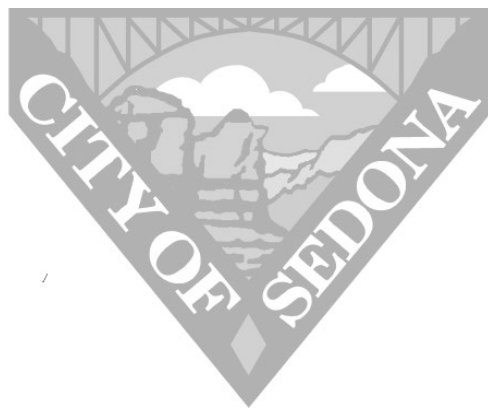


BUDGET DOCUMENT
FISCAL YEAR
2015-2016
SEDONA, ARIZONA



**THE MISSION OF THE CITY OF SEDONA GOVERNMENT IS TO PROVIDE
EXEMPLARY MUNICIPAL SERVICES THAT ARE CONSISTENT WITH OUR
VALUES, HISTORY, CULTURE AND UNIQUE BEAUTY**







GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Sedona
Arizona**

For the Fiscal Year Beginning

July 1, 2014

Executive Director

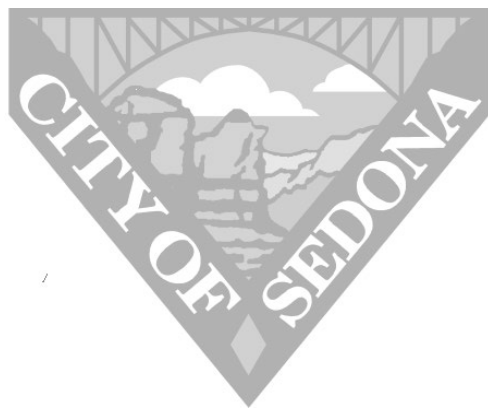


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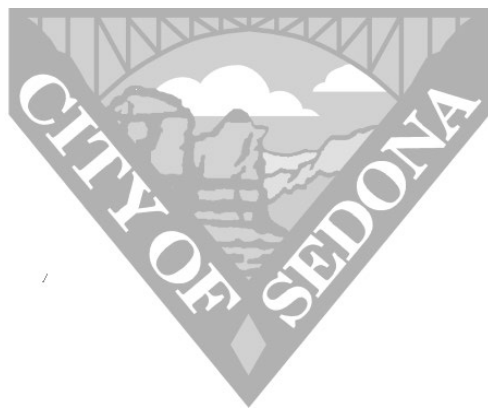
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INTRODUCTION

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



What is a Budget?

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

✓ Line Item Budgeting

Line item budgeting is the format associated most commonly with budgets. This type of budgeting focuses on the input of resources as they relate to the production of services. The budget format depicts department expenditures as a list of items that will be purchased using allocated resources. For this reason, department goals, objectives, workload indicators, and performance measures are also included along with line item details for key service areas.

Budget as a Policy Guide

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

Budget as a Financial Plan

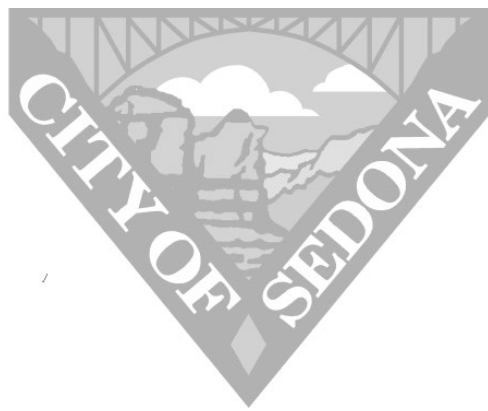
The most basic element of the budget, displaying the balance between revenues and expenditures, acts as a financial plan. It outlines what revenues are expected and how the City intends to use those resources. Examining revenue and expenditure trends from past budgets, helps form a financial plan for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

Budget as an Operations Guide

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

Budget as a Communications Tool

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



MEET THE CITY COUNCIL



SANDY MORIARTY – MAYOR



Mayor Moriarty was born and raised in Seattle, Washington, where she graduated from the University of Washington with a B.A. in Economics. She moved to Sedona in January, 1972,

when Sedona was a town of about 4,000. Sandy worked for the local branch of the Phoenix CPA firm, Walker & Armstrong, LLP, for 31 years, and is now a self-employed accountant.

Soon after coming to Sedona, Sandy became involved in getting Sedona incorporated. After serving on three committees over a 15 year period, Sandy celebrated the voters' approval of

the incorporation of Sedona in a December 1987 election, and in January of 1988, the City of Sedona became a reality. Sandy is proud to have been a member of the first appointed City Council.

Sandy has always followed City government in Sedona and over the years has volunteered for organizations including AYSO (youth soccer), Good Morning Sedona, Southwest Public Recycling Association and the Verde Valley Wine Consortium. She is a founder of Sedona Recycles, Inc., and of Sedona Winefest. She served on the City's Wastewater & Effluent Disposal & Land Use (WEDLU) Task Force, on the Housing Commission, and on the City's Service Contract Review Work Group.

She is proud to serve as Mayor of the City she loves.

MARK DINUNZIO - VICE MAYOR



Vice Mayor Dinunzio, a second generation Italian American, was raised in rural Connecticut. His strong family traditions of sharing with others and living in harmony with the earth continue today.

Mark moved to Phoenix in 1968 to continue a banking career that had begun in New York four years earlier. He remained a banker until 1990. His responsibilities took him to the four corners of the state and throughout the west. While he lived in Phoenix, Mark was also very active in community and civic affairs.

Mark and his wife, Barbara, moved to Sedona in 1993 to open The Lodge at Sedona, a large Bed and Breakfast Inn that they owned and operated for eight years, retiring to enjoy their 5 grandchildren.

Both Mark and Barbara have been active in community affairs, serving on boards and projects including the Sedona Chamber of Commerce and Verde Valley Sanctuary.

Mark was appointed to the City Council in June 2009 and subsequently re-elected in March 2012. He was appointed Vice Mayor in May 2012 and reappointed in November 2014. His philosophy of government service is to put principles before personalities and do what is best for the whole.

SCOTT JABLOW – COUNCILOR



Councilor Jablow holds a degree in criminal justice and worked for the Port Authority of New York & New Jersey for over 30 years— first as a police officer and later a Senior Police Accident investigator receiving specialized training through Northwestern University and the U.S. Department of Transportation.

Throughout his career Scott received specialized training from the Federal Bureau of Investigation. Scott also served in the Police Emergency Aircraft Rescue Fire Fighting Unit. As a community leader on Long Island, Scott received three prestigious awards for his work: A Legislative Resolution by the New York State Assembly, a New York State Proclamation from the New York Senate Majority Leader, and a Town Citation by the Town of Hempstead Supervisor. Prior to his election to the City Council in 2014, Scott served on the board of the Sedona Fire District, the City of Sedona's Planning & Zoning Commission and the City's Personnel Board.

ANGELA LEFEVRE – COUNCILOR



Councilor LeFevre was born in Leeds, England. She spent a year in Davenport, Iowa, when she was awarded an American Field Service Scholarship, at 17. She returned to England to

complete her advanced education, she gained a degree in Economics and International Relations at the London School of Economics.

She and her family moved to the United States in 1980. It was in New Orleans, that Angela became certified as a substitute teacher for the New Orleans Public School system. She later started her own business in telecommunications and was hired by Cable and Wireless. In 1991 Qwest Communications offered her a job in Denver, as a senior manager in sales and later

in pricing and offer management.

Angela began a life of volunteerism in Sedona, after moving here in the early 90s. She has been very active in local and State politics, and was President of the Democrats of the Red Rocks and Vice-Chair of Yavapai County Democratic Party. She has volunteered on a number of Boards, including The Oak Creek Watershed Council; The Arizona Board of Planned Parenthood; and Keep Sedona Beautiful. She worked with Catholic Charities educating children how to budget. More recently she has been involved with the Jewish Social Action Group helping fundraise for the backpack program for the Sedona schools. She has also been very involved with the Northern Arizona Interfaith Council, teaching English to Spanish-speaking parents at West Middle School. Angela was also a part of the Citizens Steering Committee for the Sedona Community Plan, a position which inspired her to run for City Council in 2014.

JESSICA WILLIAMSON – COUNCILOR



Councilor Williamson grew up in southern California attending public schools and graduated from the

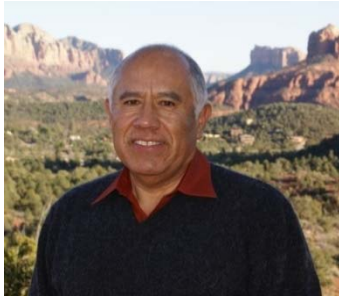
University of California at Santa Barbara with a BA in Sociology. She moved to Sedona in 2003 with her husband Steve, their son Max, and their dog Shadow. They moved from New York City where Jessica worked as Director of Departmental Affairs for the NYC Department of Design and Construction (DDC), a 3,500 person agency responsible for designing and

constructing the city's roads, sewers and public buildings. DDC was the lead agency in the cleanup of the World Trade Center site after 9/11. She worked at the command post next to the site.

When Jessica moved to Sedona, she took a job with the Coconino Recorder's Office. She worked for Sedona's Community Development Department for two years, then as a cashier at Ace Hardware. She currently works as a spa receptionist at the Los Abrigados Resort. Her husband works as a jeep guide.

In her spare time Jessica likes to practice yoga, read and contemplate the wonders of the universe.

JOHN MARTINEZ – COUNCILOR



Councilor Martinez is from a large, Southern California family. Three of his siblings were born in Los Angeles, as was John, and four were born in La Puente. All eight children finished La Puente High School, and went on to graduate from various colleges, encouraged by parents who did not have the opportunity to complete high school.

John graduated from California State University of Long Beach with a degree in Finance. He worked during the day and went to school at night. He worked as a janitor for Snappy Taco and a forklift driver at Mattel Toys. Upon

graduation from college, he began his career in finance, first as a Financial Analyst with Beckman Instruments, Plant Controller at Hunt-Wesson Foods, Director of Manufacturing Accounting for ConAgra Foods and a Sarbanes-Oxley auditor for Boeing. He moved to the Sedona area in 2005 and was hired as the Director of Finance for Nutri-Health Supplements located in Cottonwood, AZ.

John met Carol, the love of his life for the past 34 years, while employed with Beckman Instruments.

John provides consulting expertise for small companies that require budgeting and forecasting assistance. John was selected to serve on the Budget Oversight Commission and was the Vice-Chairman.

JON THOMPSON - COUNCILOR



Councilor Thompson and his wife Felicia spent their honeymoon in Sedona 45 years ago, returned for their 25th wedding anniversary determined to make this their retirement home. They realized that dream when they finally built their house in West Sedona in 2006.

Jon earned BA degree from California Lutheran University. And holds an MA in English from Stanford, where he was a Wallace Stegner Fellow in the Creative Writing program. He has been a Managing Editor for a major college textbook publisher, but most of his career was spent in the technical writing field in Silicon Valley. Jon has held positions from Senior

Manager through VP at high-tech companies, including Apple Computer, Silicon Graphics, Crossworlds, IBM, and two pre-IPO startups.

Jon has been a volunteer litter lifter with Keep Sedona Beautiful and volunteered at the Verde Valley Medical Center, the Sedona City Clerk's office, and Chamber Music Sedona. He was proud to serve on the Citizens Steering Committee for the Community Plan Update, the final 2 ½ years as Chair. That exceptional experience created the desire to continue serving our magnificent city and was the primary reason JT decided to seek a City Council seat.

Felicia and Jon are the proud parents of two sons. Jeff is a graduate of Cal Poly San Luis Obispo and a VP at Glass Lewis & Co. in San Francisco. Chris earned a BA from UCLA and a Masters from Juilliard. He is a percussionist with Alarm Will Sound.

COUNCIL PRIORITIES

As a general rule, every two years the City Council meets to establish a set of priorities that will guide their efforts for the following 24 months. In the fall of 2014, four of seven Councilors were newly elected to office. As a result, the new Council spent a number of meetings reviewing the prior Council's priorities and establishing new priorities for the next two years.



A number of the priorities are a continuation of projects already underway such as:

- Develop a street performers' ordinance
- Economic Development Program
- Central Meeting Place/Brewer Road Master Planning and Community Focus Area
- Monitoring of tourism promotion funding and efforts
- Scenic Area Protection
- Website enhancement
- Uptown pedestrian improvements

In addition to ongoing projects, the Council set a number of new projects as a priority in their work plan:

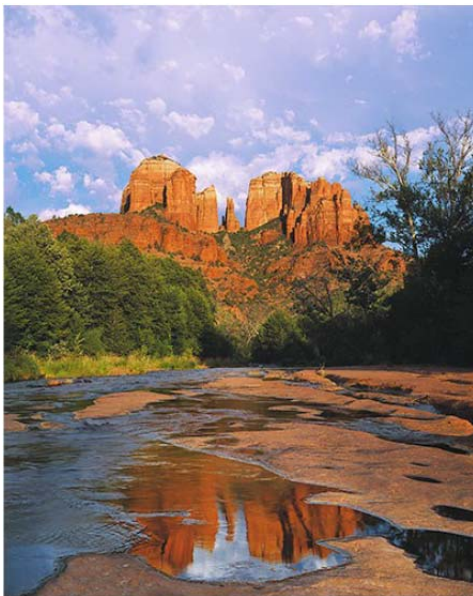
- Update the Accessory Dwelling Unit (ADU) ordinance
- Update the Housing In-Lieu Fee Policy
- Develop recommendations for use of Affordable Housing Fund
- Expansion of Broadband in the Verde Valley
- Take the lead on implementation of the USFS Oak Creek Canyon Transportation Study
- Develop a Human Rights Ordinance
- Citywide Cultural and Arts Plan
- Support creation of a Sedona Art Museum and Artist Working Studios

Of those new projects added to the work plan, a number of those have budgetary impacts and therefore are included in the FY 15-16 Budget:

- Review and Update of Land Development Code
- Mitigate traffic and parking issues & completion of citywide multimodal transportation/traffic study
- Illegal conversion of single family homes to multi-family units
- Code enforcement for short-term vacation rentals

- Development of a wireless master plan
- Develop a plan to franchise garbage and recycling services
- Beautification of State Highway 89A
- Traffic Safety options
- Continue Storm Water Management Projects

VISION STATEMENT



- To be a city that is constantly vigilant over the preservation of its natural beauty, scenic vistas, pristine environment and cultural heritage.
- To be a city that retains its small-town character and creates its manmade improvements in strict harmony with nature.
- To be a city that is animated by the arts, and lives with a spirit of volunteerism to help achieve our common goals.
- To be a city that offers equal opportunities for all and fosters a sense of community.
- To be a city that welcomes and accommodates all of its visitors and future residents with a spirit of fellowship.
- To be a city that retains and enhances a strong and vital economy which preserves existing lifestyles without exploiting the natural beauty.
- To be a city that lives up to the challenges of proper stewardship of one of the earth's great treasures.

RESOLUTION NO. 2015-14

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF SEDONA, ARIZONA, ADOPTING THE BUDGET FOR FISCAL YEAR 2015-2016.

WHEREAS, in accordance with the provisions of Title 42, Chapter 17, Articles 1-5, Arizona Revised Statutes (A.R.S.), the City Council did, on May 26, 2015, make an estimate of the different amounts required to meet the public expenditures/expenses for the ensuing year and also an estimate of revenues from sources other than property taxes; and

WHEREAS, in accordance with said sections of said statute, and following due public notice, the City Council met on May 26, 2015 and June 23, 2015, at which meetings any taxpayer was privileged to appear and be heard in favor of or against any of the proposed expenditures/expenses and other revenue sources; and

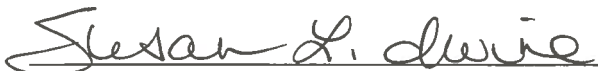
WHEREAS, publication has been duly made as required by law of said estimates, together with a notice that the City Council met on May 26, 2015, and June 23, 2015, at the City Council Chambers for the purpose of hearing taxpayers.

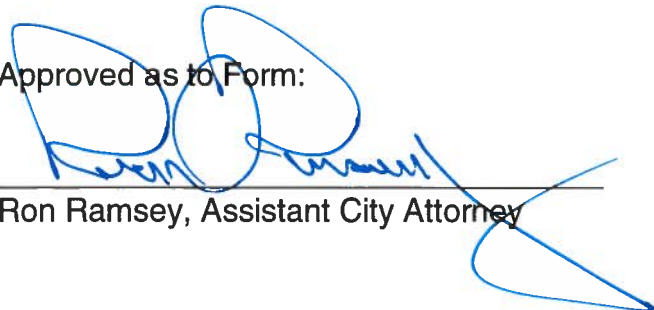
NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF SEDONA, ARIZONA, that the said estimates of revenues and expenditures/expense shown on the accompanying Official Budget Forms attached hereto and incorporated herein, as now increased, reduced, or changed by the Council, are hereby adopted as the budget of the City of Sedona, Arizona for the Fiscal Year 2015-2016.

PASSED AND ADOPTED by the Mayor and Council of the City of Sedona, Arizona this 23rd day of June, 2015.


Sandra J. Morjarty, Mayor

Attest:


Susan L. Irvine, CMC, City Clerk

Approved as to Form:

Ron Ramsey, Assistant City Attorney

provide vital contributions to the City. As a way to help provide additional services and programming, the proposed budget continues to contribute to these invaluable organizations.

Particularly challenging to the City is the ongoing demand for infrastructure improvements throughout the City. Capital expenditures are primarily funded with one-time available fund balance reserves. Every year, the budget is a balance between basic needs such as drainage management and streets maintenance and want for better transportation options, including pedestrian friendly sidewalks and trails.

Funding for new or expanded programs and services in this proposed budget is in response to those areas identified by the City Council as being high priorities. Establishing those broad strategic policy goals and priorities is one of the most fundamental roles of the City Council. It is this policy direction that has guided resource allocation and decision-making when preparing this financial plan. The Council priorities were updated and reinforced during both the budget retreat in December 2014 and follow up meetings during January and February of this year.

The following highlights some of the Council priority areas and how they translate into FY 2015-16 budgeted expenditures:

Community Development

With ratification of the Sedona Community Plan in March of 2014, and an increase in development within the City as the economy recovers, the Community Development department was the focus of a number of Council priorities and work plan items in the new budget year. Several of those priorities require increased resources for this department.

- Review and update the land development Code (LDC) so that it is current with new development standards, and other best practices. The LDC is over 20 years old and zoning districts and allowable uses remain largely unchanged since the City's incorporation in 1988. In addition to bringing the LDC into the 21st century, the updated LDC will help implement the Sedona Community Plan by incorporating the recommendations of the new Plan, and provide one of our most valuable tools to facilitate economic development goals. Further, Arizona law requires zoning to be consistent with the Community Plan. The LDC needs to reflect the current values of the community, be consistent and provide a clear and predictable path for future development. The City Manager's Office is recommending a multi-year supplemental request of \$276,000 in total, with \$100,000 in the first two years and the remaining \$76,000 in FY 2017-18. The project would be completed using an additional proposed staff position and outside consultants.
- In the Sedona Community Plan, Community Focus Areas (CFAs) are locations where the City intends to play a proactive planning role to implement the

community's vision. Work on CFAs has begun in the current budget year and will be continued in FY 2015-16 for the Cultural Park, Soldier Pass Road and the Brewer Road Property area. Additional funds are included in the operating budget for Cultural Park and Soldier Pass Road. The funds for the Brewer Road Master Plan are included in the Community Facilities District (CFD) budgets for FY 2014-15. When the Council, sitting as the Board of those CFDs, reviews the FY 2015-16 Budget for the CFDs, staff will recommend that the remaining funds for the Brewer Road Plan are rolled forward into the FY 2015-16 year.

- One of the City Council's priorities is to provide a higher level of code enforcement activities, with a specific emphasis on enforcement of short-term vacation rentals within city limits. The primary purpose of code enforcement is to address issues that may impact the quality of life within the City. Additional resources have been allocated in the proposed operating budget for enforcement activities and the City Manager's office is recommending a supplemental request of \$26,020 for an additional vehicle for code enforcement. Currently, the second code enforcement vehicle is a 2000 Crown Victoria with over 157,500 miles, which was transferred from the Police Department to Community Development, instead of auctioning the vehicle as planned two years ago. Most of the code enforcement activity is in the field and thus requires reliable transportation. A new vehicle will ensure that code enforcement can remain in the field where they are most effective. The 2000 Crown Victoria will continue to be used by the department as a shared vehicle for other staff, with less demanding field duties.

Economic Development and Destination Marketing/Bed Tax Reinvestment

Economic Development continues to be a priority of the City Council and an essential community goal. In 2014, a new position was created for an Economic Development Manager through restructuring the Community Development Department. Unfortunately, recruitment for this position has not been successful. Salary, cost of living and benefits continue to challenge the City in recruiting and retaining employees, particularly in positions, like this one, that require a more specialized skill set.

In order to advance the Economic Development Program, an outside consultant was hired to develop an economic development implementation plan for the City of Sedona. The goal is still to hire a full-time manager in the next fiscal year to carry out the plan and work on additional development activities.

In fall 2013, City Council approved a .5% increase to the City's bed tax rate, from 3% to 3.5%, in order to raise additional funds for tourism promotion. As a part of that effort, the Council adopted an ordinance dedicating 55% of the bed tax revenue to tourism promotion and marketing. The Sedona Chamber of Commerce and Tourism Bureau kicked off its marketing program in July of 2014. Both sales tax and bed tax revenues through February, 2015 have increased by double digits over the prior year's

collections. Sales tax is up 12% for YTD through February over the prior year and bed tax is up 14%, after adjusting for the .5% increase in rate. Similarly, the local lodging community reports an increase in occupancy rates over the prior year. The City's FY 2015-16 operating budget provides for a continuation of this reinvestment in marketing Sedona as a world class destination.

Transportation, Parking and Traffic

Traffic mitigation continues to be a high priority for the Council. Preservation of Sedona as an accessible small town community is important to its citizens and its visitors. The City has implemented a number of traffic and parking improvements in the last couple of years to help ease traffic issues, especially in the Uptown area. These projects include new lane striping on State Route 89A, installation of new directional or way finding signs, additional staff to provide parking enforcement and traffic management during peak periods, and acquisition of additional parking lots.

The Uptown Pedestrian Capital Improvement Plan (CIP) project and repaving SR 89A will be completed during the FY 2015-16 year. The City also has plans to implement paid parking in the Uptown area in FY 2016-17, to help control traffic and parking congestion. Work on the paid parking plan is scheduled and budgeted to begin in FY 2015-16.

The City has applied for, and hopes to receive, a grant for FY 2015-16 to fund a more comprehensive transportation study. As an alternative, if the grant is not awarded, a \$250,000 project has been added to the Capital Improvement Plan (CIP) in FY 2015-16 so that a more comprehensive transportation plan can be developed. The goal of this study is not only to ease traffic congestion within the city but to ensure the safety of citizens and visitors to the City.

