedona Main Street Program
- Western Americana Days
- Sedona Public Library
- Sedona Community Center

SIGNIFICANT CHANGES

- Increased funding to Chamber of Commerce for to draw visitors to Sedona through advertising projects
- All departments participated in the Town Hall forum held at Sedona Red Rock High School
- Evaluate boards, commissions, and committees to achieve maximum efficiency



**City of Sedona
Budget Summary by Department**

BUDGET BY PROGRAM	FY 2007-08 Actual	FY 2008-09 Budget	FY 2008-09 Estimate	FY 2009-10 Budget	Percent Over Last Year
General Administration	\$ 410,700	\$ 340,500	\$ -	\$ 681,447	
Public Information	\$ 43,179	\$ 74,778	\$ -	\$ 47,000	
Debt/Investments/Bonds	\$ 353,154	\$ 827,675	\$ -	\$ 875,807	
Community Based Services	\$ 1,251,768	\$ 1,462,798	\$ -	\$ 1,069,365	
Insurance	\$ 347,663	\$ 445,000	\$ -	\$ 438,200	
Property Management	\$ 100,321	\$ 90,400	\$ -	\$ 73,900	
Total - General Services	\$ 2,506,786	\$ 3,241,151	\$ -	\$ 3,185,719	-2%

BUDGET BY CATEGORIES OF EXPENDITURES	FY 2007-08 Actual	FY 2008-09 Budget	FY 2008-09 Estimate	FY 2009-10 Budget	Percent Over Last Year
Wages/Salaries/Benefits	\$ -	\$ -	\$ -	\$ -	
Administrative Cost	\$ 2,506,786	\$ 3,241,151	\$ 2,803,571	\$ 3,185,719	
Assets	\$ -	\$ -	\$ -	\$ -	
Total - General Services	\$ 2,506,786	\$ 3,241,151	\$ 2,803,571	\$ 3,185,719	-2%

CITY OF SEDONA

EXPENDITURE ANALYSIS

	BUDGETED	ACTUAL	BUDGETED	ACTUAL	BUDGETED	APPROVED
General Services	2006-07	2006-07	2007-08	2007-08	2008-09	2009-2010
Property Taxes	-	-	4,900	2,484	3,000	-
Employment Benefits	-	(7,681)	-	175	-	-
Training/Staff Development	9,000	11,548	1,000	5,625	15,800	100,000
Professional Services	60,000	154,448	271,000	152,200	94,279	62,000
Commission Support	-	58	-	-	-	-
Advertising	50,000	38,496	37,000	22,762	16,000	8,000
Subscriptions/Dues/Licenses	3,000	2,819	2,000	2,820	3,000	1,095
Telephone	42,500	34,358	40,500	66,207	64,000	60,813
Service Charges	27,500	42,184	28,000	36,216	36,800	25,300
Office/Printing Supplies	33,500	36,236	38,600	39,204	21,300	17,000
Postage	16,775	15,977	15,800	18,746	16,000	15,000
Office Maintenance	11,500	13,182	13,700	12,456	5,400	5,400
City Hall Debt	282,259	282,170	302,800	275,799	315,784	503,685
Automobile Expense	1,500	3,523	4,500	1,031	3,500	3,500
Legal Settlements/Deductibles	100,000	25,760	100,000	55,704	100,000	100,000
Spendable Contingencies	650,000	-	315,000	-	425,000	583,749
Emergency Management	-	-	5,000	919	-	-
Rent	4,000	5,792	5,000	5,780	5,000	6,600
Inter-Fund Transfers to Prop Mgmt - CAM / Taxes	90,000	88,273	-	-	-	-
Maintenance/Janitorial	28,000	15,713	69,170	47,247	45,350	45,350
Grounds Maintenance	25,000	-	35,000	21,962	30,000	20,000
Utilities	54,570	58,015	71,560	78,551	85,250	93,540
Property & Casualty Insurance	397,411	309,343	351,325	291,959	345,000	338,200
Gas & Oil	-	284	1,000	607	500	500
Sedona Public Library	383,000	353,000	392,575	362,575	401,833	328,650
Yavapai Emergency Services Contract	7,000	2,141	5,000	-	5,000	5,500
B&G/Child Development Program	-	8,382	25,000	2,210	10,000	-
Community Service Contracts	78,350	79,620	93,085	77,761	126,465	21,000
Adult Community Center	110,815	90,815	113,585	113,585	130,000	112,500
Sedona Main Street	68,032	68,032	69,733	70,209	71,686	68,102
Visitor Center/Committee	607,720	697,072	669,472	602,732	692,813	513,113
COP Debt Service/Refinance Series 2002 (1994)	-	-	-	-	-	-
COP Administration Fees	2,500	1,182	2,500	1,188	2,500	1,500
Arbitrage	-	-	-	-	-	-
Office Furniture - Non Capital	20,325	-	-	-	-	-
Office Equipment - Non Capital	-	3,876	-	746	-	-
Improvements - Building	-	-	-	21,309	-	-
Improvements - ADA Compliance	-	2,910	-	1,568	-	-
Special Supplies/Safety Equipment/Emergency	-	1,007	615	1,689	500	500
Public Information Program	2,500	13,554	22,500	11,592	30,000	24,000
Sedona Teen Center	45,000	45,000	45,000	25,000	25,000	20,500
Inter-Fund Transfers to Capital	106,502	98,172	118,041	76,168	114,391	100,622
Transfer to Grants Fund	-	-	-	-	-	-
Transfer to Employee Insurance Trust Fund	-	-	-	-	-	-
SUBTOTAL ADMINISTRATIVE EXPENDITURES	\$ 3,318,259	\$ 2,595,263	\$ 3,269,961	\$ 2,506,786	\$ 3,241,151	\$ 3,185,719
Office Furniture	-	-	-	-	-	-
Office Equipment	-	-	-	-	-	-
Computer Software	-	-	-	-	-	-
Radio & Phone Equipment	-	-	-	-	-	-
Motor Vehicles	-	-	-	-	-	-
SUB-TOTAL ASSETS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GRAND TOTAL	\$ 3,318,259	\$ 2,595,263	\$ 3,269,961	\$ 2,506,786	\$ 3,241,151	\$ 3,185,719

COMMUNITY DEVELOPMENT DEPARTMENT

DEPARTMENT DESCRIPTION

The Community Development Department is comprised of six major divisions and provides staff support to the City Council, Planning and Zoning Commission, Historic Preservation Commission, Housing Commission, Water Conservation Advisory Committee and Board of Adjustment.

The Building Safety Division reviews and approves building permits, conducts building inspections during the construction process, interprets all building codes and calculates sewer connection fees.

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

The Current Planning Division reviews and processes all new development proposals, including 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 processes building permits, sign permits and other related permit applications and

Did You Know?

Community Development is going electronic! Current Planning staff now sends agency review packets electronically. This process not only saves postage costs and significantly reduces paper usage, but also reduces staff time preparing hard copies. Plus, it’s faster!

provides secretarial support for Community Development.

The Housing Division implements goals and policies of the City Council and Housing Commission pertaining to affordable housing and administer the City’s Community Development Block Grant program.

MISSION STATEMENT

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

2009-2010 OBJECTIVES

- ✓ Managing the West Sedona Commercial Corridor Re-Development Plan and Code.
- ✓ Adoption of an ordinance that would allow for the rental of accessory dwelling units.
- ✓ Complete night lighting enforcement for the SR 89A corridor.
- ✓ Finalize nomination of the Chapel of the Holy Cross to the National Register of Historic Places.
- ✓ Adoption of revisions to building

- height/massing standards, Design Review Manual, Tree Code and Landscaping Ordinance.
- ✓ Adoption of the Energy Conservation Code.

2008-2009 ACCOMPLISHMENTS

- ✓ Continued implementation of the Small Grants Assistance Program for historic preservation.
- ✓ Implementation of the Mobile Home Replacement Program.
- ✓ Implemented changes to our Development Review and Building Permit processes based on comments received in public focus group meetings.
- ✓ Adoption of the Vacation Rental Ordinance.
- ✓ Adoption of a Sign Walker Ordinance.
- ✓ Created and implemented the Neighborhood Clean-up program.
- ✓ Completed the five-year update to the Historic Resource Survey.
- ✓ Created a Community Participation in Planning brochure and provided development application information on City website to increase public outreach.
- ✓ Completed public notification for RFP (Request for Proposal) and intake of proposals for West Sedona Commercial Re-Development Plan and Code; staff reviewed proposals and submitted recommendations to City Council.
- ✓ Completed the Smart Growth Scorecard.
- ✓ Completed redesign of the bi-monthly department report to a reader friendly newsletter style format including photographs of project status.

- ✓ Completed design of new postcard for use on building permits status notifications; saves on postage, paper and envelope usage.
- ✓ In 2008, processed four zone changes, three conditional use permits, seven development review applications, three subdivisions, one final plat amendment, two time extensions, one historic landmark application, one variance, three appeals, 19 minor land division permits and five administrative waivers.
- ✓ In 2008, processed permits for 23 new single family residences, 86 residential remodels/additions, one new multi-family unit, 41 new commercial permits, 54 commercial remodels/additions, 93 permanent sign permits, 49 temporary use permits, 28 liquor licenses and 2,614 general code enforcement inspections conducted.

SIGNIFICANT CHANGES

- ✓ The Building Safety Division reduced its professional services budget by over \$10,000 by negotiating a contract for third party plan review to be billed directly to the applicant.

City of Sedona
Budget Summary by Department

BUDGET BY PROGRAM	FY 2007-08 Actual	FY 2008-09 Budget	FY 2008-09 Estimate	FY 2009-10 Budget	Percent Over Last Year
Support Services	\$ 301,200	\$ 323,623	\$ 322,925	\$ 239,097	
Building Safety	\$ 199,991	\$ 206,820	\$ 204,176	\$ 193,877	
Code Enforcement	\$ 73,808	\$ 85,767	\$ 80,748	\$ 103,660	
Current Planning	\$ 143,578	\$ 182,318	\$ 176,839	\$ 121,758	
Long Range Planning	\$ 218,031	\$ 422,783	\$ 209,283	\$ 127,257	
Historic Preservation	\$ 43,688	\$ 45,335	\$ 39,966	\$ 38,816	
Community Plan	\$ 9,298	\$ 13,300	\$ 7,155	\$ 13,300	
Housing Commission	\$ 85,188	\$ 79,362	\$ 68,422	\$ 56,795	
P&Z Commission	\$ 13,239	\$ 22,192	\$ 19,762	\$ 20,974	
Transit	\$ 271,328	\$ 286,898	\$ 286,898	\$ 190,000	
Water Committee	\$ 6,798	\$ 11,763	\$ 10,513	\$ 20,714	
Total - Community Development	\$ 1,366,147	\$ 1,680,161	\$ 1,426,687	\$ 1,126,248	-33%

BUDGET BY CATEGORIES OF EXPENDITURES	FY 2007-08 Actual	FY 2008-09 Budget	FY 2008-09 Estimate	FY 2009-10 Budget	Percent Over Last Year
Wages/Salaries/Benefits	\$ 858,575	\$ 915,463	\$ 920,163	\$ 823,463	
Administrative Cost	\$ 507,572	\$ 764,698	\$ 506,524	\$ 302,785	
Assets	\$ -	\$ -	\$ -	\$ -	
Total - Community Development	\$ 1,366,147	\$ 1,680,161	\$ 1,426,687	\$ 1,126,248	-33%

STAFFING BY PROGRAM	FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10	Percent Over Last Year
Support Services	4.55	4.65	4.65	4.65	
Building Safety	2.90	2.90	2.90	2.90	
Code Enforcement	1.25	1.25	1.25	1.25	
Current Planning	3.00	3.00	3.00	3.00	
Long Range Planning	1.80	1.80	1.80	1.80	
Historic Preservation	0.35	0.33	0.33	0.33	
Community Plan	-	-	-	-	
Housing Commission	0.82	0.68	0.68	0.68	
P&Z Commission	0.36	0.37	0.37	0.37	
Transit	-	-	-	-	
Water Committee	-	0.05	0.05	0.05	
Total - Community Development	15.03	15.03	15.03	15.03	

**CITY OF SEDONA
EXPENDITURE ANALYSIS**

	BUDGETED 2006-07	ACTUAL 2006-07	BUDGETED 2007-08	ACTUAL 2007-08	BUDGETED 2008-09	APPROVED 2009-2010
Community Development						
Salary/Wages	779,097	719,556	800,661	787,516	841,026	764,860
Overtime	8,143	8,277	8,549	7,782	9,381	-
Temp/Part-time	11,877	-	-	4,398	-	-
Direct Payroll Costs	61,132	52,201	61,905	58,879	65,056	58,604
Employee Benefits	-	-	-	-	-	-
SUB-TOTAL SALARIES & WAGES	\$ 860,249	\$ 780,034	\$ 871,115	\$ 858,575	\$ 915,463	\$ 823,463
Training/Staff development	20,000	18,019	22,000	53,085	28,000	-
Professional Services	881,522	571,036	515,800	375,847	623,398	214,300
Commission Support	9,500	9,686	10,500	10,172	13,000	7,250
Advertising	9,510	10,500	11,000	6,681	18,500	20,250
Subscriptions/Dues/Licenses	2,375	2,214	2,950	5,118	3,500	2,575
Telephone	1,500	1,097	2,850	1,141	1,500	1,860
Printing/Office Supplies	15,000	15,073	19,000	22,692	25,700	17,550
Postage	3,100	958	3,050	2,785	4,200	6,900
Office Maintenance	-	250	-	-	-	-
Lease Purchase Payments	-	-	-	-	-	-
Equipment Repair	600	131	1,100	600	600	600
Software Maintenance	-	-	-	-	-	-
Automobile Expense	6,800	3,619	2,000	1,330	2,100	4,300
Legal Fees - Cultural Park	-	-	-	-	-	-
Recording Fees	350	68	350	106	-	-
Rent	2,500	3,244	2,600	3,691	3,400	4,500
Grounds Maintenance	-	-	-	627	500	250
Gasoline	-	2,296	5,500	4,505	5,800	4,800
Community Based Services	15,000	8,672	15,000	14,950	15,000	12,000
Office Furniture - Non Capital	2,500	2,831	-	1,206	-	-
Computer Hardware - Non Capital	-	-	-	-	-	-
Computer Software - Non Capital	-	-	-	-	-	-
Radio & Phone Equipment - Non Capital	-	-	-	-	-	-
Improvements - Non Capital	-	-	-	-	-	-
Special Programs	-	-	-	-	-	-
Special Supplies/Safety Equip./Emerg./Tool	800	1,917	800	3,035	3,900	4,050
Community Plan	-	-	-	-	-	-
Regional Planning	-	-	-	-	-	-
Transfer to Grant/Match Funds	1,000	-	4,000	-	15,600	1,600
SUBTOTAL ADMINISTRATIVE EXPENDITURES	\$ 972,057	\$ 651,611	\$ 618,500	\$ 507,572	\$ 764,698	\$ 302,785
Office furniture	-	-	-	-	-	-
Office equipment	-	-	-	-	-	-
Computer Hardware/Software	-	-	-	-	-	-
Machinery & Equipment	-	-	-	-	-	-
Radio & phone equipment	-	-	-	-	-	-
Vehicles	-	-	-	-	-	-
SUB-TOTAL ASSETS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GRAND TOTAL	\$ 1,832,306	\$ 1,431,645	\$ 1,489,615	\$ 1,366,147	\$ 1,680,161	\$ 1,126,248

PUBLIC WORKS DEPARTMENT

DEPARTMENT DESCRIPTION

The Public Works Department has four divisions: Administration, Engineering, Streets, and Wastewater. The Department is responsible for facility maintenance, public streets, storm drainage and wastewater facilities. Our responsibility includes care of City buildings, development of improvement plans, and inspection of construction, operation and maintenance as they relate to 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, 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.

<p>Did You Know? Manages the City's Stormwater Quality Management system. Maintains City Buildings Has 4 Divisions -Administration, Engineering, Wastewater, Facilities Management</p>

2009-2010 OBJECTIVES

- ✓ Complete revisions to City Code Section 13
- ✓ Begin construction of drainage improvements for Harmony-Windsong storm drainage
- ✓ Work with ADOT to begin installation of Airport Road Traffic signal at SR 89A intersection
- ✓ Continue to work with ADOT towards completion of SR 179 improvements
- ✓ Develop data base for preventative maintenance of City buildings
- ✓ Update City Stormwater Quality Management Program
- ✓ Issue at least 2 City-wide Right-of-way permits
- ✓ Complete change of light ballasts to reduce energy usage

2008-2009 ACCOMPLISHMENTS

- ✓ Completed update of Public Works related sections of City Code Section 7
- ✓ Published General Stormwater Pollution Guidelines on City Website

- ✓ Held annual Public Works Fair at Posse Grounds Park
- ✓ Began construction of Chapel Area Sewer and Storm Drainage Improvements
- ✓ Completed ADA handicapped ramp improvements through out City and in City Hall Complex
- ✓ Successfully settled outstanding Sedona Meadows Contract issues.
- ✓ Installed low flow urinals at City Hall
- ✓ Began program to change light ballast to more energy efficient ballasts

SIGNIFICANT CHANGES

Created language in City Code for City-wide right-of-way permits.

**City of Sedona
Budget Summary by Department**

BUDGET BY PROGRAM	FY 2007-08 Actual	FY 2008-09 Budget	FY 2008-09 Estimate	FY 2009-10 Budget	Percent Over Last Year
Administration - PW	\$ 100,528	\$ 137,398	\$ 113,564	\$ 84,955	
Administration - WW	\$ 13,712	\$ 14,179	\$ 14,766	\$ 14,140	
Wastewater	\$ 42,270	\$ 44,497	\$ 40,732	\$ 45,002	
Safety	\$ 1,999	\$ 2,136	\$ 2,143	\$ 5,328	
Development Review	\$ 51,447	\$ 53,966	\$ 47,505	\$ 49,682	
In-House Engineering Services	\$ 28,402	\$ 49,309	\$ 43,541	\$ 28,879	
Public Works	\$ 32,029	\$ 32,972	\$ 30,692	\$ 33,037	
Streets	\$ 28,929	\$ 32,349	\$ 29,757	\$ 31,993	
StormWater	\$ 7,622	\$ 59,400	\$ 8,209	\$ 55,500	
Property Management	\$ 16,282	\$ 45,565	\$ 44,779	\$ 144,306	
Total - Public Works	\$ 323,220	\$ 471,771	\$ 375,688	\$ 492,821	4%

BUDGET BY CATEGORIES OF EXPENDITURES	FY 2007-08 Actual	FY 2008-09 Budget	FY 2008-09 Estimate	FY 2009-10 Budget	Percent Over Last Year
Wages/Salaries/Benefits	\$ 237,685	\$ 315,759	\$ 274,294	\$ 270,739	
Administrative Cost	\$ 85,535	\$ 156,012	\$ 101,394	\$ 222,083	
Assets	\$ -	\$ -	\$ -	\$ -	
Total - Public Works	\$ 323,220	\$ 471,771	\$ 375,688	\$ 492,821	4%

STAFFING BY PROGRAM	FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10	Percent Over Last Year
Administration	0.24	0.24	0.74	0.74	
Administration	0.19	0.19	0.19	0.19	
Wastewater	0.56	0.56	0.56	0.56	
Safety	0.04	0.04	0.04	0.04	
Development Review	0.89	0.89	0.89	0.89	
In-House Engineering Services	0.44	0.44	0.44	0.44	
Public Works	0.40	0.40	0.90	0.90	
Streets	0.69	0.69	0.69	0.69	
Property Management			0.95	0.95	
Total - Public Works	3.45	3.45	5.40	5.40	

CITY OF SEDONA

EXPENDITURE ANALYSIS

PUBLIC WORKS

	BUDGETED 2006-07	ACTUAL 2006-07	BUDGETED 2007-08	ACTUAL 2007-08	BUDGETED 2008-09	APPROVED 2009-2010
Salary/Wages	185,581	190,233	199,315	216,575	285,719	245,436
Overtime	1,031	545	1,454	1,033	4,145	3,889
Direct Payroll Costs	14,276	14,124	15,359	16,435	22,175	19,073
Employee Benefits	3,720	3,798	3,900	3,643	3,720	2,340
SUB-TOTAL SALARIES & WAGES	\$ 204,608	\$ 208,699	\$ 220,028	\$ 237,685	\$ 315,759	\$ 270,739

Uniforms	-	-	500	112	500	-
Training/Staff Development	12,000	7,717	14,000	9,932	20,215	(0)
Professional Services	21,000	500	14,000	10,180	58,980	146,580
Consulting Services	-	-	-	-	-	-
Advertising	6,100	2,007	5,100	7,769	10,100	4,500
Subscriptions/Dues/Licenses	5,600	3,584	5,600	5,052	4,898	3,110
Telephone	1,600	1,514	2,900	1,701	2,350	2,050
Printing/Office Supplies	3,650	3,339	4,850	3,225	5,000	4,500
Postage	50	31	50	76	100	200
Office Maintenance	500	315	2,500	152	500	500
Lease Purchase Payments	-	-	-	-	-	-
Software Maintenance	-	-	-	-	-	-
Automobile Expense	2,500	1,663	900	429	500	500
Legal Fees	-	-	-	-	-	-
Rent	1,000	927	1,000	1,035	1,000	1,200
Maintenance/Janitorial	-	-	-	1,144	900	-
Janitorial Supplies	-	-	-	-	-	17,000
Utilities	-	-	-	-	-	-
Gasoline	-	904	1,800	1,841	2,480	3,480
Community Based Services - Sedona Recycles	39,123	39,123	40,100	41,753	41,264	37,138
Solid Waste Management	-	-	-	-	-	-
Office Furniture - Non Capital	1,250	-	-	-	3,000	-
Computer Hardware - Non Capital	-	-	-	-	-	-
Computer Software - Non Capital	-	-	-	-	-	-
Radio & Phone Equipment - Non Capital	-	344	250	342	250	-
Special Supplies/Safety Equip./Emerg./Tool	1,075	135	21,100	743	3,475	1,325
Special Supplies	2,050	-	500	49	500	-
SUBTOTAL ADMINISTRATIVE EXPENDITURES	\$ 97,498	\$ 62,102	\$ 115,150	\$ 85,535	\$ 156,012	\$ 222,083

Office furniture	-	-	-	-	-	-
Office equipment	-	-	-	-	-	-
Computer Hardware/Software	-	-	-	-	-	-
Machinery & Equipment	-	-	-	-	-	-
Radio & phone equipment	-	-	-	-	-	-
Vehicles	-	-	-	-	-	-
SUB-TOTAL ASSETS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GRAND TOTAL	\$ 302,106	\$ 270,802	\$ 335,178	\$ 323,220	\$ 471,771	\$ 492,821

ARTS & CULTURE

DEPARTMENT DESCRIPTION

The Arts and Culture Department manages the City’s arts and culture programs and work plan of the Arts and Culture Commission, which includes Arts Education Programs, Community Grants for Art Organizations and Artists, Qualifying Funds, 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.

2009-2010 OBJECTIVES

- ✓ Explore the possibility of Sedona as a learning center for the arts.
- ✓ Study the Scottsdale research on public participation in the arts to determine applicability to Sedona.
- ✓ Continue to work on public art opportunities with various projects.
- ✓ Provide Qualifying Arts Funds for major arts organizations.
- ✓ Continue Arts Education Programs including Artist in the Classroom project and Summer Arts project.
- ✓ Provide financial support through Community Art Grants for Sedona artists and arts organizations.
- ✓ Continue Arts Awards Program.

Did You Know?

The Arts & Culture Commission held the first annual Mayor’s Arts Awards ceremony, which recognized individuals, organizations, and businesses that have made outstanding contributions to the success of the arts in the City of Sedona.