Green Initiatives

Developing a plan to franchise garbage and recycling service within the City limits was established as a priority for the City Council. Part of this priority is to increase recycling within the City in the most effective and efficient manner. This involves evaluating what effort the community is willing to put into recycling and maximizing that effort. Moreover, the Council wants to explore reducing the number of residential trash haulers within the City. Reducing the number of trash haulers will reduce the impact of the large trucks on city streets - the carbon factor, wear and tear on city roads and noise pollution. The City Manager's office is recommending a one-time supplemental request for \$75,000 to develop and implement a franchising plan.

One of the City Manager recommended supplemental requests is to eliminate paper packets for the Planning & Zoning Commission. Instead of paper packets, each Commissioner would be issued a tablet computer, such as an iPad for downloading

and viewing the meeting materials. The cost of the tablets is \$5,600 and will eliminate the annual cost of \$1,565 to produce the paper packets. City Council and key City staff have already successfully transitioned to paperless packets for City Council meetings.

During FY 2014-15, the YMCA ceased its programming out of the Teen Center located at Posse Grounds Park. As a result, the City had to take over day-to-day operations of that building and address some much needed maintenance and repair issues of that facility. The facility is currently heated with propane. This is a costly and inefficient source of heat. The City Manager is recommending approval of a supplemental budget request of \$35,000 to upgrade to the HVAC system which would allow electrical heat to be used at a much lower operating cost, instead of propane.

City Facilities

Like many municipalities, during the economic downturn, the City cut back and skimmed on regular maintenance programs for its facilities. Simple things like regular cleaning of carpets, regular painting schedules and replacement of worn out flooring have not been included in a regular maintenance program. The City Manager is recommending a one-time \$25,000 supplemental to fund these ongoing requirements and to develop a longer-term regular maintenance plan for all City Facilities. The plan may develop into an additional supplemental request for FY 2016-17.

Another basic maintenance need that is included in the City Manager's recommended budget is sealing and resurfacing the Police Department Patio. Penetration of rain water is finding its way into the Police Department garage area, gym and Evidence Room, compromising the Departments records and evidence. By sealing the full concrete patio slab, further damage to the building and possible loss of evidence and records can be avoided. The cost of this one-time project is estimated at \$22,000.

Investment in City Employees

The City is very fortunate to have a professional and highly competent work force and efforts should continue to be made to retain our employees. Continued attention to maintaining the competitiveness of our salaries will be necessary to attract and retain the most qualified employees and not to fall behind other comparable cities as has been the case in the past. Staff turnover and recruitment of new employees continues to be a challenge to the City.

In the current fiscal year, the City has already lost 15 employees. In 2013-14, 24 employees terminated employment (voluntary and non-voluntary) for a turnover rate of 20%. In 2012-13, 17 employees terminated for an employee turnover rate of 15%. The loss of employees creates a number of staffing challenges. First, is the loss of organizational history and knowledge. This level of organizational knowledge can be invaluable to the ongoing workings of a department. When an employee leaves with

little notice or planning, much of this history is gone. The loss of productivity during the absence and training of new staff can challenge any department. Not only is there loss of productivity while the position is empty but it can take at least a year or more to fully train staff. Training also reduces the productivity of the trainer. Another challenge created from high turnover is employee morale. It can be very difficult for the staff that remain to pick up the additional work load and to remain positive in such an environment.

The recovering economy and increase in development and visitation to Sedona continues to add to staff's existing work load. The always increasing demand for new and expanded City programs and services stretches the human resources even further. Staff attrition and vacant positions only add to the on-going challenge to provide the quality service that Sedona's citizens and visitors expect.

Balancing the increased work loads and service demands, we are recommending the addition of four positions in the Proposed FY 2015-16 Budget and an on-going supplemental of \$125,000 to expand the merit salary pool of the City. The additional merit pool will allow the City Manager to adjust the existing salaries of high performing workers based on merit and performance. This will help the City retain its quality employees and reduce the attrition rate.

The four positions included in the 2015-16 budget include:

- Assistant Engineer
- Associate Engineer – Capital Project Manager
- Communication Specialist – Dispatch 1
- Assistant Planner – Focus on Community Focus Areas, Land Development Code update, and implementation of the Community Plan

The assistant engineer position would assume additional water quality and environmental testing and monitoring activities mandated by the Arizona Department of Environmental Quality (ADEQ). This new position would also be responsible for the engineering review of building and development permits. With the increase in development, the engineering permit review process has grown to a level where the current assistant engineer cannot manage that task and his other job duties alone. This has resulted in the higher level associate engineers regularly performing this task in order to turnaround the permits in the timeframe mandated by state law.

Another challenge for the Engineering Services Division of Community Development is completing the capital improvement projects as budgeted and planned. The proposed

¹ The additional communication specialist would be included in the proposed budget but hiring the new position would be contingent on a thorough review of the alternative of outsourcing the function to the City of Cottonwood as part of the regional consolidated dispatch provided through their new Public Safety Communications Center.

budget includes \$15 million in CIP projects. However, there is simply not enough staff to complete these projects in the next year or complete the current three-year CIP plan. This creates frustration in staff, Councilors and members of the public who have waited years to see important projects funded, and then see them sit on the shelf for lack of human resources. Thus, the City Manager is recommending the addition of a third Associate Engineer position in the FY 2015-16 Proposed Budget to manage capital projects.

During the financial downturn, the City reduced its workforce by approximately 20%. One of the positions left vacant was a seventh communication specialist. There are currently six communication specialists to process all of the City’s emergency communications. During the downturn a number of officers’ positions were also reduced. Since then, not only is the number of officers back to near prerecession levels but the number of calls has increased. It is a stretch for a 24/7 or 168 hour operation with six employees. The City Manager is recommending the inclusion of an additional Communication Specialist in the next year budget but recommends that the position not be filled until a thorough review of the City’s options for providing emergency communication services has been completed.

Many of the City Council’s priorities both in prior years and in the next year require extensive work for the Community Development staff. The department is tasked with reviewing and updating the Land Development Code, creating and implementing an Economic Development Plan, developing Community Focus Area plans for the Cultural Park, Soldiers Pass and Brewer Road properties, completing a Street Performers Ordinance, developing recommendations for affordable housing, and updating the Accessory Dwelling Unit (ADU) Ordinance. This expansion of workload can be handled by hiring outside consultants, additional in-house staff or a combination of these two options. In order to move these projects forward in a timely and effective manner and provide human resources to effectively manage outside consultants, the City Manager is recommending the addition of an assistant planner.

The following chart summaries the proposed cost of personnel, including the four proposed new positions, in the FY 2015-16 Budget:

	Adopted Budget 2014-2015	Proposed Budget 2015-2016	Difference	%
Salaries & Wages	\$ 6,726,374	\$ 7,197,697	\$ 471,323	7.0%
Retirement	1,012,745	1,143,649	130,904	12.9%
Healthcare	1,308,854	1,406,903	98,049	7.5%
Other Benefits & FICA	676,123	814,594	138,471	20.5%
Budgeted Attrition Savings	(500,000)	(300,000)	200,000	-40.0%
Additional Merit Increase Pool	215,000	125,000	(90,000)	-41.9%
Total Personnel Costs	\$ 9,439,096	\$ 10,387,843	\$ 948,747	10.1%

The chart above reflects an overall increase to salaries, wages, and benefits of 10%. This includes the four new recommended positions, and as discussed in a recent Council work session, also includes wage increases of 4% to be distributed by the City Manager to employees based on performance. Medical benefit premiums are increasing by 7% overall and additional costs are being passed on to both the employer and the employee. The budget also includes funding for a sizable increase to Public Safety Personnel Retirement System (PSPRS) contributions for FY 2015-16. The City's contribution rate, dictated by the State, is going from 23.44% to 25.02 % for an overall cost increase of \$68,763. The Arizona State Retirement System, which covers the non-public safety personnel, and the majority of our workforce, is decreasing modestly from 11.6% to 11.47%. The \$62,148 increase in the ASRS is the result the proposed four new positions and budgeted cost-of-living and merit increases.

The FY 2015-16 Proposed Budget includes 125 full-time equivalents (FTE) positions and 7 elected Council Members.

Contingency

The balanced budget includes a \$250,000 General Fund Operating Contingency. This is an increase from FY 2014-15 of \$50,000. The increase was recommended by staff. The newly elected City Council (4 of 7 Councilors were elected in November, 2014) is committed to developing and implementing of new programs and initiatives. This increase in contingency funds provides the Council some flexibility in proposing new projects and programs. The overall contingency also provides the City's budget a cushion for unanticipated expenditures. It is important to point out that the Operating Contingency is not being funded with cash reserves but with projected ongoing revenues. Expenditures of the Operating Contingency require approval of City Council.

Road Rehabilitation and Streets Maintenance

For several years the City Council directed the use of General Fund reserves to augment the Highway User Revenue Fund (HURF) proceeds from the State, in order to accelerate the number of roads the City is able to repave each year. For FY 2014-15 City Council committed to supplementing HURF funds \$500,000 each year going forward. This level of funding is sustainable from ongoing revenue and does not require the use of one-time fund balance resources. The \$500,000, adjusted for 1.3% inflation is included as a transfer from the General Fund to the Streets Fund for the Proposed FY 2015-16 Budget.

Because the HURF revenue has not sufficiently funded all of the streets repave, repair and maintenance needs of the City, larger capital projects have been supplemented by inclusion in the Capital Improvement Program (CIP).

Capital Improvement Program

The City started its long-term capital planning process several years ago with a five-year Capital Improvement Plan (CIP). For FY 2012-13, the City expanded the CIP horizon to ten years and that ten-year timeframe was carried forward to FY 2013-14. During last year's budget cycle it was determined that this timeframe is generally impractical since there are so many variables that change from year to year and the "out years" of the plan are speculative at best. In FY 2014-15, the Plan timeframe was scaled back to six years instead of ten. The six-year timeframe presents a more realistic and accurate picture of upcoming capital infrastructure needs and resources of the City.

The first three years of the CIP only include projects that have an identified funding source. By requiring all projects in the first three years of the plan to have identified funding sources, the City Council and the community are in a better position to look at all available resources, and prioritize CIP needs and make decisions about how to fund the projects that are most important to the community. It also assures the Council and the public that a project started in year one will have the necessary funding in year two and three to be completed.

Staff identified all available resources and tied those resources to projects in the first three years of the Plan. During the FY 2014-15 budget process, the City Council committed all available General Fund reserves or the fund balance exceeding the operating reserve level to the CIP. As a result \$5,941,000 of one-time money was transferred in FY 2014-15 to the Capital Improvement Fund to be used for capital projects. While the City has committed all available cash resources to completing much needed capital infrastructure, these projects continue to fall behind schedule. This is mostly due to lack of staff to carry out or manage the project's design and construction. Thus, the recommendation by the City Manager to add two additional positions to the Engineering Services Division, which is responsible for developing and managing the City's CIP.

Please remember that projects shown in years 2019- 2021 are unfunded. By 2019, assuming all of the projects shown in years 2016-2018 are completed, there are no projected reserves left to fund capital projects. The only exception to this is a small amount of Coconino County Flood Control Funding. At that point the only new revenue coming in to fund capital projects is annual collections of development impact fees, approximately \$400,000 annually from each county for flood control, and approximately \$170,000 Community Facilities District revenue. In order to continue to address capital infrastructure improvements and pursue new capital outlay projects beyond 2018, other funding sources and/or a debt financing strategy must be pursued.

Debt financing or some combination of pay-as-you-go and financing to pay for major capital infrastructure projects over time promotes intergenerational equity, where future users help pay for infrastructure that will serve them instead of the entire cost being borne only by current residents. In addition, rating agencies look for cities to have a

healthy balance between pay-as-you-go and debt financed projects in their evaluations of good financial management. During this budget cycle, staff will present the City Council with an option to debt finance \$10 million, at record low interest rates in order to fund additional capital projects.

The recommended CIP prioritizes drainage improvement projects. Other projects are funded with dedicated sources such as Parks Land Development Impact Fees, Streets Development Impact Fees, and Community Facilities' District Funds. The majority of the sidewalk projects, including the Andante Sidewalk and Chapel Road Sidewalk projects, have been deferred into the future years of the Plan simply due to lack of funding and not need.

Wastewater Fund

The Wastewater Fund is the enterprise fund for the wastewater utility. This fund contains monies collected through wastewater fees, the General Fund sales tax subsidy transferred to support wastewater debt service, and accumulated reserves. The long-term goal for the Wastewater Fund is that it functions as a true, self-supporting enterprise fund.

In 2014 the City completed a Wastewater System Rate Study Report that analyzed both the City's projected rate-based revenue requirements and current wastewater rate structure. On May 27, 2014, the City Council adopted a new wastewater rate structure which tied the rates to the cost of providing service and included a four percent (4%) increase each July 1st, from 2014 through 2018.

These adjustments allowed for the reductions to the Wastewater fund sales tax subsidy in FY 2014-15, from 35% to 30%. The Proposed FY 2015-16 Budget keeps the sales tax subsidy at 30%. A reduction of an additional 5% is included in the 5-year plan for the Wastewater Fund in FY 2017-18 and again in FY 2018-19.

Much like the use of General and Capital Fund balances discussed previously, the Wastewater fund balance will continue to be utilized to support wastewater capital projects. This fund currently has approximately \$18.3 million in available fund balance. It is these reserves that allow the fund to spend \$8.3 Million in Capital expenses in the proposed budget. The fund balance is anticipated to be spent down to the reserve target of \$6 million by FY 2018-19 when the Fund's annual debt service obligation is also reduced significantly.

An additional \$120,000 in maintenance/emergency contingency was included in the FY 2014-15 adopted budget. This contingency funding is continued in the Proposed FY 2015-16 Budget. As the wastewater system and infrastructure ages, it is important to have this type of contingency account available should an emergency repair or other unanticipated need occur. The expenditures of any contingency funds will require City Manager approval.

Financial Forecast for FY 2015-16

The continuing economic recovery has provided stronger than expected results in revenue growth during the current FY 2014-15. Through February, 2015 (eight months into the fiscal year) sales tax revenues have exceeded budget by 14% and bed tax revenues by 18%. These collection rates are 12% above last year's actuals to date for the same period for sales tax and even adjusting for the increase in rate January 1, 2014, bed taxes are up 14% from last year's actuals. While this is good news, we are still conservatively forecasting next year's sales and bed tax revenues at 3.5% above the estimated FY 2014-15 figures. The estimated FY 2014-15 revenue projections take the actual year-to-date collections and only assume the budgeted amounts will be collected for the last four months of the fiscal year. We are anticipating that growth to continue throughout the course of the five-year forecast at 3%, for these two sources. Sales tax is the City's largest revenue source and the source from which the majority of the City's General Fund operating budget, i.e. the day to day costs of providing City services, is funded.

State shared revenues are another significant source of funding for operational expenditures, and they are expected to increase again in FY 2015-16. The City has been informed by the State of Arizona that state-shared income tax will decrease slightly by .5% in FY 2015-16 but the state-shared sales tax will increase by 5.7%. Overall, the state-shared revenues will increase 2.1% or \$45,500 in FY 2015-16 from FY 2014-15.

Vehicle license taxes that the City receives from Coconino and Yavapai County are right on target for FY 2014-15 budget. These are the license tax fees that are collected when new vehicles are registered within each of these counties. We are estimating a 7.4% increase for FY 2015-16 due to anticipated continued growth in the economy.

Franchise fees for gas lines, cable and water companies are anticipated increase by 2%. The amount that has been budgeted in FY 2015-16 adds about \$15,000 to the General Fund.

As has been the trend for a number of years, it appears that the City will finish out FY 2014-15 with some budget savings due to lower-than-expected expenditures and slightly higher than projected revenues. This surplus will be added to the City's General Fund reserves.

Citizen's Budget Work Group

Finally I would like to recognize the participation of the Sedona citizens who make up this year's Citizen's Budget Work Group: Lou Harper, John Martinez, Jessica Williamson, Janice Howe, Holli Ploogh, Anthony Weber, Robert O'Donnell and Frank Damato. This was the second year this particular work group was assembled and

embedded in the City's budget development process.

The Citizen's Budget Work Group members have been involved in each step of the budget preparation process, shadowing staff in their work. The work group members participated in the City Manager's budget review meetings for both the Capital Improvement Program (CIP) and each of the departmental operating budgets, giving them access to part of the process that previously included only City staff. They also gave input on the various policy recommendations incorporated into the Proposed FY 15-16 recommended budget and the priority rankings of the various supplemental budget requests. You will note that there are a few differences in the supplemental recommendations of the City Manager and those of the Budget Work Group.

This year, the group included two members of the City Council. This process provided those two Councilors an opportunity to review the budget in a much greater level of detail and to interact with the citizen representatives within the group. This was a very successful mix and should provide the Council as a whole a better trust and understanding of the process.

I believe the Citizen's Budget Work Group creates a greater level of transparency in the City's budget process. Each member brought their unique perspectives and added value to the overall process.

Overall, the City's financial condition remains strong and holds the promise of continuing prosperity. I believe the FY 2015-16 Proposed Budget presents a well-thought out financial plan that balances the needs and wants of the City with its available resources.

I appreciate the City Council's leadership and support in providing clear direction to staff on our critical priorities. I want to thank all of the department heads for the team effort in achieving the city council priorities and providing exceptional customer service to our community.

**The final budget included an additional revenue and expenditure allocation of \$9.3 million, making the final total City budget \$52,588,785. This addition was made to accommodate an anticipated refunding of the City's 2007 Series revenue bond debt. If this debt is refunded in FY15-16, the \$9.3 million would come into the City's coffers in the form of new bond proceeds revenue. It would then be expended to pay off the existing 2007 Series debt. This addition was made after the proposed budget went to City Council and before final budget adoption in June 2015.*

ABOUT SEDONA

The City of Sedona is located approximately one and a half hours north of Phoenix in Yavapai County. Because of its stunning natural surroundings, this small community of roughly 10,000 residences has become one of Arizona's premier centers for international tourism, recreation, retirement, luxury resorts, and the arts.

The name Sedona originates from of the City's first postmaster, Theodore Carlton Schnebly, whose wife, Sedona Arabelle Miller Schnebly (1877-1950) was celebrated for her hospitality and industriousness. Today, the City of Sedona's main attraction is its array of red sandstone formations, which appear to glow in brilliant shades of orange and red when illuminated by the rising or setting sun. The red rocks form a popular backdrop for many activities, ranging from spiritual pursuits to the hundreds of hiking and mountain biking trails.



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. Because of Sedona's pleasant climate sightseeing, hiking, golf, tennis, horseback riding, and jeep touring are year-round activities. The City is also known for its festivals, art exhibits, International Film Festival, and parades.

The citizens of Sedona are proud of their beautiful environment and work diligently to preserve its uniqueness and special qualities. Driven by a conviction in the future of their community and a dedication to volunteerism, Sedona's residences are active in the 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 City of Sedona is administered under the Council-Manager form of government. 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, 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 private.

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

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



DEMOGRAPHICS



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

Gender (2010 census)

· Male.....	46.7%
· Female	53.3%

Age Composition (2010 census)

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

Occupational Composition (2009)*

· Labor force	7,062
· Employment	6,480

*Bureau of Labor Statistics – AZ Dept of Commerce

Employment Distribution (2007)*

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

*Verde Valley Multimodal Transportation Study (2009)

Race/Ethnic Origin (2010 census)

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

Land Use (2010)

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

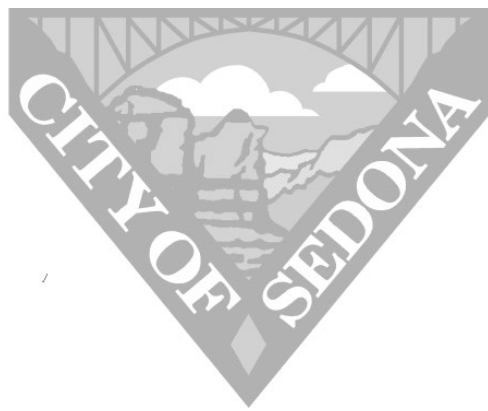
Population (US Census)

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

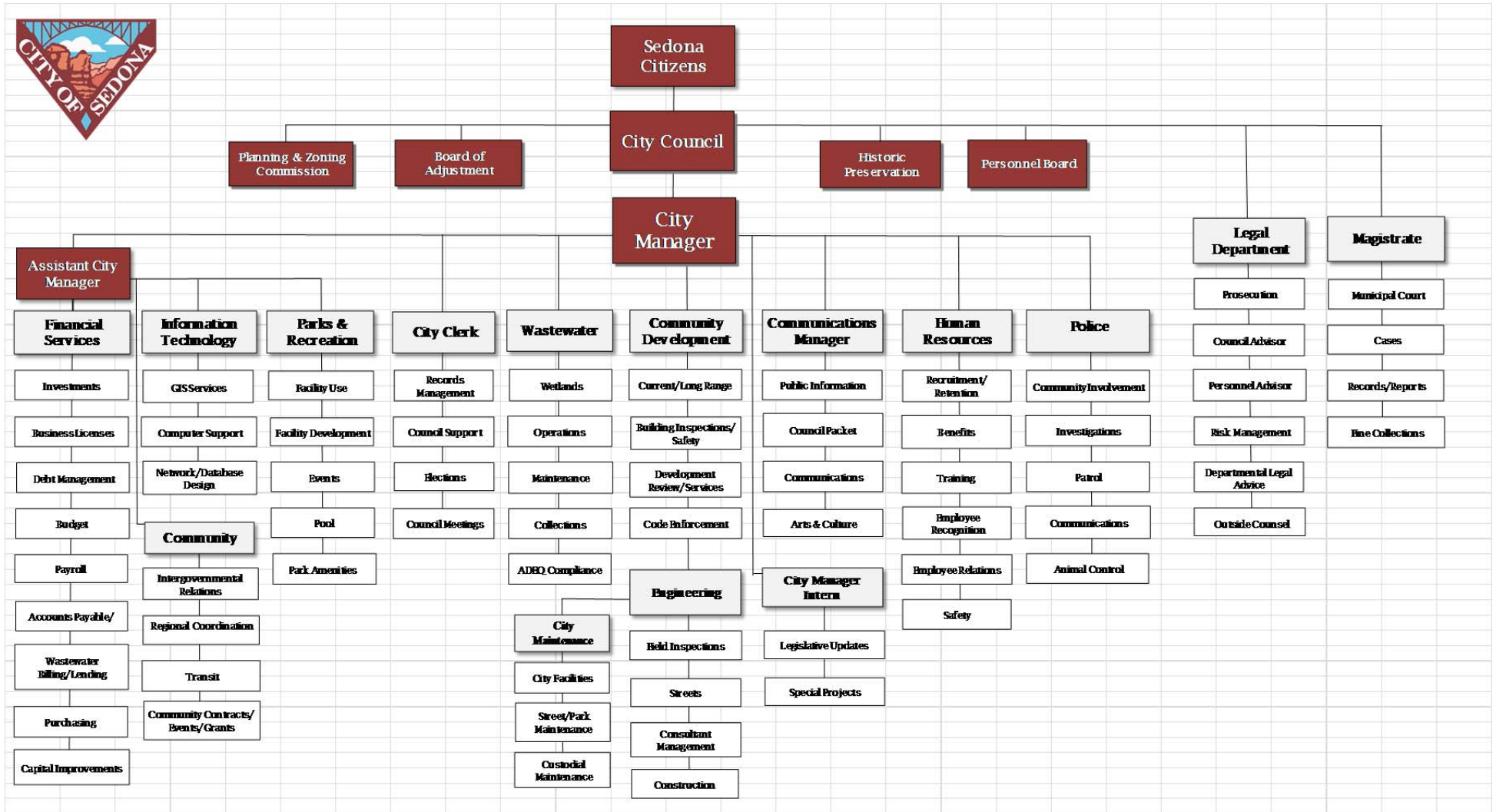
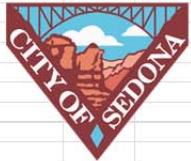
* DES/AZ Dept of Commerce estimate

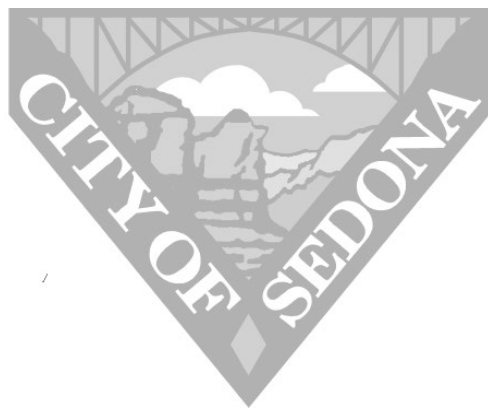
Median Household Income (2010)

· Yavapai County.....	\$54,000
· Coconino County	\$60,500



ORGANIZATION CHART





The City of Sedona is committed to manage its finances prudently. 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 public, 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 increase public confidence in the City's ability to provide the services desired by the community.

STATE IMPOSED EXPENDITURE LIMITATION

Provisions of the State imposed expenditure limitation appear in both the State Constitution and the Arizona Revised Statutes. The constitution sets forth the framework in some detail for the expenditure limit and the remaining details are provided in State law.

The State imposed limitation uses actual payment of local revenues for FY 1979-80 as the base limit. The Economic Estimates Commission had determined this base limit for every city and town based on information supplied by each community in 1980. This base consists of those expenditures "controlled" by the State limitation and does not include those revenues specifically exempted from the limitation. The UERS Manual clarifies that the expending of development/impact fees are not excludable expenditures.

HOME RULE

Any city or town can adopt its own "alternative" expenditure limitation that is free from any ties to the State imposed limitation if a majority of the qualified electors voting on the issue at a city/town regular election vote in favor of the alternative limitation.

The City of Sedona has operated under Home Rule for over nineteen years. Voters last approved the Home Rule Option, August 26, 2014. Normally, Home Rule is considered every four years but a legislative change requiring a consolidated election schedule for cities and towns required this most recent election only two years after the prior vote. The next time the Sedona voters will consider Home Rule, should be 2018. Home Rule allows the City Council to

set its budget locally, rather than basing the City's budget on a state imposed expenditure limitation.

FISCAL PLANNING, BUDGETING, AND OPERATIONS MANAGEMENT

This policy seeks to govern the preparation, monitoring and analysis of the City's budget, incorporating a long-term perspective and a system of identifying resources and allocating those resources among competing purposes.

- The City will present an annual operating budget that is balanced, whereby ongoing revenues will be sufficient to fund ongoing expenditures with no use of General Fund reserves to support recurring operational expenses.
- Reserves may be used to fund one-time capital outlay projects or other one-time expenditures.
- The budget will not postpone expenditures, use one-time (non-recurring) revenue sources to fund ongoing (recurring) uses, or use external borrowing for operational requirements.
- Budgeting will be done on a modified accrual basis. Under the modified accrual basis, expenditures are recorded when the goods or services are actually received, rather than when the invoices are paid. The exception to this general rule is interest on general long-term debt, which is recognized when due. Revenues are recorded in the accounting period in which they become measurable and available.
- 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.
- 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.
- 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, necessary personnel cost reductions will be achieved through attrition.
- No revenues will be dedicated for specific purposes, unless required by law or generally accepted accounting practices (GAAP). All non-restricted revenues will be deposited in the General Fund and appropriated by the budget process.
- 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.
- 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

- The purpose of the Capital Improvement Program (CIP) is to systematically identify, plan, schedule, finance, track and monitor capital projects to ensure cost effectiveness as well as conformance to established policies.

- The City will prepare and adopt a six-year Capital Improvement Program. The program will be updated annually and include the direct costs of the project as well as any associated ongoing operation.
- Capital improvement projects include infrastructure, equipment purchases or construction resulting in or making improvements to a capitalized asset costing more than \$50,000 and having a useful life of five or more years.
- The first year of the six-year Capital Improvement Program will become the adopted capital budget for the current fiscal year.
- 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.
- 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.
- When current revenues are available for capital projects, consideration will first be given to those capital assets that have the shortest useful life, and for assets whose nature makes them comparatively more difficult to finance.
- Using cash for projects with shorter lives and bonds/financing for projects with longer lives facilitates “intergenerational equity,” wherein projects with long useful lives are paid over several generations using the project through debt service payments.

DEBT MANAGEMENT

- The City may 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.
- The City will strive to maintain or improve its credit ratings, although not at the expense of significantly delaying important capital projects.
- 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.
- 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.
- The City will follow prudent borrowing principals and not engage in any transactions involving significant market risk.

LONG RANGE FORECASTING

- The City will annually update a five-year long-range forecast, incorporating both projected revenues and expenditures for the City’s Major Funds.
- The five-year revenue forecast will only include revenue that is reasonably considered to be sustainable over at least that five year period.
- Expenditure projections will include anticipated operating impacts of whatever capital improvement expenditures are programmed in the six-year Capital Improvement Program (CIP).
- The process of long range forecasting will also serve to define the critical issues and

priorities and incorporate the City's Community Plan and long term vision.

GGRANTS

- This policy establishes under what conditions grants will be pursued and with what administrative or legislative approvals.
- The City shall apply for only those grants that are consistent with the objectives and high priority needs previously identified by the City Council.
- The potential for incurring ongoing costs, to include the assumption of support for grant-funded positions from local revenues, will be considered prior to applying for a grant.
- The City shall attempt to recover all allowable costs – direct and indirect – associated with the administration and implementation of programs funded through grants. The City may waive or reduce indirect costs if doing so will significantly increase the effectiveness of the grant.
- All grant submittals shall be reviewed for their cash match requirements, their potential impact on the operation budget, and the extent to which they meet the City's policy objectives.
- If there is a cash match requirement, the source of funding shall be identified prior to application.
- The City shall terminate grant-funded programs and associated positions when grant funds are no longer available unless alternate funding is identified.

UUSER FEE COST RECOVERY AND INDIRECT COST ALLOCATIONS

- This policy encourages full cost recovery of most publicly provided services that benefit specific individuals or organizations and the utilization of user fees to augment general tax revenues.
- The City shall establish user fees and charges for certain services provided to users receiving a specific benefit.
- The City will conduct a cost of service study to identify the full cost of providing a service for which fees are charged. The calculation of full cost will include all reasonable and justifiable direct and indirect cost components. Fees and charges will be established to recover the full cost of service, unless the percentage of full cost recovery has been reduced by specific action of the City Council. It is recognized that occasionally competing policy objectives may result in reduced user fees and charges that recover only a portion of service costs.
- User fees shall be reviewed on a regular basis to calculate their full cost recovery levels, to compare them to the current fee structure, and to recommend adjustments where necessary.

AACCOUNTING, AUDITING, AND FINANCIAL REPORTING

- This policy dictates the system of internal accounting and internal and external financial reporting that will be adhered to as the City conducts its financial transactions. The City's accounting and financial reporting systems will be maintained in conformance with all state and federal laws, and Generally Accepted Accounting Principles (GAAP), in the United States, and standards of the Governmental Accounting Standards Board (GASB) and the Government Finance Officers Association (GFOA).
- 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).

- 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.
- Financial systems will maintain internal controls to monitor revenues, expenditures, and program performance on an ongoing basis.

CAPITAL EXPENDITURES (FIXED ASSETS)

- The City has a policy of capitalizing all assets greater than \$5,000.
- Termed as "fixed assets," these capital expenditures are purchased departmentally out of the capital outlay accounts in the General Fund and the Capital Fund.
- All assets are depreciated utilizing the straight-line method and based on useful lives the City has established, with a minimum life of three years.
- The Finance Department is responsible for verifying the actual physical existence of capital assets annually through asset audits of City departments.

CASH MANAGEMENT

- The City Manager and Financial Services Department manage the City's investment portfolio and ensures compliance with the City's Investment Policy.
- The City's investment policy is to invest public funds with maximum security in a manner that will provide the highest return while meeting the daily cash flow demands of the City and conforming to all applicable State statutes.
- The primary objectives, in priority order, are safety of principal, liquidity, and attaining a market rate of return.
- The City is permitted to invest in certificates of deposit, direct U.S. Treasury debt, securities guaranteed by the U.S. Government, and the State of Arizona's Local Government Investment Pool.
- Temporary idle cash during the year was invested in the State Treasurer's Investment Pool.

RISK MANAGEMENT

- The City is exposed to various risks of loss related to public and property liability and worker's compensation. Public liability includes public officials' errors and omissions, automobile and general liability.
- The City participates in the Arizona Municipal Risk Retention Pool. The policy insures up to \$2,000,000 per incident plus excess liability of up to \$10,000,000. Coverage is provided on a claim made basis with a \$50,000 deductible.
- The City's liability insurance program is administered by the City Attorney's Office. Worker's Compensation claims are reviewed by the Human Resources Department and handled through Arizona Municipal Workers Compensation Pool.

- The City of Sedona has an aggressive safety program, which promotes employee safety on the job and focuses on risk control techniques designed to minimize accident related losses.

FUND BALANCE

- To ensure financial stability, the City of Sedona desires to manage its financial resources by establishing fund balance/net asset ranges for selected funds. This will ensure the City maintains a prudent level of financial resources to provide sufficient cash flow for daily financial needs, secure and maintain investment grade bond ratings, offset significant economic downturns and revenue shortfalls, and provide funds for unforeseen expenditures related to emergencies.
- The City shall maintain an unassigned fund balance range for the General Fund of not less than 50% and not more than 75% of the total adopted budgeted operating expenditures of the General Fund budget.
- Enterprise Funds: The fund balance range for the Enterprise Funds, including maintenance, operations and administration shall be not less than 25% (90 days) and not more than 33.3% (120 days) of the total budgeted operating expenses of the Fund. This shall be in addition to a separate fund balance with a target equal to the average of one year of enterprise fund debt service repayment requirements. For the purpose of calculation, this reserve shall be in addition to all other required reservation of net assets including, but not limited to, amounts restricted for debt service, amounts reserved for replacement of capital assets, amounts set aside for resource development, and/or required bond covenants.
- Capital Projects Fund: The capital projects fund was created to account for resources designated to construct or acquire general fixed assets and major improvements. Occasionally, these projects may extend beyond a single fiscal year. Therefore, although no specific reserve requirement is established for the capital projects fund, at a minimum, the fiscal year-end assigned and unassigned fund balance, coupled with estimated revenues for the ensuing fiscal year, must be sufficient to fund all outstanding capital fund obligations for the next fiscal year. This will follow the City's Capital Plan.
- If it is determined there is a surplus (an amount in excess of the upper limit of the fund balance range for any fund), the funds may be designated or appropriated at the next budget cycle to eliminate shortfalls in related funds, reduction or avoidance of debt, applied to a replacement program, to fund one-time capital needs, or for tax, fee, or rate stabilization.
- If it is determined there is a shortfall (an amount below the lower limit of the fund balance range for any fund), the fund balance is to be replenished through a distribution of surplus from other related funds, or an appropriation during the next annual budget process of at least 20% of the lower limit.

FUND STRUCTURE AND BASIS FOR BUDGETING

The budget of the City is organized on the basis of funds, each of which is considered to be a separate accounting entity, and are created and maintained for specific purposes. The operations of each fund are accounted for by providing a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures, or expenses, as appropriate. The City uses funds to report its financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain governmental functions or activities.

The funds for the City of Sedona are as follows: General Fund, Capital Projects Fund, Special Revenue Fund (Streets/Grants), and Wastewater Fund.

The City reports each of these funds as major governmental funds in its financial statements. All funds are subject to appropriation.

General Fund - The General Fund is the fund that supports day to day City operations, including general City government, police services, public works, parks and recreation and outside service contracts.

Special Revenue (Streets/Grants) - The Special Revenue Fund includes funds that are specifically restricted for certain operating expenses and/or capital projects, including Highway Users Revenue Funds (HURF) and federal, state, or local grants. HURF is used to fund a portion of the annual streets maintenance program (overlay, chip seal, reconstruction) and grants vary annually based on availability of funding opportunities.

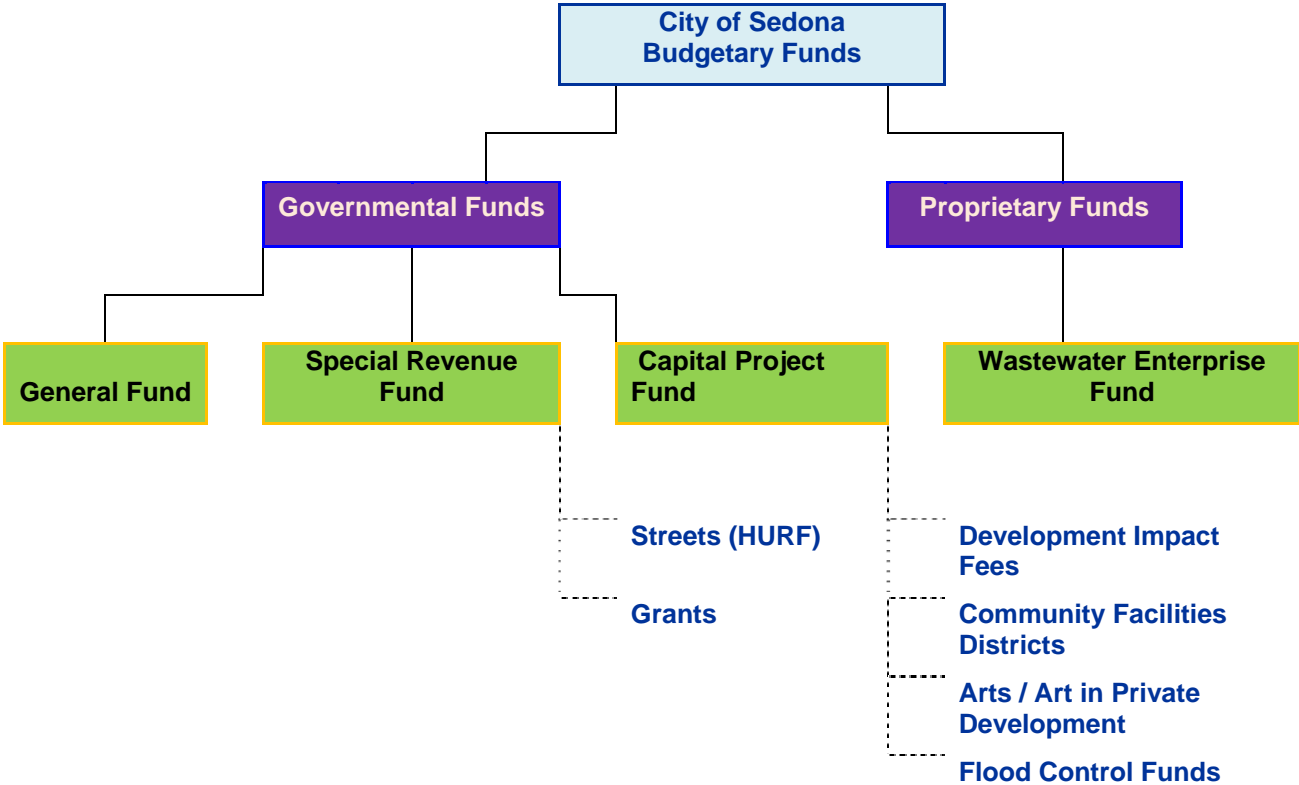
Capital Fund - The Capital Fund is the fund that supports new infrastructure improvements, major capital acquisitions, and other very large capital construction projects.

Wastewater Fund - The Wastewater Fund is the enterprise fund for the wastewater utility. This fund contains moneys collected through monthly wastewater and one-time capacity fees, the General Fund sales tax subsidy transfer, and reserves. The Wastewater Fund supports the operations of the wastewater plant and collections system, new wastewater capital projects, and annual debt service.

FUND STRUCTURE

The City uses the various fund types to segregate the financial activity within the City either due to regulatory reasons or as designated internally. The funds are classified as either Governmental funds or Proprietary funds.

The below chart is an illustration of fund structures:



Governmental funds are typically those that account for the tax supported activity within the City. Within governmental funds, the sub-classifications utilized by the City are:

- **General Fund** - The chief operating fund that accounts for all activity not accounted for somewhere else.
- **Special Revenue Funds** - Accounts for certain revenue sources that are set-aside for a specific purpose.
- **Capital Projects Fund** - Established to separately reflect major capital acquisitions and/or construction.

Proprietary funds are used to account for those activities that are expected to be self-supporting through user fees in whole or in part. Proprietary Funds encompass Enterprise Funds.

- **Wastewater Enterprise Fund** - The Wastewater Fund is currently the only proprietary fund established by the City.

The following table indicates the relationships between each fund and department:

Department	General Fund	Special Revenue Streets	Special Revenue Grants	Capital Funds	Wastewater Enterprise Fund
City Council	x				
City Manager	x				x
Human Resources	x				x
Financial Services	x				x
Information Technology Services	x				x
Legal	x				x
Parks & Recreation	x		x	x	
City Clerk	x				
Community Development	x				
Public Works	x		x	x	x
Police Department	x		x	x	
Municipal Court	x				
City Maintenance Division	x	x			
Wastewater Division	x				x
General Services	x				x

BUDGET BASIS OF ACCOUNTING

The City’s governmental and proprietary fund budgets are prepared using the modified accrual basis of accounting. *Modified Accrual Basis* is the method under which revenues are recognized when they become susceptible to accrual; that is when they become both “measurable” and “available to finance expenditures of the current period.” Revenue and expenditure recognition is determined by near-term inflows and outflows of financial resources.

BASIS OF ACCOUNTING

The basis of accounting refers to when revenues and expenditures or expenses are to be recognized and reported in the City’s financial statements. *Full Accrual Basis* is the method under which revenues are recorded when they are earned (whether or not cash is received at the time) and expenses are recorded when goods and services are received (whether cash disbursements are made at the time or not).

In accordance with Generally Accepted Accounting Principles (GAAP), the City’s proprietary fund financial statements are prepared using the full accrual basis of accounting, while the City’s governmental fund financial statements are prepared using the modified accrual basis of accounting.

ACCOUNTING BASIS VS. BUDGET BASIS COMPARISON

The accounting and budgeting systems for the City are in accordance with Generally Accepted Accounting Principles (GAAP) format, with minimal variances between the two systems. Budget basis for enterprise funds differ primarily due to state laws. The major differences are as follows:

- Encumbrances (contractual commitments) are considered the equivalent of expenditures. Encumbrances at year-end for goods or services, which are not received prior to the end of the fiscal year, are cancelled.
- Fund balances reserved to inventory and bonded debts are not included in the budget.
- Certain expenditures, such as depreciation and landfill closure and post closure accrual, are not included in the budget.
- All funds except the Internal Service Fund are budgeted.
- Enterprise funds budget capital expenditures and debt service payments as expenses.
- Enterprise funds budget bond proceeds and grants as revenues.

BUDGETARY CONTROL

Budgetary control accounts in the Operating Budget are maintained in the general ledger system at a line item level to track estimated revenues, appropriations, and encumbrances.

Budgetary control accounts in the Capital Budget are maintained in the general ledger system at a project level.

The Comprehensive Annual Financial Report (CAFR) Statement of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual, reflect how well the City met its budget plan at the legal level of control which, is at the fund level. All four major funds are presented in this statement.

BUDGET PROCESS AND CALENDAR

The City of Sedona budget process hinges on a wide range of participants, including our citizens; City Council; the City Manager, executive leadership team, management and staff; partner agencies; other local governmental entities; and the Citizen’s Budget Work Group. All of these stakeholders participate in the budget process and have a role in making recommendations to the City Council regarding the best uses of the City’s financial resources.

As illustrated by the table, the budget process began with a Capital Improvement Program kickoff meeting and a Council Budget Retreat in late 2014. During the City Council budget retreat staff provided a five-year forecast of revenues and expenditures for major funds, identified reserve balances, discussed anticipated changes in staffing requirements and expenditures levels and obtained Council input on upcoming priorities. This is an opportunity for the City Council to provide key policy directives and goals for consideration during the FY 15-16 budget process. Department heads and program managers used this information to begin work on their base budgets for continuing operations. In March 2015, upon final submission of all

FY 15-16 Budget Calendar	
December 5, 2014	City Council FY 14-15 Budget Retreat
December 19, 2014	Staff Capital Improvement Program (CIP) Committee Kickoff Meeting
January 16, 2015	Deadline to Submit CIP Requests
January 21, 2015	Operating Budget Kickoff Meeting with Department and Division Heads
January 28-30, 2015	City Manager Review of CIP Requests (by Program Area)
January 28, 2015	Budget Committee Kickoff Meeting
February 26, 2015	Planning & Zoning Public Meeting on FY 16-21 CIP
February 27, 2015	Operating Base Budgets and Decision Packages Due
March 2015	Review of Operating Base Budgets and Decision Package Requests with CM and Departments
March 2015	CIP Funding/Budget Balancing – Finance & City Manager’s Office
April 22, 2015	Proposed Budget Distributed to City Council
April 29 – 30, 2015	City Council Work Sessions
May 26, 2015	City Council Adoption of Tentative Budget
June 5 and 12, 2015	Published Public Notice
June 23, 2015	City Council Final Adoption of FY 15-16 Budget

Operating Base Budgets and Decision Packages, the City Manager and the newly formed Citizen’s Budget Work Group met with each department and conducted a line item review of all budget requests. From there the City Manager developed his recommended budget.