2008-2009 ACCOMPLISHMENTS

- ✓ Awarded \$55,000 in grants to local artists and arts organizations.
- ✓ Provided Qualifying Arts Funds to Sedona’s five major arts organizations.
- ✓ Developed Culture of Sedona Statement of Beliefs.
- ✓ Provided arts instruction for Sedona youth through the Artist in the Classroom project.
- ✓ Partnered with local art organizations and Sedona Gallery Association to have loaned artwork on display in City Hall public areas.
- ✓ Provided funding for Summer Arts Programs for local youth.



City of Sedona
Budget Summary by Department

BUDGET BY PROGRAM	FY 2007-08 Actual	FY 2008-09 Budget	FY 2008-09 Estimate	FY 2009-10 Budget	Percent Over Last Year
Arts Administration	\$ 202,358	\$ 208,065	\$ 206,645	\$ 145,701	
Public Relations/Information Services	\$ 21,240	\$ 23,746	\$ 23,062	\$ 19,192	
Art in Public Places	\$ 21,757	\$ 22,525	\$ 22,064	\$ 22,580	
Arts in Education	\$ 28,338	\$ 32,408	\$ 32,283	\$ 7,527	
Total - Arts & Culture	\$ 273,693	\$ 286,744	\$ 284,054	\$ 195,000	-32%

BUDGET BY CATEGORIES OF EXPENDITURES	FY 2007-08 Actual	FY 2008-09 Budget	FY 2008-09 Estimate	FY 2009-10 Budget	Percent Over Last Year
Wages/Salaries/Benefits	\$ 74,852	\$ 78,534	\$ 75,844	\$ 79,000	
Administrative Cost	\$ 198,841	\$ 208,210	\$ 208,210	\$ 116,000	
Assets	\$ -	\$ -	\$ -	\$ -	
Total - Arts & Culture	\$ 273,693	\$ 286,744	\$ 284,054	\$ 195,000	-32%

STAFFING BY PROGRAM	FY 2006-07	FY 2007-08	FY 2008-09	FY 2009-10	Percent Over Last Year
Arts Administration	0.35	0.45	0.45	0.45	
Public Relations/Information Services	0.25	0.25	0.25	0.25	
Art in Public Places	0.30	0.30	0.30	0.30	
Performing Arts	0.00	0.00	0.00	0.00	
Arts in Education	0.10	0.10	0.10	0.10	
Total - Arts & Culture	1	1.1	1.1	1.1	0%

CITY OF SEDONA

EXPENDITURE ANALYSIS

	BUDGETED	ACTUAL	BUDGETED	ACTUAL	BUDGETED	APPROVED
Arts & Culture	2006-07	2006-07	2007-08	2007-08	2008-09	2009-2010
Salary/Wages	62,318	63,800	69,073	69,799	72,953	69,919
OverTime	-	163	-	152	-	-
Temp/Part-Time	1,782	-	-	-	-	3,467
Direct Payroll Costs	4,903	4,632	5,284	4,901	5,581	5,614
Employee Benefits	-	-	-	-	-	-
SUB-TOTAL SALARIES & WAGES	\$ 69,003	\$ 68,595	\$ 74,357	\$ 74,852	\$ 78,534	\$ 79,000
Training/Staff Development	2,900	2,800	3,600	3,203	3,900	-
Professional Services	-	-	-	-	-	-
Commission Support	600	181	600	221	250	-
Advertising	2,500	2,329	2,500	648	2,500	-
Subscriptions/Dues/Licenses	1,033	1,039	1,060	882	930	570
Telephone	50	-	-	-	-	-
Printing/Office Supplies	600	683	600	573	730	430
Postage	-	-	-	-	-	-
Automobile Expense	-	-	-	-	-	-
Utilities	-	-	-	-	-	-
Office Furniture - Non Capital	-	-	-	-	-	-
Machinery & Equip - Non-Capital	-	-	-	-	-	-
Special Programs	79,900	193,847	199,900	193,315	199,900	115,000
SUBTOTAL ADMINISTRATIVE EXPENDITURES	\$ 87,583	\$ 200,878	\$ 208,260	\$ 198,841	\$ 208,210	\$ 116,000
Office Furniture	-	-	-	-	-	-
Computer Hardware	-	-	-	-	-	-
SUB-TOTAL ASSETS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GRAND TOTAL	\$ 156,586	\$ 269,474	\$ 282,617	\$ 273,693	\$ 286,744	\$ 195,000

POLICE DEPARTMENT

DEPARTMENT DESCRIPTION

To provide basic law enforcement and crime prevention services to the citizens and visitors of Sedona. The department has staff on patrol and in our dispatch center twenty-four hours a day, seven days a week. 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.

2009-2010 OBJECTIVES

Upgrade police dispatch center with new communication and radio equipment funded through C.O.P.S. grant

Train and equip police officers to deal with active shooter incidents.

Completion of mobile computing and field reporting for patrol officers

Did You Know?

Since the implementation of the 30-day vehicle impound/tow program, over \$49,000 has been collect. Funds from this program have provided valuable equipment used daily by patrol officers.

2008-2009 ACCOMPLISHMENTS

Command officer completed instruction in Police Auditing to enhance the efficiency and effectiveness of the department

Received a federal grant in the sum of \$561,180 for improvements to the communications center of the police department.

Created an uptown liaison officer position to address safety and traffic issues in one of the cities most congested areas

Developed and implemented a new case management system which improved customer service to victims of crimes and the efficiency of the Investigation unit.

Trained a Commercial Vehicle Inspection officer to educate drivers and the public and enforce traffic laws pertaining to large vehicles on our roadways, including commercial trucks and buses

SIGNIFICANT CHANGES

Fully staffed communication center

City of Sedona
Budget Summary by Department

BUDGET BY PROGRAM	FY 2007-08 Actual	FY 2008-09 Budget	FY 2008-09 Estimate	FY 2009-10 Budget	Percent Over Last Year
Administration	\$ 366,880	\$ 376,638	\$ 347,356	\$ 319,155	
Patrol	\$ 1,366,946	\$ 1,336,176	\$ 1,280,488	\$ 1,235,618	
Investigations	\$ 186,133	\$ 210,799	\$ 208,586	\$ 202,340	
Communications	\$ 358,030	\$ 465,386	\$ 430,417	\$ 440,199	
Animal Control	\$ 74,123	\$ 92,864	\$ 92,966	\$ 92,286	
School Resource Officer	\$ 7,334	\$ 27,620	\$ 1,668	\$ 22,620	
Partners Against Narcotics Trafficking	\$ 71,867	\$ 81,188	\$ 73,688	\$ 82,372	
Parking Enforcement	\$ 185	\$ 81,745	\$ 4,215	\$ -	
STEP	\$ 101,445	\$ 131,098	\$ 121,467	\$ 128,477	
Total - Police Department	\$ 2,532,942	\$ 2,803,514	\$ 2,560,849	\$ 2,523,067	-10%

BUDGET BY CATEGORIES OF EXPENDITURES	FY 2007-08 Actual	FY 2008-09 Budget	FY 2008-09 Estimate	FY 2009-10 Budget	Percent Over Last Year
Wages/Salaries/Benefits	\$ 2,229,051	\$ 2,428,310	\$ 2,279,988	\$ 2,234,867	
Administrative Cost	\$ 302,433	\$ 367,704	\$ 301,786	\$ 282,101	
Assets	\$ 1,458	\$ 7,500	\$ 4,075	\$ 6,100	
Total - Police Department	\$ 2,532,942	\$ 2,803,514	\$ 2,585,849	\$ 2,523,067	-10%

STAFFING BY PROGRAM	FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10	Percent Over Last Year
Administration	4.85	4.85	4.50	4.50	
Patrol	19.85	19.65	19.60	19.60	
Investigations	2.80	3.00	2.90	2.90	
Communications	9.00	10.00	10.00	10.00	
Animal Control	1.00	1.00	1.00	1.00	
School Resource Officer	-	-	-	-	
Partners Against Narcotics Trafficking	1.00	1.00	1.00	1.00	
Parking Enforcement	-	2.00	2.00		
STEP	-	-	2.00	2.00	
Total - Police Department	38.50	41.50	43.00	41.00	-5%

CITY OF SEDONA

EXPENDITURE ANALYSIS

Police Department	BUDGETED	ACTUAL	BUDGETED	ACTUAL	BUDGETED	APPROVED
	2006-07	2006-07	2007-08	2007-08	2008-09	2009-2010
Salary/Wages	1,695,640	1,596,153	1,910,305	1,597,013	2,023,564	1,304,108
Overtime	301,370	345,356	353,856	314,284	271,080	114,618
Shift-Differential Pay	-	-	-	237,546	31,200	641,035
Shift-Differential Overtime Pay	-	-	-	-	-	84,022
Direct Payroll Costs	57,143	50,373	68,605	54,669	67,706	59,703
Uniform Allowance	27,300	24,101	32,470	25,539	34,760	31,380
SUB-TOTAL SALARIES & WAGES	\$ 2,081,453	\$ 2,015,983	\$ 2,365,236	\$ 2,229,051	\$ 2,428,310	\$ 2,234,867

Employee Exams	4,000	5,032	4,508	5,624	4,533	2,826
Training/Staff Development	18,000	28,958	33,987	33,251	31,000	-
Professional Services	-	833	-	800	-	-
Advertising	-	-	-	-	-	-
Subscriptions/Dues/Licenses	6,000	5,100	8,132	7,894	9,867	10,122
Telephone	5,417	5,351	6,961	3,628	4,492	6,480
Printing/Office Supplies	13,000	16,308	13,400	16,072	13,250	11,250
Postage	-	-	-	-	-	-
Office Maintenance	-	-	-	-	-	-
Office Equipment Rental	132	57	132	170	120	-
Lease Purchase	-	-	-	-	-	-
Equipment Repair	7,830	7,516	7,395	5,964	12,850	10,760
Software Maintenance	-	-	-	-	-	-
Automobile Expense	34,200	43,731	36,500	42,139	40,200	37,000
Rent	2,580	2,580	2,580	2,580	2,580	2,580
Maintenance/Janitorial	3,740	3,383	350	317	170	-
Utilities	-	-	-	-	-	-
Gasoline	49,800	63,327	56,200	73,827	62,000	66,000
Community Based Services	3,335	3,335	3,417	3,417	3,513	3,417
Humane Society	41,006	41,006	42,318	42,083	42,649	41,370
Office Furniture - Non Capital	7,760	4,339	1,200	1,280	2,300	-
Office Equipment - Non Capital	-	-	-	-	-	-
Computer Hardware - Non Capital	-	-	-	-	-	-
Safety/Emerg. Equip. - Non Capital	-	-	-	-	500	-
Radio & Phone Equip. - Non Capital	3,804	579	1,503	5,169	2,242	1,902
Special Supplies	86,887	41,732	107,405	53,855	103,388	56,844
Public Information Program	2,200	3,743	4,850	1,975	5,600	5,100
Miscellaneous refunds/costs	1,300	1,093	1,450	2,389	1,450	1,450
DARE/Special Supplies	-	-	-	-	-	-
Transfer to Grant Fund / Matching funds	20,000	15,979	20,000	-	25,000	25,000
SUBTOTAL ADMINISTRATIVE EXPENDITURES	\$ 310,991	\$ 293,980	\$ 352,288	\$ 302,433	\$ 367,704	\$ 282,101

Office Furniture	-	-	-	-	-	-
Office Equipment	-	-	-	-	6,500	6,100
Computer Software	-	-	-	-	-	-
Machinery & Equipment	-	-	-	-	-	-
Safety/Emergency Equipment	-	-	-	-	-	-
Radio/Phone Equipment	-	-	-	-	-	-
Motor Vehicles	-	-	-	-	-	-
Improvements	-	3,058	1,600	1,458	1,000	-
SUB-TOTAL ASSETS	\$ -	\$ 3,058	\$ 1,600	\$ 1,458	\$ 7,500	\$ 6,100
GRAND TOTAL	\$ 2,392,444	\$ 2,313,022	\$ 2,719,124	\$ 2,532,942	\$ 2,803,514	\$ 2,523,067

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.

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.

2009-2010 OBJECTIVES

Stay up-to-date on the issuance of warrants.

Complete cross-training of all court staff.

Maintain a high level of customer service for all court users and provide a timely, fair and just resolution to all cases filed while reducing the Court budget.

Fully implement the eCitation program. in conjunction with the Sedona P. D.

Did You Know? The Arizona legislature has increased the mandatory jail time to 30 consecutive days for first time D.U.I. offenders with an alcohol concentration of .15 or more within two hours of driving. For drivers with an alcohol concentration of .20 or more, the mandatory jail time goes up to 45 consecutive days.

2008 -2009 ACCOMPLISHMENTS

The Court has increased our collection of past due fines and fees since the implementation of the F.A.R.E. program.

The Court has been working with the Sedona Police Department and Information Technology Department to prepare for the implementation of the eCitation program.

SIGNIFICANT CHANGES

In January 2008 the Court began participation with F.A.R.E., the Supreme Court authorized collections program.

In July 2008 the Court hired a new Court Administrator and filled a Court Clerk vacancy in October 2008. These staff changes are vital to the Court's ability to fulfill the Court's mission and comply with the Arizona Supreme Court's case processing and record keeping requirements.

**City of Sedona
Budget Summary by Department**

BUDGET BY PROGRAM	FY 2007-08 Actual	FY 2008-09 Budget	FY 2008-09 Estimate	FY 2009-10 Budget	Percent Over Last Year
Administration	\$ 78,583	\$ 133,394	\$ 133,373	\$ 115,044	
Trials & Hearings	\$ 111,893	\$ 104,824	\$ 81,387	\$ 105,464	
Records Management	\$ 53,114	\$ 51,087	\$ 48,373	\$ 53,942	
Financial Duty	\$ 63,790	\$ 61,072	\$ 56,842	\$ 65,490	
Total - Municipal Court	\$ 307,379	\$ 350,377	\$ 319,975	\$ 339,939	-3%

BUDGET BY CATEGORIES OF EXPENDITURES	FY 2007-08 Actual	FY 2008-09 Budget	FY 2008-09 Estimate	FY 2009-10 Budget	Percent Over Last Year
Wages/Salaries/Benefits	\$ 250,822	\$ 280,771	\$ 268,153	\$ 282,314	
Administrative Cost	\$ 56,557	\$ 69,606	\$ 51,822	\$ 57,625	
Assets	\$ -	\$ -	\$ -	\$ -	
Total - Municipal Court	\$ 307,379	\$ 350,377	\$ 319,975	\$ 339,939	-3%

STAFFING BY PROGRAM	FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10	Percent Over Last Year
Administration	0.90	0.90	0.75	0.75	
Trials & Hearings	1.25	1.25	2.60	2.60	
Records Management	1.35	1.35	1.25	1.25	
Financial Duty	1.50	1.50	1.40	1.40	
Total - Municipal Court	5	5	6	6	

CITY OF SEDONA

EXPENDITURE ANALYSIS	BUDGETED	ACTUAL	BUDGETED	ACTUAL	BUDGETED	APPROVED
Municipal Court	2006-07	2006-07	2007-08	2007-08	2008-09	2009-2010
Salary/Wages	232,646	191,567	233,092	223,469	259,035	259,955
Overtime	1,937	12,940	1,424	1,301	2,170	2,297
Temp/Part-Time	-	841	-	8,315	-	-
Direct Payroll Costs	17,946	15,165	17,940	17,736	19,566	20,062
Employee Benefits	-	-	-	-	-	-
SUB-TOTAL SALARIES & WAGES	\$ 252,529	\$ 220,514	\$ 252,456	\$ 250,822	\$ 280,771	\$ 282,314
Training/Staff Development	3,900	2,891	3,900	2,482	3,900	-
Professional Services	7,000	23,565	11,500	10,756	22,000	13,000
Subscriptions/Dues/Licenses	2,292	980	1,392	945	1,701	1,300
Telephone	900	750	900	690	700	720
Service Charges	841	2,105	2,500	745	650	1,200
Office/Printing Supplies	2,800	3,182	2,800	3,021	3,300	3,300
Postage	105	40	105	-	105	105
Office Maintenance	-	-	-	-	-	-
Office Equipment Rental	-	-	-	-	-	-
Software Maintenance	6,250	6,500	6,500	6,756	6,900	6,500
Automobile Expense	708	530	708	544	850	700
Legal Fees	28,000	18,803	28,000	29,402	29,000	29,000
Audit	-	1,000	-	1,000	-	1,500
Rent	-	-	-	-	-	-
Maintenance/Janitorial	-	-	-	-	-	-
Utilities	-	-	-	-	-	-
Gas and Oil	-	-	-	-	-	-
Office Furniture - Non Capital	-	-	1,000	216	-	-
Office Equipment - Non Capital	-	-	-	-	-	-
Radio & Phone Equip. - Non Capital	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-
Prisoner Charges	-	-	-	-	-	-
Jury Remunerations	2,000	-	2,000	-	500	300
SUBTOTAL ADMINISTRATIVE EXPENDITURES	\$ 54,796	\$ 60,346	\$ 61,305	\$ 56,557	\$ 69,606	\$ 57,625
Office Furniture						-
Office Equipment						-
Computer Software						-
Computer Hardware						-
SUB-TOTAL ASSETS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GRAND TOTAL	\$ 307,325	\$ 280,860	\$ 313,761	\$ 307,379	\$ 350,377	\$ 339,939

STREETS DIVISION of PUBLIC WORKS DEPARTMENT

DEPARTMENT DESCRIPTION

The Streets Division of the Public Works Department maintains City roadways, street signage, lighting, traffic signals, and drainage facilities within rights-of-way and easements. The division is also responsible for emergencies such as flooding, snow removal, and accident clean up. The division handles street naming and right-of way permits.

MISSION STATEMENT

The mission of the Public Works Department Streets Division of the City of Sedona, with public safety being of the highest priority, is to provide prompt, professional and efficient service in the maintenance areas of roadways, sidewalks, street landscaping, street signage, lighting, traffic signals, drainage ways, and right-of-ways; to respond to flooding, snow removal, and accident clean-up emergencies; and to look for innovative ways to enhance the appearance of the city, 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.

2009-2010 OBJECTIVES

- Overlay Back O'Beyond Road and Circle, Grasshopper Lane, Fairview Heights, Broken Arrow Heights, Broken Arrow (west of SR 179) Subdivisions

Did You Know? When the Streets Department performs road rehabilitation on a City street, the old pavement is milled and used as a base for the new road surface.

- Continue to implement the storm drainage maintenance cleaning program
- Continue with the retroreflectivity program to measure reflectivity of signs and replace those that do not meet standards
- Continue with the chemical-free landscape maintenance program
- Implement the changeover to larger street signs for the SR 89A and SR 179 corridors
- Stripe City streets

2008-2009 ACCOMPLISHMENTS

- Performed pavement preservation on recently paved City streets
- Continue the use of multi-task contracts such as those in place for Citywide Paving, Concrete and Storm Drainage, street sweeping, pavement marking, traffic signal maintenance
- Collected and disposed of Christmas trees from Sedona residents (Christmas Tree Recycle)
- Held the annual right-of-way permit meeting with local utilities
- Performed traffic counts and inputted data for the Highway Performance Management System (HPMS) for ADOT
- Completed bridge repairs as identified in ADOT's Bridge Report
- Overlaid Broken Arrow Subdivision (east

of SR 179), Broken Arrow Vista Subdivision and Navajo Trail

- Striped streets throughout the City of Sedona
- Processed 97 right-of-way permits, nine address change requests and nine banner permits
- Purchased a scissors lift to help expedite the installation of banners
- Purchased and outfitted an Emergency Response Trailer

SIGNIFICANT CHANGES

The Streets Crew is being trained in the use of the Waste Water Department Vactor truck in order to clean culverts and drains. This will enable more frequent cleaning and eliminate the need for an outside contractor to perform the work.

City of Sedona
Budget Summary by Department

BUDGET BY PROGRAM	FY 2007-08 Actual	FY 2008-09 Budget	FY 2008-09 Estimate	FY 2009-10 Budget	Percent Over Last Year
Administration	\$ 143,506	\$ 156,971	\$ 159,579	\$ 166,187	
In-House Engineering Service	\$ 7,517	\$ 8,106	\$ 7,626	\$ 47,014	
Traffic	\$ 139,815	\$ 214,208	\$ 202,368	\$ 178,512	
Road & Drainage Rehab	\$ 721,913	\$ 1,074,519	\$ 1,048,261	\$ 716,798	
Emergency Mgmt Coordinatic	\$ 40,983	\$ 96,355	\$ 27,573	\$ 124,300	
R-O-W Maintenance	\$ 156,726	\$ 257,564	\$ 251,793	\$ 225,222	
Landscaping	\$ 100,895	\$ 113,989	\$ 112,500	\$ 108,715	
Traffic Signals	\$ 28,042	\$ 52,289	\$ 52,682	\$ 62,254	
Total - Streets Fund	\$ 1,339,397	\$ 1,974,001	\$ 1,862,382	\$ 1,629,002	-17%

BUDGET BY CATEGORIES OF EXPENDITURES	FY 2007-08 Actual	FY 2008-09 Budget	FY 2008-09 Estimate	FY 2009-10 Budget	Percent Over Last Year
Wages/Salaries/Benefits	\$ 265,187	\$ 322,935	\$ 274,841	\$ 319,001	
Streets/Traffic Expenditures	\$ 967,345	\$ 1,493,404	\$ 1,497,932	\$ 1,144,584	
Administrative Cost	\$ 74,481	\$ 157,662	\$ 89,609	\$ 165,417	
Assets	\$ 32,385	\$ -	\$ -	\$ -	
Total - Streets Fund	\$ 1,339,397	\$ 1,974,001	\$ 1,862,382	\$ 1,629,002	-17%

STAFFING BY PROGRAM	FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10	Percent Over Last Year
Administration	0.25	0.27	0.27	0.27	
In-House Engineering Service	0.10	0.10	0.10	0.10	
Traffic	1.13	1.53	1.53	1.53	
Road & Drainage Rehab	1.19	1.21	1.21	1.21	
Emergency Mgmt Coordinatic	0.13	0.15	0.15	0.15	
R-O-W Maintenance	2.12	2.14	3.94	3.94	
Total - Streets Fund	4.90	5.40	7.20	7.20	