The City Council then held a series of public work sessions on the budget on April 29 and 30. During these sessions, the City Council heard from the City Manager, Assistant City Manager, Finance Director, Department Heads, and program managers regarding department objectives, accomplishments, and significant expenditure changes. They also obtained input from various

ARS SECTION 42-17103:

State statute dictates that all Arizona counties, cities and towns are obliged to publish and make a summary of total revenues and expenses readily available within 7 days after presenting before a governing body. Platforms for distribution include a county's, city's or town's official website, administrative offices, and library.

In addition, estimates are required to be posted in a local or government newspaper once a week for two consecutive weeks following adoption of the tentative budget. After a final budget adoption, original revenues and expenses estimates, along with the final budget, are to be archived on the organization's website for no less than sixty months.

members of the public, including representatives of the Citizen's Budget Work Group. Following these and other listed meetings, Council approved the Tentative Budget, which sets a budget cap, on May 26, 2015.

Per Arizona Revised Statute (ARS) 42-17105, subsequent to the approval of the Tentative Budget, the City must publish the expenditure and revenue summaries and make the expenditure and revenue detail available to any citizen for public inspection. The City of Sedona published its notice of public hearing and budget summaries in the Sedona Red Rock News on June 5th and 12th. The full budget detail was made available at the Sedona Public Library, at Sedona City Hall, and on the City's Website. This process came to a close on June 23rd, when the City Council adopted the Final Budget.

CONSOLIDATED FINANCIAL SCHEDULE

Fund/Department	Revenues						Uses and Transfers					Total 2015-16 Budget w/ Carryforward Amounts
	Tax Revenue	Licenses /Permits	Grants/IGAs/ Donations	Service Charges	Other Revenue	FY 2015-2016 Collections	One Time-Carryforwards from 2014-15	Unreserved Fund Balance	IN	OUT	2015-16 Expenditures	
General Fund												
City Council						-					77,543	77,543
City Manager						-					854,638	854,638
Human Resources						-					209,213	209,213
Financial Services	105,000	95,000				200,000					460,954	460,954
Information Technology				1,500		1,500					959,037	959,037
Legal Department						-					504,523	504,523
City Clerk						-					218,770	218,770
Parks & Recreation				56,900		56,900	5,969				478,355	484,324
Operating Contingency						-					250,000	250,000
General Services	14,207,731				2,080,400	16,288,131		286,000			3,217,149	3,217,149
Community Development		244,200		15,100		259,300	25,000				1,444,385	1,469,385
Engineering/Public Works		4,000				4,000	20,000		(506,500)		2,325,922	2,345,922
Police				11,000	23,000	34,000					3,946,488	3,946,488
Municipal Court					141,000	141,000					305,509	305,509
Debt Service						-					763,057	763,057
Debt Refunding (2007)					9,300,000	9,300,000					9,300,000	9,300,000
General Fund Total	14,312,731	343,200	-	84,500	2,244,400	26,284,831	50,969	-	286,000	(506,500)	25,315,543	25,366,512
Special Revenue Funds												
Streets Fund	782,238					782,238	180,200		506,500		1,224,489	1,404,689
Grant Fund			662,500			662,500	7,249				662,500	669,749
Special Revenue Funds Total	782,238	-	662,500	-	-	1,444,738	187,449	-	506,500	-	1,886,989	2,074,438
Capital Funds												
Capital Improvement Fund			1,576,667			1,576,667	386,692	3,192,226		(237,000)	4,145,201	4,531,893
Arts Fund					125	125	-		41,000		32,500	32,500
Development Impact Fees Fund		218,800				218,800	257,500	2,875,370			2,836,670	3,094,170
Capital Funds Total	-	218,800	1,576,667	-	125	1,795,592	644,192	6,067,596	41,000	(237,000)	7,014,371	7,658,563
Wastewater Enterprise Fund												
Wastewater - Administration	4,349,000			6,518,350		10,867,350					1,158,254	1,158,254
Wastewater - Debt Service						-					5,413,325	5,413,325
Wastewater - Treatment Plant						-					2,589,148	2,589,148
Wastewater - Capital						-	(16,505)	7,288,062		(90,000)	8,315,050	8,298,545
Wastewater Fund Total	4,349,000	-	-	6,518,350	-	10,867,350	(16,505)	7,288,062	-	(90,000)	17,475,777	17,459,272
Total Funds	\$ 19,443,969	\$ 562,000	\$ 2,239,167	\$ 6,602,850	\$ 2,244,525	\$ 40,392,511	\$ 866,105	\$ 13,355,658	\$ 833,500	\$ (833,500)	\$ 51,692,680	\$ 52,558,785

POSITION LIST/HEAD COUNT

	<u>FY 2012-2013</u>		<u>FY 2013-2014</u>		<u>FY 2014-2015</u>		<u>FY 2015-2016</u>		<u>Change from 2015</u>	
	Full Time	Temporary/ Part-Time	Full Time	Temporary/ Part-Time	Full Time	Temporary/ Part-Time	Full Time	Temporary/ Part-Time	Full Time	Temporary/ Part-Time
<u>10-5210 - Gen Fund - City Council</u>										
City Council		7.00		7.00		7.00		7.00	-	-
									-	-
<u>10-5220 - Gen Fund - City Manager</u>										
City Manager	0.75		0.75		0.75		0.75		-	-
Assistant City Manager	0.80		0.80		0.80		0.80		-	-
Assistant to the City Manager	0.90		1.00		1.00				(1.00)	-
Administrative Assistant	0.90		0.90		0.90		0.90		-	-
Intern							0.33		-	0.33
City Clerk	1.00		1.00		1.00		1.00		-	-
Deputy City Clerk	1.00		1.00		1.00		1.00		-	-
Records Clerk	0.75		0.75		0.75		0.66		(0.75)	0.66
Communications Manager	1.00		1.00		1.00		1.00		-	-
Arts and Culture Coordinator	-		-	0.75	-	0.75	-	0.75	-	-
Citizen Engagement Coordinator	-		-	0.75	-	0.75	-	0.75	-	-
	7.10	-	7.20	1.50	7.20	1.50	5.45	2.49	(1.75)	0.99
<u>10-5221 - Gen Fund - Human Resources</u>										
Human Resource Manager	0.90		0.90		0.90		0.90		-	-
Human Resource Specialist	0.95		0.90		0.90		0.90		-	-
	1.85	-	1.80	-	1.80	-	1.80	-	-	-
<u>10-5222 - Gen Fund- Financial Services</u>										
Director of Financial Services	0.80		0.70		0.70		0.70		-	-
Financial Services Operations Manager	0.75		0.80		0.80				(0.80)	-
Senior Accountant							0.80		0.80	-
Accounting Technician	2.25		2.70		3.40		2.85		(0.55)	-
Administrative Assistant	0.90		0.70		-		-		-	-
	4.70	-	4.90	-	4.90	-	4.35	-	(0.55)	-
<u>10-5224 - Gen Fund - IT Division</u>										
Information Technology Manager	0.90		0.90		0.90		0.90		-	-
GIS Analyst	1.00		0.90		0.90		0.90		-	-
Network Analyst	0.90		0.90		0.90		0.90		-	-
Database/WEB Administrator	1.00		1.00		1.00		0.85		(0.15)	-
	3.80	-	3.70	-	3.70	-	3.55	-	(0.15)	-
<u>10-5230 - Gen Fund - Legal</u>										
City Attorney	0.80		0.95		0.95		0.95		-	-
Attorney/Prosecutorial	1.00	0.60	0.90	0.60	0.90	0.60	0.90	0.60	-	-
Legal Assistant	1.00		1.00		1.00		1.00		-	-
	2.80	0.60	2.85	0.60	2.85	0.60	2.85	0.60	-	-
<u>10-5242 - Gen Fund - Parks & Recreation (Community Services)</u>										
Parks and Recreation Manager	-		1.00		1.00		1.00		-	-
Administrative Assistant	1.00		-	0.50	1.00	-	1.00	-	-	-
Recreation Assistant							0.10		-	0.10
Recreation Supervisor	0.50		0.50		0.50		0.50		-	-
Scorekeeper/Umpires							0.14		-	0.14
	1.50	-	1.50	0.50	2.50	-	2.50	0.24	-	0.24
<u>5242 - P&R Pool</u>										
Recreation Supervisor	0.50		0.50		0.50		0.50		-	-
Pool Manager	-	0.43	-	0.43	-	0.93	-	0.48	-	(0.45)
Pool Office Assistant								0.45	-	0.45
Head Life Guard	-	0.96	-	0.96	-	0.71	-	-	-	(0.71)
Life Guard	-	1.78	-	1.78	-	1.16	-	1.57	-	0.41
Water Exercise Instructor	-	0.20	-	0.20	-	0.25	-	0.15	-	(0.10)
	0.50	3.38	0.50	3.38	0.50	3.04	0.50	2.65	-	(0.39)
<u>10-5310 - Gen Fund - Comm. Development</u>										
Director of Community Development	1.00		1.00		1.00		1.00		-	-
Development Services Manager	1.00		1.00		1.00		1.00		-	-
Econ Dev & Bus Relations Mgr							1.00		1.00	-
Chief Building Inspector	0.90		1.00		1.00		1.00		-	-
Building Inspector	1.00		0.95		0.95		0.95		-	-
Code Enforcement Officer	2.00		2.00		2.00		2.00		-	-
Senior Planner	1.00		1.00		1.00		2.00		1.00	-
Associate Planner	3.00		3.00		3.00		2.00		(1.00)	-
Development Services Rep.	1.00		1.00		1.00		1.00		-	-
Administrative Assistant	1.00		1.00		1.00		1.00	0.60	-	0.60
Intern		0.23							-	-
	11.90	0.23	11.95	-	11.95	-	12.95	0.60	1.00	0.60

	FY 2012-2013		FY 2013-2014		FY 2014-2015		FY 2015-2016		Change from 2015	
	Full Time	Temporary/ Part-Time	Full Time	Temporary/ Part-Time	Full Time	Temporary/ Part-Time	Full Time	Temporary/ Part-Time	Full Time	Temporary/ Part-Time
<u>10-5320 - Gen Fund - Public Works</u>										
City Engineer/Asst. Dir. Of Comm Dev	0.66		0.71		0.71		0.60		(0.11)	-
Engineering Supervisor	0.55		0.80		0.80		0.60		(0.20)	-
Assistant Engineer	0.95		1.00		1.00		1.00		-	-
CIP Engineers	2.00		2.00		2.00		2.00		-	-
Facilities Maintenance Manager	1.00		1.00		1.00		1.00		-	-
Administrative Supervisor	0.60		0.70		0.70		0.70		-	-
Administrative Assistant	0.35		0.50		0.50		-		(0.50)	-
Field Services Supervisor	0.55		0.80		0.80		1.00		0.20	-
Maintenance Supervisor	0.55		0.90		0.90		0.90		-	-
Maintenance Worker II	0.50		0.90		0.90		0.90		-	-
Maintenance Worker I	3.00		4.45		4.45		5.55		1.10	-
Chief Engineering Inspector	0.39		1.39		1.39		0.39		(1.00)	-
Inspector I	1.00		1.06		1.06		1.06		-	-
Traffic Aid Worker	-		1.00		1.00		1.00		-	-
	12.10	-	18.21	-	18.21	-	17.70	-	(0.51)	-
<u>10-5510 - Gen Fund - Police Dept</u>										
Police Chief	1.00		1.00		1.00		1.00		-	-
Commander	2.00		2.00		2.00		1.00		(1.00)	-
Lieutenant							1.00		1.00	-
Admin. Assistant	1.00		1.00		1.00		1.00		-	-
Police Sergeant	3.00		4.00		4.00		4.00		-	-
Police Officer	16.00		16.00		16.00		17.00		1.00	-
Police Office - GITEM match (New)	-		0.25		0.25		0.25		-	-
Detective Sergeant	-		-		-		-		-	-
Police Detective	2.00		2.00		2.00		2.00		-	-
School Resource Officer	1.00		1.00		1.00		1.00		-	-
Communication/Records Superv.	1.00		1.00		1.00		1.00		-	-
Senior Communications Specialist	-		-		-		-		-	-
Communications/Records Specialist	6.00		6.00		6.00		6.00		-	-
Records Clerk	1.00		1.00		1.00		1.00		-	-
Evidence Clerk							0.73		-	0.73
Animal Control Officer	1.00		1.00		1.00		0.73		(1.00)	0.73
Community Service Aides		2.00		2.00		3.50		2.90	-	(0.60)
	35.00	2.00	36.25	2.00	36.25	3.50	36.25	4.36	-	0.86
<u>5520 - Magistrate Court</u>										
Magistrate	1.00		1.00		-	0.60	-	0.60	-	-
Judge Pro-Tem	-	0.30	-	0.30	-	0.10	-	0.10	-	-
Court Administrator	1.00		1.00		1.00		1.00		-	-
Court Clerk	2.00		2.00		2.00		2.00		-	-
	4.00	0.30	4.00	0.30	3.00	0.70	3.00	0.70	-	-
<u>11 - Streets Fund</u>										
City Engineer	0.05								-	-
Assist. City Engineer	0.05								-	-
Assistant Engineer	0.05								-	-
Administrative Assistant	0.40								-	-
City Maintenance Superintendent	0.25								-	-
Maintenance Supervisor	0.35								-	-
Maintenance Worker II	0.40								-	-
Maintenance Worker I	2.40								-	-
Chief Public Works Inspector	0.18								-	-
Inspector I	0.20								-	-
Traffic Aide	1.00								-	-
Streets Superintendent									-	-
Crew A - Leader									-	-
Crew A - Assistant									-	-
P-T Maint. Worker									-	-
	5.33	-	-	-	-	-	-	-	-	-
<u>Grant Positions</u>										
P.A.N.T. (Police - Det. Sgt.)	1.00								-	-
GITEM (Police)	-		0.75		0.75		0.75		-	-
	1.00	-	0.75	-	0.75	-	0.75	-	-	-

	FY 2012-2013		FY 2013-2014		FY 2014-2015		FY 2015-2016		Change from 2015	
	Full Time	Temporary/ Part-Time	Full Time	Temporary/ Part-Time	Full Time	Temporary/ Part-Time	Full Time	Temporary/ Part-Time	Full Time	Temporary/ Part-Time
59 - Wastewater										
Wastewater Superintendent	1.00		1.00		1.00		1.00		-	-
Administrative Supervisor	0.15		0.30		0.30		0.30		-	-
Administrative Assistant	0.50		0.50		0.50		0.60	0.60	(0.50)	0.60
City Engineer/Asst. Dir. Of Comm Dev.	0.29		0.29		0.29		0.20		(0.09)	-
City Manager	0.25		0.25		0.25		0.25		-	-
Assistant City Manager	0.20		0.20		0.20		0.20		-	-
Assistant to the City Manager	0.10		-		-		-		-	-
Administrative Assistant (CM)	0.10		0.10		0.10		0.10		-	-
Records Clerk	0.25		0.25		0.25		0.22	0.22	(0.25)	0.22
Human Resources Manager	0.10		0.10		0.10		0.10		-	-
I T Manager	0.10		0.10		0.10		0.10		-	-
GIS Analyst	-		0.10		0.10		0.10		-	-
Network Analyst	0.10		0.10		0.10		0.10		-	-
Database/WEB Administrator							0.15		0.15	-
City Attorney	0.20		0.05		0.05		0.05		-	-
Attorney/Prosecutorial	-		0.10		0.10		0.10	-	-	-
Building Inspector	0.10		0.05		0.05		0.05	0.05	-	0.05
Director of Financial Services	0.20		0.30		0.30		0.30		-	-
Financial Services Supervisor	0.25		0.20		0.20		-		(0.20)	-
Senior Accountant							0.20		0.20	-
Accounting Technician	0.85		2.60		2.60		2.65		0.05	-
Human Resource Specialist	0.05		0.10		0.10		0.10		-	-
Engineering Supervisor	0.40		0.20		0.20		-		(0.20)	-
Assoc. Engineer/Projects Mgr	-		-		-		-		-	-
Plant Chemist	1.00		1.00		1.00		1.00		-	-
Field Services Supervisor	0.20		0.20		0.20		-		(0.20)	-
Maintenance Supervisor	0.10		0.10		0.10		0.10		-	-
Maintenance Worker II	0.10		0.10		0.10		0.10		-	-
Maintenance Worker I	1.60		1.55		1.55		0.55		(1.00)	-
Chief Engineering Inspector	0.43		0.61		0.61		0.61		-	-
Inspector I	0.80		0.94		0.94		0.94		-	-
WW Plant Operator	1.00	-	1.00	-	1.00	-	2.00	-	1.00	-
P-T Maint. Worker									-	-
Plant Chief Operator									-	-
Chief Collections Operator	1.00		1.00		1.00		1.00		-	-
Collector Operator I							1.00		1.00	-
Collector Operator II	4.00		4.00		4.00		1.00		(3.00)	-
Mechanic/Electrician	1.00		1.00		1.00		1.00		-	-
PW Inspector II	-		-		-		-		-	-
PW Inspector I	-		-		-		-		-	-
	16.42	-	18.39	-	18.39	-	15.35	0.87	(3.04)	0.87
General Fund:	85.25	13.51	92.86	15.28	92.86	16.34	90.90	18.64	(1.96)	2.30
Streets Fund:	5.33	-	-	-	-	-	-	-	-	-
Grants Fund:	1.00	-	0.75	-	0.75	-	0.75	-	-	-
Total General Fund Headcount:	91.58	13.51	93.61	15.28	93.61	16.34	91.65	18.64	(1.96)	2.30
Wastewater Fund:	16.42	-	18.39	-	18.39	-	15.35	0.87	(3.04)	0.87
Total City Headcount:	108.00	13.51	112.00	15.28	112.00	16.34	107.00	19.51	(5.00)	3.17

This budget summary presents an overview of the City's costs for providing services and the resources being used to pay for those services. The City of Sedona Fiscal Year 2015 Financial Plan presents a fiscally sound and balanced budget that maintains the integrity of the City's financial condition while still meeting the high service level demands of the community. The Financial Plan is balanced not only financially, but also equally as important, balances the allocation of resources among operating requirements, capital needs, debt burden, and strong reserves for future needs and contingencies.

The City Council has established priorities for FY 15-16 that include financial management, capital projects and infrastructure improvements, economic development, and enhanced community engagement and outreach. Specific projects within these priority areas have been funded and included in the FY 15-16 budget.

Sedona's total budget appropriation is comprised of four major elements:

1. The **General Fund** or *operating budget* for on-going service expenses.
2. The **Special Revenue Fund** which includes the *Streets Fund* for expenses for streets repaving projects, and the *Grants Fund* for expenses incurred by the City on any state or federal grant that is required to be accounted for separately.
3. The **Capital Fund** for expenses related to construction and/or acquisition of capital assets.
4. The **Wastewater Enterprise Fund** for expenses for the operations and related improvements to the City's sewer system and wastewater debt service.

ECONOMIC OVERVIEW

In FY 14-15 the City of Sedona saw continued improvements in the economy. Local sales tax revenues increased, as did state shared sales and income tax revenues. Sales tax is the City's largest revenue source and the source from which the majority of the City's General Fund operating budget, i.e. the day to day costs of providing City services, is funded. The cumulative sales and bed taxes collected through end of year, June 2015, increased over fiscal year 2013-14 through June 2014 by 13.25%. The bed tax rate increased from 3.0% to 3.5%, effective January 1, 2014, so the fiscal year 2013-14 only included six months of the increased amount. If you adjust for the additional six months at 3.5% in FY 2014-15, the year to date increase over the prior year is still 11.9%. City Sales Tax, excluding Bed Taxes, increased 11% through June 2015 compared to the fiscal year 2015 totals and are up 16% above budgeted projections.

The trending upwards of sales and bed tax collections over the last few years is encouraging and has contributed to the City forecasting further modest increases throughout the five-year forecast period. The increases exceeded prior year forecasts which were based on the fact that the City of Sedona's economy is heavily driven by tourism and niche retail including the sale of high end commodities such as art pieces and jewelry. Because spending on these items tends

to be more discretionary, the City did not expect to reach these higher, pre-recession, sales and bed tax collections for several more years. The aforementioned collections exceeded all projections.

Forecasts have also factored in anticipated sales and bed tax increases in future years due to the City Council decision to increase the bed tax and invest those additional revenues into additional destination marketing and tourism promotion efforts. These efforts should contribute to increased economic activity, and as a result, tax collections. Sedona is projecting sales and bed tax increases, 3 to 4 percent, over the next few years.

Another indicator of the financial health of the state as a whole is state shared income tax revenues. Sedona experienced a 7.4% increase in state-shared income tax over FY 13-14 and a 5.0% increase to state shared sales taxes.

For the Wastewater Fund, a 4% annual increase in the monthly wastewater rates was adopted for FY15 and a 4% annual increase has been included each year throughout the five year forecast, including FY16. These annual increases were adopted as a result of the findings and recommendations of a wastewater rate study conducted in 2013. These rate adjustments will serve to cover anticipated inflationary increases in expenses, help that fund become more sustainable, and allowed the City to decrease the sales tax subsidy to the Wastewater Fund in FY15 and maintain that decrease through FY16. In FY16 the General Fund will retain 70% of the City sales tax collections.

While projections for General Fund ongoing revenues to support day to day operations appear to be trending modestly upward in the five year revenue forecast, as will Wastewater Fund revenues due to rate adjustments and to some extent growth, it becomes apparent that the City's Capital Fund will require additional ongoing revenue in order to continue to fully support the ever-increasing demands for infrastructure improvements and other capital projects. The City Council is currently working with staff to explore funding alternatives for capital projects which may include identification of new dedicated revenue sources and/or debt financing for certain types of projects. The Council has plans to continue to evaluate the various options for future capital needs and develop strategies to implement over the next five years. The only ongoing sources of revenue within that fund are the approximately \$400,000 annually in flood control funding from each of the counties and development impact fees (DIF) that are generated from new construction.

Annual operational costs are also expected to increase over the course of the five year forecast period, but will need to be actively managed and increases kept to a minimum in order to not exceed forecasted ongoing revenue projections. Increases in expenditure needs are anticipated as a result of growth in various programs and service areas; Council and community priorities; expectations to pursue various elements of the new Community Plan; requests from outside organizations for increases in City funding; the need to make salary adjustments for staff in order to keep pace with industry comparable wages and to not fall behind the market; normal inflationary increases such as utility costs, health insurance and pension contributions; ongoing maintenance requirements for the City's physical infrastructure, etc. As a result modest annual inflationary increases are forecasted for the General Fund operations as well as the Wastewater operations. Staff believes these to be conservative estimates, but is only forecasting increases to expenditures to the extent revenues also increase. Staff and City Council will be diligent in assessing, prioritizing and managing additional expenditure needs.

FY 15-16 CITY-WIDE REVENUE AND EXPENDITURE BUDGETS

The total appropriation for FY 15-16 has increased by approximately 37 % (including carry forward budget amounts) from \$38.4 million to \$52.6 million. The majority of this significant increase is associated with budgeting for a potential debt refunding as you can see in the chart below, both Revenue and Expenditures have been increased by \$9.3 million. If you remove the budget associated with the refunding the increase is limited to 12.7%. Similarly, if you remove the increase of \$3.2 million in additional one-time capital, the increase is limited to 4.3%. The following table reflects the overall revenue and expenditure changes by fund.

	Revenues			Expenditures		
	FY 14-15 Budget	FY 15-16 Final Budget	% Change	FY 14-15 Budget	FY 15-16 Final Budget	% Change
General Fund	15,143,892	16,984,831	12%	14,829,308	16,015,543	8%
General Fund 2007 Debt Refund	-	9,300,000	N/A	-	9,300,000	N/A
Special Revenue/Grants	1,315,140	1,444,738	10%	1,815,140	1,886,989	4%
Capital Funds	1,269,332	1,795,592	41%	7,753,861	7,014,371	-10%
Wastewater Enterprise Operations	10,061,916	10,583,350	5%	8,980,774	9,160,727	2%
Wastewater Capital	-	-	-	4,368,049	8,315,050	90%
One-Time Carry Forwards	-	-	-	638,022	866,105	38%
Total Budget	27,790,280	40,108,511	44%	38,385,154	52,558,785	37%

The proposed operating budget is presented as a balanced plan between expenditures and revenues. Although the total FY15-16 projected new revenue is \$40.1 million and total FY15-16 expenditures reach \$52.6 million, an additional \$5.9 million of Capital Fund reserves, 7.3 Million of Wastewater Fund Reserves and \$833,500 of carryover funds, will be used to fully fund FY15-16 expenditures. The reserves will be used for one-time capital infrastructure projects including drainage projects, parks improvements, wastewater projects, and the acceleration of the City’s streets program. Sources of the reserve funds include previously collected development impact fees, previously accumulated end-of-year surpluses, and city sales taxes.

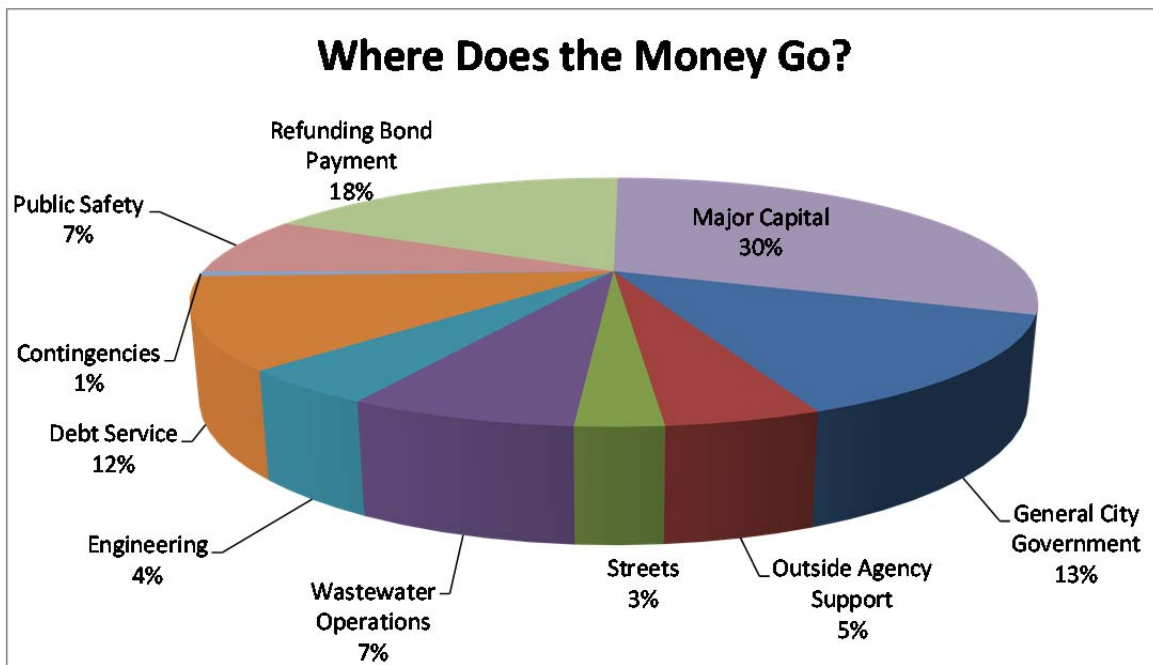
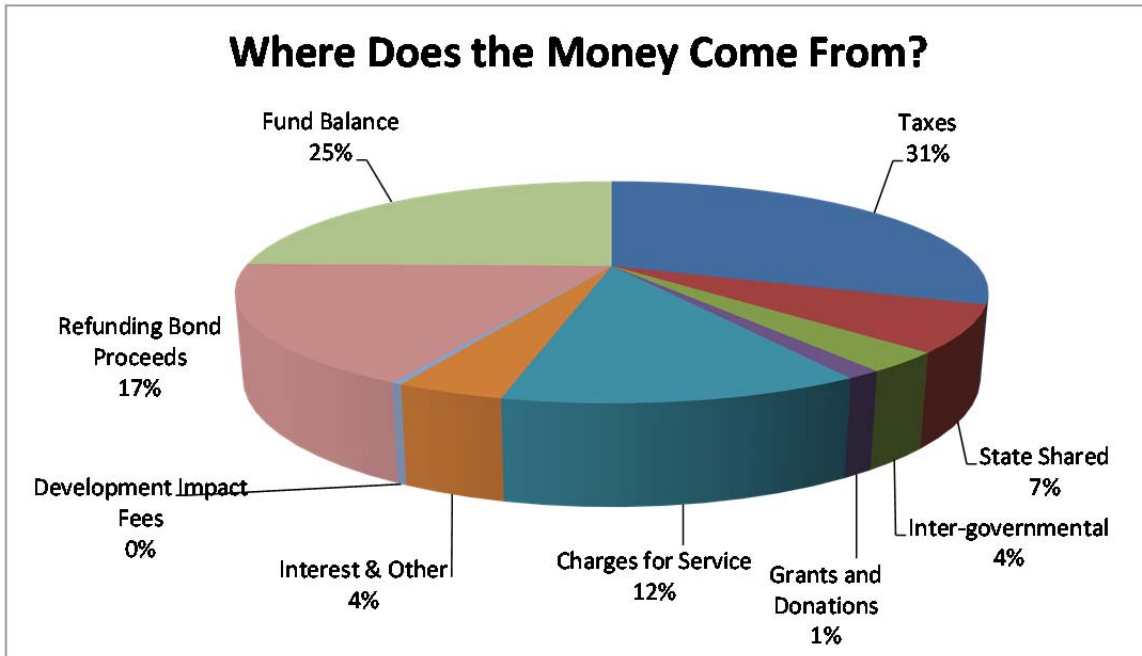
	Revenues and Sources of Funds	Expenditures and Uses of Funds
	FY 15-16 <u>Adopted</u>	FY 15-16 <u>Adopted</u>
All Funds FY 2015-16	\$40,108,511	\$51,692,680
Carry Forward from 14-15		\$866,105
Subtotal	\$40,108,511	\$52,558,785
Use of Fund Balance	\$13,355,658	
Total	\$53,464,169	\$52,558,785

SUMMARY OF REVENUES AND EXPENDITURES - ALL FUNDS

2015-16 Budget	General	Streets	Grants	Capital Improvement	Arts	Development Impact Fees	Wastewater	Total
Revenues								
Sales Tax	9,567,000	-	-	-	-	-	4,109,000	13,676,000
Bed Tax	2,580,000	-	-	-	-	-	-	2,580,000
State Shared Revenues	2,165,731	-	-	-	-	-	-	2,165,731
Franchise Fees	772,000	-	-	-	-	-	-	772,000
Motor Vehicle License Tax	594,500	-	-	-	-	-	-	594,500
Licenses & Permits	343,200	-	-	-	-	-	-	343,200
Charges for Service	74,050	-	-	-	-	-	6,314,750	6,388,800
Fines & Forfeitures	164,200	-	-	-	-	-	-	164,200
Development Impact Fees	-	-	-	-	-	190,800	-	190,800
Highway User Revenue	-	782,238	-	-	-	-	-	782,238
Other Revenue	724,150	-	-	-	125	28,000	159,600	911,875
Grants/Donations/IGAs	-	-	662,500	1,576,667	-	-	-	2,239,167
Bond Proceeds	9,300,000	-	-	-	-	-	-	9,300,000
Transfers	286,000	506,500	-	-	41,000	-	-	833,500
Total Revenue	26,570,831	1,288,738	662,500	1,576,667	41,125	218,800	10,583,350	40,942,011
Expenditures								
Personnel	8,921,252	-	-	-	-	-	1,505,349	10,426,601
Operations	6,104,182	1,404,689	-	-	-	-	2,394,724	9,903,595
Debt Service	763,057	-	-	-	-	-	5,417,081	6,180,138
Bond Refunding	9,300,000	-	-	-	-	-	-	9,300,000
Transfers	506,500	-	-	237,000	-	-	90,000	833,500
Capital	278,021	-	669,749	4,531,893	32,500	3,094,170	8,142,118	16,748,451
Total Expenditures	25,873,012	1,404,689	669,749	4,768,893	32,500	3,094,170	17,549,272	53,392,285
Change in Fund Balance	697,819	(115,951)	(7,249)	(3,192,226)	8,625	(2,875,370)	(6,965,922)	(12,450,274)

2014-15 Budget	General	Streets	Grants	Capital Improvement	Arts	Development Impact Fees	Wastewater	Total
Revenues								
Sales Tax	8,255,000	-	-	-	-	-	3,573,000	11,828,000
Bed Tax	2,120,000	-	-	-	-	-	-	2,120,000
State Shared Revenues	2,120,232	-	-	-	-	-	-	2,120,232
Franchise Fees	553,660	-	-	-	-	-	-	553,660
Motor Vehicle License Tax	757,000	-	-	-	-	-	-	757,000
Licenses & Permits	296,000	-	-	-	-	-	-	296,000
Charges for Service	84,000	-	-	-	-	-	6,158,916	6,242,916
Fines & Forfeitures	157,000	-	-	-	-	-	-	157,000
Development Impact Fees	-	-	-	-	-	204,000	-	204,000
Highway User Revenue	-	747,140	-	-	-	-	-	747,140
Other Revenue	801,000	18,000	-	30,000	100	10,845	330,000	1,189,945
Grants/Donations/IGAs	-	-	550,000	1,024,387	-	-	-	1,574,387
Transfers	170,162	500,000	-	5,941,364	52,473	-	-	6,663,999
Total Revenue	15,314,054	1,265,140	550,000	6,995,751	52,573	214,845	10,061,916	34,454,279
Expenditures								
Personnel	8,152,659	-	-	-	-	-	1,470,020	9,622,679
Operations	5,725,383	1,275,140	-	-	-	-	2,465,312	9,465,835
Debt Service	871,266	-	-	-	-	-	5,171,583	6,042,849
Transfers	6,441,364	-	-	137,554	-	-	85,081	6,663,999
Capital	80,000	-	579,705	5,692,269	76,000	2,474,092	4,351,725	13,253,791
Total Expenditures	21,270,672	1,275,140	579,705	5,829,823	76,000	2,474,092	13,543,721	45,049,153
Change in Fund Balance	(5,956,618)	(10,000)	(29,705)	1,165,928	(23,427)	(2,259,247)	(3,481,805)	(10,594,874)

The following charts are representations of City revenue and expenditure distribution:

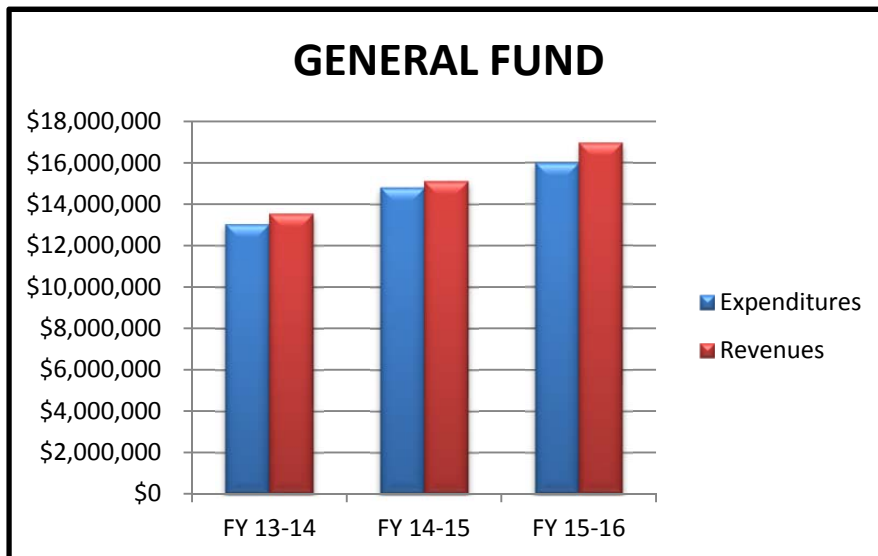


GENERAL FUND

The General Fund budget, the best measure of the cost of services to citizens, increased from \$14.9 million to \$25.4 million this year, but both expenditures and revenues include \$9.3 million to account for a potential bond refunding. If you remove the \$9.3 million amount the General Fund increased 8%.

Sedona's operating expenditures are comprised of thirteen separate departments and programs. Of the General Fund expenditures, approximately \$8.9 million, or 55% (excluding the impact of the \$9.3 million refunding), is attributable to salaries and benefits for the City's employees. This includes the addition of 4 positions, at a total cost of approximately \$335,000, discussed in more detail in the City Manager's Budget Letter. The Cities health insurance rates increased 7% and the Public Safety Personnel Retirement System (PSPRS) employer contribution increased 6.7% from 23.44% to 25.02%. Overall the 9.2% increase from FY 14-15 to this year's budget was approximately \$750,000.

Of the remaining \$450,000 increase to the General Fund Budget for FY 15-16, approximately \$300,000 is attributable to the increase to the service contract with the Sedona Chamber of Commerce and Tourism Bureau in order to enhance destination marketing and tourism promotion efforts. This increase is due to the increased revenues from the City's Bed Tax. The City has agreed to provide the Chamber 55% of the total collected. The \$300,000 includes the increased amount from projected for FY 15-16 and a true up or mark to actual for the FY 14-15 collections that exceeded budget by 25%.



In addition to that contract and the other inflationary increases and specific program expansions and service level increases discussed in the City Manager's Budget Letter, the operating budget is made up of several significant expenditure categories worth highlighting. Approximately \$725,000 funds long-standing annual service contracts with five not-for-profit agencies providing services to the community

that may have otherwise be administered directly by the City. These programs include library services, the local recycling center and humane society, to name a few. Approximately \$765,000 of the General Fund budget is for annual debt service payments for the City Hall Complex and previously financed drainage improvements in the Chapel area. Another \$3.95 million funds police protection.

General Fund revenues are projected to increase 12% in FY 15-16. This increase is primarily

driven by the increase in both sales and bed taxes. Although increases in both revenue sources are based on a 3.5% increase over the estimated actual FY 14-15, because those sources are up 11% for sales tax and 27% for bed taxes, this is a \$1.76 million increase from FY 14-15 budget. As a side note, 30% of the City's sales taxes subsidize wastewater operations.

State shared sales and income tax revenues are also increasing and will result in an additional \$43,000 in new revenue to Sedona in FY15-16. The state shared sales and income tax allocations are population based and determined annually by the State of Arizona.

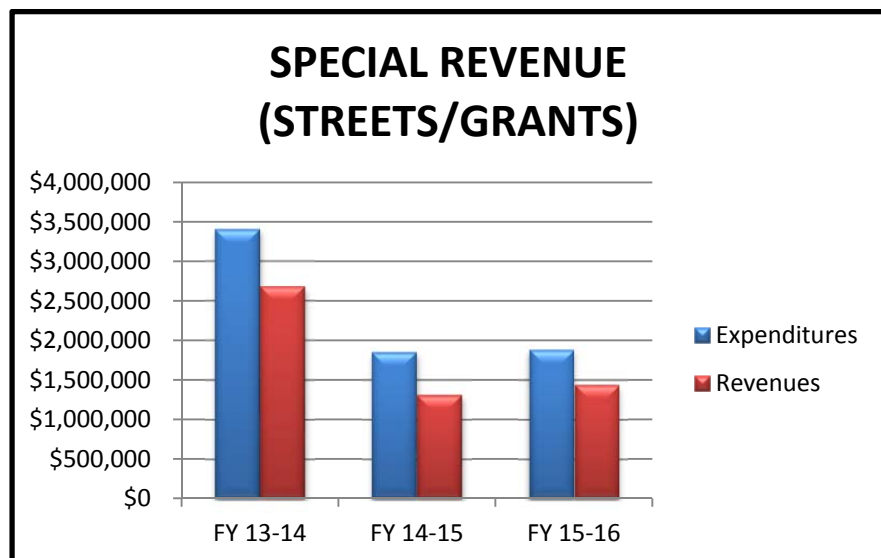
SPECIAL REVENUE (STREETS/GRANTS) FUND

The Special Revenue Fund includes funds that are specifically restricted for certain operating expenses and/or capital projects including streets projects funded through Highway User Revenue Funds (HURF) and federal, state, or local grants. From FY 14-15 to FY 15-16 proposed revenues are increasing by \$130,000, or approximately 10%. The other revenue includes \$782,000 in HURF funds, which have risen approximately 4.7% over FY14-15 budget. HURF funds are state allocated revenues specifically earmarked for streets related projects.

The City of Sedona uses these funds for re-paving existing City streets.

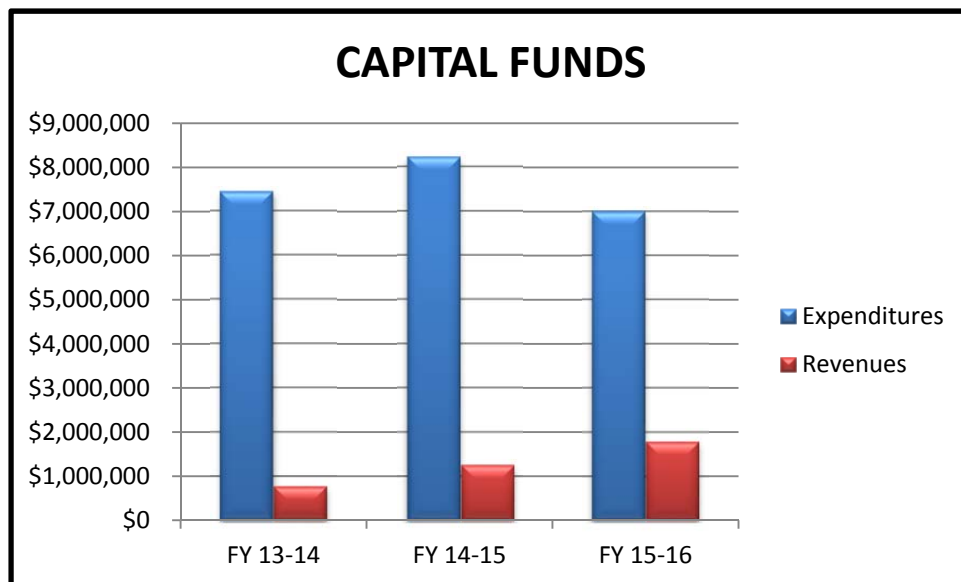
This budget includes approximately \$130,000 more in funding for Streets than in FY 14-15, during the last fiscal year, the City Council decided to dedicate approximately \$500,000, in General Fund funds annually to subsidize the streets maintenance and re-

paving program. The \$500,000 per year, adjusted for inflation is funded from current ongoing revenue, transferred to the Streets Fund instead of from reserve funds. These General Fund transfers are intended to augment the HURF funding for streets repaving projects. At approximately \$1.3 - \$1.4 million annually, this level of funding is sustainable into the future and it is anticipated that the \$500,000 (plus inflation.) General Fund transfer of current revenue will be continued in future years.



CAPITAL FUND

The Capital Budget is comprised of six major programs: Art, Community Development, Information Technology, Park and Recreation, Police, and Drainage. The Wastewater projects, although included as part the Capital Improvement Program, are budgeted in and expended out of that Enterprise Fund. 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 Capital Budget. The City expanded its capital



planning period from a five year to a ten year plan in FY 12-13 and FY 13-14. After two years' experience using a ten-year timeframe, it determined in FY 14-15 that the longer timeframe is generally impractical since there are so many variables that change from year to year and the "out years" of the plan

are speculative at best. For this year's CIP process like last year, the Plan timeframe is six years instead of ten. This is a more realistic and accurate picture upcoming capital infrastructure needs.

Starting FY 14-15, the first three years of the CIP now only include projects that have an identified funding source. This approach is used so that project that are started have funding to be finished and the public sees a far more realistic picture of what projects will be completed in the near future. Certain policy assumptions were made in order to identify which projects were able to be included in the first three years of the CIP Program. During FY 14-15, the City Council allocated all undesignated General reserves to be spent on capital projects, bringing reserves in the General Fund down to nearly the operating reserve of \$8.5 million. The CIP is balanced through FY 17-18, but projects in later years do not have a clearly defined revenue or funding source.

From FY14-15 to FY15-16 proposed revenues have decreased slightly by approximately \$485,000, a 62% increase. This increase is primarily due to recognizing certain categories of revenue, such as additional funding from Coconino County Flood Control, in the Capital Fund rather than transferring those revenues from the Special Revenue Fund.

The FY14-15 Capital expenditure budget increased from \$7,447,302 in FY13-14 to \$7,753,861, or a total of 4.1%. Approximately \$3 million of that total are carryover projects, started in FY14 and continued into FY15. This total also includes approximately \$2.0 million in drainage projects; this is the third year that the City Council has directed staff to accelerate work on the Storm Drainage Master Plan. Of the other capital projects, \$2.8 million are Parks projects; \$2.0 million are for general public works projects including major streets and right-of-way improvements; and approximately \$970,000 for public safety related projects.

The recommended CIP prioritizes drainage improvement projects for the use of the City's unrestricted reserves. Other projects are funded with dedicated sources such as Parks Land Development Impact Fees, Streets Development Impact Fees, and Community Facilities' District Funds. The majority of the sidewalk projects, including the Andante Sidewalk and Chapel Road Sidewalk projects, have been deferred into the out years of the Plan due to lack of funding and the prioritization of drainage projects over sidewalks.