CITY OF SEDONA						
EXPENDITURE ANALYSIS						
Streets Fund	BUDGETED 2006-07	ACTUAL 2006-07	BUDGETED 2007-08	ACTUAL 2007-08	BUDGETED 2008-09	APPROVED 2009-2010
Salary & Wages	194,362	151,652	206,024	184,207	223,260	221,612
Overtime	3,093	566	3,281	5,178	5,377	5,319
Direct Payroll Cost	15,105	11,046	16,012	13,959	17,491	17,360
Retirement	16,981	12,788	19,047	16,955	18,374	18,380
STD/LTD Insurance	1,907	1,311	2,088	1,788	2,034	1,755
Health/Dental/Life Insurance	59,650	36,749	47,783	40,459	44,512	50,698
Workers Compensation	2,547	2,186	8,635	2,641	9,395	3,878
Flex Leave Reimbursement	2,817	-	3,548	-	2,492	(0)
SUB-TOTAL SALARIES & WAGES	\$ 296,462	\$ 216,299	\$ 306,418	\$ 265,187	\$ 322,935	\$ 319,001
Administration & Storage Yard	90,000	84,568	119,700	57,961	89,291	97,091
Right-of-Way Maintenance	135,512	99,756	232,000	190,030	257,661	256,137
Traffic Control	93,816	26,139	30,000	42,827	113,436	98,436
Drainage Rehabilitation	62,544	66,137	15,000	31,198	15,750	15,750
Storm Emergencies	31,272	16,645	30,000	31,234	35,000	35,000
Road Rehabilitation	400,000	266,010	475,500	333,677	622,266	270,670
Drainage Maintenance	250,000	108,167	250,000	196,460	230,000	241,500
Roadway Materials	32,000	1,922	10,000	6,362	10,000	10,000
Pavement Preservation	100,000	52,911	100,000	77,596	120,000	120,000
SUBTOTAL STREETS/TRAFFIC EXPENDITURES	\$ 1,195,144	\$ 722,256	\$ 1,262,200	\$ 967,345	\$ 1,493,404	\$ 1,144,584
Employee Exams	200	-	200	-	200	200
Uniform Allowance	600	1,067	600	249	600	600
Training/Staff Development	4,950	3,279	6,200	4,614	5,750	-
Professional Services	77,000	17,021	5,000	6,728	5,000	4,500
Advertising	-	371	-	-	-	-
Subscriptions/Dues/Licences	602	458	922	499	495	685
Telephone	1,500	2,462	2,022	2,249	2,242	2,242
Office Supplies	-	-	-	122	-	-
Postage	-	-	-	-	-	-
Equipment Rental	6,000	3,240	4,000	3,708	3,280	2,750
Lease Purchase	-	-	-	-	-	-
Equipment Repair/Maintenance	3,000	27	3,000	329	2,000	3,000
Software Maintenance	-	-	-	-	-	-
Automobile Expense	12,000	9,024	1,260	3,427	1,200	4,200
Non-Spendable Contingency	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Disaster/Emergency Account	50,000	-	50,000	-	50,000	50,000
Utilities	31,000	22,886	34,590	27,651	43,625	54,390
Gasoline	-	5,273	12,000	11,294	12,000	12,000
Solid Waste	1,900	1,687	1,750	2,007	1,920	2,100
Office Furniture - Non Capital	-	-	400	391	300	-
Computer Software - Non Capital	-	425	-	-	-	-
Machinery & Equipment - Non Capital	1,500	1,779	2,000	2,066	2,000	-
Radio & Phone Equipment - Non Capital	350	441	-	136	300	-
Spec Supplies/Safety Equipment	4,750	1,677	3,250	2,831	3,750	3,750
Special Supplies	26,000	2,764	6,000	1,768	6,000	4,000
Traffic Safety/Study	30,000	-	-	-	-	-
Pedestrian Improvements	20,000	-	-	-	-	-
Sidewalks (repairs & additions)	3,000	-	2,000	-	2,000	2,000
Uptown Enhancements (Turnback)	-	250,000	-	-	-	-
Overlays (NACOG)	-	-	-	-	-	-
Landscaping/Materials/Supply	20,000	25,740	20,000	4,413	15,000	15,000
Transfer to Other Funds	-	-	-	-	-	4,000
SUBTOTAL ADMINISTRATIVE EXPENDITURES	\$ 294,352	\$ 349,621	\$ 155,194	\$ 74,481	\$ 157,662	\$ 165,417
Machinery & Equipment	-	-	-	12,211	-	-
Computer Software	-	-	-	-	-	-
Vehicles	-	-	20,000	20,175	-	-
Land Acquisition	-	-	-	-	-	-
Improvements	-	-	-	-	-	-
SUBTOTAL CAPITAL EXPENDITURES	\$ -	\$ -	\$ 20,000	\$ 32,385	\$ -	\$ -
GRAND TOTAL	\$ 1,785,958	\$ 1,288,176	\$ 1,743,812	\$ 1,339,397	\$ 1,974,001	\$ 1,629,002

City of Sedona
Budget Summary by Department

BUDGET BY PROGRAM	FY 2007-08 Actual	FY 2008-09 Budget	FY 2008-09 Estimate	FY 2009-10 Budget	Percent Over Last Year
Grants Fund	\$ 198,923	\$ 1,580,117	\$ 597,174	\$ 2,616,231	
Total - Grants Fund	\$ 198,923	\$ 1,580,117	\$ 597,174	\$ 2,616,231	66%

BUDGET BY CATEGORIES OF EXPENDITURES	FY 2007-08 Actual	FY 2008-09 Budget	FY 2008-09 Estimate	FY 2009-10 Budget	Percent Over Last Year
Wages/Salaries/Benefits	\$ 164,195	\$ 190,463	\$ 194,725	\$ 306,031	
Administrative Cost	\$ 34,727	\$ 1,389,654	\$ 402,449	\$ 2,310,200	
Assets	\$ -	\$ -	\$ -	\$ -	
Total - Grants Fund	\$ 198,923	\$ 1,580,117	\$ 597,174	\$ 2,616,231	66%

STAFFING BY PROGRAM	FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10	Percent Over Last Year
Grants Fund	4.00	3.50	2.50	4.40	
Total - Grants Fund	4.00	3.50	2.50	4.40	76%

CITY OF SEDONA

EXPENDITURE ANALYSIS

GRANT FUND	BUDGETED 2006-07	ACTUAL 2006-07	BUDGETED 2007-08	ACTUAL 2007-08	BUDGETED 2008-09	APPROVED 2009-2010
Safe Schools Grant (SOC School District)	146,115	123,038	144,030	131,007	154,673	156,337
Yavapai County [P.A.N.T.]	165,565	16,534	65,091	-	-	-
CDBG	-	-	34,463	33,188	35,790	27,835
COPS Grant	-	-	-	-	-	121,859
SUB-TOTAL SALARIES & WAGES	\$ 311,680	\$ 139,572	\$ 243,584	\$ 164,195	\$ 190,463	\$ 306,031

Antonsen Stage Donation/State Grants	404,291	-	-	-	-	-
Pool/Park Donations	-	-	-	671	2,500	3,000
Jordan Historical Park	-	-	-	-	-	25,000
CDBG -	-	75	369,000	18,124	332,800	300,000
Jameson Park - Donations	1,000	-	1,000	144	3,283	1,500
City Park Trees	2,800	324	1,000	-	2,475	1,000
Jordan Historical Park Trees	-	84	200	-	1,797	1,000
Household Hazardous Waste	-	-	-	-	100,000	-
Federal/State/County Funding	-	-	2,000,000	-	-	1,000,000
Historic Preservation Grant	10,000	2,876	10,000	-	14,000	4,000
ADOT Transit Grant (FTA Sec. 5311 Rural Program)	332,762	-	-	-	-	-
Transit Grant (FTA Sec. 5309 Formula)	978,850	-	-	-	-	-
Transit Grant (FTA Sec. 5311 Rural Transit)	284,595	277,033	-	-	-	-
Donations - Birch/Landscaping	-	-	5,000	4,992	-	-
ADEQ -	-	-	125,000	-	25,000	-
Growing Smarter Grant	10,000	-	10,000	-	20,000	20,000
LTAf II (ACCS \$5,000)	5,000	-	-	-	-	-
LTAf II (Coconino County)	-	-	-	-	-	-
Public Works Grants	50,000	-	205,000	-	575,000	500,000
Police Explorers Donations	4,000	4,169	2,500	1,407	6,481	2,000
Bullet Proof Vest	21,700	3,045	1,200	-	2,000	-
Canine Grant Funds	100	464	500	165	1,058	200
D.A.R.E. Grant & Contributions	2,150	-	-	-	-	-
MISCELLANEOUS	-	-	-	-	210,000	350,000
Governors Office Highway Safety	31,576	12,329	45,000	9,225	60,000	50,000
R.I.C.O. Funds / Yavapai County	-	-	-	-	-	-
CJEF Grants	-	-	-	-	-	-
DUI Abatement Council	20,000	-	20,000	-	31,356	50,000
Stewards of Public Lands	-	-	-	-	1,000	500
Volunteer Donations	-	-	-	-	904	2,000
JAG/LLEB Grant	2,500	-	-	-	-	-
Communications Center	-	-	-	-	-	-
SUBTOTAL ADMINISTRATIVE EXPENDITURES	\$ 2,161,324	\$ 300,398	\$ 2,795,400	\$ 34,727	\$ 1,389,654	\$ 2,310,200

SUB-TOTAL ASSETS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GRAND TOTAL	\$ 2,473,004	\$ 439,970	\$ 3,038,984	\$ 198,923	\$ 1,580,117	\$ 2,616,231

City of Sedona
Budget Summary by Department

BUDGET BY PROGRAM	FY 2007-08 Actual	FY 2008-09 Budget	FY 2008-09 Estimate	FY 2009-10 Budget	Percent Over Last Year
Partners Against Narcotic Trafficking Fund	\$ 613,456	\$ 670,871	\$ 637,496	\$ 1,401,264	
Total - PANT Fund	\$ 613,456	\$ 670,871	\$ 637,496	\$ 1,401,264	109%

BUDGET BY CATEGORIES OF EXPENDITURES	FY 2007-08 Actual	FY 2008-09 Budget	FY 2008-09 Estimate	FY 2009-10 Budget	Percent Over Last Year
Wages/Salaries/Benefits	\$ 525,864	\$ 572,571	\$ 568,216	\$ 1,257,344	
Administrative Cost	\$ 56,730	\$ 98,300	\$ 69,280	\$ 139,020	
Assets	\$ 30,862	\$ -	\$ -	\$ 4,900	
Total - PANT Fund	\$ 613,456	\$ 670,871	\$ 637,496	\$ 1,401,264	109%

STAFFING BY PROGRAM	FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10	Percent Over Last Year
Partners Against Narcotic Trafficking Fund	9.00	9.00	9.00	14.00	
Total - PANT Fund	9	9	9	14	56%

CITY OF SEDONA

EXPENDITURE ANALYSIS

P.A.N.T. Fund	BUDGETED 2006-07	ACTUAL 2006-07	BUDGETED 2007-08	ACTUAL 2007-08	BUDGETED 2008-09	APPROVED 2009-2010
Salary/Wages	483,294	293,730	230,779	252,938	248,313	740,484
Overtime	76,589	132,459	165,129	160,679	216,000	209,160
Direct Payroll Costs	36,972	20,498	16,418	16,473	12,008	27,146
Retirement	74,122	45,489	33,576	44,592	36,433	164,734
STD/LTD Insurance	2,750	1,223	1,483	2,469	1,281	3,848
Health/Dental/Life Insurance	77,928	37,130	42,572	35,584	42,981	71,751
Workers Compensation	22,309	11,729	10,696	10,106	12,005	34,402
Uniform Allowance	6,388	2,437	3,114	3,022	3,550	5,820
Unemployment	-	144	-	-	-	-
SUB-TOTAL SALARIES & WAGES	\$ 780,352	\$ 544,839	\$ 503,767	\$ 525,864	\$ 572,571	\$ 1,257,344
Exams	-	264	-	-	-	-
Training/Staff Development	-	71	15,000	10,246	24,000	24,000
Professional Services	-	-	-	-	-	40,950
Telephone	13,195	12,539	11,150	15,140	12,000	16,800
Office/Printing Supplies	2,000	3,252	5,288	6,298	8,000	11,500
Postage	-	7	-	-	-	-
Office Maintenance	650	200	712	-	300	1,500
Automobile Expenses	-	280	-	580	-	-
Software Updates	-	406	-	-	-	-
Rent	22,212	13,666	-	-	-	-
Gasoline and Oil	-	-	-	-	-	-
Office Equipment - Non Capital	-	-	-	489	-	2,500
Computer Hardware - Non Capital	-	177	-	3,767	-	-
Computer Software - Non Capital	-	-	-	-	-	-
Radio & Phone Equip - Non Capital	-	457	-	-	-	-
Special Supplies/Safety Equipment	550	1,008	24,342	20,131	6,000	7,770
Miscellaneous/Refunds/Costs	-	129	1,000	80	48,000	34,000
SUBTOTAL ADMINISTRATIVE EXPENDITURES	\$ 38,607	\$ 32,456	\$ 57,492	\$ 56,730	\$ 98,300	\$ 139,020
Office Equipment	-	-	7,302	7,086	-	-
Equipment	-	-	-	-	-	4,900
Computer Hardware	-	-	25,740	23,776	-	-
Vehicles	-	-	-	-	-	-
SUB-TOTAL ASSETS	\$ -	\$ -	\$ 33,042	\$ 30,862	\$ -	\$ 4,900
GRAND TOTAL	\$ 818,959	\$ 577,295	\$ 594,301	\$ 613,456	\$ 670,871	\$ 1,401,264

CITY OF SEDONA

EXPENDITURE ANALYSIS

Development Impact Fees	BUDGETED 2006-07	ACTUAL 2006-07	BUDGETED 2007-08	ACTUAL 2007-08	BUDGETED 2008-09	APPROVED 2009-2010
Contingency	-	-	-	-	-	-
Storm Drainage	175,000	-	65,000	86	65,000	15,000
General/Public Facilities	50,000	-	50,000	-	45,000	22,500
Parks & Open Space	110,500	36,764	102,500	5,519	217,500	375,000
Law Enforcement	50,000	40,000	44,000	19,606	-	-
Streets & Signals	820,750	445,750	391,500	65,000	276,500	-
SUBTOTAL ADMINISTRATIVE EXPENDITURES	\$ 1,206,250	\$ 522,514	\$ 653,000	\$ 90,211	\$ 604,000	\$ 412,500
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GRAND TOTAL	\$ 1,206,250	\$ 522,514	\$ 653,000	\$ 90,211	\$ 604,000	\$ 412,500

**City of Sedona
Budget Summary by Department**

BUDGET BY PROGRAM	FY 2007-08 Actual	FY 2008-09 Budget	FY 2008-09 Estimate	FY 2009-10 Budget	Percent Over Last Year
Community Facility District Fund - Summit	\$ 47,259	\$ 274,320	\$ 39,558	\$ 152,250	
Total - CFD - Summit Fund	\$ 47,259	\$ 274,320	\$ 39,558	\$ 152,250	-44%

BUDGET BY CATEGORIES OF EXPENDITURES	FY 2007-08 Actual	FY 2008-09 Budget	FY 2008-09 Estimate	FY 2009-10 Budget	Percent Over Last Year
Wages/Salaries/Benefits	\$ 3,703	\$ 4,320	\$ 4,558	\$ 5,500	
Administrative Cost	\$ 43,556	\$ 270,000	\$ 35,000	\$ 146,750	
Assets	\$ -	\$ -	\$ -	\$ -	
Total - CFD - Summit Fund	\$ 47,259	\$ 274,320	\$ 39,558	\$ 152,250	-44%

STAFFING BY PROGRAM	FY 2006-07	FY 2007-08	FY 2008-09	FY 2009-10	Percent Over Last Year
Community Facility District Fund - Summit		0.05	0.05	0.05	
Total - CFD - Summit Fund		0.05	0.05	0.05	

**City of Sedona
Budget Summary by Department**

BUDGET BY PROGRAM	FY 2007-08 Actual	FY 2008-09 Budget	FY 2008-09 Estimate	FY 2009-10 Budget	Percent Over Last Year
Community Facility District Fund - Fairfield	\$ 80,823	\$ 298,756	\$ 58,771	\$ 170,020	
Total - CFD - Fairfield Fund	\$ 80,823	\$ 298,756	\$ 58,771	\$ 170,020	-43%

BUDGET BY CATEGORIES OF EXPENDITURES	FY 2007-08 Actual	FY 2008-09 Budget	FY 2008-09 Estimate	FY 2009-10 Budget	Percent Over Last Year
Wages/Salaries/Benefits	\$ 22,292	\$ 28,756	\$ 23,771	\$ 25,770	
Administrative Cost	\$ 58,530	\$ 270,000	\$ 35,000	\$ 144,250	
Assets	\$ -	\$ -	\$ -	\$ -	
Total - CFD - Fairfield Fund	\$ 80,823	\$ 298,756	\$ 58,771	\$ 170,020	-43%

STAFFING BY PROGRAM	FY 2006-07	FY 2007-08	FY 2008-09	FY 2009-10	Percent Over Last Year
Community Facility District Fund - Fairfield	0.55	0.55	0.55	0.55	
Total - CFD - Fairfield Fund	0.55	0.55	0.55	0.55	

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.

2009-2010 OBJECTIVES

- ✓ Continue to assist ADOT with completion of SR 179 improvements
- ✓ Continue work to improve City Hall energy and environmental efficiencies
- ✓ Complete Chapel Area and Harmony Area storm drainage improvements
- ✓ Support ADOT placement of traffic signal at Airport Road and SR 89A.
- ✓ Support ADOT in development of a project for 2011 to overlay SR 89A, including reconstruction of SR 89A/Posse Ground Road intersection.
- ✓ Continue to improve Jordan Park
- ✓ Review vehicle purchase program

2008-2009 ACCOMPLISHMENTS



Completed ramp installations and other projects to comply with Americans With Disabilities Act requirements.

Did You Know?

- The City has this general capital improvements fund and a wastewater capital improvements fund.
- The City of Sedona's Community Plan states that the City's goal is to evaluate, operate, and satisfactorily maintain its facilities that are intended for continued use.



Pool Renovation completed.

- ❖ Installed water saving devices in City Hall Complex.
- ❖ Completed renovation of Soccer Field Restrooms at Posse Ground Park
- ❖ Implemented new park signage program.
- ❖ Completed relocation and space improvements for several City Departments in City Hall Complex
- ❖ Continued support of SR 179 improvements by ADOT, which included relocation of City sewer lines, installation of stormwater filters, and undergrounding of some overhead utility lines.

City of Sedona
Budget Summary by Department

BUDGET BY PROGRAM	FY 2007-08 Actual	FY 2008-09 Budget	FY 2008-09 Estimate	FY 2009-10 Budget	Percent Over Last Year
Capital Improvement Projects Fund	\$ 2,573,783	\$ 12,420,609	\$ 3,563,979	\$ 5,493,406	
Total - Capital Projects Fund	\$ 2,573,783	\$ 12,420,609	\$ 3,563,979	\$ 5,493,406	-56%

BUDGET BY CATEGORIES OF EXPENDITURES	FY 2007-08 Actual	FY 2008-09 Budget	FY 2008-09 Estimate	FY 2009-10 Budget	Percent Over Last Year
Wages/Salaries/Benefits	\$ 59,116	\$ 65,901	\$ 61,492	\$ 47,235	
Project Cost	\$ 2,514,667	\$ 12,354,708	\$ 3,502,487	\$ 5,446,172	
Assets	\$ -	\$ -	\$ -	\$ -	
Total - Capital Projects Fund	\$ 2,573,783	\$ 12,420,609	\$ 3,563,979	\$ 5,493,406	-56%

STAFFING BY PROGRAM	FY 2006-07	FY 2007-08	FY 2008-09	FY 2009-10	Percent Over Last Year
Capital Improvement Projects Fund	0.60	0.60	0.60	0.60	
Total - Capital Projects Fund	0.60	0.60	0.60	0.60	

CITY OF SEDONA

EXPENDITURE ANALYSIS

	BUDGETED	ACTUAL	BUDGETED	ACTUAL	BUDGETED	APPROVED
CAPITAL IMPROVEMENT	2006-07	2006-07	2007-08	2007-08	2008-09	2009-2010
Salary/Wages	49,386	51,069	46,014	45,702	48,471	35,006
Direct Payroll Costs	3,778	3,691	3,520	3,324	3,708	2,678
Retirement	4,247	4,273	4,187	4,076	4,338	3,151
STD/LTD Insurance	387	377	353	348	383	238
Health/Dental/Life Insurance	6,848	6,114	5,126	5,003	6,735	4,479
Workers Compensation	607	669	1,173	663	1,664	903
Flex Leave Reimbursement	716	-	1,143	-	602	-
Employee Benefits	-	-	-	-	-	780
SUB-TOTAL SALARIES & WAGES	\$ 65,969	\$ 66,192	\$ 61,516	\$ 59,116	\$ 65,901	\$ 47,235
City Clerk - Filing System	-	-	-	-	6,000	-
Equipment	-	-	-	-	-	10,000
Land Acquisitions	-	-	-	-	-	-
Ramada/Picnic Area Renovation	-	-	-	-	-	-
Swimming Pool	-	-	-	-	60,400	40,000
Soccer Field Renovation	-	-	65,000	-	30,000	-
Barbara's Park	-	-	-	-	-	100,000
Posse Ground Park Improvements	-	8,474	2,500	-	2,500	105,700
Sunset Park	-	-	24,000	21,095	-	230,000
Trails Development	10,000	10,000	20,000	30,000	15,000	-
Jordan Historical Park	14,000	12,333	6,000	6,365	77,000	15,000
Skateboard Park	9,500	652	-	-	-	-
Drainage Improvements	15,500	12,541	-	-	-	-
CreekWalk	-	-	45,000	-	229,250	-
Contingency	1,211,000	-	3,710,000	-	1,035,000	434,400
Debt Service	-	-	730,315	-	-	-
General Vehicles	-	-	20,000	15,841	-	20,000
Court House Plaza/Property Improvements	435,000	441,235	725,000	741,021	300,000	175,000
Court House Plaza/ADA Compliance	-	5,942	50,000	13,021	-	-
Cable TV Access	-	-	-	-	25,000	-
Transfer to I. T. Capital Fund	163,406	235,775	478,301	353,937	487,797	255,555
Vehicles - Community Development	27,900	17,332	-	-	-	-
Strategic Land Acquisition	-	-	-	-	-	-
Uptown Restroom Remodel	-	-	-	-	25,000	-
Shuttle Transit	315,862	250,571	250,000	26,329	474,434	284,000
Recycling Containers	-	-	-	7,022	-	-
Stormwater	-	-	-	-	-	-
Safety & Emergency Equipment	-	-	15,000	27,933	125,000	-
Public Works Vehicle	25,000	24,271	21,000	20,508	-	-
Land Acquisitions	-	85,000	-	-	-	-
Area Traffic Study	20,000	11,304	250,000	-	128,500	-
Corridor Management Study	190,000	-	-	-	-	-
Sedona Teen Center	45,000	40,475	-	-	-	-
Skateboard Park	-	-	85,000	5,876	-	-
89A Turnback/Improvements	2,100,000	1,929,951	564,500	36,595	20,000	-
Sunset Drive Sidewalk	50,000	39	-	-	-	-
Drainage Improvements	1,069,000	-	663,000	160,356	3,234,000	2,464,681
Street Light Project	-	-	-	-	-	100,000
Sidewalks/Handicap Ramps	400,000	37,300	656,000	505,677	878,600	500,000
Parking Facility	-	-	7,785,000	28,947	2,000,000	-
Whitebear Connection	-	-	-	-	-	-
Fire Hydrants	100,000	-	150,000	295,228	250,000	100,000
NEPA / Yavapai County	-	-	-	-	-	-
Uptown Circulation Plan	-	-	-	-	-	-
Landscaping 89A	-	-	-	19,114	200,000	-
Overlays (NACOG)	-	-	-	-	-	-
Utilities Underground	50,000	30,814	2,525,000	28,478	-	-
Intersection Reconstruction	209,000	88,359	-	-	60,000	528,000
SR 179 Enhancements	-	1,484,150	-	-	2,500,000	27,836
Art In Public Places/Transfer	80,000	29,177	40,000	10,962	50,000	30,000
Police Department Office Furniture	18,000	17,896	-	-	-	-
Police Department Office Equipment	-	2,692	-	-	-	-
Police Department Equipment	-	-	3,500	3,090	-	-
Police Department Radio & Phone Equipment	47,550	32,832	-	-	-	-
Police Department Vehicles / Purchase	132,564	124,476	110,000	94,326	141,227	26,000
Police Department Range Improvements	-	30,513	-	-	-	-
Police Department ADA Holding Cell	100,000	61,000	110,000	62,948	-	-
Police Department Regional Communication Center	-	-	50,000	-	-	-
Municipal Court - Move	-	-	-	-	-	-
SUB-TOTAL CAPITAL EXPENSES:	\$ 6,838,282	\$ 5,025,103	\$ 19,154,116	\$ 2,514,667	\$ 12,354,708	\$ 5,446,172
GRAND TOTAL	\$ 6,904,251	\$ 5,091,296	\$ 19,215,632	\$ 2,573,783	\$ 12,420,609	\$ 5,493,406