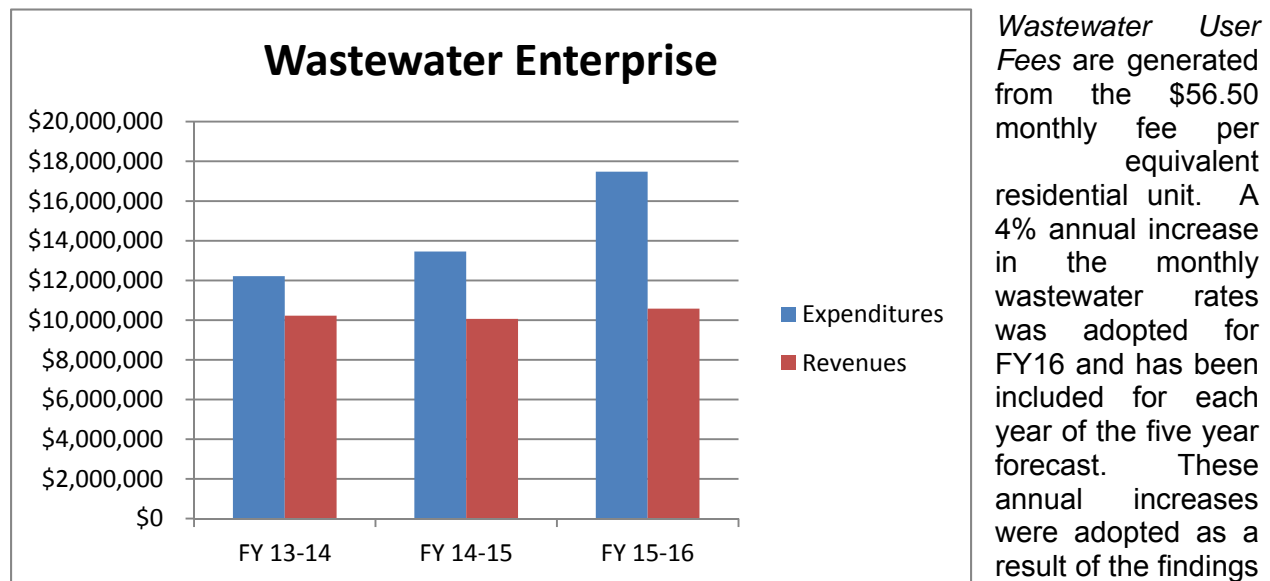
The Capital Fund uses revenue from sales taxes, impact fees, grants, and transfers from other

funds. The Capital Improvement Budget is primarily funded as a pay-as-you-go plan. No borrowing is being used to fund any projects in the FY14-15 capital budget.

WASTEWATER ENTERPRISE FUND

The Wastewater Fund is restricted to use as the enterprise fund for the wastewater utility. FY15-16 wastewater expenditures are budgeted at \$17,475,777 which is an increase of 30% over the FY14-15 budget. The increase is primarily due to the addition of over \$8 million worth of capital projects in FY16, an increase of 90% over last year. These expenditures consist of two major projects including a major upgrade to the plant’s wastewater processing capacity (see CIP project #53) and the equipping of two injection wells for effluent disposal (see CIP project #52). Total budgeted expenditures in the wastewater fund include \$3.7 million for administration and operations of the wastewater plant and collections system; \$8.3 million for capital projects; and \$5.4 million for annual debt service payments.

Revenue sources for the wastewater enterprise include moneys collected through monthly wastewater user fees, one-time capacity fees paid for new connections, a General Fund sales tax allocation transferred to support wastewater debt service, and wastewater reserves to fund capital projects. Revenues are projected to increase by approximately 5% from FY14-15 to FY15-16, from \$10 million to \$10.58 million. The sales tax subsidy will remain at 30% in FY15-16, contributing \$4.1 million of General Fund Revenue to the Wastewater Fund.



Wastewater User Fees are generated from the \$56.50 monthly fee per equivalent residential unit. A 4% annual increase in the monthly wastewater rates was adopted for FY16 and has been included for each year of the five year forecast. These annual increases were adopted as a result of the findings and

recommendations of a Wastewater Rate Study conducted in 2013 and will serve to help that fund become more sustainable and allowed the City to decrease the sales tax subsidies to the Wastewater Fund in FY15 and again in future years.

Capacity Fee revenues are collected as one-time fees for residents and businesses to connect to the sewer. These fees were increased by 10% in FY14-15, again, due to the findings and recommendations of the Wastewater Rate Study. The 15-16 increase will be 3.19% in alignment with the Engineering News Record Construction Cost Index, and will be adjusted annually in accordance with this inflationary index over the duration of the five-year forecast. Capacity Fees are used to offset debt expenses for wastewater treatment plant capacity improvements.

Sales Tax revenues for the Wastewater Utility come from allocating a portion of the City's 3% transaction privilege tax (TPT). The sales tax helps pay a portion of the debt service on debt the City has incurred upgrading treatment capacity at the wastewater plant and extending sewer lines. The portion of the sales tax allocated to the Wastewater Fund has been decreasing in recent years. In FY12-13 a 1.2 sales tax was dedicated to the Wastewater Fund. In FY13-14 the subsidy was reduced to 1.05%; in FY14-15 to .90%; and the subsidy remained at .90% for FY15-16.

Finally, due to the large expenditures in wastewater capital projects slated for FY15-16, approximately \$7 million of wastewater reserves/fund balance will be used towards these one-time expenditures. The savings has accumulated over many years specifically to fund these types of capital projects when they are needed.

FUND BALANCE

The amount of assets in excess of the liabilities or appropriations for expenditures also known as surplus, reserve funds, or fund balance. Fund balance is an important indicator of the City's financial position. Adequate fund balances must be maintained to allow the City to continue providing services to the community in case of economic downturns and/or unexpected emergencies or requirements and to maintain or enhance the City's financial position.



Sedona's Financial Policies require the unassigned range for the General Fund shall be not less than 50% and not more than 75% of the total adopted budgeted operating expenditures of the General Fund budget. Appropriation of a minimum contingency will also be included in the operating budget to provide for emergencies. The City currently includes a \$250,000 operating contingency in the General Fund expenditure budget.

The City also has a fund balance policy to target a reserve level of one year of debt service, 10% of operating expense, and 20% of capital contingency in Wastewater Fund fund balance.

Both the General and Wastewater Fund balances are in excess of existing requirements. General Fund reserves are planned to be spent down to the 75% maximum requirement over the next several years as those funds are used to support the accelerated street maintenance program and/or capital projects.

The Special Revenue Fund requires a 10% minimum balance of HURF funds be maintained. This requirement is met. Other funds have fund balances that are available for use as needed and within the legal restrictions of the revenues that make up each fund but do not have minimum balance requirements.

	Projected Beginning Fund Balance June 30, 2015	Projected Fiscal Year 15-16 Revenue	Transfers (Out)/In	Projected Fiscal Year 15-16 Expenditures	Projected Ending Fund Balance June 30, 2016
General Fund	\$13,069,544	\$26,284,831	(\$220,500)	\$25,366,512	\$13,767,363
Special Revenue/Grants	\$128,008	\$1,444,738	\$506,500	\$2,074,438	\$4,808
Capital Funds	\$9,975,347	\$1,795,592	(\$196,000)	\$7,658,563	\$3,916,376
Wastewater Enterprise	\$17,905,569	\$10,583,350	(\$90,000)	\$17,459,272	\$10,939,647
Total	\$41,078,468	\$40,108,511	\$0	\$52,558,805	\$28,628,194

General Fund - The General Fund is the fund that supports day to day City operations. This fund currently has approximately \$13 million in reserves. These funds are largely unrestricted, but do include restrictions and/or designations of approximately \$1.8 million that has been set aside for future debt service payments that come due in FY 18-19.

For Fiscal Year 2015-2016 City Council authorized spending \$0.5 million of the unrestricted reserves to fund additional streets paving projects (beyond what would be funded through HURF revenue). This fund is projected to have \$13.77 million at the beginning of Fiscal Year 2016-2017. This still leaves the fund at approximately 85% of annual operational requirements, which is well over the 50% of operational requirements that are necessary to be maintained per policy.

Special Revenue (Streets/Grants) - The Special Revenue Fund includes funds that are specifically restricted for certain operating expenses and/or capital projects including streets projects funded through Highway User Revenue Funds and federal, state, or local grants. The only fund balance that may exist in this fund would be unspent HURF Funds and grant proceeds for grants that have budget cycles different than the City's fiscal year. The minimum requirement for HURF reserves has been met.

Capital Fund - The Capital Fund is the fund that supports new infrastructure improvements and other very large capital outlay projects. This fund currently has approximately \$10 million in reserves. The City Council authorized the use of approximately \$7.7 million of those reserves this fiscal year to accelerate drainage projects and address other capital infrastructure needs. The sole purpose of this fund is to accumulate funding for capital projects; the use of the accumulated funds to execute capital projects is appropriate. The fund is projected to have a balance of just under \$4 million, most of which are restricted funds including prior accumulations of development impact fee revenues; and Coconino County Flood Control District funding restricted to pay for drainage improvement projects within the Coconino County portion of the City.

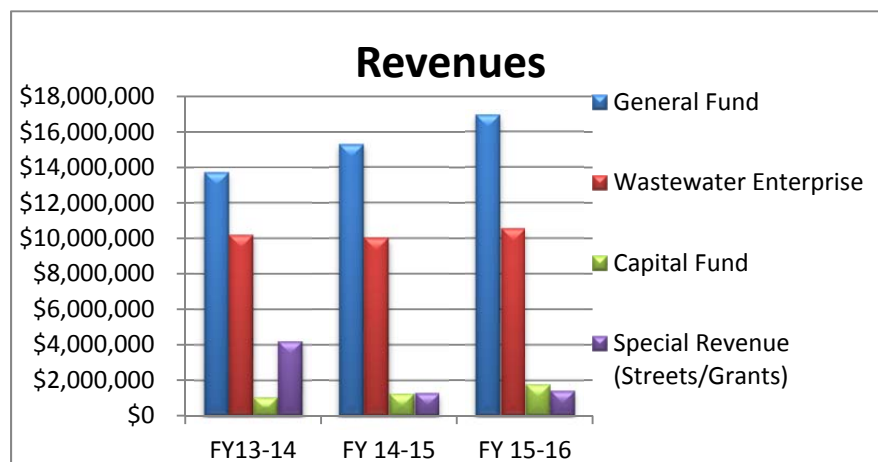
Wastewater Fund - The Wastewater Fund is the enterprise fund for the wastewater utility. This fund contains moneys collected through monthly wastewater fees, one-time capacity fees, the General Fund sales tax subsidy transferred to support wastewater debt service, and reserves. This fund currently has approximately \$18 million and by end of FY15-16 is anticipated to have approximately \$11 million. This far exceeds the recommended requirement

of \$7 million. It is anticipated that over the next several years, fund balance will be continued to be spent down to support wastewater capital projects and rate increases will continue in accordance with the Wastewater Rate Study.



REVENUES

Total revenues for Fiscal Year 2016 are estimated at \$40,108,511, which includes the \$9.3 million in bond proceeds for the potential refunding of the Series 2007 excise tax debt. Excluding the on-time \$9.3 million, in comparison to the Fiscal Year 2015 budget, revenue is projected to increase by 9.2%. Economic recovery has been steady at the state and national level and has exceeded expectations locally. While recovery is occurring, the overall fiscal climate remains sensitive, making the compilation of revenue projections a challenging task. While revenue forecasts are typically based on historical data, trend analyses, and economic projections, the prolonged local and national economic downturn made even those indicators unreliable. Estimates are now being made after identifying and reviewing all major revenue sources and fund types for activity and variances throughout the fiscal year, and after paying particularly close attention to a revenue source's susceptibility to economic factors, its performance during the downturn, and information received from state reports and other sources. City revenue estimates are continually updated based on this discussion and analysis. The City forecasts each major category of revenue for a five year period.



Sales taxes are the most significant source of revenue to fund the City's day to day operations. Sales and bed taxes combined make up over 70% of the City's General Fund revenues, and approximately 50% of the overall City revenue. Sales taxes are highly susceptible to economic factors and the City of Sedona saw major

reductions to its sales and bed tax revenues during the great recession. Since FY11-12 both sales and bed taxes have been steadily increasing. Fiscal year 2014-2015 sales taxes increased 11% over the prior fiscal year and bed taxes increased 27% over prior year. The bed tax figures must, however, be adjusted to account for the .5% bed tax increase that became effective in January 2014. Adjusting for the fact that the increase was only reflected in six months of the FY14 figures but a full twelve months in FY15, the apples to apples comparison shows bed tax revenues up 17.5% instead of 27%, still very significant revenue growth. Sales tax collections were \$1.8 million over the budgeted revenue projection and bed tax collections were \$539,000 over the budgeted projection. As a result staff is conservatively projecting additional 3-5% increases to sales and bed taxes for FY 15-16 and throughout the remainder of the five year forecast.

A brief description of the City's major revenue sources, uses and projected changes are included in this section. The dollar values for each source of revenue, major and non-major, are itemized in the following tables. The tables include the revenue budgets and collections for FY13-14 and FY14-15, and the budgeted projections for FY15-16.

T RANSACTION PRIVELEGE TAXES (RETAIL SALES TAXES)

Description & Uses

Arizona cities and towns under state law have the authority to establish certain taxes for revenue purposes. The local sales tax, as a means of financing municipal services, has been increasing in importance. The City of Sedona places a heavy reliance on City-collected sales tax. 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. Overall, sales tax revenues comprise approximately 55% of the General Fund revenues. By City Council policy, 30% of the sales tax revenue is allocated to the Wastewater Enterprise Fund to assist with debt service payments.

Projections

The City Sales Tax is collected by a third party contractor, Revenue Discovery Systems (RDS), on a monthly basis. The Sales Tax revenue, including the City's Bed tax (discussed below) is due by the 20th of the following month. RDS makes regular deposits to the City's accounts as the revenue is collected throughout the month. City Sales Tax, excluding Bed Taxes, increased 11% through June 2015 compared to the fiscal year 2014 totals and are up 16% above budgeted projections. The trending upwards of sales and bed tax collections over the last few years is encouraging and has contributed to the City forecasting further modest increases throughout the five-year forecast period. The increases exceeded prior year forecasts which were based on the fact that the City of Sedona's economy is heavily driven by tourism and niche retail including the sale of high-end commodities such as art pieces and jewelry. Because spending on these items tends to be more discretionary, the City did not expect to reach these higher, pre-recession, sales and bed tax collections for several more years. The FY13-14 and FY14-15 collections exceeded all projections. Forecasts have also factored in further anticipated sales and bed tax increases due to the City Council decision to invest additional resources into destination marketing and tourism promotion, in hopes of further stimulating the local economy. These efforts should contribute to increased economic activity, and as a result, tax collections. Sedona is projecting sales and bed tax increases, 3 to 5 percent annually, over the next few years.

B ED TAXES

Description & Uses

The City also has a 3.5% Bed tax (occupancy) which is allocated to the General Fund. This tax was increased from 3% to 3.5% effective January 1, 2014. Fifty-five percent (55%) of the proceeds from this tax are allocated towards tourism related activities, through a contractual agreement with the Chamber of Commerce and Tourism Bureau for the operation of a Visitor's Center and for tourism promotion and destination marketing activities. The other 45% supports the City's General Fund.

Projections

This category of revenue increased as a result of the .5% rate adjustment, but also far exceeded projections. Bed Taxes increased 27% through June 2015 compared to the fiscal year 2014 totals, and even when adjusting for the additional .5% which is reflected in a full year of FY15 collections vs. only six months of FY15 are still up 14% above budgeted projections. As is the case with sales taxes, in response to the positive state economic projections and the decision locally to invest additional bed tax revenues into enhanced destination marketing and tourism promotion effort, bed taxes are projected to also increase at 3-5% annually over the next several years.

STATE SHARED REVENUES

Description & Uses

Cities and towns in the state receive a portion of the revenues collected by the state of Arizona. The two most significant sources of state shared revenues include state sales tax and income tax. The City of Sedona receives its share of the state sales and income tax based on the relation of its population to the total population of all incorporated cities and towns in the state based on U.S. Census population figures. These funds are received monthly. The City's portion of the state income tax is based on collections from two years prior and received in equal monthly allocations.

The City of Sedona receives significant revenue allocations from the State. This revenue is placed in the City's General Fund, where it is used to support the City's day-to-day activities. State Shared revenue represents approximately 13% of the City's total general fund revenue.

Projections

The state shared sales taxes are projected to increase 4% for FY15-16, which is consistent with local sales tax projections. State shared income tax is projected to be flat for FY16. These figures are determined annually by the State of Arizona, and while state shared sales taxes and urban revenue sharing are expected to continue to increase as overall state revenue increases as a result of the anticipated economic recovery, Sedona's portion may be subject to decreases due to having relatively flat population growth projections while other cities experience population growth. This would result in Sedona having a smaller piece of the overall pie, as these revenue shares are distributed based on population.

COMMUNITY FACILITIES DISTRICT FEE REVENUE

Description & Uses

In lieu fees are paid by certain timeshares in lieu of bed tax (timeshares are exempt from bed and sales tax in Arizona except on a "day by day" rental basis). These fees have been levied since 1998. Until this budget year, these revenues and expenditures have been presented in the City's financial statements. However, the Community Facility Districts (CFD) are separate entities and are governed by a separate Board, and adopts its budgets separately from the City. The City Council members are designated as the CFD Board members. The City Clerk was designated as the Clerk for the Board, and in a similar fashion, the City Manager, Finance Director, City Attorney and City Engineer were all designated to perform an analogous role for the CFDs. The revenues are restricted in their use to fund projects directly benefitting the CFDs. The timeshares subject to these agreements contribute based on a percentage of the annual home owners association dues and/or a percentage of the transactions for timeshare sales.

While these funds are appropriated outside of the City's budget, in each of the two Community Facilities Districts separate legally adopted budgets, these revenues fund infrastructure projects managed by the City. These projects are reflected in the City's Capital Improvement Plan (CIP) and shown as being funded from these outside sources.

FRANCHISE FEES

Description & Uses

The *franchise fees* are paid by Unisource Energy Services (gas), Arizona Public Service (electric), Sedona Cable, and Arizona and Oak Creek Water Companies on a quarterly basis. A percent of gross revenues are levied on these companies. Franchise fees generally have kept pace with inflation. Franchise Tax Fees revenue is placed in the City's General Fund. In addition to franchise fees, the City also receives sales taxes from the various utilities.

Projections

The franchise agreements include 2-3 percent annual inflationary increases to franchise fees. Additional increases will be projected based on the various utilities' applications to the Corporation Commission for rate increases.

MOTOR VEHICLE LICENSE TAX

Description & Uses

The motor vehicle license tax revenue is another type of state shared revenue. The vehicle license tax (VLT) is distributed to the City of Sedona on a monthly basis based on the relation of its population to the total population of all incorporated cities and towns within both Yavapai and Coconino Counties. VLT is placed in the City's General Fund for various governmental purposes.

Projections

These figures are determined annually by the State of Arizona, but are expected to continue to increase as overall state revenue increases as a result of the anticipated economic recovery.

FINES AND FORFEITURES

Description & Uses

Fines and Forfeitures revenues are allocated to the General Fund. Revenue from court fines come from traffic violations and other fines paid for the violation of municipal ordinances.

Projections

Revenue in this category is primarily tied to population and is expected to remain flat.

LICENSES AND PERMITS

Description & Uses

License revenue includes fees charged for obtaining a business license to operate a business within City boundaries. At \$25 annually, these fees are a nominal portion of the overall City revenue budget. Permit fee revenue includes fees collected from building permits, both residential and commercial, zoning permits and a variety of other programs. Licenses and Permits revenues are placed in the General Fund and Wastewater Enterprise Fund depending on their source.

Projections

Revenue from licenses and permits is projected to increase over the next five years, albeit at a modest pace. The City has instituted a new collections program to monitor and enforce business license requirements and expects increased compliance in future years. Permits are also anticipated to increase as the economy recovers. The City saw little activity in residential and commercial development during the recession but saw construction/development activity pick up somewhat in FY13-14 and increase further in FY14-15. We expect this to continue with slight increases during the remainder of the five year forecast period. This source of

revenue is expected to decline beyond the five year forecast period as the City approaches build-out.

C HARGES FOR SERVICES

Description & Uses

Charges for Services are fees charged for specific services provided by the City. They primarily include recreation user fees and development services fees. All revenue from charges for service are placed in the General Fund and used for various general governmental purposes. Analyses of impact on cost-of-service are periodically undertaken by the City staff to determine if any changes to fees and charges should be recommended to Council.

Projections

Total revenue from the charges for service category is projected overall to remain essentially flat through FY17-18. Fees for development services are tied to development activity and will increase/decrease accordingly based on development growth within the City. Same as development permit revenues, activity picked up somewhat in FY13-14 and more so in FY14-15. It is expected to continue with slight increases during the remainder of the five year forecast period. This source of revenue is expected to decline as the City approaches build-out.

D EVELOPMENT IMPACT FEES

Description & Uses

Development Impact Fees are fees assessed by the City on new development for the purpose of financing infrastructure ultimately needed to support a growing community. As mandated by state law, impact fee revenue can only be used to support new projects and capital infrastructure. Recent legislative changes have further restricted the uses of development impact fees and the methods for calculating impact fees.

Projections

In FY 12-13 the City Council commissioned a new development impact fee (DIF) study in order to comply with the new legislative changes made in 2011. This study was completed towards the end of calendar year 2013 and the results were taken through the public process throughout early-mid calendar year 2014. The new DIF fees became effective in August 2014. Most categories of DIF fees were reduced, with the exception of the Parks fees for the lodging category, which were increased. Overall DIF revenue is expected to maintain at FY14-15 levels or increase slightly over the next five years as a result of residential and commercial development picking up as we come out of the recession. As the City approaches build-out, activity from residential and commercial development will continue to decrease.

H IGHWAY USER REVENUE (HURF)

Description & Uses

HURF revenues are primarily generated from the State collected gasoline tax. Cities and towns receive 27.5% of highway user revenues on a monthly basis. One-half of the monies that the City of Sedona receives is based on its population in relation to the population of all cities and towns in the state. The remaining half is allocated on the basis of "county of origin" of gasoline sales and relation of the City's population to the population of all cities and towns in Yavapai and Coconino Counties. The intent of this distribution formula is to spread a portion of the money across the state solely on the basis of population while the remaining money flows to

those areas with the highest gasoline sales. HURF revenues make up the majority the City's Streets Fund, which is one component of the larger Special Revenue Fund.

There is a state constitutional restriction on the use of the highway user revenues which requires that these funds be used solely for street and highway purposes. Accordingly, the City's Streets Fund is collected and distributed for such purposes.

Projections

These figures are determined annually by the State of Arizona, but are expected to continue to increase as overall state revenue increases as a result of the anticipated economic recovery. Modest growth of 3-4% is projected.

WASTEWATER USER FEES

Description & Uses

Wastewater User Fees are generated from the \$56.50 monthly fee per equivalent residential unit. Capacity Fee revenues are collected as one-time fees for residents and businesses to connect to the sewer.