City of Sedona, Arizona					2009/10 Annual Budget			
2009-2010 Capital Improvement Fund-Parks & Recreation					Grant Funds	Donation/ Private Funds	DIF & CFD	Other
Acct.	C.I.P.	Amount	1/2 Cent Tax	Reserves				
Code #	#	Budgeted	& Fran Fees					
22-5244-00-725, MACHINERY & EQUIPMENT		\$ 25,000	\$10,000				\$15,000	Parks Maintenance Equipment
22-5244-00-750, IMPROVEMENTS/ PARK RENOVATIONS		\$ 50,000	40,000				10,000	Solar Panels at Swimming Pool
22-5244-00-750, IMPROVEMENTS/ PARK RENOVATIONS		\$ 250,000	100,000				150,000	Barbara's Park
22-5244-00-750, IMPROVEMENTS/ PARK RENOVATIONS		\$ 260,000	230,000				30,000	Sunset Park Tennis & Basketball Court repair
22-5244-00-750, IMPROVEMENTS/ PARK RENOVATIONS		\$ 100,000	100,000					Posse Ground Improvements
22-5244-00-751, IMPROVEMENTS [OFF-SITE]		\$ 8,000	5,700					Park Sign Implementation
22-5244-00-842, JORDAN HISTORICAL PARK		\$ 5,000	5,000					Jordan Park Picnic Area
22-5244-00-842, JORDAN HISTORICAL PARK		\$ 10,000	10,000					Jordan Park Historical
22-5244-00-842, JORDAN HISTORICAL PARK		\$ 6,000	-				6,000	Jordan Park Historical Park Shed
22-5244-00-910		\$ -	-					
22-5244-00-945 Creekwalk		\$ -	-					Moved to Contingency: Creekwalk
<i>less other Funds</i>		<i>\$ (213,300)</i>						
Total 2009-2010 Budget for CIP		\$ 500,700	\$ 500,700	\$ -	\$ -	\$ -	\$ 211,000	\$ 2,300
2009-2010 Capital Improvement Fund-General Services					Grant Funds	Private Funds	DIF & CFD	Other
Acct.	C.I.P.	Amount	1/2 Cent Tax	Reserves				
Code #	#	Budgeted	& Fran Fees					
22-5245-00-261, CONTINGENCY		\$ 659,400	434,400				225,000	Contingency:
22-5245-00-740, VEHICLES		\$ 20,000	20,000					General Vehicles

City of Sedona, Arizona				2009/10 Annual Budget				
22-5245-00-850, CITY HALL PLAZA		\$ 35,000	27,500				7,500	City Hall Exterior Lighting
22-5245-00-850, CITY HALL PLAZA		\$ 10,000	7,500				2,500	Ceiling Mounted Projector
22-5245-00-850, CITY HALL PLAZA		\$ 125,000	110,000				15,000	Sidewalks for City Hall Complex
22-5245-00-850, CITY HALL PLAZA		\$ 30,000	20,000				10,000	Energy Saving Improvements
22-5245-00-850, CITY HALL PLAZA		\$ 10,000	10,000					HVAC Efficiency Audit
22-5245-00-994 Transfer IT Capital		\$ 340,555	255,555				85,000	Transfer to IT Capital
<i>less other Funds</i>		\$ (345,000)						
Total 2009-2010 Budget for CIP		\$ 884,955	\$ 884,955	\$ -	\$ -	\$ -	\$ 345,000	\$ -
2009-2010 Capital Improvement Fund-Community Development								
Acct.	C.I.P.	Amount	1/2 Cent Tax	G.F.	Grant	Private	DIF	Other
Code #	#	Budgeted	& Fran Fees	Reserves	Funds	Funds	& CFD	
22-5310-00-861 Transit		\$ 284,000	284,000					Transit
<i>less other Funds</i>		\$ -						
Total 2009-2010 Budget for CIP		\$ 284,000	\$ 284,000	\$ -	\$ -	\$ -	\$ -	\$ -
2009-2010 Capital Improvement Fund-Public Works Department								
Acct.	Acct.	Amount	1/2 Cent Tax	G.F.	Grant	Private	DIF	Streets & Other
Code #	Code #	Budgeted	& Fran Fees	Reserves	Funds	Funds	& CFD	Funds
22-5320-00-575, STORM DRAINAGE		\$ -	-					
22-5320-00-576, CHAPEL AREA 1A STORM DRAINAGE		\$ 32,000	17,000				15,000	Chapel Area 1A - Storm Drainage Improvements (Vista Bonita)
22-5320-00-577, CHAPEL STORM DRAINAGE		\$ 325,681	-					325,681 Chapel - Storm Drainage Improvements
22-5320-00-578, HARMONY/WINDSONG STORM DRAINAGE		\$ 2,122,000	-					2,122,000 Harmony/Windsong Drives area Storm Drainage Improvements
22-5320-00-725, SAFETY & EMERGENCY EQUIPMENT		\$ -	-					Snowplow Equipment
22-5320-00-914, SIDEWALKS		\$ 500,000	500,000					Sidewalks - Posse Ground Road
22-5320-00-914, SIDEWALKS		\$ -	-					

City of Sedona, Arizona				2009/10 Annual Budget					
22-5320-00-917, RANGER ROAD IMPROVEMENTS		\$ 2,450,000							Ranger/Brewer/89A Intersection Improvements
			490,000		1,960,000				
22-5320-00-918 Fire Hydrants		\$ 100,000							Fire Hydrants
			100,000						
22-5320-00-NEW, SR 89A STREET LIGHT PROJECT		\$ 100,000							SR 89A Street Light Project
			100,000						
22-5320-00-XXX, SR 179 IMPROVEMENTS		\$ 27,836							SR 179 Improvements
			27,836						
22-5320-00-927, POSSE GRD INTERSECTION		\$ 30,000							SR89A - Posse Ground Intersection
			30,000						
22-5320-00-931, AIRPORT RD/89A INTERSECTION		\$ 8,000							Airport Rd/SR 89A Intersection Traffic Light
			8,000						
22-5320-00-937, LANDSCAPING		\$ -							Moved to Contingency: Landscape Improvements on SR 89A
			-						
<i>less other Funds</i>		\$ (4,422,681)							
Total 2009-2010 Budget for CIP		\$ 1,272,836	\$ 1,272,836	\$ -	\$ 1,960,000	\$ 0	\$ 15,000	\$ 2,447,681	
2009-2010 Capital Improvement Fund-Arts & Culture									
Acct.	C.I.P.	Amount	1/2 Cent Tax	Reserves	Grant	Private	DIF	Other	
Code #	#	Budgeted	& Fran Fees		Funds	Funds	& CFD		
22-5420-00-991 Transfer to Arts Fund		\$ 30,000	30,000						Transfer to Arts Fund
<i>less other Funds</i>		\$ -							
Total 2009-2010 Budget for CIP		\$ 30,000	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	
2009-2010 Capital Improvement Fund-Police Department									
Acct.	C.I.P.	Amount	1/2 Cent Tax	Reserves	Grant	Private	DIF	Other	
Code #	#	Budgeted	& Fran Fees		Funds	Funds	& CFD		
22-5510-00-740, POLICE VEHICLE PURCHASE		\$ 26,000	26,000						Police Vehicle Replacement
<i>less other Funds</i>		\$ -							
Total 2009-2010 Budget for CIP		\$ 26,000	\$ 26,000	\$ -	\$ -	\$ -	\$ -	\$ -	
Combined Total		\$ 2,998,491	\$ 2,998,491	\$ -	\$ 1,960,000	\$ -	\$ 571,000	\$ 2,449,981	
2009-2010 CIP Budget					101				



**City of Sedona
Decision Package/CAPITAL
REQUEST
Fiscal Year 2009-2010**

Project Title:	Park Maintenance Equipment
Date:	2/6/2009
Originating Department:	Parks and Recreation

I Problem/Issue

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

Yes.

If yes, then how:

Enhances the ability of the Parks Maintenance staff to upgrade the condition of the Parks facilities for the enjoyment of the citizens/customers.

b) Is this a traditional government function?

no answer

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

N/A

c) History/background of project issue:

Based on a historical lack of resources, the lack of proper maintenance equipment has resulted in continued sub-standard conditions. The Parks maintenance department currently has 5 pick-up trucks and virtually no grounds maintenance equipment. Another truck was to be added to this years budget, but we have eliminated that request in lieu of new equipment.

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

Strategic Plan:

no answer

Community Plan:

no answer

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

Enhancement of Park Maintenance is a current priority of the Parks and Recreation Commission and the City Council.

e) Are there environmental implications?

No.

If yes, explain:

no answer

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

\$75,000 for new equipment. Can be either leased or purchased with full warranty.
\$45,000 for used equipment. Purchased with limited warranty.

This request is taking the approach of leasing equipment for \$25,000 for three years.

II Risk Analysis

a) What happens if this is not done?

Unrealistic expectation of improvements without support.

What would happen if this is done?

Enhanced Parks image and quality.

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

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

no answer

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

no answer

III Resources Required

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

Parks and Recreation

Do these departments concur with this priority?

Yes.

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

No additional staff required.

- 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:**

Minimal operations expenses for general repair and maintenance.

IV Implementation

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

July 2009 or sooner.

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

Recommendations by the P&R Commission.

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

no answer

IV Proposed Expenditures

Line Item	FY 2009-2010	FY 2010-2011	FY 2011-2012
22-5244-00-725 MACHINERY & EQUIPMENT	\$25,000.00	\$25,000.00	\$25,000.00
Fiscal Year Totals:	\$25,000.00	\$25,000.00	\$25,000.00

Expenditures Total: \$75,000.00



**City of Sedona
Capital Worksheet
Fiscal Year 2009-2010**

Project Title: Solar Panels for Swimming Pool
22 Capital Improvements Fund: 22-5244-00-750, IMPROVEMENTS/PARK RENOVATIONS
Department: Parks and Recreation
Community Plan Element: <i>no answer</i>
Capital Improvement Plan Program: <i>no answer</i>
Project Description: Purchase of solar panels that will help heat the community swimming pool. It is estimated that we may save up to 57 percent of the natural gas we now use to heat the pool. Cost is 50,400 dollars for the equipment. Return on investment would take about ten years at today's cost for natural gas.
Requirement/Need for Project: <i>no answer</i>
Consequence of Not Performing Project: We will continue to heat entirely with natural gas and of course from what we get from the heat we get directly from the sun.
Operation Impacts for Maintenance, Staffing, Etc.: Staff would need to drain and fill the panels with water at the start and end of each pool season.
Related Projects: <i>no answer</i>
Possible Funding Source: <i>no answer</i>
Proposed Expenditures: \$50,000



**City of Sedona
Capital Worksheet
Fiscal Year 2009 - 2010**

Project Title: Barbara Antonsen Park		
22 Capital Improvements Fund: 22-5244-00-750, IMPROVEMENTS/PARK RENOVATIONS		
Department: Parks and Recreation		
Community Plan Element: Community Facilities, Services and Recreation		
Capital Improvement Plan Program: <i>no answer</i>		
Project 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 the funds for the Heritage grant.		
Requirement/Need for Project: Funds need to be available per the City's agreement with the State.		
Consequence of Not Performing Project: The City would have to reimburse the state heritage funds from the cultural park project from the City's general fund instead of keeping the money for a local project.		
Operation Impacts for Maintenance, Staffing, Etc.: The completed park amenity will have ongoing operations and maintenance costs.		
Related Projects: <i>no answer</i>		
Possible Funding Source: <i>Sales tax, DIF</i>		
Proposed Expenditures:		
	FY 2009-2010	FY 2010-2011
Construction	\$125,000.00	\$125,000.00
Construction Mgt.	\$0.00	\$0.00
Contingency	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00
Environmental	\$0.00	\$0.00
Equipment	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00
Maintenance	\$0.00	\$0.00
<u>FY Totals:</u>	<u>\$125,000.00</u>	<u>\$125,000.00</u>
<u>Expenditures Total: \$250,000.00</u>		



**City of Sedona
Capital Worksheet
Fiscal Year 2009 - 2010**

Project Title: Sunset Park tennis and basketball court repair	
22 Capital Improvements Fund: 22-5244-00-840, SUNSET PARK	
Department: Parks and Recreation	
Community Plan Element: Community Facilities, Services and Recreation	
Capital Improvement Plan Program: <i>no answer</i>	
Project Description: Repair/Replace all court surfaces as needed to eliminate cracked and uneven surface. This is a JOINT project between public works and parks and recreation. Public works will handle the majority of the engineering, design and construction. P&R will assume maintenance.	
Requirement/Need for Project: Apparent improper construction techniques have resulted in severe settling and cracking of the court surfaces. As a result safety and tripping hazards are an issue to players. Construction contractor should be liable for repairs.	
Consequence of Not Performing Project: If unchecked, the court surface will continue to deteriorate requiring closure of the courts.	
Operation Impacts for Maintenance, Staffing, Etc.: None	
Related Projects: <i>no answer</i>	
Possible Funding Source: Contractor liability. City funds.	
Proposed Expenditures:	
	FY 2009-2010
Construction	\$200,000.00
Construction Mgt.	\$0.00
Contingency	\$0.00
Design/Engineering	\$40,000.00

Environmental	\$0.00
Equipment	\$0.00
Land Acquisition	\$0.00
Maintenance	\$0.00
<u>FY Totals:</u>	<u>\$240,000.00</u>
<u>Expenditures Total: \$240,000.00</u>	



**City of Sedona
Capital Worksheet
Fiscal Year 2009 - 2010**

Project Title: Posse Grounds Park Improvements		
22 Capital Improvements Fund: 22-5244-00-940, POSSE GROUND PARK IMPROVEMENTS		
Department: Parks and Recreation		
Community Plan Element: Community Facilities- Seek sufficient resources to support the improvement, maintenance, and operation of recreation facilities and the planning, acquisition and development of these facilities.		
Capital Improvement Plan Program: <i>no answer</i>		
Project Description: This request is for major upgrades to the irrigation, drainage and field work to Posse Grounds multi-use field. Currently the field is uneven, irrigated poorly and the grass is in poor condition. This request is also for funds to demolish the masonry kick-wall, removing and lowering the existing manhole, relocating the existing fence on the east end of the field, adding a section of fencing to match the existing, adding 10,000 sq ft of turf and appropriate irrigation and a new concrete ADA sidewalk will be installed to connect the existing sidewalk with a new ADA accessible spectator area. This is also for completion of Recreation room and restroom. This work will serve as the match to a grant from the NFL for \$25,000 to install a scoreboard, visitor team bleachers, and dual use goalposts for soccer and football.		
Requirement/Need for Project: The safety of the users is affected by the low quality of the field. In order to encourage usage of the City's park amenities, the facilities should be cared for and maintained.		
Consequence of Not Performing Project: The field will continue to have an uneven, patchy surface.		
Operation Impacts for Maintenance, Staffing, Etc.: Depending on the type of surface, either artificial turf or grass, the operation impacts may vary.		
Related Projects: <i>no answer</i>		
Possible Funding Source: general fund		
Proposed Expenditures:		
	FY 2009-2010	FY 2010-2011

Construction	\$100,000.00	\$0.00
Construction Mgt.	\$0.00	\$0.00
Contingency	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00
Environmental	\$0.00	\$0.00
Equipment	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00
Maintenance	\$0.00	\$0.00
<u>FY Totals:</u>	<u>\$100,000.00</u>	<u>\$0.00</u>
<u>Expenditures Total: \$100,000.00</u>		



**City of Sedona
Capital Worksheet
Fiscal Year 2009 - 2010**

Project Title: Park Sign Implementation
22 Capital Improvements Fund: 22-5244-00-751, IMPROVMENTS [OFF-SITE]
Department: Parks and Recreation
Community Plan Element: Quality of Life
Capital Improvement Plan Program: <i>no answer</i>
Project Description: Direction signs to City Parks and Trail Heads
Requirement/Need for Project: Parks and Recreation staff and the Parks and Recreation Commission have been working to develop a plan for signage within our parks and well as directional signs to our facilities. Both Jordan Park and Posse Grounds Park have new signs. This project will include directional signs for vehicles, pedestrians and signage within the facilities.
Consequence of Not Performing Project: Citizens and visitors will continue to find it difficult to locate where our city parks and trail heads are located.
Operation Impacts for Maintenance, Staffing, Etc.: Staff will need to place signs and work with Community Development for best location.
Related Projects: <i>no answer</i>
Possible Funding Source: General Fund Carruth fund (\$3,000)

Proposed Expenditures:

	FY 2009-2010	FY 2010-2011	FY 2011-2012	FY 2012-2013
Construction	\$0.00	\$0.00	\$0.00	\$0.00
Construction Mgt.	\$0.00	\$0.00	\$0.00	\$0.00
Contingency	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Environmental	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$8,000.00	\$5,000.00	\$5,000.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Maintenance	\$0.00	\$0.00	\$0.00	\$0.00
<u>FY Totals:</u>	<u>\$8,000.00</u>	<u>\$5,000.00</u>	<u>\$5,000.00</u>	<u>\$0.00</u>

Expenditures Total: \$18,000.00



**City of Sedona
Capital Worksheet
Fiscal Year 2009 - 2010**

Project Title: Jordan Park Picnic Area	
22 Capital Improvements Fund: 22-5244-00-842, JORDAN HISTORICAL PARK	
Department: Parks and Recreation	
Community Plan Element: Community Facilities, Services and Recreation	
Capital Improvement Plan Program: <i>no answer</i>	
Project Description: Install a concrete pad and picnic table in the lower parking lot area for visitors and guests.	
Requirement/Need for Project: Park improvement. Community and public use.	
Consequence of Not Performing Project: Visitors will continue to use the tables provided closer to Jordan Park historical buildings.	
Operation Impacts for Maintenance, Staffing, Etc.: minimal other than for installation and maintenance.	
Related Projects: <i>no answer</i>	
Possible Funding Source: <i>no answer</i>	
Proposed Expenditures:	
	FY 2009-2010
Construction	\$5,000.00
Construction Mgt.	\$0.00
Contingency	\$0.00
Design/Engineering	\$0.00
Environmental	\$0.00
Equipment	\$0.00
Land Acquisition	\$0.00
Maintenance	\$0.00
<u>FY Totals:</u>	<u>\$5,000.00</u>
<u>Expenditures Total: \$5,000.00</u>	



**City of Sedona
Capital Worksheet
Fiscal Year 2009 - 2010**

Project Title: Jordan Historical Park
22 Capital Improvements Fund: 22-5244-00-842, JORDAN HISTORICAL PARK
Department: Parks and Recreation
Community Plan Element: Quality of Life
Capital Improvement Plan Program: <i>no answer</i>
Project Description: Staff conducted an Otwell building condition assessment in 2006. Based on the Building Condition Assessment (BCA) findings, there needs to be some rehabilitation and maintenance work done in the park. Staff applied for a state grant in 2009/2010 with a 60/40 match; however state grant funding was frozen in Spring 2009. Staff will work with the Sedona Historical Society to prioritize work and will complete the most important items with City funding.
Requirement/Need for Project: Facility maintenance and protection of historical integrity. All work must be conducted in accordance with the schedule and requirements as shown in the BCA
Consequence of Not Performing Project: Loss of historical integrity and safety concerns not met
Operation Impacts for Maintenance, Staffing, Etc.: on-going and monitored
Related Projects: <i>no answer</i>
Possible Funding Source: Grant, DIF and sales tax

Proposed Expenditures:

	FY 2009-2010	FY 2010-2011	FY 2011-2012
Construction	\$10,000.00	\$65,000.00	\$0.00
Construction Mgt.	\$0.00	\$0.00	\$0.00
Contingency	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00
Environmental	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00
Maintenance	\$0.00	\$0.00	\$0.00
<u>FY Totals:</u>	<u>\$10,000.00</u>	<u>\$65,000.00</u>	<u>\$0.00</u>

Expenditures Total: \$75,000.00



**City of Sedona
Capital Worksheet
Fiscal Year 2009 - 2010**

Project Title: General Vehicles					
22 Capital Improvements Fund: 22-5245-00-740, GENERAL VEHICLES					
Department: Finance					
Community Plan Element: Responsive Government					
Capital Improvement Plan Program: <i>no answer</i>					
Project Description: To replace the Ford Windstar Van with a new economical vehicle.					
Requirement/Need for Project: The Ford Windstar is now ten years old with over 98,000 miles. It is starting to add up the maintenance costs. Replacing it would be for economical (gas) reasons as well as anticipated maintenance that will happen as the vehicles ages The vehicle being considered for replacement has a purchase price of approximately \$19,000. plus applicable fees and would have at least a 3 year/36,000 miles warranty. .					
Consequence of Not Performing Project: We would continue to pay for unscheduled high maintenance cost.					
Operation Impacts for Maintenance, Staffing, Etc.: Vehicle would be reliable and economical. Employees would feel more secure in taking 'City' Vehicles. The initial cost for new vehicle would be absorbed in the savings of unscheduled maintenance and better fuel economy.					
Related Projects: <i>no answer</i>					
Possible Funding Source: Sales tax and use current vehicles trade-in values					
Proposed Expenditures:					
	FY 2009-2010	FY 2010-2011	FY 2011-2012	FY 2012-2013	FY 2013-2014
Construction	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Construction Mgt.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Contingency	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Environmental	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$20,000.00	\$0.00	\$0.00	\$0.00	\$25,000.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<u>FY Totals:</u>	<u>\$20,000.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$25,000.00</u>
<u>Expenditures Total: \$45,000.00</u>					



**City of Sedona
Capital Worksheet
Fiscal Year 2009 - 2010**

Project Title: City Hall Exterior Lighting
22 Capital Improvements Fund: 22-5245-00-850, CITY HALL PLAZA
Department: Public Works
Community Plan Element: <i>no answer</i>
Capital Improvement Plan Program: <i>no answer</i>
Project Description: This project was put off as part of the 2008/09 mid-year reductions. It is being reintroduced for consideration. Currently the lighting at City Hall does not meet the City's dark skies ordinance and is not compliant with the City's lighting regulations. This project will bring the exterior lighting at City Hall up to code and replace the lighting with more energy efficient fixtures.
Requirement/Need for Project: This project will improve energy efficiency, as well as bring the City Hall complex up to code. Also, when the stucco project was completed in 2007, the light fixtures were not permanently secured back to the structure to allow for easy replacement, without damage to the new stucco, so currently the fixtures are not adhered to the buildings properly and are not secured for a long-term basis.
Consequence of Not Performing Project: Lighting will continue to violate the City's dark skies ordinance as well as operate on an energy inefficient basis. Existing lighting is not secured properly and without this project, the existing lighting will need to be secured back to the buildings.
Operation Impacts for Maintenance, Staffing, Etc.: Minimal- project management
Related Projects: <i>no answer</i>
Possible Funding Source: sales tax
Proposed Expenditures:

	FY 2009-2010
Construction	\$35,000.00
Construction Mgt.	\$0.00
Contingency	\$0.00
Design/Engineering	\$0.00
Environmental	\$0.00
Equipment	\$0.00
Land Acquisition	\$0.00
Maintenance	\$0.00
<u>FY Totals:</u>	<u>\$35,000.00</u>
<u>Expenditures Total: \$35,000.00</u>	



**City of Sedona
Capital Worksheet
Fiscal Year 2009 - 2010**

Project Title: Ceiling Mounted Projector
22 Capital Improvements Fund: 22-5245-00-850, CITY HALL PLAZA
Department: City Clerk
Community Plan Element: <i>no answer</i>
Capital Improvement Plan Program: N/A
Project Description: Install projectors in the ceiling of the Council Chambers.
Requirement/Need for Project: Currently, staff or (public) use the computer cart to do presentations before Council or Commission Meetings. The computer cart is cumbersome, and the projector sometimes is out of focus. Installing a ceiling projector will provide the staff and public an opportunity to utilize floor cables (visual equipment) to connect their computers or other electronic equipment. This project will benefit all city departments and the public who come before Council/Commission to make a presentation. The current computer cart could then be stationed inside of the Vultee Conference Room.
Consequence of Not Performing Project: Problems with connecting the equipment will continue before or during the meeting. Hauling the cart in and around the chamber could potentially cause physical health concerns for staff in moving it from the Audio/Visual Room to the Council. Also, the cart is too large to sit in the front of the Chambers and oftentimes presents problems for the Council or public to see around the cart whenever someone is presenting.
Operation Impacts for Maintenance, Staffing, Etc.: Impact on staff is to becoming trained to use the equipment. In terms of maintenance, the IT Department would be responsible for maintaining and overseeing the equipment.
Related Projects: Ceiling Mounted Projectors
Possible Funding Source: <i>no answer</i>

Proposed Expenditures:

	FY 2009-2010	FY 2010-2011
Construction	\$0.00	\$0.00
Construction Mgt.	\$0.00	\$0.00
Contingency	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00
Environmental	\$0.00	\$0.00
Equipment	\$10,000.00	\$0.00
Land Acquisition	\$0.00	\$0.00
Maintenance	\$0.00	\$0.00
<u>FY Totals:</u>	<u>\$10,000.00</u>	<u>\$0.00</u>

Expenditures Total: \$10,000.00



**City of Sedona
Capital Worksheet
Fiscal Year 2009 - 2010**

<p>Project Title: Sidewalks for City Hall Complex</p>
<p>22 Capital Improvements Fund: 22-5245-00-850, CITY HALL PLAZA</p>
<p>Department: Public Works</p>
<p>Community Plan Element: GOAL 11.0 Provide sufficient resources to evaluate, operate and satisfactorily maintain City streets, storm drainage facilities, wastewater facilities, buildings, parks and other infrastructure that are intended for continued use.</p>
<p>Capital Improvement Plan Program: <i>no answer</i></p>
<p>Project Description: This request is for the allocation of funds to continuing the repair process for items identified in the facilities assessment, particularly repairing and replacing the concrete sidewalks at City Hall. Due to the free/thaw cycle, the use of salt, tree roots growing under the sidewalks and daily use, the sidewalks are deteriorating around the complex. 09/10 Continue repair of concrete surfaces in and around the City Hall complex courtyard.</p>
<p>Requirement/Need for Project: As the City Manager's office is has been traditionally responsible for property management for the City Hall Complex, there have been numerous issues/problems identified by staff such as leaks and HVAC. In addition to these daily needs, there will be a need to address potentially critical structural issues. 09/10 Courtyard area concrete is deteriorating and needs to be repaired and/or replaced to ensure a safe environment.</p>
<p>Consequence of Not Performing Project: The City Hall Plaza property will continue to deteriorate and eventually need a more costly overhaul. There are a number of property issues, that if not repaired, will lead to additional costs.</p>
<p>Operation Impacts for Maintenance, Staffing, Etc.: City Manager's office and Public Works will go through the estimate and/or bid process depending on the cost of repairs.</p>
<p>Related Projects: <i>no answer</i></p>
<p>Possible Funding Source: Development Impact Fees</p>

Sales Tax

Proposed Expenditures:

	FY 2009-2010	FY 2010-2011	FY 2012-2013
Construction	\$0.00	\$0.00	\$0.00
Construction Mgt.	\$0.00	\$0.00	\$0.00
Contingency	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00
Environmental	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00
Maintenance	\$125,000.00	\$150,000.00	\$175,000.00
<u>FY Totals:</u>	<u>\$125,000.00</u>	<u>\$150,000.00</u>	<u>\$175,000.00</u>

Expenditures Total: \$450,000.00



**City of Sedona
Capital Worksheet
Fiscal Year 2009 - 2010**

Project Title: Energy Saving Improvements
22 Capital Improvements Fund: 22-5245-00-850, CITY HALL PLAZA
Department: Public Works
Community Plan Element: GOAL 11.0 Provide sufficient resources to evaluate operate and satisfactorily maintain City streets, storm drainage facilities, wastewater facilities, buildings, parks and other infrastructure that are intended for continued use.
Capital Improvement Plan Program: <i>no answer</i>
Project Description: This budget request provides funds for energy saving improvements on City facilities. This may include, but is not limited to, changing light controls to be motion activated, improving the seals on doors and windows, changing energy inefficient windows and HVAC registers. 09/10: Continue to upgrade all lighting to electronic ballast/fluorescent bulbs. Evaluate and upgrade water heaters and install Point-of-Use equipment where feasible. Replace exterior lighting controllers to allow more programming of their on-off cycles and install occupancy sensors in all areas.
Requirement/Need for Project: If the City wants to become more energy efficient and earth conscious, funds will be needed to replace equipment and items to become more efficient. This request will provide some leeway in improving our facilities and making them more cost effective in the long run with the energy efficiency. 09/10: Continued pursuit of energy efficiency in FY 09/10 and beyond. The cost of energy is rising and the efficiency of the facilities is decreasing as they age.
Consequence of Not Performing Project: City facilities will continue to operate in an energy inefficient manner.
Operation Impacts for Maintenance, Staffing, Etc.: Maintenance of any installed equipment will be minimal: Regular preventative maintenance will be needed to keep equipment running efficiently.
Related Projects: 89A North Side Sidewalk West From Dry Creek Road
Possible Funding Source: Sales Tax

Proposed Expenditures:

	FY 2009-2010	FY 2010-2011	FY 2011-2012	FY 2012-2013
Construction	\$0.00	\$0.00	\$0.00	\$0.00
Construction Mgt.	\$0.00	\$0.00	\$0.00	\$0.00
Contingency	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$25,000.00	\$0.00	\$0.00	\$0.00
Environmental	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Maintenance	\$50,000.00	\$50,000.00	\$75,000.00	\$75,000.00
<u>FY Totals:</u>	<u>\$75,000.00</u>	<u>\$50,000.00</u>	<u>\$75,000.00</u>	<u>\$75,000.00</u>

Expenditures Total: \$275,000.00



**City of Sedona
Capital Worksheet
Fiscal Year 2009 - 2010**

Project Title: HVAC Efficiency Audit
22 Capital Improvements Fund: 22-5245-00-850, CITY HALL PLAZA
Department: Public Works
Community Plan Element: GOAL 11.0 Provide sufficient resources to evaluate operate and satisfactorily maintain City streets, storm drainage facilities, wastewater facilities, buildings, parks and other infrastructure that are intended for continued use.
Capital Improvement Plan Program: <i>no answer</i>
Project Description: Perform an in-depth analysis of the layout and effectiveness of the existing HVAC system. This will evaluate the size and efficiency of the HVAC units themselves, as well as the duct configuration and size, and register locations. This information will be used to formulate a multi-year plan of HVAC unit replacements and any necessary configuration changes.
Requirement/Need for Project: Currently, the HVAC system is in working order, however there are locations that are extremely difficult to obtain adequate climate control. System is original to the buildings and is coming up on design life of the equipment.
Consequence of Not Performing Project: Some office areas will continue to be uncomfortable for the occupants. HVAC units will eventually fail.
Operation Impacts for Maintenance, Staffing, Etc.: <i>no answer</i>
Related Projects: <i>no answer</i>
Possible Funding Source: Sales Tax

Proposed Expenditures:					
	FY 2009-2010	FY 2010-2011	FY 2011-2012	FY 2012-2013	FY 2013-2014
Construction	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Construction Mgt.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Contingency	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00
Environmental	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<u>FY Totals:</u>	<u>\$10,000.00</u>	<u>\$20,000.00</u>	<u>\$20,000.00</u>	<u>\$20,000.00</u>	<u>\$20,000.00</u>
<u>Expenditures Total: \$90,000.00</u>					



**City of Sedona
Capital Worksheet
Fiscal Year 2009 - 2010**

Project Title: Transit Expansion- Cottonwood Facility and Phase 2
22 Capital Improvements Fund: 22-5310-00-861, TRANSIT
Department: City Manager
Community Plan Element: <i>no answer</i>
Capital Improvement Plan Program: <ul style="list-style-type: none">- Modify existing services to cut circulator and add additional commuter trips between Sedona and Cottonwood.- Completion of joint facility in the City of Cottonwood for RoadRunner and CAT operations.- Complete shelter implementation and improve existing sites.- Addition of bike racks and/or modify from double rack to triple rack on all vehicles to encourage multimodal use.
Project Description: <p>In June 2004, the City Council approved Phase I of the Sedona Roadrunner, which began operating in October 2006. Phase I included a circulator in Uptown and provided an Express commuter service between Cottonwood and Sedona twice in morning and twice in evening. Service expansion will provide transit to service workers residing in Cottonwood as well as improve connectivity of residents in Sedona. Expansion of services will offer more choices to both residents and visitors to the Sedona area. Expansion requires purchase of 3 new cutaway vans. Yavapai County and City of Cottonwood will share the 20% match in an equal 3 way split. Currently, the City stores the RoadRunner vehicles outdoors in Cottonwood. NAIPTA (No. AZ. Intergovernmental Transportation Authority) is requesting funds to complete Phase I construction of a joint facility in Cottonwood that would be shared by Sedona and Cottonwood transit services. City of Cottonwood is providing property for facility at a nominal lease for \$1 annually. Service was evaluated by NAIPTA and Sedona appointed RoadRunner Citizen Review Commission. Recommendation of the commission include: * modifying circulator service to 1 vehicle providing 15-20 minute frequency with 2nd vehicle added during peak tourism season to maintain frequency during middle of the day * adding commuter service to increase number of trips from 2 round trips daily to 8, with City of Cottonwood paying for half of new trips. Recommendation of commission was presented to City Council on February 10, 2009 with positive support for recommended changes. Project includes completion of joint facility in Cottonwood to serve as maintenance and administrative center for services as well as parking facility overnight. Additionally, shelters and bike racks will be added to gain riders of choice.</p>
Requirement/Need for Project: <i>no answer</i>

Consequence of Not Performing Project:

Modifying service makes more efficient use of funding and improves service to citizens as well as tourist. The intercity commuter increases opportunities for employment and viability of businesses (shopping, doctors, etc).

If a storage and maintenance facility is not built in Cottonwood, there is strong evidence that the shuttle vehicles will deteriorate faster without the protection of parking in a facility. The current parking site is a dirt lot that is adding to the wear and tear of the vehicles as well as increases demand for general maintenance, i.e. washing, polishing, interior detailing, etc. Additionally, all maintenance is outsourced at a higher cost to the City.

If shelters are not implemented, riders are less likely to wait for the commuter and circulator. Shelters generate identity and encourage riders of choice to use service.

The double bike racks are not sufficient for the demand being generated on the commuter portion of the service. If the triple racks are not purchased, service will continue to turn riders away that would otherwise use the system.

Operation Impacts for Maintenance, Staffing, Etc.:

Impact on City staffing would be minimal for implementation of any or all the identified projects within this request. NAIPTA will continue to work with City staff to ensure services meet needs of community and Council. Staff will be called on regularly to attend financial and planning meetings sponsored by NAIPTA.

NAIPTA (No. AZ. Intergovernmental Transportation Authority) will continue to lead efforts for modifying services and for completion of facility. Incremental and incidental changes to services will be part of NAIPTA's operational oversight.

Ongoing operational costs and future capital improvements and additions are anticipated.

Related Projects:

Transit Expansion- Cottonwood Facility and Phase 2

Possible Funding Source:

NAIPTA projections are the following:

FY 2009-2010: Modify programs as recommended by RoadRunner CRC and supported by City Council, final cost of completion of facility, final development and implementation of shelters/improvement of signage at stops.

Possible funding sources include Federal Transportation Administration funds, City of Cottonwood, Yavapai and Coconino counties (for service outside of the City limits), LTAF II, passenger fares, commuter pass program fares, and other state funding.

**Phase I of the transit facility is anticipated to cost a total of \$2.4M, with majority of the funding coming from state and federal funding sources. Local match is 20% of cost and property, leased from Cottonwood, provides almost 10% of required local match of 20%. Cottonwood and Sedona share the incremental local match for site development. Local match is anticipated to be \$250,800.

**Shelter program is anticipated to cost \$154,000 with federal funding for 80% of total. Local match of 20% is required from the City of Sedona.

**Bike Racks are anticipated to cost \$12,000 and would be funding 80% with federal funding. Local match of 20% is required from the City of Sedona.

Proposed Expenditures:					
	FY 2009-2010	FY 2010-2011	FY 2011-2012	FY 2012-2013	FY 2013-2014
Construction	\$281,600.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00
Construction Mgt.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Contingency	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Environmental	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$2,400.00	\$125,000.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<u>FY Totals:</u>	<u>\$284,000.00</u>	<u>\$175,000.00</u>	<u>\$50,000.00</u>	<u>\$50,000.00</u>	<u>\$50,000.00</u>
<u>Expenditures Total: \$609,000.00</u>					



**City of Sedona
Capital Worksheet
Fiscal Year 2009 - 2010**

Project Title: Chapel Area IA - Storm Drainage Improvement (Vista Bonita)
22 Capital Improvements Fund: 22-5320-00-576, CHAPEL AREA 1A - STORM DRAIN
Department: Public Works
Community Plan Element: Community Facilities 3.1
Capital Improvement Plan Program: Storm Drainage
Project Description: Installation of Storm Drainage Improvements in the Vista Bonita Area of Chapel Area. This is the first of several storm drainage improvements in the Chapel Area. This includes the improvement of the drainage channel in the median of Vista Bonita and the installation of drainage structures south and to the east of Vista Bonita. Related to Chapel Area 1A Sewer Project. Design was accomplished during FY 2006/2007 and 2007/2008.
Requirement/Need for Project: Storm drainage improvements are required to reduce flooding in the Vista Bonita Area. The Vista Bonita Area is relatively flat and receives the drainage from higher elevations from Meadowlark south toward Indian Cliffs and Back O'Beyond. The area has no well defined outlet at the south end of Vista Bonita and residents in the area receive flood damage consistent with relatively minor storms. This project is identified in the Storm Drainage Master Plan for construction between 2005 and 2010.
Consequence of Not Performing Project: Flooding in the Vista Bonita area will continue at current levels.
Operation Impacts for Maintenance, Staffing, Etc.: Increase costs for maintenance of storm drainage system. Probable reduction of emergency response for storm events and clean-up after.
Related Projects: Chapel Area 1A Sewer Collection System Project, Chapel Area Sewer Improvements, Chapel Area Storm Drainage Improvements
Possible Funding Source: \$.005 sales tax Storm Drain Development Fees Coconino County Flood Control District

Proposed Expenditures:

	FY 2009-2010	FY 2010-2011	FY 2011-2012
Construction	\$32,000.00	\$0.00	\$0.00
Construction Mgt.	\$0.00	\$0.00	\$0.00
Contingency	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00
Environmental	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00
Maintenance	\$0.00	\$0.00	\$0.00
<u>FY Totals:</u>	<u>\$32,000.00</u>	<u>\$0.00</u>	<u>\$0.00</u>

Expenditures Total: \$32,000.00



**City of Sedona
Capital Worksheet
Fiscal Year 2009 - 2010**

Project Title: Chapel Area Storm Drainage Improvements
22 Capital Improvements Fund: 22-5320-00-577, CHAPEL AREA STORM DRAINAGE
Department: Public Works
Community Plan Element: Community Facilities 3.1
Capital Improvement Plan Program: Storm Drainage
Project Description: Installation of storm drainage improvements in the Chapel Area under Chapel Areas 1B, 2, 3, and 4. Areas 1B and 2 are scheduled to start construction in FY 2008/2009 and Areas 3 and 4 for FY 2009/2010. Related to Chapel Area Sewer Improvements, and Chapel Area 1A Sewer and Storm Drainage Improvement Projects. Storm drainage improvements are designed to be installed on Antelope Drive and Hummingbird Circle, and will be designed as part of the Construction Manager at Risk (CMAR) from Area 4 to Area 2 in the vicinity of Little Horse Lane, Cathedral Lane, Fox Road and Antelope. During construction, the City will add several additional fire hydrants under a related project and upon completion of the sewer, storm drainage and fire hydrant work, mill the road surfaces, shape and compact and add a new asphalt cement concrete surface. Design for the project, including sewer and street milling, has been accomplished except for the storm drainage extension from Antelope to Fox Road which will be done as part of the CMAR project.
Requirement/Need for Project: Part of the Storm Drainage Master Plan will be installed while installing the sewer system to prevent disruption of residents and added costs to accomplish sewer improvements and storm drainage at separate time. The projects are part of the Year 1, Year 6, Year 13, and Year 14 projects. In light of this improvements are being accelerated for the area in in Badger Drive and to the east. From a cost standpoint accomplishing these improvements and the Harmony Windsong improvements is approximately equal to the volume of work shown in the Storm Drainage Master Plan into year 7. Year seven is FY 2012/2013.
Consequence of Not Performing Project: Flooding will continue at current levels with associated damages to property.
Operation Impacts for Maintenance, Staffing, Etc.: Increase costs for maintenance of storm drainage systems. Probable reduction of emergency responses during and immediately after storm events.
Related Projects: Chapel Area 1A Sewer Collection System Project, Chapel Area IA - Storm Drainage Improvement (Vista Bonita), Chapel Area Sewer Improvements

Possible Funding Source:

Excise Tax Obligations (\$1,930,000 earmarked)

Proposed Expenditures:

	FY 2009-2010	FY 2010-2011
Construction	\$312,681.00	\$0.00
Construction Mgt.	\$3,000.00	\$5,000.00
Contingency	\$10,000.00	\$0.00
Design/Engineering	\$0.00	\$0.00
Environmental	\$0.00	\$0.00
Equipment	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00
Maintenance	\$0.00	\$0.00
<u>FY Totals:</u>	<u>\$325,681.00</u>	<u>\$5,000.00</u>

Expenditures Total: \$330,681.00



**City of Sedona
Capital Worksheet
Fiscal Year 2009 - 2010**

Project Title: Harmony/Windsong Drives Area Storm Drainage Improvements
22 Capital Improvements Fund: 22-5320-00-578, HARMONY/WINDSONG DRAINAGE PROJ
Department: Public Works
Community Plan Element: Community Facilities 3.1
Capital Improvement Plan Program: Storm Drainage
Project Description: Design of and Installation of Storm Drainage Improvements in the Harmony and Windsong Drives Area. The design has started and will be finalized in FY 2008/2009. Construction is anticipated to begin in mid-2008/2009 and completed in 2009/2010. The work will be accomplished in two to four phases utilizing the Construction Manager @ Risk (CMAR) process. Construction of the improvements is expected to be accomplished over several years through Guaranteed Maximum Price (GMP) contracts through the CMAR for up to four phases. The goal is to have the work done by January 31, 2010.
Requirement/Need for Project: The Storm Drainage Master Plan identified this work 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 Windsong 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 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. FY 2009/10 notes As the project has progressed it appears that the funds available will allow construction between SR 89A and about 200 feet north of Navajo Drive, plus acquisition of project right of way to Lyric.
Consequence of Not Performing Project: Flooding in the Harmony/Windsong Drives area will continue at current levels, natural erosion will continue to occur, and silt will continue to flow downstream at current levels.
Operation Impacts for Maintenance, Staffing, Etc.: 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.

Related Projects:*no answer***Possible Funding Source:**

Excise Tax Revenue Obligations (\$2,410,000 earmarked)

\$1,000,000 Yavapai County Flood Control Grant

The anticipated FY 2006/07 expenditure for is \$250,000 for design services by Dibble Engineering and the CMAR contractor.

Proposed Expenditures:

	FY 2009-2010	FY 2010-2011	FY 2011-2012
Construction	\$2,000,000.00	\$0.00	\$0.00
Construction Mgt.	\$0.00	\$0.00	\$0.00
Contingency	\$50,000.00	\$0.00	\$0.00
Design/Engineering	\$22,000.00	\$0.00	\$0.00
Environmental	\$10,000.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00
Land Acquisition	\$40,000.00	\$0.00	\$0.00
Maintenance	\$0.00	\$0.00	\$0.00
<u>FY Totals:</u>	<u>\$2,122,000.00</u>	<u>\$0.00</u>	<u>\$0.00</u>

Expenditures Total: \$2,122,000.00



**City of Sedona
Capital Worksheet
Fiscal Year 2009 - 2010**

Project Title: Sidewalks-Posse Ground Road
22 Capital Improvements Fund: 22-5320-00-904, POSSE GROUND ROAD SIDEWALK
Department: Parks and Recreation
Community Plan Element: Quality of Life
Capital Improvement Plan Program: <i>no answer</i>
Project Description: Sidewalk to provide safe passage from school to park and access by pedestrians to Posse Grounds park. Design was completed for this project in FY 2008/2009. The project will be managed by Public Works during construction and then will be assumed by the parks department.
Requirement/Need for Project: There is not currently pedestrian access on Posse Ground Road from West Sedona School to the 'Y' entrance at the Park.
Consequence of Not Performing Project: Facilities will exist as they currently do.
Operation Impacts for Maintenance, Staffing, Etc.: Will add minimal maintenance costs.
Related Projects: <i>no answer</i>
Possible Funding Source: DIF

Proposed Expenditures:

	FY 2009-2010	FY 2010-2011	FY 2011-2012
Construction	\$500,000.00	\$0.00	\$0.00
Construction Mgt.	\$0.00	\$0.00	\$0.00
Contingency	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00
Environmental	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00
Maintenance	\$0.00	\$0.00	\$0.00
<u>FY Totals:</u>	<u>\$500,000.00</u>	<u>\$0.00</u>	<u>\$0.00</u>

Expenditures Total: \$500,000.00



**City of Sedona
Capital Worksheet
Fiscal Year 2009 - 2010**

Project Title: Ranger/Brewer/89A Intersection Improvements
22 Capital Improvements Fund: 22-5320-00-917, RANGER ROAD IMPROVEMENTS
Department: Public Works
Community Plan Element: 7.0 Circulation
Capital Improvement Plan Program: Streets
Project 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
Requirement/Need for Project: 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.
Consequence of Not Performing Project: Overburdening of Ranger and Brewer Roads. This could result in more accidents or congestion of SR 179.
Operation Impacts for Maintenance, Staffing, Etc.: 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.
Related Projects: <i>no answer</i>
Possible Funding Source: 1/2 sales tax Development impact fees

Proposed Expenditures:

	FY 2009-2010	FY 2010-2011
Construction	\$0.00	\$1,750,000.00
Construction Mgt.	\$0.00	\$0.00
Contingency	\$40,000.00	\$150,000.00
Design/Engineering	\$400,000.00	\$50,000.00
Environmental	\$50,000.00	\$0.00
Equipment	\$0.00	\$0.00
Land Acquisition	\$0.00	\$25,000.00
Maintenance	\$0.00	\$0.00
<u>FY Totals:</u>	<u>\$490,000.00</u>	<u>\$1,975,000.00</u>

Expenditures Total: \$2,465,000.00



**City of Sedona
Capital Worksheet
Fiscal Year 2009 - 2010**

Project Title: Fire Hydrants			
22 Capital Improvements Fund: 22-5320-00-918, FIRE HYDRANTS			
Department: City Manager			
Community Plan Element: Quality of Life Infrastructure			
Capital Improvement Plan Program: <i>no answer</i>			
Project Description: Provide funding from the City of Sedona's Water Franchise agreement for the installation of Fire Hydrants.			
Requirement/Need for Project: Currently, there are existing areas in the City that do not have adequate fire protection because of a lack of fire hydrants.			
Consequence of Not Performing Project: If there is a fire, this could lead to possible property damage and loss of life.			
Operation Impacts for Maintenance, Staffing, Etc.: <i>no answer</i>			
Related Projects: <i>no answer</i>			
Possible Funding Source: <i>no answer</i>			
Proposed Expenditures:			
	FY 2009-2010	FY 2010-2011	FY 2011-2012
Construction	\$100,000.00	\$100,000.00	\$100,000.00
Construction Mgt.	\$0.00	\$0.00	\$0.00
Contingency	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00
Environmental	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00
Maintenance	\$0.00	\$0.00	\$0.00
<u>FY Totals:</u>	<u>\$100,000.00</u>	<u>\$100,000.00</u>	<u>\$100,000.00</u>
<u>Expenditures Total: \$300,000.00</u>			



**City of Sedona
Capital Worksheet
Fiscal Year 2009 - 2010**

<p>Project Title: SR 89A Street Light Project</p>
<p>22 Capital Improvements Fund: 22-5320-00-832, TRAFFIC SAFETY/STUDY</p>
<p>Department: Public Works</p>
<p>Community Plan Element: 7.0 Circulation</p>
<p>Capital Improvement Plan Program: Streets</p>
<p>Project Description: The Arizona Department of Transportation is pursuing a project to install streetlights in the West Sedona area along an approximately 2 miles in length. Although it ADOT will fund the major portion of the project the City will have to make contributions for upgrades to poles and lighting if desired by the City. Upgrades are things such as painted poles, special lighting fixtures, and special poles. This estimate assumes that the poles to be installed will be standard ADOT poles that are painted. The construction cost for the City will be paid through an Intergovernmental Agreement. At an estimated cost of \$910 per pole for enhancement (\$650 base cost plus 1.4 markup), the City contribution is estimated at \$82,000. FY 09/10 Notes In addition to the above costs sewer and irrigation relocation cost are anticipated. I am suggesting an allowance for this factor of \$250000. The time frame for the construction of the project is FY 10/11. This is an ADOT project so an IGA will be required and the City will have to provide funds to ADOT prior to the start of construction. The City may have to some design for relocation of sewer and irrigation lines.</p>
<p>Requirement/Need for Project: Pedestrian safety. This project is the outgrowth of a pedestrian safety study conducted by the Flagstaff office of ADOT. Besides improved signage warning of crossing pedestrians, street lighting was recommended.</p>
<p>Consequence of Not Performing Project: Due to the darkness of this area at night, pedestrians crossing at other than lighted intersections will remain at significant risk of being struck by a vehicle that does not see them. The distance between lighted intersections, especially west of the SR 89A/Rodeo road intersection and east of the SR 89A/Mountain Shadows Road intersection, is significant such that pedestrians are likely to take a chance on crossing the roadway rather than proceeding to a lighted intersection. Several pedestrian deaths have resulted in the last three years.</p>
<p>Operation Impacts for Maintenance, Staffing, Etc.: The addition of approximately 80 to 90 streetlights will significantly increase the electrical cost to the City.</p>

City for streetlights. The City currently pays for approximately 32 streetlights throughout the City; it will result in an annual cost increase of about \$16,000. The City will also need to pay for light replacement on a periodic basis. The City currently has a contract in the amount of \$9600 per year for maintaining the lights and signals in the Uptown area. The addition of this area could result in an approximate \$40,000 increase in maintenance cost if ADOT is not maintaining the lights.