In FY12-13 the City Council approved the commission of a new wastewater rate study. This study was completed in FY13-14. The study period is seventeen years and included both a short-term and long-term financial plan. A 4% annual increase in the monthly wastewater rates was adopted for FY14-15 and a 4% annual increase has been included for each year throughout FY18-19. Capacity fees were increased by 10% in FY14-15, again, due to the findings and recommendations of the Wastewater Rate Study. Capacity Fees are used to offset debt expenses for wastewater treatment plant capacity improvements. Capacity fees will be adjusted annual for inflation based on the Engineering News Record Construction Cost Index.

GENERAL FUND REVENUES					
Revenue Sources:	2013-14 Budget	2013-14 Actuals	2014-2015 Budget	2014-2015 Projected	2015-2016 Budget
Bed Tax	\$1,580,933	\$2,116,809	\$2,120,000	\$2,659,290	\$2,580,000
City Sales Tax	\$7,291,808	\$7,996,706	\$8,162,000	\$9,442,968	\$9,462,000
City Sales Tax Recovery-Audit	\$92,700	\$306,707	\$93,000	\$134,070	\$105,000
Franchise Fees	\$742,073	\$738,632	\$757,000	\$764,473	\$772,000
APS Franchise Fees	383,701	353,239	391,500	355,661	399,000
UNS Gas Franchise Fees	100,000	100,761	102,000	106,376	104,000
Cable Franchise Fees	109,975	118,289	112,000	130,845	114,000
Franchise Fees - Oak Creek Water	9,764	9,112	10,000	6,492	10,000
Franchise Fees - AZ Water	138,633	157,231	141,500	165,099	145,000
Vehicle License Tax	\$521,935	\$508,519	\$553,660	\$534,404	\$594,500
Vehicle License Tax - Coconino	123,442	111,810	130,000	116,105	139,000
Vehicle License Tax - Yavapai	398,493	396,709	423,660	418,299	455,500
Intergovernmental	\$1,985,862	\$1,991,208	\$2,120,232	\$2,131,035	\$2,165,731
State Sales Tax	866,754	873,126	906,000	916,721	958,000
Urban State Revenue Sharing (Income Tax)	1,119,108	1,118,082	1,214,232	1,214,315	1,207,731
Fines and Forfeitures	\$277,846	\$149,511	\$162,500	\$199,477	\$163,000
Court Fines	250,035	133,461	140,000	176,226	143,000
Property Code Violations	2,233	0	2,500	0	0
S.T.E.P.	25,578	16,050	20,000	23,251	20,000
Licenses and Permits	\$268,523	\$431,112	\$297,300	\$468,907	\$339,650
Building Permit Fees	122,103	322,200	199,000	350,443	220,000
Conditional Permits	7,247	3,000	4,000	4,625	4,650
Temporary Use Permits	3,403	3,050	3,500	4,550	3,500
Sign Permits	15,063	17,277	15,500	19,462	15,500
Land Division Permits	880	450	300	1,100	1,000
Misc Licenses and Permits	390	742			
Business Registration	119,827	84,393	75,000	88,727	95,000
Charges for Services	\$130,665	\$116,988	\$69,390	\$112,828	\$66,400
General	1,140	400	1,140	1,569	400
Misc. Copies and Maps	390	400	390	1,569	400
Vending Machines	750	0	750	0	0
IT Services	1,523	400	2,000	714	1,500
GIS Services	1,523	400	2,000	714	1,500
Community Services	0	100	0	0	0
Copies	0	100	0	0	0
Parks & Recreation	55,197	42,389	48,050	62,477	35,250
Open Gym	964	1,284	1,000	1,298	1,200

Special Events (Recreation)	4,365	3,743	4,500	6,223	4,500
Daily Swimming Fees	11,165	14,631	11,000	15,284	11,000
Swim Team Fees	13,195	0	13,000	0	0
Masters Swim	508	351	550	0	550
Special Programs	25,000	22,260	18,000	39,631	18,000
Pool Concessions	0	120	0	42	0
<i>Community Development</i>	<i>47,445</i>	<i>32,416</i>	<i>8,200</i>	<i>22,628</i>	<i>14,250</i>
Misc. Copies and Maps	1,000	1,976	0	6,663	4,050
Plan Review Deposits	40,760	0	0	0	0
Development Review	1,218	10,015	3,000	6,220	4,000
Zoning Amendments	2,030	13,475	3,000	4,715	3,000
Variances	508	0	400	780	700
Subdivisions	1,015	6,900	1,500	3,450	2,000
Time Extensions	609	50	300	200	200
Appeals	305	0	0	600	300
<i>Public Works</i>	<i>4,060</i>	<i>3,080</i>	<i>4,000</i>	<i>3,870</i>	<i>4,000</i>
Right of Way Permits	4,060	3,080	4,000	3,870	4,000
<i>Police Dept</i>	<i>21,300</i>	<i>38,303</i>	<i>6,000</i>	<i>21,571</i>	<i>11,000</i>
Communications/Records	5,075	4,241	5,000	4,005	5,000
Special OT Reimbursement	15,225	1,254	0	8,812	0
Misc	1,000	32,808	1,000	8,754	6,000
Interest	\$249,109	\$299,883	\$168,810	\$159,769	\$172,500
Interest Income - Pool	163,336	163,544	90,000	89,729	94,000
Interest Income - General	334	33,866	28,810	11,809	28,500
Interest Income - MISC	47,995	79,297	50,000	15,713	50,000
Interest Income - T-NOTES	37,444	23,176	0	42,519	0
Miscellaneous	\$430,368	\$702,081	\$633,000	\$496,133	\$9,844,050
NSF Fees	0	0	0	0	200
Misc. Income	100,000	44,217	200,200	23,368	125,150
Verde Lynx Transit Passes	800	1,400	800	1,905	1,200
Recovery of Legal Fees	4,568	703	2,000	2,065	1,000
Auction Revenues	12,000	22,890	20,000	22,863	15,000
Utility Reimbursement	3,500	5,096	0	1,295	1,500
In-lieu of property taxes	304,500	562,152	410,000	444,638	400,000
Grants	5,000	65,623	0	0	0
Other Financing Sources-2007 refunding					9,300,000
Rents and Royalties	\$0	\$10,278	\$7,000	\$31,926	\$20,000
Pool Rental	0	5,888	4,000	17,650	16,000
Park Facility Rental	0	4,390	3,000	14,277	4,000
Category Sums Including Interest Earnings	\$13,571,822	\$15,368,434	\$15,143,892	\$17,135,281	\$26,284,831

SPECIAL REVENUE FUNDS		REVENUES			
<i>Street Revenue Sources:</i>	2013-14 Budget	2013-14 Actuals	2014-2015 Budget	2014-2015 Projected	2015-2016 Budget
HURF	\$707,584	\$780,913	\$747,140	\$857,363	\$782,238
Interest Income	\$17,500	\$0	\$18,000	\$4,736	\$0
Pool	13,500	0	14,000	-	-
T-Bills	4,000	0	4,000	4,736	-
Misc. Revenues	\$0	\$0	\$0	\$0	\$0
Transfer In General Fund	\$ 1,540,993	\$ 1,018,427	\$ 500,000	\$ -	\$ -
Category Sums Including Transfers	\$2,266,077	\$1,799,340	\$1,265,140	\$862,099	\$782,238
<i>Grants Revenue Sources:</i>	2013-14 Budget	2013-14 Actuals	2014-2015 Budget	2014-2015 Projected	2015-2016 Budget
Parks & Recreation	118,000	44,997	84,500	64,487	207,080
Misc	-	5,110	50,000	-	115,000
Wetlands Recreation Projects	35,000	15,035	31,500	41,349	-
Anti Work Task Force (AWTF)	3,000	1,884	3,000	1,651	8,580
Donations & Contributions	80,000	22,968	-	21,487	83,500
General Services	300,000	-	-	-	-
Federal/State/County Funding	300,000	-	-	-	-
Community Development	644,000	19,592	290,000	8,092	75,000
Misc	-	-	290,000	8,092	-
CDBG	150,000	19,592	-	-	75,000
Historic Preservation	49,000	-	-	-	-
Economic Development Plan	200,000	-	-	-	-
Affordable Housing	245,000	-	-	-	-
Public Works	590,000	502,160	-	-	123,420
Misc	100,000	2,160	-	-	123,420
Wetlands (Plant)	25,000	-	-	-	-
Drainage Grants	400,000	500,000	-	-	-
HSIP (ADOT)	65,000	-	-	-	-
Police Department	313,056	103	175,500	205,121	257,000
Misc	-	-	-	116,823	-

DUI Abatement	10,000	-	10,000	-	10,000
G.O.H.S. Grants	50,000	-	50,000	23,225	50,000
R.I.C.O. Grants	100,000	-	100,000	64,500	125,000
Safe Schools Grant (SRO)	52,000	-	-	-	-
Canine Grant Funds	7,000	-	5,500	-	7,000
Donations & Contributions	10,000	103	10,000	573	65,000
P.A.N.T. Fund	84,056	-	-	-	-
Category Sums Including P.A.N.T.	2,049,112	566,852	550,000	277,700	662,500
Special Revenue Total	\$4,315,189	\$2,366,192	\$1,815,140	\$1,139,799	\$1,444,738

REVENUES					
CAPITAL REVENUE FUNDS					
Capital Revenue Sources:	2013-14 Budget	2013-14 Actuals	2014-2015 Budget	2014-2015 Projected	2015-2016 Budget
<i>Other Participation</i>	\$ 25,242	\$ 64,079	\$ 233,354	\$ 109,902	\$ 646,667
<i>Coco Flood Control Revenue</i>	\$ 300,000	\$ 341,712	\$ 331,033	\$ 351,022	\$ 350,000
<i>Interest Income</i>	\$ 41,817	\$ 35,409	\$ 30,000	\$ 27,212	-
<i>County Participation</i>	\$ -	\$ -	\$ -	\$ 750,000	\$ 400,000
<i>Misc Donations</i>	\$ -	\$ 62,000	\$ 460,000	\$ -	\$ 180,000
<i>Misc Revenue</i>	\$ -	\$ (1,267)	\$ -	\$ (15)	\$ -
<i>Transfer In Other Funds</i>	\$ 822,500	\$ 83,687	\$ -	\$ -	\$ -
Category Sums Including Transfers	\$ 1,189,559	\$ 585,618	\$ 1,054,387	\$ 1,238,120	\$ 1,576,667
ARTS Revenue Sources:	2013-14 Budget	2013-14 Actuals	2014-2015 Budget	2014-2015 Projected	2015-2016 Budget
Interest	750	249	100	161	125
<i>Transfer In Capital Fund</i>	\$ 64,250	\$ 30,553	\$ 52,473	\$ -	\$ -
Category Sums Including Transfers	\$65,000	\$30,802	\$52,573	\$161	\$125
DIF Revenue Sources:	2013-14 Budget	2013-14 Actuals	2014-2015 Budget	2014-2015 Projected	2015-2016 Budget

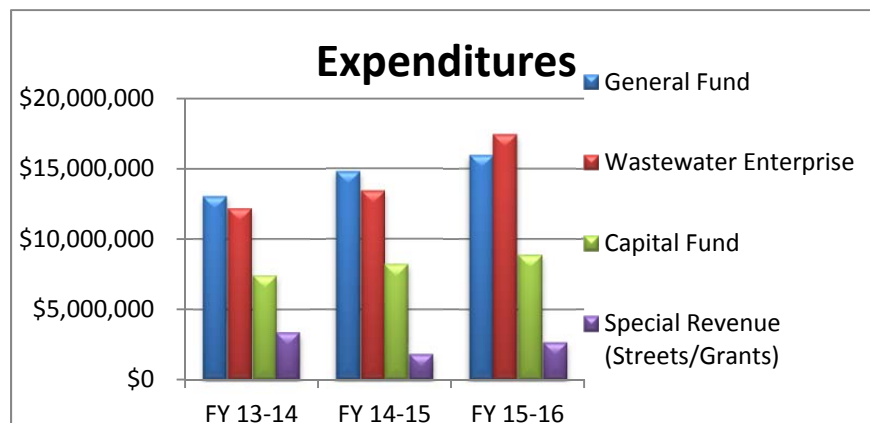
Storm Drainage	\$11,068	\$5,330	\$0	\$2,913	\$0
Interest	5,250	5,330	-	2,913	-
Storm Drainage	5,818	-	-	-	-
Storm Drainage (Dry Creek)	\$43	\$15,941	\$0	\$2,413	\$6,000
Interest	43	49	-	27	3,000
Drainage Basin - Dry Creek	-	15,892	-	2,386	3,000
Storm Drainage (CoffeePot)	\$0	\$12,624	\$0	\$8,679	\$11,000
Drainage Basin - Coffee Pot	-	12,624	-	8,679	11,000
Storm Drainage (Soldier Wash)	\$0	\$1,049	\$0	\$1,522	\$2,000
Drainage Basin - Soldier Wash	-	1,049	-	1,522	2,000
Storm Drainage (Oak Creek)	\$0	\$2,769	\$0	\$247	\$300
Drainage Basin - Oak Creek	-	2,769	-	247	300
General/Public Facilities	\$2,837	\$2,862	\$13,000	\$2,619	\$2,500
Interest	2,837	2,862	-	1,565	-
General/Public Facilities	-	-	13,000	1,054	2,500
Parks and Open Space	\$51,828	\$281,642	\$101,098	\$149,025	\$155,000
Interest	27,262	27,538	6,098	15,052	20,000
Parks and Open Space	24,566	254,104	95,000	133,973	135,000
Law Enforcement	\$11,737	\$18,618	\$21,158	\$17,042	\$7,000
Interest	80	76	158	42	-
Law Enforcement	11,657	18,541	21,000	17,001	7,000
Streets and Signals	\$158,946	\$154,827	\$79,589	\$56,101	\$35,000
Interest	9,022	9,009	4,589	4,924	5,000
Streets and Signals	149,924	145,819	75,000	51,177	30,000
Category Sums Including Interest Earnings	\$236,459	\$495,662	\$214,845	\$240,561	\$218,800
CFD Revenue Sources:	2013-14 Budget	2013-14 Actuals	2014-2015 Budget	2014-2015 Projected	2015-2016 Budget
Summit Revenue	\$42,987	\$39,177	\$0	\$39,078	\$0
Revenue	40,000	38,951	0	38,313	-
Interest	2,987	226	0	765	-
Fairfield Revenue	\$136,432	\$95,839	\$0	\$121,137	\$0
Revenue	134,000	94,075	0	119,816	-
Interest	2,432	1,764	0	1,321	-

GRAND TOTAL CFD	\$179,419	\$135,016	\$0	\$160,215	\$0
Capital Fund Total	\$1,670,437	\$1,247,099	\$1,321,805	\$1,639,057	\$1,795,592

WASTEWATER REVENUE FUNDS	REVENUES				
	2013-14 Budget	2013-14 Actuals	2014-2015 Budget	2014-2015 Projected	2015-2016 Budget
Revenue Sources:					
Administration	\$3,973	\$7,868	\$5,102	\$3,504	\$5,350
Misc Income	3,720	6,919	4,500	-	4,500
NSF Fees	51	645	400	990	750
Loan Service Charges	102	-	102	-	-
Interest Earnings	100	304	100	114	100
Misc Maintenance	-	-	-	2,400	-
Plant	\$5,922,035	\$5,407,322	\$5,986,000	\$5,556,941	\$6,039,000
Billing Late Fees	86,485	69,554	88,000	45,331	62,400
Environmental Penalty	55,966	31,286	53,000	29,820	46,000
Monthly Fees	5,412,992	4,946,295	5,450,000	5,080,440	5,524,000
Stand-By Fee	361,493	359,907	390,000	400,800	405,600
Septage Fees	5,099	279	5,000	550	1,000
Construction	\$1,500	\$1,500	\$2,000	\$0	\$0
Misc Income	1,500	1,500	2,000	-	-
Debt Service	\$4,294,072	5,079,655	\$4,294,072	\$4,630,185	\$4,539,000
City Sales Tax	3,926,358	4,307,689	3,498,000	4,046,986	4,065,000
Recovery of Sales Taxes - Audit	84,460	160,268	75,000	(22,933)	44,000
Capacity Fees	101,500	477,853	256,000	533,054	275,000
Capacity Fees Interest/Penalty	5,000	-	5,000	-	-
Interest - Pool	122,349	117,411	175,000	64,965	155,000
Interest - Prepay Cap Fees	1,256	7,602	5,000	4,733	-
Interest - T-Bills	49,236	5,625	-	2,188	-
Interest - 98 & 2007 Revenue Bond	3,913	3,208	4,600	1,193	-
GRAND TOTAL WASTEWATER:	\$10,221,580	\$10,496,345	\$10,287,174	\$10,190,631	\$10,583,350
ALL FUNDS TOTAL:	\$29,779,028	\$29,478,070	\$28,568,011	\$30,104,769	\$40,108,511

EXPENDITURES

The City of Sedona total budget increased from \$36,145,299 in FY14 to \$38,385,154 in FY15, a change of 6.2%. The General Fund budget, which primarily supports the day to day services provided to our residents and visitors, increased from \$13,070,504 to \$14,829,308 over last year, an increase of 13.5%. Of the General Fund expenditures, approximately \$8.1 million, or 55%, is attributable to salaries and benefits for the City's employees. In addition to the inflationary increases and specific program expansions and service level increases discussed in the City Manager's Budget Letter, the operating budget is made up of several significant expenditure categories worth highlighting. As mentioned in the letter, the City has committed just under \$1 million to a Destination Marketing program. Approximately \$1.2 million funds long-standing annual service contracts with eight not-for-profit agencies providing services to the community. These programs include library services, the operation of the Sedona Visitor Center, and local recycling, to name a few. Another \$800,000 of the General Fund budget constitutes the annual debt service payments for the City Hall Complex and drainage improvements in the Chapel area. An additional \$215,000 was added to the FY15 budget to a cost of living adjustments and modest merit increase for City employees. The budgets for all of the City's programs and service areas are included in the next section.



The Capital Budget for this fiscal year increased from \$7,447,302 in FY14 to \$8,242,361 in FY15, or a total of 10.7%. The City Council authorized the use of approximately \$6 million of reserves to accelerate drainage projects and address other capital infrastructure needs. The capital budget by project and source of funds is

detailed in the Capital Improvement Program (CIP) section of this document.

The Wastewater Fund expenditures for FY15 are budgeted at \$13,458,640 which is an increase of 10.1% over the FY14 budget. This is primarily due the continuation of the effluent management and plant capacity upgrades capital projects and to a lesser extend to inflationary increases. No new programs or staffing are included in FY14.

The following details expenditures by fund and department or program. The schedules include FY13 actual expenditures, FY14 budgets and estimated actuals, and FY15 adopted budgets. Department program budgets by line item follow the expenditure tables.

GENERAL FUND		EXPENDITURES				
Expenditures:	2012-2013	2013-2014		2014-2015		2015-2016
	Actual	Budget	Actual	Budget	Estimated	Adopted
City Council	60,393	53,840	53,941	71,276	66,739	77,543
City Manager	625,293	698,982	692,047	790,854	695,232	854,638
Human Resources	1,717,710	181,238	181,610	193,966	189,771	209,213
Financial Services	430,905	473,470	450,436	460,678	413,392	460,954
Information Technology	569,009	738,277	716,191	1,146,051	1,054,519	959,037
Legal	358,529	460,686	460,296	481,027	485,711	504,523
City Clerk	-	239,306	227,543	280,498	242,431	218,770
Parks and Recreation/Community Services	1,748,916	359,249	327,652	466,510	452,796	484,324
General Services	1,978,366	2,843,110	4,700,711	3,577,556	3,689,184	3,980,206
Operating Contingency	-	200,000	-	200,000		250,000
Community Development	726,812	1,146,286	919,752	1,183,336	1,046,799	1,469,385
Public Works	1,032,455	1,845,964	1,844,745	1,918,181	1,779,286	2,345,922
Police Department	2,301,880	3,517,752	3,224,457	3,756,494	3,562,390	3,946,488
Municipal Court	224,283	312,344	273,854	302,881	288,666	305,509
Debt Refunding (2007)	-	-	-	-	-	9,300,000
Total Expenditures	\$ 11,774,551	\$ 13,070,504	\$ 14,073,234	\$ 14,829,308	\$ 13,966,916	\$ 25,366,512

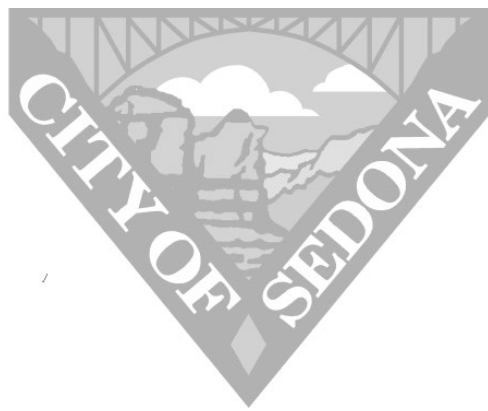
SPECIAL REVENUE FUND		EXPENDITURES			EXPENDITURES	
Expenditures:	2012-2013	2013-2014		2014-2015	2015-2016	
	Actual	Budget	Actual	Adopted	Estimated	Adopted
Streets Fund:	2,282,502	2,266,077	1,799,340	1,275,140	488,072	1,404,689
Grant Fund:	436,008	1,058,500	229,959	579,705	254,699	669,749
P.A.N.T. Fund	71,812	84,056	-	-	-	-
Total Expenditures	\$ 2,790,322	\$ 3,408,633	\$ 2,029,299	\$ 1,854,845	\$ 742,771	\$ 2,074,438

CAPITAL FUND		EXPENDITURES			EXPENDITURES	
Expenditures:	2012-2013	2013-2014		2014-2015	2015-2016	
	Actual	Budget	Actual	Adopted	Estimated	Adopted
Drainage:	1,579,837	3,187,736	2,597,118	1,508,800	-	-

Parks and Recreation:	446,824	2,787,171	128,333	1,777,500	46,762	320,731
Public Works:	996,797	1,188,300	592,915	3,922,311	2,847,781	3,768,662
Police:	133,065	294,450	79,474	957,750	368,762	442,500
IT Capital:	263,022	-	-	-	-	-
Arts:	-	65,000	41,809	76,000	43,975	32,500
Community Development:	-	-	-	-	-	-
Devt Impact Fee Study (carryover)	73,312	10,000	809,600	-	247,614	3,094,170
Transfers	(85,586)	(85,355)	-	(85,081)		
Total Expenditures	\$ 3,407,271	\$ 7,447,302	\$ 4,249,248	\$ 8,157,280	\$ 3,554,894	\$ 7,658,563

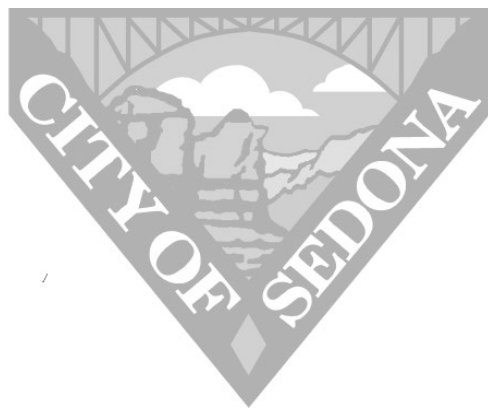
WASTEWATER ENTERPRISE FUND	EXPENDITURES			EXPENDITURES		
	2012-2013	2013-2014	2014-2015	2015-2016		
Expenditures:	Actual	Budget	Actual	Adopted	Estimated	Adopted
Administration	679,031	898,729	936,208	1,094,395	1,098,627	1,158,254
Debt Service	7,078,173	6,102,326	5,660,564	5,169,363	1,873,165	5,413,325
Treatment Plant	2,152,235	2,524,986	2,103,966	2,717,016	2,329,774	2,589,148
Wastewater Capital/Construction	368,213	2,778,175	200,873	4,562,947	2,280,024	8,298,545
Transfers	-	(85,356)	-	-	-	-
Total Expenditures	\$ 10,277,652	\$ 12,218,860	\$ 8,901,611	\$ 13,543,721	\$ 7,581,591	\$ 17,459,272

ALL FUNDS	EXPENDITURES			EXPENDITURES		
	2012-2013	2013-2014	2014-2015	2015-2016		
Expenditures:	Actual	Budget	Actual	Adopted	Estimated	Adopted
Total Expenditures	\$ 28,249,796	\$ 36,145,299	\$ 29,253,393	\$ 38,385,154	\$ 25,846,172	\$ 52,558,785



The following section details departmental expenditures by line item. Department descriptions, FY 14-15 objectives, and FY 13-14 accomplishments are included. When relevant, workload indicators and performance measures are provided after department details.