Related Projects:

no answer

Possible Funding Source:

1/2 sales tax
Hurff funds

Proposed Expenditures:

	FY 2009-2010	FY 2010-2011	FY 2011-2012
Construction	\$0.00	\$400,000.00	\$0.00
Construction Mgt.	\$0.00	\$0.00	\$0.00
Contingency	\$0.00	\$0.00	\$50,000.00
Design/Engineering	\$100,000.00	\$0.00	\$0.00
Environmental	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00
Maintenance	\$0.00	\$12,000.00	\$60,000.00
<u>FY Totals:</u>	<u>\$100,000.00</u>	<u>\$412,000.00</u>	<u>\$110,000.00</u>

Expenditures Total: \$622,000.00



**City of Sedona
Capital Worksheet
Fiscal Year 2009 - 2010**

Project Title: SR 179 City of Sedona Improvements
22 Capital Improvements Fund: 22-5320-00-929, SR 179 ENHANCEMENTS
Department: Public Works
Community Plan Element: Circulation Community Facilities
Capital Improvement Plan Program: Streets
Project Description: The City gave ADOT funds in 2007 prior to the start of work on SR 179. This was done pursuant to JPA 06-68 (sewer and storm drainage), JPA 06-069 (Morgan Road Realignment), and JPA 06-070 (Landscaping and Lighting). The total given to ADOT at that time was \$2,874,047. Due to low bids received by ADOT the City has requested the refund of \$294,578. The city anticipates that it will in net receive \$30,817.40 back from JPAs 06-069 and 06-068. However it anticipated that the city will have to pay to ADOT \$26,835.44 based on the costs ADOT has incurred pursuant to JPA 06-070.
Requirement/Need for Project: <i>no answer</i>
Consequence of Not Performing Project: Project is underway.
Operation Impacts for Maintenance, Staffing, Etc.: <i>no answer</i>
Related Projects: <i>no answer</i>
Possible Funding Source: <i>no answer</i>

Proposed Expenditures:

	FY 2009-2010
Construction	\$27,836.00
Construction Mgt.	\$0.00
Contingency	\$0.00
Design/Engineering	\$0.00
Environmental	\$0.00
Equipment	\$0.00
Land Acquisition	\$0.00
Maintenance	\$0.00
<u>FY Totals:</u>	<u>\$27,836.00</u>

Expenditures Total: \$27,836.00



**City of Sedona
Capital Worksheet
Fiscal Year 2009-2010**

<p>Project Title: SR89A/Posse Grounds Intersection Improvements</p>
<p>22 Capital Improvements Fund: 22-5320-00-928, POSSE GRD INTERSECTION</p>
<p>Department: Public Works</p>
<p>Community Plan Element: <i>no answer</i></p>
<p>Capital Improvement Plan Program: Traffic</p>
<p>Project Description: The longitudinal grade of SR 89A at its intersection with Posse Ground Road creates an intersection with a steep east-west slope on Posse Grounds for traffic entering onto Posse Ground Road from SR 89A. The project consists in improving the intersection so that SR 89A west bound traffic turning right onto Posse Ground Road does not feel tipped due to the steep east west cross slope of the intersection. The solution could range from creating grade separated right turn lane on SR 89A and reconstruction of a few hundred feet of Posse Ground Road to reconstruction of the entire SR 89A/Posse Ground intersection and impacting a couple hundred feet of both SR 89A and Posse Ground Road for transition.</p> <p>FY 2009/10 notes: This work is being added to the ADOT project to rehabilitate SR 89A in 2011. The City will be making a contribution to ADOT for the construction. ADOT will do the design. City will contribute to construction in SR area and pay fully for work outside of State ROW. (ADOT project H7560) An IGA will be needed. City might have to pay for ROW for turn lane. Some contribution for drainage design and design on City streets may be required.</p>
<p>Requirement/Need for Project: Improve intersection safety.</p>
<p>Consequence of Not Performing Project: The intersection will continue to be steeply sloped and cause traffic turning from SR 89A to have to slow more than typical at an intersection.</p>
<p>Operation Impacts for Maintenance, Staffing, Etc.: This project will not increase city maintenance costs.</p>
<p>Related Projects: <i>no answer</i></p>

Possible Funding Source:

1/2 Sales tax

ADOT Enhancement Funds (Will require ADOT concurrence; competitive reimbursement program) Design could not start until after January 2009 if dependent of these funds. Project may be hindered by funds not be available until 2011/12.

Proposed Expenditures:

	FY 2009-2010	FY 2010-2011	FY 2011-2012
Construction	\$0.00	\$375,000.00	\$0.00
Construction Mgt.	\$0.00	\$0.00	\$0.00
Contingency	\$0.00	\$0.00	\$50,000.00
Design/Engineering	\$30,000.00	\$0.00	\$5,000.00
Environmental	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$100,000.00	\$0.00
Maintenance	\$0.00	\$0.00	\$0.00
<u>FY Totals:</u>	<u>\$30,000.00</u>	<u>\$475,000.00</u>	<u>\$55,000.00</u>

Expenditures Total: \$560,000.00



**City of Sedona
Capital Worksheet
Fiscal Year 2009 - 2010**

Project Title: Airport Road/SR89A intersection Traffic Signal
22 Capital Improvements Fund: 22-5320-00-931, AIRPORT RD INTERSECTION
Department: Public Works
Community Plan Element: Circulation
Capital Improvement Plan Program: Streets
Project Description: <p>This project is administered by Arizona Department of Transportation (ADOT). The City is expected to make a contribution toward the installation of traffic signals at the Airport Road/SR 89A intersection. The City will, through an Intergovernmental Agreement (IGA), be required to contribute 50% of the traffic signal installation cost (estimated at \$400,000) and 100% of the property acquisition costs (allowance for North Airport Road acquisition in the amount of \$50,000- cmosley allowance).</p> <p>FY 09/10 Notes. This is an ADOT project. The City will contribute \$365,792 to ADOT for the share of the project plus an addition \$8000 for installation of an Emergency Vehicle Preemption device. The ADOT share of the cost is expected to be paid in FY 08/09 since the project will be bid then. The City will also pay Unisource approximately \$30,000 to move a gas line prior to construction in 08/09. The \$8000 is anticipated to be expended in FY 09/10. No property acquisition costs are anticipated.</p>
Requirement/Need for Project: <p>ADOT conducted a study at the City's request and determined that a traffic signal is warranted at this intersection. A signal will allow traffic to exit Airport Road more efficiently, however, the signal timing along SR 89A may be adversely impacted. Traffic trying to leave Airport Road to access SR 89A experiences multi-minute waits at noontime and in the evenings. With the installation of a roundabout at Brewer Road/SR 89A intersection, traffic in the Les Springs Subdivision may use Airport Road more because of the lost of traffic gaps at the SR 89A/Les Springs Drive intersection. This means that Airport Road may become more important for future Circulation in this area.</p>
Consequence of Not Performing Project: <p>Traffic will continue to have unacceptable delays attempting to enter the SR 89A traffic flow. Also the Les Springs and Copper View Subdivisions traffic may begin to impact the Saddlerock Subdivision area as they attempt to find ways around the Airport Road back up.</p>
Operation Impacts for Maintenance, Staffing, Etc.: <p>The City will have increased costs for the electrical costs associated with the signals. Traffic along SR 89A may be more congested due to allowing time for the Airport Road traffic to enter onto SR 89A.</p>

Related Projects:

no answer

Possible Funding Source:

The Airport could be approached for funding, since they are a significant beneficiary of the signal.

The owners of North Airport Road could be requested to donate the property to the City, since the use, as a road will not change. This enhances the access to their property.

To the extent the above don't participate the City will have to pay.

The project is expected to be under construction in about 18 months. Since the IGA timing is uncertain the funds have been shown for FY 07/08, although it is not unlikely that the expenditure could occur in FY 08/09.

Proposed Expenditures:

	FY 2009-2010
Construction	\$8,000.00
Construction Mgt.	\$0.00
Contingency	\$0.00
Design/Engineering	\$0.00
Environmental	\$0.00
Equipment	\$0.00
Land Acquisition	\$0.00
Maintenance	\$0.00
<u>FY Totals:</u>	<u>\$8,000.00</u>

Expenditures Total: \$8,000.00



**City of Sedona
Capital Worksheet
Fiscal Year 2009 - 2010**

Project Title: Police Vehicle Replacement
22 Capital Improvements Fund: <i>no answer</i>
Department: Police Department
Community Plan Element: <i>no answer</i>
Capital Improvement Plan Program: <i>no answer</i>
Project Description: In FY 09-10 we are requesting one replacement traffic enforcement motorcycle. We will not request any new vehicles for the 09/10-budget year. In FY 10-11, we will begin a replacement policy of every 3 years or 100,000 miles for our fleet. Beginning that year (FY10/11) we are requesting 5 replacement patrol vehicles.
Requirement/Need for Project: This project will replace vehicles as they become uneconomical to maintain in the fleet.
Consequence of Not Performing Project: Vehicles that are not replaced on a regular basis become costly to maintain, and vehicle safety is compromised.
Operation Impacts for Maintenance, Staffing, Etc.: Only cost-effective vehicles are maintained in the fleet.
Related Projects: Police Department Vehicles
Possible Funding Source: <i>Sales taxes</i>

Proposed Expenditures:					
	FY 2009-2010	FY 2010-2011	FY 2011-2012	FY 2012-2013	FY 2013-2014
Construction	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Construction Mgt.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Contingency	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Environmental	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$26,000.00	\$170,000.00	\$60,800.00	\$60,800.00	\$60,800.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<u>FY Totals:</u>	<u>\$26,000.00</u>	<u>\$170,000.00</u>	<u>\$60,800.00</u>	<u>\$60,800.00</u>	<u>\$60,800.00</u>
<u>Expenditures Total: \$378,400.00</u>					

**City of Sedona
Budget Summary by Department**

BUDGET BY PROGRAM	FY 2007-08 Actual	FY 2008-09 Budget	FY 2008-09 Estimate	FY 2009-10 Budget	Percent Over Last Year
Information Technology Capital Fund	\$ 354,199	\$ 487,797	\$ 218,432	\$ 340,555	
Total - I.T. Capital Fund	\$ 354,199	\$ 487,797	\$ 218,432	\$ 340,555	-30%

BUDGET BY CATEGORIES OF EXPENDITURES	FY 2007-08 Actual	FY 2008-09 Budget	FY 2008-09 Estimate	FY 2009-10 Budget	Percent Over Last Year
Wages/Salaries/Benefits	\$ 9,167	\$ 9,772	\$ 9,772	\$ 9,919	
Administrative Cost	\$ 345,032	\$ 478,025	\$ 208,660	\$ 330,636	
Assets	\$ -	\$ -	\$ -	\$ -	
Total - I.T. Capital Fund	\$ 354,199	\$ 487,797	\$ 218,432	\$ 340,555	-30%

STAFFING BY PROGRAM	FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10	Percent Over Last Year
Information Technology Capital Fund	0.10	0.10	0.10	0.10	
Total - I.T. Capital Fund	0.1	0.1	0.1	0.1	

CITY OF SEDONA

EXPENDITURE ANALYSIS

Information Technology Capital	BUDGETED	ACTUAL	BUDGETED	ACTUAL	BUDGETED	APPROVED
	2006-07	2006-07	2007-08	2007-08	2008-09	2009-2010
Salary/Wages	6,653	4,498	7,025	6,979	7,383	7,402
Direct Payroll Costs	510	316	537	514	565	566
Retirement	572	361	639	620	661	666
STD/LTD Insurance	56	33	59	53	60	54
Health/Dental/Life Insurance	1,603	893	1,080	898	886	1,123
Workers Compensation	82	63	119	103	125	108
Flex Leave Reimbursement	96	-	102	-	92	-
SUB-TOTAL SALARIES & WAGES	\$ 9,572	\$ 6,165	\$ 9,561	\$ 9,167	\$ 9,772	\$ 9,919
Computer Hardware - CC	1,200	-	23,200	22,719	-	-
Office Equipment - CM	5,000	5,373	-	-	-	-
Computer Hardware - CM	2,000	1,823	1,500	1,197	8,000	-
Computer Hardware - HR	-	-	1,500	1,197	2,400	-
Computer Software Non-Capital - FIN	-	-	-	-	-	-
Office Equipment - FIN	-	-	-	-	-	-
Computer Hardware - FIN	1,250	322	32,250	26,769	2,000	-
Computer Software - FIN	-	-	9,375	8,930	-	600
Office Equipment - IT	4,000	1,740	-	20,404	-	-
Computer Equipment - IT	-	-	15,000	-	5,000	-
Computer Hardware - IT	53,050	37,491	29,200	23,339	109,000	50,000
Computer Software - IT	-	-	3,200	3,008	6,000	-
Telephone & Radio Equip - IT	-	451	-	-	-	-
Computer Hardware - Legal	-	-	-	-	3,000	-
Computer Software - Legal	-	-	2,300	1,108	-	-
Office Equipment - CC	-	-	-	-	-	-
Computer Hardware - CC	4,400	4,332	3,000	-	-	-
Computer Software - CC	7,500	-	7,500	-	-	-
Office Equipment - P&R	-	-	-	-	-	-
Computer Hardware - P&R	-	-	-	-	-	-
Computer Software - P&R	-	-	-	-	-	11,500
Contingency - GS	31,240	-	50,000	-	140,000	50,000
Computer Hardware - Non Capital - GS	-	830	-	-	-	-
Computer Software - Non Capital - GS	-	2,953	-	3,238	-	-
Office Equipment - GS	4,152	4,214	-	-	-	-
Computer Hardware - GS	37,500	37,500	-	-	-	-
Computer Software - GS	15,700	21,718	-	-	-	150,000
Data - Aerial Photography - GS	95,750	44,250	-	46,590	-	-
Office Equipment - CD	-	450	-	-	-	-
Computer Hardware - CD	3,300	2,509	-	-	25,500	-
Computer Software - CD	-	8,640	8,000	8,500	-	-
Computer Hardware - PW	1,000	3,269	6,100	3,891	14,750	-
Computer Software - PW	8,154	805	-	-	375	-
Computer Hardware - A&C	-	-	1,500	1,197	-	-
Telephone & Radio Equip -Non Capital - PD	-	680	-	-	7,000	-
Office Equipment - PD	10,305	6,021	43,160	322	-	-
Computer Hardware - PD	-	-	41,140	19,841	105,000	43,536
Computer Software - PD	65,033	42,985	208,815	152,780	50,000	25,000
Telephone & Radio Equip - PD	3,800	-	-	-	-	-
Computer Hardware - MC	1,200	1,254	2,000	-	-	-
SUB-TOTAL EQUIPMENT EXPENSES	\$ 355,534	\$ 229,610	\$ 488,740	\$ 345,032	\$ 478,025	\$ 330,636
GRAND TOTAL	\$ 365,106	\$ 235,775	\$ 498,301	\$ 354,199	\$ 487,797	\$ 340,555

2009-2010 Information Technology Capital Fund-Financial Services

Acct. Code #	C.I.P. #	Amount Budgeted	1/2 Cent Tax	Reserves	Other
21-5222-00-715	Hardware	\$ -	-	-	-
21-5222-00-715	Hardware	\$ -	-	-	-
21-5222-00-720	Software	\$ 600	600	-	-
Total 2009-2010 Budget		\$ 600	\$ 600	\$ -	\$ -
		<i>less other funds \$0</i>			

Tracker - Portfolio Accounting & Reporting

2009-2010 Information Technology Capital Fund-Information Technology

Acct. Code #	Acct. Code #	Amount Budgeted	1/2 Cent Tax	Reserves	Other
21-5224-00-715	Hardware	\$ 50,000	50,000	-	-
Total 2009-2010 Budget		\$ 50,000	\$ 50,000	\$ -	\$ -
		<i>less other funds \$0</i>			

Data Center Generator

2009-2010 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	\$ -	-	-	-
21-5242-00-720	Software	\$ 11,500	11,500	-	-
Total 2009-2010 Budget		\$ 11,500	\$ 11,500	\$ -	\$ -
		<i>less other funds \$0</i>			

PC Refresh
P&R Software (Scheduling)

2009-2010 Information Technology Capital Fund-General Services

Acct. Code #	C.I.P. #	Amount Budgeted	1/2 Cent Tax	Reserves	Other
21-5245-00-261	Contingency	\$ 50,000	50,000	-	-
21-5245-00-261	Contingency	\$ -	-	-	-
21-5245-00-715	Hardware	\$ 215,000	150,000	-	65,000
Total 2009-2010 Budget		\$ 265,000	\$ 200,000	\$ -	\$ 65,000
		<i>less other funds \$ (65,000)</i>			

Contingencies
ERP Package

2009-2010 Information Technology Capital Fund-Police Department

Acct. Code #	C.I.P. #	Amount Budgeted	1/2 Cent Tax	Reserves	Other Funds	
21-5510-00-715	Hardware	\$ 54,079	34,079		20,000	Eventide Upgrade (Recording)
21-5510-00-715	Hardware	\$ 9,457	9,457			Time Synchronization
21-5510-00-715	Hardware	\$ -				
21-5510-00-720	Software	\$ 25,000	25,000			New World MOBILE 8.X Upgrade
Total 2009-2010 Budget		\$ 88,536	\$ 68,536	\$ -	\$ 20,000	
		<i>less other funds (\$20,000)</i>				
Combined Total		\$ 330,636	\$ 330,636	\$ -	\$ 85,000	
2009-2010 I.T. Capital Budget						

CITY OF SEDONA

EXPENDITURE ANALYSIS

	BUDGETED 2006-07	ACTUAL 2006-07	BUDGETED 2007-08	ACTUAL 2007-08	BUDGETED 2008-09	APPROVED 2009-2010
Art in Public Places	75,000	1,040	50,000	1,215	50,000	100,000
Transfer to General Fund	-	-	-	-	-	25,000
Contingency	-	-	-	-	-	-
GRAND TOTAL	\$ 75,000	\$ 1,040	\$ 50,000	\$ 1,215	\$ 50,000	\$ 125,000



**City of Sedona
Capital Worksheet
Fiscal Year 2009 - 2010**

Project Title: Procurement of Public Artwork
26 Arts Fund: 26-5000-00-989, ART IN PUBLIC PLACES
Department: Arts & Culture
Community Plan Element: Arts & Culture Element
Capital Improvement Plan Program: Art in Public Places
Project Description: The Art in Public Places Committee and Arts & Culture Commission may have several upcoming public art projects including the Mayor's Arts Awards, the Barbara Antonsen Memorial Park Project, the SR 179 Roundabouts, or other projects that may be assigned.
Requirement/Need for Project: Each of the above projects are unique in terms of the type of public artwork appropriate for the individual project. Having funds allocated will allow for procurement of artwork through one or more of the selection methods set forth in the Art in Public Places Procedures (open competition, limited invitational, direct invitation, direct purchase, or unsolicited proposal). Additional funds for these projects may require public/private partnerships.
Consequence of Not Performing Project: It is a lost opportunity to provide public art in the City of Sedona and enhancing our image as the City of Arts and Culture.
Operation Impacts for Maintenance, Staffing, Etc.: Minimal.
Related Projects: <i>no answer</i>
Possible Funding Source: Art in Public Places Fund CFD Fund

Proposed Expenditures:					
	FY 2009-2010	FY 2010-2011	FY 2011-2012	FY 2012-2013	FY 2013-2014
Construction	\$125,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00
Construction Mgt.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Contingency	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Environmental	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<u>FY Totals:</u>	<u>\$125,000.00</u>	<u>\$25,000.00</u>	<u>\$25,000.00</u>	<u>\$25,000.00</u>	<u>\$25,000.00</u>
<u>Expenditures Total: \$225,000.00</u>					

WASTEWATER DIVISION of PUBLIC WORKS DEPARTMENT

DEPARTMENT DESCRIPTION

The Wastewater Division conveys domestic sewage to the Wastewater Reclamation Plant (WRP) through a wastewater collection system of over 500,000 feet of sewer pipes and 15 pump/lift stations. The wastewater receives tertiary treatment at the WRP and is disinfected with UV light. The reclaimed effluent is reintroduced into the Verde Valley watershed for beneficial reuse via an irrigation system on City property. The biosolids 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, which 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?

- ❖ The State-Certified Wastewater staff are on-call 24-hours a day, seven days a week to respond to emergencies in the collection and treatment system. Call 911 for after-hours emergencies.
- ❖ The Wastewater Reclamation Plant has 27 acres of wetlands and marshes that provide an attractive habitat for a wide variety of animals.
- ❖ The Plant received and treated 418 million gallons of wastewater in 2008.
- ❖ 260,000 gallons of septage waste was received from septic systems within the City of Sedona.
- ❖ 1461 tons of biosolids were landfilled at the Gray Wolf Landfill.

SIGNIFICANT CHANGES

New SCADA control software and programming improvements have results in automated controls of many of the reclamation plant processes, in improved recordkeeping and statistical information, and in improved alarm systems.

2009-2010 OBJECTIVES

- ✓ A program has been implemented to upgrade the biosolids handling facilities with the short term goal of providing adequate treatment capacity and the long term goal of upgrading to produce biosolids that can be put to beneficial use and reduce energy and chemical consumption.
- ✓ Evaluate options for reclaimed water

management to improve sustainability.

- ✓ Complete reservoir berm restoration and vegetation management program.
- ✓ Substantially complete upgrade of the City's three major pump stations.

2008-2009 ACCOMPLISHMENTS

- ✓ In 2009, the sewer cleaning and closed circuit TV inspection was completed for all of the sewered portions of the City. This cleaning and inspection has allowed the Department to prepare a prioritized repair and upgrade program for sewer lines and manholes.
- ✓ Installation of a biofilter unit at SR 89A and Upper Red Rock Loop was completed to resolve the odor problem that had existed in that area.
- ✓ Enclosure of the centrifuge building has resulted in energy and chemical usage reductions.

City of Sedona
Budget Summary by Department

BUDGET BY PROGRAM	FY 2007-08 Actual	FY 2008-09 Budget	FY 2008-09 Estimate	FY 2009-10 Budget	Percent Over Last Year
Administration - plant	\$ 557,029	\$ 724,117	\$ 182,697	\$ 189,347	
Administration - city hall	\$ -	\$ -	\$ 393,491	\$ 417,770	
Total - Plant Administration	\$ 557,029	\$ 724,117	\$ 576,188	\$ 607,117	-16%

BUDGET BY CATEGORIES OF EXPENDITURES	FY 2007-08 Actual	FY 2008-09 Budget	FY 2008-09 Estimate	FY 2009-10 Budget	Percent Over Last Year
Wages/Salaries/Benefits	\$ 434,303	\$ 531,946	\$ 454,218	\$ 451,424	
Administrative Cost	\$ 115,180	\$ 191,046	\$ 121,970	\$ 130,693	
Assets	\$ 7,547	\$ 1,125	\$ -	\$ 25,000	
Total - Plant Administration	\$ 557,029	\$ 724,117	\$ 576,188	\$ 607,117	-16%

STAFFING BY PROGRAM	FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10	Percent Over Last Year
Administration - plant	2.40	2.40	2.40	2.40	
Administration - city hall	7.05	7.30	7.30	7.30	
Total - Plant Administration	9.45	9.70	9.70	9.70	

CITY OF SEDONA						
EXPENDITURE ANALYSIS						
	BUDGETED	ACTUAL	BUDGETED	ACTUAL	BUDGETED	APPROVED
Wastewater Administrative	2006-07	2006-07	2007-08	2007-08	2008-09	2009-2010
Salary/Wages	290,326	288,811	333,418	316,590	388,597	330,727
Overtime	2,212	1,564	2,267	1,938	2,706	2,347
Temp/Part-Time Wages	-	-	-	3,458	-	-
Direct Payroll Costs	22,379	20,509	25,680	24,845	29,935	25,480
Retirement	24,028	21,659	29,313	28,569	35,022	30,656
STD/LTD Insurance	2,370	1,946	2,689	2,826	3,085	2,483
Health/Dental/Life Insurance	63,061	46,806	48,199	47,738	57,623	48,778
Workers Compensation	2,821	2,947	4,705	3,976	5,160	4,141
Flex Leave Reimbursement	4,207	-	5,601	-	4,658	(0)
Employee Benefits	1,800	3,896	4,380	4,364	5,160	6,812
SUB-TOTAL SALARIES & WAGES	\$ 413,204	\$ 388,138	\$ 456,252	\$ 434,303	\$ 531,946	\$ 451,424
Employee Exams	-	-	65	-	65	65
Uniforms	-	-	114	-	100	-
Training/Staff Development	3,900	2,587	5,780	7,202	6,080	-
Professional Services	10,800	14,366	12,800	11,015	12,800	12,800
Advertising	500	1,736	500	112	225	225
Subscriptions/Dues/Licenses	210	334	280	169	210	210
Telephone	7,494	7,718	8,010	7,763	9,130	4,610
Service Charges	-	-	-	1,751	10,000	17,000
Permit Fees	14,830	15,794	15,830	18,413	17,466	17,466
Printing /Office Supplies/Photographic	2,000	3,762	3,220	6,213	5,300	6,100
Postage	20,975	17,568	22,975	21,646	24,975	24,975
System Maintenance	-	-	-	-	500	500
Office Maintenance	500	386	2,800	2,879	2,800	2,825
Lease Purchase	-	-	7,000	-	3,600	3,600
Software Maintenance	4,000	7,469	4,000	3,893	4,150	5,000
Vehicle Expense	1,000	170	1,000	595	1,000	1,000
General Legal Expenses	-	3,885	-	1,412	-	-
Recording/TAT fees	500	177	350	384	250	300
Audit	15,750	15,683	16,500	16,500	16,500	16,500
Contingency	-	-	-	-	-	-
Maintenance/Janitorial	2,400	3,125	12,680	5,377	62,670	7,442
Utilities	1,500	-	1,500	1,500	1,500	1,500
Water Conservation	1,500	400	1,000	-	1,000	1,000
Property & Casualty Insurance	6,613	-	6,800	6,800	6,800	6,800
Gasoline & Diesel	600	623	600	570	600	600
Office Furniture - Non Capital	-	-	1,650	92	3,150	-
Office Equipment - Non Capital	-	1,107	-	487	-	-
Computer Hardware - Non Capital	-	109	-	-	-	-
Computer Software-Non Capital	1,000	-	-	-	-	-
Radio & Phone - Non Capital	1,800	115	-	408	-	-
Safety Supplies	175	211	175	-	175	175
Depreciation	-	-	-	-	-	-
SUBTOTAL ADMINISTRATIVE EXPENDITURES	\$ 98,047	\$ 97,324	\$ 125,629	\$ 115,180	\$ 191,046	\$ 130,693
Office Furniture	-	-	-	-	-	-
Office Equipment	-	-	3,000	-	-	-
Computer Hardware	20,200	20,800	8,750	4,866	750	-
Computer Software	-	-	3,125	2,681	375	25,000
Vehicle	-	-	-	-	-	-
SUB-TOTAL ASSETS	\$ 20,200	\$ 20,800	\$ 14,875	\$ 7,547	\$ 1,125	\$ 25,000
GRAND TOTAL	\$ 531,451	\$ 506,261	\$ 596,756	\$ 557,029	\$ 724,117	\$ 607,117

City of Sedona
Budget Summary by Department

BUDGET BY PROGRAM	FY 2007-08 Actual	FY 2008-09 Budget	FY 2008-09 Estimate	FY 2009-10 Budget	Percent Over Last Year
Plant Operations	\$ 815,055	\$ 1,056,683	\$ 1,085,611	\$ 1,088,688	
Collection Systems	\$ 930,600	\$ 1,415,150	\$ 1,152,974	\$ 1,160,066	
Lab	\$ 107,386	\$ 130,240	\$ 126,777	\$ 127,636	
Total - Plant Operations	\$ 1,853,041	\$ 2,602,073	\$ 2,365,362	\$ 2,376,389	-9%

BUDGET BY CATEGORIES OF EXPENDITURES	FY 2007-08 Actual	FY 2008-09 Budget	FY 2008-09 Estimate	FY 2009-10 Budget	Percent Over Last Year
Wages/Salaries/Benefits	\$ 599,260	\$ 672,836	\$ 599,034	\$ 657,777	
Administrative Cost	\$ 1,253,629	\$ 1,916,737	\$ 1,749,828	\$ 1,662,112	
Assets	\$ 152	\$ 12,500	\$ 16,500	\$ 56,500	
Total - Plant Operations	\$ 1,853,041	\$ 2,602,073	\$ 2,365,362	\$ 2,376,389	-9%

STAFFING BY PROGRAM	FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10	Percent Over Last Year
Plant Operations	4.30	4.30	4.30	4.30	
Collection Systems	4.00	4.00	4.00	4.00	
LAB	1.20	1.20	1.20	1.20	
Total - Plant Operations	9.50	9.50	9.50	9.50	

CITY OF SEDONA

EXPENDITURE ANALYSIS

Wastewater Plant	BUDGETED	ACTUAL	BUDGETED	ACTUAL	BUDGETED	APPROVED
	2006-07	2006-07	2007-08	2007-08	2008-09	2009-2010
Salary/Wages	379,547	370,286	409,398	401,164	429,339	429,108
Overtime	39,619	19,965	44,286	30,323	46,443	44,966
Temp/Part-Time Wages	-	-	-	-	-	-
Direct Payroll Costs	32,066	27,190	34,707	31,347	36,397	36,267
Retirement	36,048	31,417	41,285	38,533	42,582	42,667
STD/LTD Insurance	3,654	3,128	4,048	3,949	4,380	4,083
Health/Dental/Life Insurance	102,368	84,692	92,122	77,815	86,979	82,730
Workers Compensation	16,693	14,853	20,390	16,129	21,383	17,958
Flex Leave Reimbursement	5,500	-	5,934	-	5,333	0
Employee Benefits	-	-	-	-	-	-
SUB-TOTAL SALARIES & WAGES	\$ 615,495	\$ 551,532	\$ 652,170	\$ 599,260	\$ 672,836	\$ 657,777

Employee Exams	731	-	670	100	805	805
Uniform Allowance	4,163	3,595	4,563	7,020	6,930	6,480
Training/Staff Development	11,540	5,403	15,790	11,751	14,500	-
Professional Services	253,330	59,523	12,230	25,263	17,230	43,670
Tech Support	13,000	1,050	13,000	19,295	23,000	23,000
Advertising	-	-	800	126	400	-
Subscriptions/Dues/Licenses	1,394	460	2,504	1,511	2,465	2,200
Telephone	6,348	7,106	7,200	11,944	14,190	13,990
Permit Fees	3,000	1,595	9,400	2,187	2,200	2,200
Printing/Office Supplies/Photographic	700	2,304	1,000	1,429	1,460	1,460
Postage & Delivery	1,850	1,381	1,850	742	1,400	1,400
Office Maintenance	-	34	-	-	-	-
Equipment & Other Rentals	500	2,672	8,000	7,610	8,000	6,000
Equipment Repair	171,000	98,287	161,000	54,417	250,000	250,000
Software Maintenance	3,500	4,073	3,500	-	8,000	8,475
Vehicle Expenses	12,000	21,821	12,000	23,538	16,000	14,000
Spendable Contingency	-	-	-	-	24,000	-
Maintenance & Improvements	4,948	11,813	11,280	9,998	11,800	-
Janitorial Supplies	-	-	-	-	-	900
Utilities	289,000	296,378	314,500	354,463	401,300	404,550
Gasoline & Diesel	11,000	16,934	35,100	18,506	24,100	25,305
Solid Waste	113,368	100,942	121,168	147,135	145,192	141,902
Septic Maintenance	10,000	20,355	15,000	12,930	18,000	18,900
Replacement & Extension	-	-	-	-	-	-
Sewer System Maintenance/Repair	465,000	123,332	895,968	375,272	676,300	459,300
Plant Maintenance/Repairs	85,000	101,670	74,872	49,746	102,040	104,500
Offic Furniture - Non Capital	-	-	300	521	-	-
Computer Hardware - Non Capital	-	-	-	781	-	500
Computer Software - Non Capital	-	-	-	5,580	4,800	-
Machinery & Equipment - Non Capital	3,230	3,297	7,200	1,045	6,000	-
Radio & Phone - Non Capital	6,600	928	-	1,144	-	450
Safety Supplies	20,013	42,128	15,975	20,619	12,775	14,975
Oil & Lubricants	5,000	2,127	5,750	975	5,750	4,750
Wastewater Supplies	102,800	86,051	119,931	87,983	118,100	112,400
SUBTOTAL TREATMENT PLANT EXPENDITURES	\$ 1,599,015	\$ 1,015,259	\$ 1,870,551	\$ 1,253,629	\$ 1,916,737	\$ 1,662,112

Office Furniture	-	-	-	-	-	-
Computer Hardware	-	3,433	-	83	-	-
Machinery & Equipment	-	-	-	-	12,500	24,000
Radio	-	-	-	-	-	-
Telephone Equipment	-	-	-	-	-	-
Motor Vehicle	-	7,510	-	68	-	32,500
	-	-	-	-	-	-
SUB-TOTAL ASSETS	\$ -	\$ 10,943	\$ -	\$ 152	\$ 12,500	\$ 56,500
GRAND TOTAL	\$ 2,214,510	\$ 1,577,734	\$ 2,522,721	\$ 1,853,041	\$ 2,602,073	\$ 2,376,389

CITY OF SEDONA

EXPENDITURE ANALYSIS

	BUDGETED	ACTUAL	BUDGETED	ACTUAL	BUDGETED	APPROVED
Wastewater Debt Service	2006-07	2006-07	2007-08	2007-08	2008-09	2009-2010
SUB-TOTAL SALARIES & WAGES						
Series 2007 (NEW)	-	-	142,235	1,362,746	1,529,756	1,528,756
Series 1997 {State Rev Fund/WIFA}	121,161	121,161	121,161	121,161	121,161	121,161
C.O.P. Series 1994/Refinance 2002	288,678	288,678	289,678	289,678	290,278	289,865
Series 1998 (Borrowing)	641,223	630,435	652,990	652,990	438,663	438,663
Bond Debt Service 1992/Refinance 2004	2,392,250	2,391,267	2,383,000	2,383,000	2,389,750	2,386,500
Refinance Second Series 2004	860,490	860,336	859,086	859,086	860,781	664,850
Refinance Series 2005 (1998 Series)	530,088	529,959	530,088	530,088	735,088	743,938
Bond & C.O.P. Administrative Fees	11,000	8,533	12,000	8,674	12,000	12,000
Debt Issuance Cost	-	20,143	-	-	-	-
Arbitrage	5,000	1,900	5,000	1,550	5,000	5,000
SUBTOTAL DEBT SERVICE EXPENDITURES	\$ 4,849,890	\$ 4,852,413	\$ 4,995,238	\$ 6,208,972	\$ 6,382,477	\$ 6,190,733
SUB-TOTAL ASSETS						
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GRAND TOTAL	\$ 4,849,890	\$ 4,852,413	\$ 4,995,238	\$ 6,208,972	\$ 6,382,477	\$ 6,190,733

City of Sedona
Budget Summary by Department

BUDGET BY PROGRAM	FY 2007-08 Actual	FY 2008-09 Budget	FY 2008-09 Estimate	FY 2009-10 Budget	Percent Over Last Year
Construction	\$ 4,876,965	\$ 15,165,426	\$ 8,786,910	\$ 12,169,909	
Total - WW Construction	\$ 4,876,965	\$ 15,165,426	\$ 8,786,910	\$ 12,169,909	-20%

BUDGET BY CATEGORIES OF EXPENDITURES	FY 2007-08 Actual	FY 2008-09 Budget	FY 2008-09 Estimate	FY 2009-10 Budget	Percent Over Last Year
Wages/Salaries/Benefits	\$ 448,124	\$ 437,309	\$ 443,241	\$ 392,008	
Administrative Cost	\$ 4,308,931	\$ 14,509,617	\$ 8,140,876	\$ 11,777,901	
Assets	\$ 119,910	\$ 218,500	\$ 202,793	\$ -	
Total - WW Construction	\$ 4,876,965	\$ 15,165,426	\$ 8,786,910	\$ 12,169,909	-20%

STAFFING BY PROGRAM	FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10	Percent Over Last Year
Construction	6.10	6.10	5.60	5.60	
Total - WW Construction	6.1	6.1	5.6	5.6	-8%

CITY OF SEDONA

EXPENDITURE ANALYSIS

	BUDGETED	ACTUAL	BUDGETED	ACTUAL	BUDGETED	APPROVED
Wastewater Construction	2006-07	2006-07	2007-08	2007-08	2008-09	2009-2010
Salary/Wages	305,575	340,016	325,478	324,792	301,961	270,445
Overtime	8,301	1,228	8,831	1,713	14,312	11,909
Direct Payroll Costs	24,012	23,732	25,575	24,162	24,195	21,600
Retirement	28,363	28,855	31,640	30,126	29,500	26,667
STD/LTD Insurance	2,803	2,850	3,004	2,978	2,797	2,320
Health/Dental/Life Insurance	66,439	66,596	52,728	56,414	51,543	51,608
Workers Compensation Insurance	8,102	8,470	10,157	7,939	9,250	6,678
Flex Leave Reimbursement	4,428	-	4,717	-	3,751	0
Employee Benefits	-	-	-	-	-	780
SUB-TOTAL SALARIES & WAGES	\$ 448,023	\$ 471,747	\$ 462,130	\$ 448,124	\$ 437,309	\$ 392,008

Employee Exams	-	-	-	-	-	-
Uniform Allowance	1,000	425	1,000	609	1,000	400
Training/Staff Development	2,800	257	5,535	3,883	5,535	-
Professional Services	13,000	-	13,000	829	45,000	10,000
Advertising	-	-	-	-	-	-
Subscriptions/Dues/Licenses	325	-	445	192	660	-
Telephone	1,900	1,498	1,618	1,310	1,300	1,300
Office/Printing Supplies	1,300	1,484	1,300	2,231	1,500	1,500
Postage	75	227	75	-	75	75
Automobile Expense	8,000	5,567	4,500	1,316	2,500	2,500
Legal Fees	30,000	8,610	5,000	12,849	5,000	5,000
Recording Fees	150	98	150	13	150	150
Contingency	2,401,000	-	-	-	50,000	-
Rent	6,000	-	6,000	6,000	6,000	6,000
Utilities	-	-	-	171	-	-
Gasoline	-	2,159	3,500	4,334	6,000	7,000
Office Furniture - Non Capital	-	-	1,500	1,484	1,500	-
Office Equipment - Non Capital	-	-	-	1,165	-	-
Computer Software - Non Capital	-	330	-	-	-	-
Machinery & Equipment - Non Capital	-	-	-	-	-	-
Radio & Phone Equip - Non Capital	840	230	-	128	-	-
Safety Equipment	1,200	1,168	2,700	2,304	2,700	2,700
Special Supplies	-	-	600	624	600	600
Laterals	40,000	-	40,000	3,140	15,000	15,000
Plant Upgrade	1,290,000	1,191,267	235,000	170,583	745,750	1,555,000
Long Term Effluent	302,000	190,687	-	-	-	679,000
Pump Lift Station Improvements	5,889,500	202,239	6,250,000	2,472,768	7,298,347	5,058,903
Construction Mgmt	-	-	-	-	-	-
Phase 2 Design/Construction	-	-	718,000	923,760	31,000	31,000
Treatment Plant O & M	-	-	355,000	52,261	655,000	300,000
Collection System	6,842,913	4,702,166	5,871,000	646,980	5,560,000	4,091,773
Transfers	2,500,000	-	-	-	75,000	10,000
SUBTOTAL CONSTRUCTION	\$ 19,332,003	\$ 6,308,411	\$ 13,515,923	\$ 4,308,931	\$ 14,509,617	\$ 11,777,901

Office Furniture	-	-	-	-	-	-
Office Equipment	-	-	-	-	-	-
Computer Hardware	4,100	-	4,600	3,809	-	-
Computer Software	-	-	-	-	-	-
Data	95,750	95,750	-	-	-	-
Machinery & Equipment	25,000	31,098	50,600	35,449	130,500	-
Radio/Telephone Equipment	-	-	-	-	-	-
Vehicles	384,000	338,152	99,000	80,652	88,000	-
Land Acquisition	50,000	2,146	-	-	-	-
	\$ 558,850	\$ 467,146	\$ 154,200	\$ 119,910	\$ 218,500	\$ -
GRAND TOTAL	\$ 20,338,876	\$ 7,247,305	\$ 14,132,253	\$ 4,876,965	\$ 15,165,426	\$ 12,169,909



**City of Sedona
Capital Worksheet
Fiscal Year 2009 - 2010**

<p>Project Title: WWTP - Solids Handling Upgrades</p>
<p>22 Capital Improvements Fund: 59-5252-00-946, PLANT UPGRADE - WW02O</p>
<p>Department: Wastewater Capital</p>
<p>Community Plan Element: 12.0 Community Facilities Goal 3.0: Provide for effective, safe, efficient, and economical wastewater disposal and water supply and distribution systems. 3.1: Continue to construct a wastewater treatment system and maximize the potential for reuse of effluent and aquifer recharge.</p>
<p>Capital Improvement Plan Program: Wastewater</p>
<p>Project Description: Improve and increase solids handling facilities by the following: Design and rebuild existing sludge drying beds Potentially build two additional sludge drying beds 30% design for new solar drying facility Environmental permitting</p>
<p>Requirement/Need for Project: Increased and improved solids handling capacity will provide cost savings and environmentally friendly options for solids management. Solids handling capability is a limitation to the plant capacity. Increased and improved capacity will allow continued operation during wet weather when the existing sludge drying beds are not effective, provide storage space during centrifuge down-time or backlog, and provide for economic and environmentally-friendly options for solids handling. Upgrading to solar drying facilities can potentially produce a Class A biosolid that can be land applied.</p>
<p>Consequence of Not Performing Project: Rising expenses for solids disposal. Potential non-compliance and/or environmental impacts due to restricted solids handling during wet weather or equipment failure. Inability to develop beneficial usage of biosolids (sludge).</p>
<p>Operation Impacts for Maintenance, Staffing, Etc.: No increase in maintenance or staffing.</p>

Provides operational options during failures or bad weather.

Related Projects:

no answer

Possible Funding Source:

no answer

Proposed Expenditures:

	FY 2009-2010	FY 2010-2011	FY 2011-2012	FY 2013-2014
Construction	\$850,000.00	\$0.00	\$0.00	\$3,500,000.00
Construction Mgt.	\$50,000.00	\$0.00	\$0.00	\$50,000.00
Contingency	\$500,000.00	\$0.00	\$0.00	\$100,000.00
Design/Engineering	\$75,000.00	\$0.00	\$0.00	\$0.00
Environmental	\$80,000.00	\$0.00	\$0.00	\$40,000.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Maintenance	\$0.00	\$0.00	\$0.00	\$0.00
<u>FY Totals:</u>	<u>\$1,555,000.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$3,690,000.00</u>

Expenditures Total: \$5,245,000.00



**City of Sedona
Capital Worksheet
Fiscal Year 2009 - 2010**

Project Title: Wastewater Treatment Plant Upgrade
22 Capital Improvements Fund: 59-5252-00-946, PLANT UPGRADE - WW020
Department: Wastewater Capital
Community Plan Element: 12 Community Facilities
Capital Improvement Plan Program: Wastewater
Project Description: Upgrade treatment plant to be able to achieve Class A+ or better water, as needed for vadose or aquifer injection or other uses of the reclaimed water that may be developed by the Wastewater Effluent Disposal and Land Use Task Force (WEDLU). An alternate discharge than irrigation is needed to meet future disposal needs since the current irrigation lands will not accommodate all of the effluent at build-out of the plant. 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.
Requirement/Need for Project: A project is currently underway to determine if effluent recharge into either the vadose zone or into an aquifer is feasible. If this method of discharge is determined to be feasible, it might be necessary to upgrade the wastewater treatment facilities. The extent of upgrade will depend on the type and point of discharge. This cost is shown separately because upgrade of the level of treatment could be required to implement several effluent management approaches under consideration in FY 09/10. SEE ALSO WASTEWATER TREATMENT PLANT RECHARGE capital worksheet
Consequence of Not Performing Project: Inability to increase sewerage of the City due to effluent disposal requirements. (see Recharge Project capital sheet) Increasing investment in maintaining the irrigation system.
Operation Impacts for Maintenance, Staffing, Etc.: Slight increase in operating responsibilities. This will be partially offset by elimination of the irrigation system.
Related Projects: <i>no answer</i>

Possible Funding Source:

Sales tax
 Capacity fee
 Congressional appropriation

Proposed Expenditures:

	FY 2009-2010	FY 2010-2011	FY 2011-2012	FY 2013-2014
Construction	\$0.00	\$0.00	\$5,000,000.00	\$0.00
Construction Mgt.	\$0.00	\$0.00	\$100,000.00	\$0.00
Contingency	\$5,000.00	\$50,000.00	\$100,000.00	\$0.00
Design/Engineering	\$0.00	\$400,000.00	\$0.00	\$0.00
Environmental	\$0.00	\$30,000.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Maintenance	\$20,000.00	\$0.00	\$0.00	\$0.00
<u>FY Totals:</u>	<u>\$25,000.00</u>	<u>\$480,000.00</u>	<u>\$5,200,000.00</u>	<u>\$0.00</u>

Expenditures Total: \$5,705,000.00



**City of Sedona
Capital Worksheet
Fiscal Year 2009 - 2010**

Project Title: Wastewater Treatment Plant Recharge Project
22 Capital Improvements Fund: 59-5252-00-956, COLLECTION SYSTEM
Department: Public Works
Community Plan Element: Community Facilities 3.1
Capital Improvement Plan Program: Wastewater
Project Description: <p>This project would allow the City to dispose of one to two million gallons per day of treated wastewater by recharging the Verde River Aquifer. The recharge will add water to the Verde River Basin in a manner that will allow for its reuse over time by properties developing within the Verde River Basin. This project would reduce the area used for the current method used to dispose of treated wastewater by spray irrigation from approximately 300 acres to about 50 acres. To do this, the City will need to treat its water to appropriate quality for recharge, pipe the water to the Verde River Basin, and pump the water into the underground aquifer on property it will need to purchase as a recharge station site. As the water is pumped into the ground, the City expects to receive water credit allocations from the Arizona Department of Water Resources for a percentage of the water being placed into storage.</p> <p>FY 09/10 Notes</p> <p>Anticipated expenditure in FY 08/09 is \$60,000. ALSO REFER TO WASTEWATER TREATMENT PLANT UPGRADE CAPITAL WORK SHEET. The work there may be necessary if the treatment process must be upgraded to Class A+ or better treatment level, in order to pursue effluent injection.</p>
Requirement/Need for Project: <p>The City's Wastewater Treatment Plant is approaching treatment capacity – meaning that after about 2,500 new connections, the current treatment plant will not be able to handle any more inflow of sewer water from the community. Recharge (more treatment of the effluent) would provide more capacity for inflow and lengthen the life of the existing treatment plant. Increasing capacity at the plant also reduces the risk of overflow or plant failure. If no new mechanism for disposing of effluent is found, the other option is to expand the plant, a very expensive venture with far less tangential benefit than recharge.</p> <p>Finding a way to dispose of treated wastewater on a permanent basis, other than by spray irrigation, will free up land at the Wastewater Reclamation Plant for other, as yet undetermined, uses.</p>
Consequence of Not Performing Project: <ol style="list-style-type: none">1. The Wastewater plant may not be able to safely manage 2.0 million gallons of inflowing wastewater.2. A potential revenue source may be lost.3. Alternate uses of the City land may not be realized.
Operation Impacts for Maintenance, Staffing, Etc.:

City staff will need to maintain the recharge piping, pumps, and recharge area. Also, there will be a need to track the credits generated and their use. This may require additional staff in the Wastewater Division and Finance Department. At the very minimum, the existing staff will have significant new duties that will stretch them. At this point, anticipate one additional staff member at the Wastewater Treatment Plant as a Plant Operator.

Related Projects:

no answer

Possible Funding Source:

1/2 sales tax
Partnership with those purchasing water rights

Proposed Expenditures:

	FY 2009-2010	FY 2010-2011	FY 2011-2012	FY 2012-2013
Construction	\$0.00	\$0.00	\$0.00	\$1,800,000.00
Construction Mgt.	\$0.00	\$0.00	\$0.00	\$125,000.00
Contingency	\$0.00	\$25,000.00	\$50,000.00	\$0.00
Design/Engineering	\$654,000.00	\$225,000.00	\$650,000.00	\$0.00
Environmental	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$525,000.00	\$0.00
Maintenance	\$0.00	\$0.00	\$0.00	\$0.00
<u>FY Totals:</u>	<u>\$654,000.00</u>	<u>\$250,000.00</u>	<u>\$1,225,000.00</u>	<u>\$1,925,000.00</u>

Expenditures Total: \$4,054,000.00



**City of Sedona
Capital Worksheet
Fiscal Year 2009 - 2010**

Project Title: Major Pump Station Improvements
22 Capital Improvements Fund: 59-5252-00-952, PUMP LIFT STATION IMPROVEMENTS
Department: Wastewater Capital
Community Plan Element: Community Facilities 3.1
Capital Improvement Plan Program: Wastewater
Project Description: Design and construct improvements to the three major sewer pump stations (Brewer, Carroll Canyon and El Camino). At each station, these improvements include construction of a bypass with wet well, replacing the existing pumps and drive controls, and various operational and safety improvements. This will be accomplished through a Construction Manager @ Risk (CMAR) process. This process started in FY 2005/2006 with a construction design/management oversight contract with Stanley Consultants. In FY 2006/2007, the process continued when it was identified that the pump and pump control upgrades were an urgent requirement. In FY 2006/2007, the City entered into an agreement with a CMAR for design phase services. Construction began on 07/24/2007 and is continuing. As of 01/2008, we expect to have at least five Guaranteed Maximum Price (GMP) contracts under the CMAR process. The CMAR is executing the first two GMP contracts, and we are negotiating the final costs for the third GMP and have started working on the fourth. We expect construction to be completed by the spring of 2009.
Requirement/Need for Project: The pump stations have not been improved since their construction. The pumps and controls are failing at an increasing rate, with parts becoming difficult, if not impossible, to obtain. These stations have been operating continuously since having been placed into service in 1992. The lack of bypass capability, coupled with near-capacity flows into the stations, has resulted in a situation where the wastewater staff does not have the opportunity to take the wet wells and other essential equipment out of service to perform inspections, maintenance and repairs. As the stations age, the probability of catastrophic failure of components of these stations also increases. There is a high probability that such failures will result in non-compliance with State and Federal standards, and subject the City to fines and penalties.
Consequence of Not Performing Project: Inadequately and poorly maintained pump station facilities and equipment may fail resulting in spills and non-compliance with State and Federal standards, subjecting the City to fines and penalties, and additional costs to provide an alternate means for collecting and removing the wastewater.

Operation Impacts for Maintenance, Staffing, Etc.:

Under the current situation, the amount of time required to maintain and repair the existing obsolete equipment and facilities is steadily increasing. These pump stations are perceived as ticking time bombs that multiply the stress levels experienced by the Wastewater staff and diminish their job morale.

Related Projects:

no answer

Possible Funding Source:

\$.005 sales tax

Proposed Expenditures:

	FY 2009-2010	FY 2010-2011	FY 2011-2012
Construction	\$4,776,723.00	\$0.00	\$0.00
Construction Mgt.	\$0.00	\$0.00	\$0.00
Contingency	\$0.00	\$0.00	\$0.00
Design/Engineering	\$282,180.00	\$0.00	\$0.00
Environmental	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00
Maintenance	\$0.00	\$0.00	\$0.00
<u>FY Totals:</u>	<u>\$5,058,903.00</u>	<u>\$0.00</u>	<u>\$0.00</u>

Expenditures Total: \$5,058,903.00



**City of Sedona
Capital Worksheet
Fiscal Year 2009 - 2010**

Project Title: WWTP - Berm Maintenance
22 Capital Improvements Fund: 59-5252-00-955, TREATMENT PLANT O&M
Department: Wastewater Capital
Community Plan Element: 12 Community Facilities
Capital Improvement Plan Program: <i>no answer</i>
Project Description: <p>In 2007/2008, a project was approved to investigate potential cracks in the surface impoundment berms and develop a plan to remove trees, roots and other excessive growth on reservoir berms. The consultant URS Corporation completed the investigation, including geological and soil testing, developed the approach and scope of work for the repairs and submitted the subsequent report to The Arizona Department of Water Resources (ADWR) for approval. ADWR approval was received in February 2008. A bid package will be prepared, and construction/renovation work are expected to begin in spring of 2009 and be completed in FY 2008/2009. A contingency is included in case the work is not completed as scheduled.</p> <p>The structural integrity of the dams was confirmed during the investigation, and major reconstruction work is not anticipated at this time.</p> <p>Additional berm work is required to for the Area 3 irrigation berm to prevent run-off of irrigated effluent.</p>
Requirement/Need for Project: <p>This work is required by Arizona Department of Water Resources in inspection reports dated July 3, 2002 and July 3, 2007. The 2007 letter extended the deadline for the work from 2007 to 2012. However, the work should not be delayed for that long due to the potential damage to the dams from root intrusion.</p>
Consequence of Not Performing Project: Non-compliance with regulatory requirements. Fines and penalties.
Operation Impacts for Maintenance, Staffing, Etc.: On-going berm maintenance will increase to remain in compliance and ensure the berms will not fall into disrepair again. On-going maintenance costs are for equipment rental and overtime man-hours, assuming the Decision package for a part-time utility man is not approved.
Related Projects: <i>no answer</i>

Possible Funding Source:

Wastewater

Proposed Expenditures:

	FY 2009-2010	FY 2010-2011	FY 2011-2012	FY 2012-2013
Construction	\$200,000.00	\$0.00	\$0.00	\$0.00
Construction Mgt.	\$0.00	\$0.00	\$0.00	\$0.00
Contingency	\$100,000.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Environmental	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Maintenance	\$0.00	\$0.00	\$0.00	\$0.00
<u>FY Totals:</u>	<u>\$300,000.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>

Expenditures Total: \$300,000.00



**City of Sedona
Capital Worksheet
Fiscal Year 2009 - 2010**

Project Title: Chapel Area 1A Sewer Collection System Project
22 Capital Improvements Fund: 59-5252-00-956, COLLECTION SYSTEM
Department: Wastewater Capital
Community Plan Element: Community Facilities 3.1
Capital Improvement Plan Program: Wastewater
Project Description: Project was designed in FY 2006/2007 and 2007/2008. Construction began in 2008/2009 and is expected to be complete in early 2009/2010 if not before. Install sewer mains in Vista Bonita Drive, Meadowlark Drive, thence west to SR 179, extend across to Skyline Drive, provide connection to existing system in Indian Cliffs Drive, hence to Chapel Lift Station; and upgrade lift Station. Upgrade lift station located in Indian Cliff subdivision at the end of Talia Court.
Requirement/Need for Project: Install sewer improvements in this area in conjunction with Storm Drainage Improvements on Vista Bonita and extend sewer line across State Route 179 to Skyline Drive. The goal of the Wastewater Master Plan is to connect as much of the Sedona Area as possible to the Municipal Wastewater Treatment Facility. The installation of the storm drainage and sewer line as part of the same project minimizes construction disruption of area.
Consequence of Not Performing Project: The City will incur added costs to add sewer after storm drainage project is completed. New development on the west side of SR 179 would not be connected to the sewage collection system. A portion of the City would remain unconnected to the wastewater collection and treatment system.
Operation Impacts for Maintenance, Staffing, Etc.: Increased maintenance and operations costs for the sanitary sewer collection system and increase of treated wastes.
Related Projects: Chapel Area IA - Storm Drainage Improvement (Vista Bonita), Chapel Area Sewer Improvements, Chapel Area Storm Drainage Improvements
Possible Funding Source: \$.005 sales tax

Proposed Expenditures:

	FY 2009-2010	FY 2010-2011	FY 2011-2012
Construction	\$38,350.00	\$0.00	\$0.00
Construction Mgt.	\$0.00	\$0.00	\$0.00
Contingency	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00
Environmental	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00
Maintenance	\$0.00	\$0.00	\$0.00
<u>FY Totals:</u>	<u>\$38,350.00</u>	<u>\$0.00</u>	<u>\$0.00</u>

Expenditures Total: \$38,350.00



**City of Sedona
Capital Worksheet
Fiscal Year 2009 - 2010**

Project Title: Chapel Area Sewer Improvements
22 Capital Improvements Fund: 59-5252-00-956, COLLECTION SYSTEM
Department: Wastewater Capital
Community Plan Element: Community Facilities 3.1
Capital Improvement Plan Program: Wastewater and Streets
Project Description: Installation of sewer mains and associated manholes and sewer connections in the Chapel Area in 2007 through 2009. Approximately 25,000 feet of sewer mains and 366 sewer service connections. The work will be done concurrently with storm drainage improvements along Antelope Drive and other areas where the sewer line will be installed (to prevent disturbing the area a second time to install the storm drainage) (related project). Additional fire hydrants (related project) will be installed during the construction. After sewer, water and storm drain work has been accomplished in each area, the roads will be milled, shaped, and compacted and an asphalt cement concrete overlay applied. The design for the storm drainage improvements, sewer mains and road work has essentially been done. The project was designed in four areas, Areas 1B and 2 is anticipated to start in late 2007/2008 and continue into 2008/2009, and Areas 3 and 4 should start in mid- to late 2008/2009 and continue into 2009/2010. Area 1A sewer and storm drainage project are scheduled for FY 2007/2008 and 2008/2009 as part of the construction contract but funded separately. Construction management will be accomplished in-house. Update record drawings after construction completed.
Requirement/Need for Project: The goal of the Wastewater Master Plan is to connect as much of the Sedona area as possible to the Municipal Wastewater Treatment Facility.
Consequence of Not Performing Project: A portion of the City would remain unconnected
Operation Impacts for Maintenance, Staffing, Etc.: Increased costs for maintenance and operation of more extensive sewer collection system and more treated wastes.
Related Projects: Chapel Area 1A Sewer Collection System Project, Chapel Area 1A - Storm Drainage Improvement (Vista Bonita), Chapel Area Storm Drainage Improvements
Possible Funding Source: Excise Tax Obligations (\$7,405,000 earmarked)

Proposed Expenditures:

	FY 2009-2010	FY 2010-2011	FY 2011-2012
Construction	\$3,558,423.00	\$0.00	\$0.00
Construction Mgt.	\$5,000.00	\$0.00	\$0.00
Contingency	\$50,000.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00
Environmental	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00
Maintenance	\$0.00	\$0.00	\$0.00
<u>FY Totals:</u>	<u>\$3,613,423.00</u>	<u>\$0.00</u>	<u>\$0.00</u>

Expenditures Total: \$3,613,423.00



**City of Sedona
Capital Worksheet
Fiscal Year 2009 - 2010**

Project Title: WWTP - Northview Pump Station Abandonment
22 Capital Improvements Fund: 59-5252-00-956, COLLECTION SYSTEM
Department: Wastewater Capital
Community Plan Element: Community Plan Element 12
Capital Improvement Plan Program: <i>no answer</i>
Project Description: Abandon Northview Pump Station and convert to gravity flow with new sewer lines as needed, or upgrade pump station. Option is dependent on acquisition of easement.
Requirement/Need for Project: Aging piping makes this area a high-risk area for sewer line blockage and spills. A gravity sewer line is preferable to a pumped system because of the reduction in long term energy and maintenance costs for the collection system. If an easement cannot be obtained for reconstruction, the pump station should be upgraded. This project was delayed from 2007/2008 due to lack of in-house personnel availability for design work. The project is re-scoped for contract design. FY 2009/10 Design began on this project in 2008/09. Due to budget concerns work on this project was limited to design in FY 08/09. Construction is reprogrammed to FY 09/10. The projection reflects \$15000 for conceptual engineering work, \$85000 design work, and construction cost in the amount of \$400,000.
Consequence of Not Performing Project: Continued maintenance of the pump station. Continuing high risk of blockage, leaks, and spills.
Operation Impacts for Maintenance, Staffing, Etc.: Reduced maintenance and operating costs.
Related Projects: <i>no answer</i>
Possible Funding Source: <i>no answer</i>

Proposed Expenditures:

	FY 2009-2010	FY 2010-2011
Construction	\$400,000.00	\$0.00
Construction Mgt.	\$0.00	\$0.00
Contingency	\$0.00	\$0.00
Design/Engineering	\$40,000.00	\$0.00
Environmental	\$0.00	\$0.00
Equipment	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00
Maintenance	\$0.00	\$0.00
<u>FY Totals:</u>	<u>\$440,000.00</u>	<u>\$0.00</u>

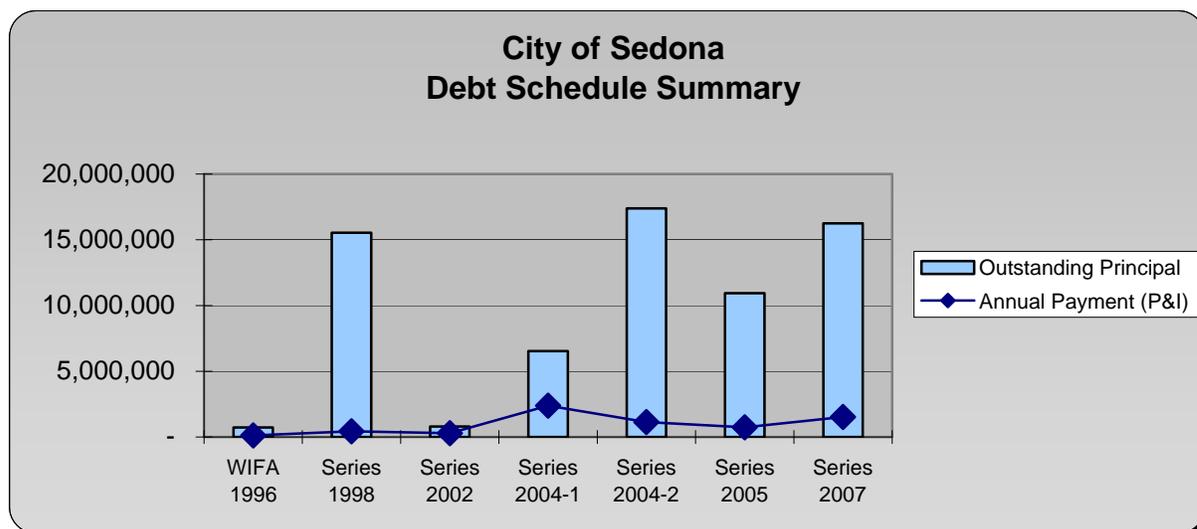
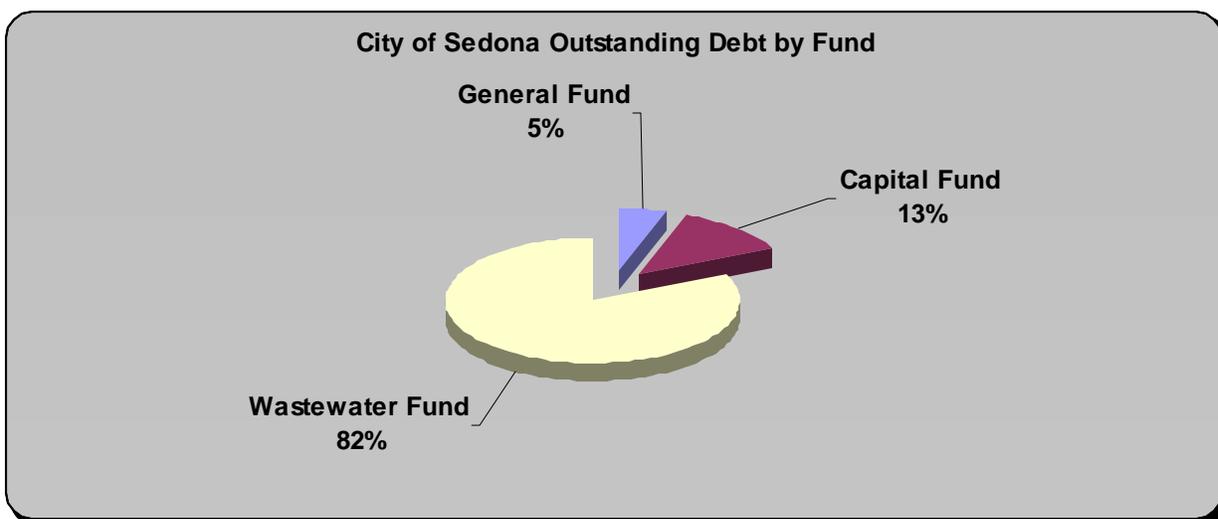
Expenditures Total: \$440,000.00

**CITY OF SEDONA
EXPENDITURE ANALYSIS**

CARRUTH / PARKS FUND	BUDGETED 2006-07	ACTUAL 2006-07	BUDGETED 2007-08	ACTUAL 2007-08	BUDGETED 2008-09	ADOPTED 2009-2010
Park/Building Improvement	1,500	-	1,550	-	-	2,300
Transfer to CIP Fund						-
SUB-TOTAL CARRUTH TRUST EXPENDITURES	\$ 1,500	\$ -	\$ 1,550	\$ -	\$ -	\$ 2,300
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GRAND TOTAL	\$ 1,500	\$ -	\$ 1,550	\$ -	\$ -	\$ 2,300

City of Sedona
Debt Summary

<u>Purpose of Debt</u>	<u>Outstanding Balance</u>	<u>FY 2009/10 Debt Service</u>
Wastewater/Sewer System	\$ 55,836,966	\$ 6,173,733
Capital Infrastructure Projects <i>Debt service begins 7/1/2018</i>	8,795,000	0
City Hall Purchase	<u>3,525,000</u>	<u>473,685</u>
Total Long-Term Debt	<u>\$ 68,156,966</u>	<u>\$ 6,647,418 (P&I)</u>



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	121,161	-	121,161
2011/12	121,161	-	121,161
2012/13	121,161	-	121,161
2013/14	121,161	-	121,161
2014/15	121,161	-	121,161
	<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	\$ 57,739	\$ 102,739
2003/04	330,000	113,678	443,678
2004/05	345,000	100,478	445,478
2005/06	355,000	43,339	398,339
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	\$ 361,750	\$ 986,750
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	Excise Tax Revenue Bonds Second Series 2004 (Dated October 1, 2004)		Total Debt Service Requirements
	Principal	Interest	
2004/05	\$ 95,000	\$ 419,824	\$ 514,824
2005/06	-	837,748	837,748
2006/07	305,000	837,748	1,142,748
2007/08	310,000	830,885	1,140,885
2008/09	320,000	823,135	1,143,135
2009/10	325,000	813,535	1,138,535
2010/11	340,000	802,973	1,142,973
2011/12	355,000	791,073	1,146,073
2012/13	3,300,000	777,760	4,077,760
2013/14	3,460,000	612,760	4,072,760
2014/15	3,135,000	439,760	3,574,760
2015/16	3,930,000	283,010	4,213,010
2016/17	1,765,000	100,810	1,865,810
2017/18	395,000	30,210	425,210
2018/19	380,000	15,200	395,200
	<u>\$ 18,415,000</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	Excise Tax Revenue Bonds Series 2007		Total Debt Service Requirements
	Principal	Interest	
2007/08	\$ 895,000	\$ 467,746	\$ 1,362,746
2008/09	775,000	754,756	1,529,756
2009/10	805,000	723,756	1,528,756
2010/11	840,000	691,556	1,531,556
2011/12	875,000	657,956	1,532,956
2012/13	910,000	622,956	1,532,956
2013/14	945,000	586,556	1,531,556
2014/15	985,000	548,756	1,533,756
2015/16	1,020,000	509,356	1,529,356
2016/17	1,070,000	458,356	1,528,356
2017/18	715,000	404,856	1,119,856
2018/19	745,000	376,256	1,121,256
2019/20	780,000	345,526	1,125,526
2020/21	810,000	312,376	1,122,376
2021/22	850,000	271,876	1,121,876
2022/23	890,000	229,376	1,119,376
2023/24	930,000	184,876	1,114,876
2024/25	980,000	138,376	1,118,376
2025/26	1,025,000	94,276	1,119,276
2026/27	1,070,000	48,150	1,118,150
	<u>\$ 17,915,000</u>		

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 ½ percent sales tax and a transfer 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.

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, 1-1/12 percent supports the General Fund, 1-3/8 percent supports the Wastewater Debt and Wastewater Capital Improvements, and 1/2 percent supports non-sewer capital improvements.

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 1-3/8 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.