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 Council appoints a City Manager who is responsible for the day-to-day operations of the City.

MISSION STATEMENT

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

2015-2016 OBJECTIVES

- Continue to work toward achievements within the Council's top priorities.
- Mitigation of traffic and parking issues in Sedona.
- Accelerated storm water management.
- Continue efforts at outreach through social media, website enhancements, written reports, and other means.
- Citywide Wireless Master Plan.
- Assess the feasibility of franchising trash hauling and recycling services.
- Economic Stability and Vitality Work Program.
- Citywide Cultural and Arts Plan.

Did You Know?

City Council meetings are broadcast live on a local cable channel and the City's website, www.SedonaAZ.gov. Full City Council packets are also posted on the City's website prior to each meeting.

2014-2015 ACCOMPLISHMENTS

- ✓ Approved a balanced budget.
- ✓ Continued accelerated improvements to storm water drainage system.
- ✓ Hosted the 5th Annual Citizens Academy.
- ✓ Continued outreach through social media (Facebook and Twitter) and enhancements to the City's website.
- ✓ Conducted a public outreach session regarding the Citizen Engagement Program and citizen suggestions submitted during the year.
- ✓ Provided increased funding for tourism promotion and destination marketing to the Sedona Chamber of Commerce and Tourism Bureau from the increased revenue resulting from the ½ cent increase in lodging tax.
- ✓ Worked collaboratively with Keep Sedona Beautiful to be named the world's eighth International Dark Sky Community by the International Dark Sky Association (IDA).
- ✓ Approved refinancing of the City's Series 2005 bond debt resulting in interest savings of more than \$800,000.
- ✓ Recruited and hired a new City Manager.

SIGNIFICANT CHANGES

- Sandy Moriarty was elected Mayor in 2014 and replaced Rob Adams.
- Scott Jablow, Angela LeFevre and Jon "JT" Thompson were elected to City Council in 2014 and replaced Barbara Litrell, Dan McIlroy, and Mike Ward.

WORKLOAD INDICATORS

Workload Indicators	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Estimate	FY 15-16 Proposed
City Council Communications reviewed	196	201	200	200
Public meetings held	57	79	64	65

PERFORMANCE MEASURE

Performance Measure	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Estimate	FY 15-16 Proposed
Total Unique Visitors to the City Website	2,306	2,027	2,000	2,100
Unique website Visitor increase of 5% annually	3%	-12%	-1%	5%

**CITY OF SEDONA
ADOPTED 2015-2016 BUDGET
GENERAL FUND DEPARTMENTS**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amounts
City Council							
10-5210-01-6005	Salary & Wages	40,200	40,200	40,200		44,400	44,400
10-5210-01-6125	Direct Payroll Costs	3,236	2,969	3,075	% of Wages	3,397	3,397
10-5210-01-6136	Workers Compensation Insurance	556	396	396	% of Wages	621	621
10-5210-01-6024	Meals	3,285	5,000	5,000	Unchanged from prior year	4,000	5,000
					Reduce Meals per Council direction		(1,000)
10-5210-01-6244	Office Furniture - Non Capital	-					
10-5210-01-6405	Professional Services	-	150	630		150	
					Business cards, nameplates, nametags - reduced not an election year		150
10-5210-01-6405	Professional Services						
10-5210-01-6703	Dues/Subscriptions/License	10	125	1,125		625	
			-		AZ Forward Dues		500
			-		AZ Town Hall Dues		125
10-5210-01-6710	Special Programs	6,274	5,000	5,000		10,000	
					Increased due to spending history and Council priorities		5,000
					Mayor & Council Special Activities - unchanged from prior year		5,000
10-5210-01-6750	Training/Staff Development			15,850		14,350	
					Other Travel & Training - same as prior year		7,000
					AZ League Conference - Entire City Council - same as prior year		7,350
Subtotal City Council		\$ 53,561	\$ 53,840	\$ 71,276		\$ 77,543	\$ 77,543

DEPARTMENT DESCRIPTION

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

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.

2015-2016 OBJECTIVES

- ✓ Install a new public art piece in the Schnebly Hill Road roundabout.
- ✓ Continue to develop and implement strategies to mitigate traffic and parking issues in Uptown including the construction of pedestrian access improvements from the municipal parking lot through the Wayside Chapel and to Main Street.
- ✓ Explore opportunities for the creation of a walking path along Oak Creek in or around the Schnebly Hill Road and Tlaquepaque areas.
- ✓ Develop a City-Wide Wireless Master Plan.
- ✓ Assess the feasibility of franchising trash hauling and recycling services.
- ✓ Develop and implement an Economic Stability and Vitality Work Program.
- ✓ Compile a Citywide Cultural and Arts Plan.

2014-2015 ACCOMPLISHMENTS

- ✓ Worked collaboratively with Keep Sedona Beautiful to be named the world's eighth International Dark Sky Community by the International Dark Sky Association (IDA).
- ✓ Conducted a public education campaign to place an Alternative Expenditure Limitation, or "Home Rule" option on the 2014 ballot. The ballot measure passed with 67.33% of the vote.
- ✓ Refinanced the City's Series 2005 bond debt

resulting in interest savings of more than \$800,000.

- ✓ Launched a financial transparency website to allow interested citizens to review all of the City's financial information down to the transaction level of detail.
- ✓ Initiated over 20 new Citizen Engagement Program work groups to provide opportunities to engage citizens in City projects and activities.
- ✓ Created a Community Plan Advisory Group (CPAG) to identify priorities and make recommendations about various elements of the New Community Plan.
- ✓ Produced a 2014 Annual Community Report, and community newsletter.
- ✓ In partnership with, and at the request of, the Sedona Lodging Council, increased the bed tax by .5% and dedicated those revenues to tourism promotion and destination marketing efforts through a new and enhanced contract with the Sedona Chamber of Commerce & Tourism Bureau.

SIGNIFICANT CHANGES

Eliminated the Assistant to the City Manager position.

A new City Manager was hired to replace the former City Manager who retired.

Did you know?

The Artist in the Classroom program provides quality arts education to students in the Sedona-Oak Creek School District. The 25 artists teach a wide range of classes from drawing, painting, collage, and sculpture to music, writing, dance, and drama.

WORKLOAD INDICATORS

Workload Indicators	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Estimate	FY 15-16 Proposed
City Council agenda bill items reviewed	196	220	220	200
Total number of adopted Council Priorities	25	25	29	30

PERFORMANCE MEASURES

Performance Measures	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Estimate	FY 14-15 Proposed
Complete 100% of established Council <i>bi-annual</i> priorities within 24 months	N/A	80%	80%	80%

**CITY OF SEDONA
ADOPTED 2015-2016 BUDGET
GENERAL FUND DEPARTMENTS**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amounts
City Manager's Office							
10-5220-01-6005	Salary & Wages	458,973	476,350	488,764		424,582	424,582
10-5220-01-6046	Employee Benefits	21,271	9,000	12,700		14,080	14,080
10-5220-01-6125	Direct Payroll Costs	33,392	37,430	39,499	% of Wages	34,691	34,691
10-5220-01-6130	Retirement	68,986	65,349	69,356	% of Wages	74,227	74,227
10-5220-01-6134	STD/LTD Insurance	2,920	3,286	1,738	% of Wages	1,519	1,519
10-5220-01-6135	Health/Dental/Life Insurance	67,629	61,161	81,593	Premiums per plan election	72,266	72,266
10-5220-01-6136	Workers Compensation Insurance	10,960	7,272	5,713	% of Wages	6,982	6,982
10-5220-01-6136	Telephone						
10-5220-01-6244	Office Furniture - Non Capital	2,753					
10-5220-01-6405	Professional Services	-	-	50,000		185,000	
					Trash & Recycling Franchising Project - CM Recommended Supplemental		75,000
					Wireless Master Plan - CM Recommended Supplemental		60,000
					Grants Coordinator Contract		50,000
10-5220-01-6410	Commission Support	6,002	15,000	6,000		6,000	
					Miscellaneous meeting meals, plaques and awards, etc.		1,000
					Citizen Engagement Program Support		5,000
10-5220-01-6703	Dues/Subscriptions/License	5,881	5,334	5,691		5,491	
					3CMA Dues		390
					Civic Club Dues Reimbursement - CM		1,000
					GFOA Membership and CPFO Dues - KarenACM		300
					ICMA Membership - CM		1,400
					ACMA Memberships, CM, ACM		600
					SRRN Subscription		90
					Capital Times and Republic Subscriptions		500
					ASCAP Music Royalties		331
					ICMA Membership - ACM		880
10-5220-01-6705	Public Information Program	16,866	18,800	18,800		18,800	
					Advertising		6,950
					Annual Community Report		5,000

**CITY OF SEDONA
ADOPTED 2015-2016 BUDGET
GENERAL FUND DEPARTMENTS**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amounts
					Misc, i.e. State of City Address		600
					Citizen's Academy		500
					Community Newsletter		3,500
					Community Outreach Meetings		2,250
10-5220-01-6710	Special Programs	850	-	3,000		3,000	
					Discretionary funds for special projects, support of Veterans Ride, etc.		3,000
10-5220-01-6750	Training/Staff Development			8,000		8,000	
							8,000
Subtotal City Manager's Office		\$ 696,483	\$ 698,982	\$ 790,854		\$ 854,638	\$ 854,638

HUMAN RESOURCES

DEPARTMENT DESCRIPTION

The Human Resources Department (HR) implements recruitment procedures, interview processes, and hiring and retention development. Additionally, HR provides information regarding benefits, salary studies, working conditions and relationships, employee development, and safety training and concerns.

HR is responsible for the administration and management of employment and staffing requirements which include: recruitment and selection, interviews and background checks, new employee orientation and continuous follow-up, performance evaluations, equal employment opportunity, employee benefit programs, manager and employee guidance, Federal Labor Standards Act regulations, classification and compensation programs, personnel and HIPPA files, surveys, employee rewards and recognition, succession planning, employee manual updates, safety programs, employee development programs, and assisting with the compliance of federal, state, and local laws and regulations governing employees records retention.



- Continue and increase efforts toward reducing the City's workers compensation e-mod rating with additional safety awareness.
- Preserve an open-door policy for all employees, officials, and the public.
- Provide continued, positive support to managers and employees to provide best working environments.
- Continue an increase in HR outreach to peer organizations in order to maintain a strong network of local knowledge and assistance.
- Continue a commitment to excellence in public service and a vision of HR's role in shaping the culture of the organization.
- Continue yearly research on market wages, benefits, and best practices.

2014-2015 ACCOMPLISHMENTS

- ✓ Organized recruitment efforts for a new City Manager with a three-day extensive interview process.
- ✓ Implemented a Citywide tour for new employees in instrumental positions.
- ✓ Continued focus to reduce City-wide workers' compensation claims over the last three years.
- ✓ Implemented and expanded online recruitment processes.
- ✓ Assisted in hiring highly qualified employees in key positions.
- ✓ Volunteered and partnered with City employee gratitude program to help expand and continue employee appreciation.
- ✓ Continued and increased visits to departments outside of City Hall for further employee engagement.
- ✓ Organized Employee Wellness Fair at City Hall with continual new vendors and organizations.
- ✓ Continued to provide informative employee assistance during yearly insurance open enrollment process.
- ✓ Assisted with newly restructured Community Development department positions and job description revisions.



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.

2015-2016 OBJECTIVES

- Continue to improve and simplify the evaluation process for both the employee and the manager with restructured and abridged forms.
- Continue the implementation of employee recognition programs such as birthday anniversary acknowledgements.
- Discover and provide quality in-house training opportunities.
- Continue to retain and attract exceptional employees.
- Continue to strive and maintain a workplace of openness, teamwork, equality, fairness, and continual productivity.

Did You Know?

- HR fingerprints all new employees, volunteers, and season workers. This fingerprint background check spans a nationwide criminal search in order to ensure employees and volunteers representing the City are screened for public safety issues and compliance.
- HR continually researches and implements best-practice, cost effective recruitment measures such as posting on social media, the City's website, and related associations such as Arizona League of Cities and Towns.



SIGNIFICANT CHANGES

- Substantial escalation in recruitment efforts due to reassignments, retirements, and resignations.
- Health insurance increases and the impact of employees with dependent care coverage.
- Increases in retirement systems (Arizona State Retirement System and Public Safety Personnel Retirement System).
- Extensive Employee Manual policy revisions.
- Job description revisions in order to remain current and market solvable.
- New extensive seasonal recruitment efforts with Northern Arizona University.
- Revised and updated City of Sedona Safety Manual.

WORKLOAD INDICATORS

Workload Indicators	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Year to Date	FY 15-16 Proposed
Job applications received	833	550	650	600
Job interviews conducted*	149	164	185	175
New hires	46	57	60	45
Job postings	19	27	50	40
On the job injuries processed			11	6
*approx. applicants interviewed				

PERFORMANCE MEASURES

Performance Measures	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Estimate	FY 15-16 Proposed
Jobs posted within 24 hours of notice or discharge.	100%	100%	100%	100%
Email and phone call responsiveness	Within a 24-hour timeline	Within a 24-hour timeline	Within a 24-hour timeline	Within a 24-hour timeline

**CITY OF SEDONA
ADOPTED 2015-2016 BUDGET
GENERAL FUND DEPARTMENTS**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amounts
Human Resources							
10-5221-01-6005	Salary & Wages	113,332	111,595	113,642		118,810	118,810
10-5221-01-6009	Special Pay					-	-
10-5221-01-6046	Employee Benefits	600	540	540		540	540
10-5221-01-6125	Direct Payroll Costs	8,493	8,537	9,060	% of Wages	9,468	9,468
10-5221-01-6130	Retirement	12,888	12,610	13,738	% of Wages	14,196	14,196
10-5221-01-6131	PSPRS Retirement	-	-	-		-	-
10-5221-01-6134	STD/LTD Insurance	860	711	409	% of Wages	428	428
10-5221-01-6135	Health/Dental/Life Insurance	17,297	17,917	18,378	Premiums per plan election	19,438	19,438
10-5221-01-6136	Workers Compensation Insurance	462	310	273	% of Wages	448	448
10-5221-01-6137	Unemployment Benefits	11,649	8,140	20,000		18,000	
					Due to an increase in unemployment claims for FY 13/14, HR wants to be prepared for FY 15/16		18,000
10-5221-01-6141	Employee Exams	3,907	4,628	4,646		6,896	
					Employee and seasonal lifeguard physicals		2,565
					Hepatitis B Vaccinations (complete series)		1,575
					Drug Screening (includes CDL and lifeguards)		900
					CDL Maintenance Expenses - medical exam / license renewal fee		198
					Bilingual Testing		125
					MRO fees for CDL random screening		573
					CDL blood draw collection fee for random screening		300
					Fingerprint Background Checks		660
10-5221-01-6210	Printing/Office Supplies	-	-	-		-	-
10-5221-01-6212	Postage	-	-	-		-	-
10-5221-01-6241	Automobile Expense						-
10-5221-01-6243	Safety Programs	525	500	500		500	
					Annual subscription to SafePersonnel SDS - Online SDS Management System		500
10-5221-01-6405	Professional Services	-	-	-			
10-5221-01-6447	Recruitment/Relocation	-	5,000	1,000		8,000	

**CITY OF SEDONA
ADOPTED 2015-2016 BUDGET
GENERAL FUND DEPARTMENTS**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amounts
					Recruitment costs fluctuate depending on attrition		8,000
10-5221-01-6450	Legal Fees/Settlements/Deductibles	-	500	500		500	
					Personnel Board		500
10-5221-01-6511	Advertising	1,143	1,500	1,000		1,500	
					Recruitment cost for various websites, newspapers, etc.		1,500
10-5221-01-6703	Dues/Subscriptions/License	1,054	1,055	605		814	
					Hire Right Subscription		140
					AZ Chapter IPMA-HR		120
					Survey Monkey		300
					HR Specialist Newsletter		199
					AZ PRIMA (Risk Mangement)		55
10-5221-01-6710	Special Programs	5,896	7,695	7,675		7,675	
					Get Well / Bereavement		500
					Longevity Gifts		695
					Spotlight Awards		125
					Employee of the Year (Plaque and Cash Award)		125
					Employee Appreciation		3,700
					Cake for Retirees / Resignations		80
					New Employee Lunch with City Manager		450
					Volunteer Appreciation Luncheon		2,000
10-5221-01-6732	Office Maintenance						
10-5221-01-6750	Training/Staff Development			2,000		2,000	2,000
	Subtotal Human Resources						
	Administration	\$ 178,106	\$ 181,238	\$ 193,966		\$ 209,213	\$ 209,213

FINANCIAL SERVICES

DEPARTMENT DESCRIPTION

The Finance Department provides a variety of services to City residents, businesses, and other City Departments. The Department is responsible for wastewater billing, issuing business licenses, overseeing the third-party contracts for sales tax collections and audits, and collection of past-due amounts owed the City. The Department provides payroll, benefits administration, financial reporting, purchasing and payables services for the City. 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.

2015-2016 OBJECTIVES

- Continue internal control audit and asset listing update to insure safeguarding the City's financial assets.
- Cross train Finance Department personnel to better serve the City's customers and internal users of financial services.
- Update and implement Financial Records Retention Policies and Procedures.
- Conduct review of payroll system in order to make the payroll process more economical and efficient.
- Ready Finance Department to work with the State of Arizona to take over sales tax collections.
- Audit and update residential and commercial sewer account information.
- Enhance sales tax and debt collections through a more stringent auditing procedure.
- Update of City of Sedona Purchasing manual.
- Refinance Series 2005 Bond Debt for a minimum 3% net savings.

2014-2015 ACCOMPLISHMENTS

- ✓ Conducted a successful canvass of hundreds of local businesses to educate and provide guidance on licensing and tax requirements.
- ✓ Developed a new and more comprehensive one page dashboard monthly financial report for City Council and the public.
- ✓ Implemented new Citizen Committee, which worked directly with staff in developing and reviewing the FY 2014-15 Budget.
- ✓ Refinanced the Series 2004 bonds, creating a net savings of over \$550,000.
- ✓ Received Certificate of Achievement for Excellence in Financial Reporting for the Comprehensive Annual Financial Report for the FY 2013 – the 15th year the City has received this award.
- ✓ Recruited and hired three new employees to bring the Finance Department up to full staffing.
- ✓ Successful Alternative Expenditure Limitation Ballot measure.
- ✓ Implemented new wastewater rates and rate structure.

SIGNIFICANT CHANGES

Hired a new Senior Accountant and 2 new Accounting Techs during FY 2014 – 2015.

Did You Know?

That the City provides discounts on sewer bills for homes with low-flow toilets and provides a rebate of up to \$50 per toilet for homeowners who change out old models for low-flow models (1.6 gallons of water use or less).

WORKLOAD INDICATORS

Workload Indicators	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Estimate	FY 15-16 Proposed
Number of Wastewater bills sent annually	83,684	79,449	78,000	77,000
Local sales tax revenue from audits and detection work	\$224,341	\$566,563	\$250,000	\$275,000

PERFORMANCE MEASURES

Performance Measures	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Estimate	FY 15-16 Proposed
Satisfactory GFOA Certificate of Achievement in Financial Reporting	Yes	Yes	Yes	Yes
Satisfactory rating on annual audit	Yes	Yes	Yes	Yes
Monthly financial reports produced by the 10 th of each month for the previous reporting period	N/A	No	No	Yes
Satisfactory GFOA Certificate of Achievement for Budget Document	N/A	Yes	Yes	Yes

**CITY OF SEDONA
ADOPTED 2015-2016 BUDGET
GENERAL FUND DEPARTMENTS**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amounts
Financial Services							
10-5222-01-6005	Salary & Wages	199,441	252,309	231,971		237,047	237,047
10-5222-01-6046	Employee Benefits	2,190	420	2,940		2,940	2,940
10-5222-01-6125	Direct Payroll Costs	13,875	27,693	18,522	% of Wages	18,903	18,903
10-5222-01-6130	Retirement	20,351	25,780	28,086	% of Wages	28,342	28,342
10-5222-01-6134	STD/LTD Insurance	1,221	1,552	835	% of Wages	853	853
10-5222-01-6135	Health/Dental/Life Insurance	28,849	40,307	46,867	Premiums per plan election	52,850	52,850
10-5222-01-6136	Workers Compensation Insurance	823	634	557	% of Wages	894	894
10-5222-01-6210	Printing/Office Supplies	-	-	-		500	500
10-5222-01-6212	Postage	999	-	-		2,550	2,550
10-5222-01-6244	Office Furniture - Non Capital	-	-	-		5,000	
					Reconstruct Front Counter		5,000
10-5222-01-6405	Professional Services	158,999	96,700	97,700		69,700	
					Sales Tax Audit Services (30% to WW)		66,500
					Miscellaneous Consulting		2,000
					Third party services - municipal tax hearings		1,200
10-5222-01-6455	Audit	19,301	20,000	20,000		25,000	
					Audit services		25,000
10-5222-01-6511	Advertising	672	5,200	4,300		5,000	
					Sales Tax Changes		3,000
					Public Notices Budget		2,000
10-5222-01-6703	Dues/Subscriptions/License	1,754	2,875	2,900		3,125	
					GFOA Membership		450
					GFOAZ Membership		225
					American Payroll Association		225
					FLSA Updates and Subscription		500
					GFOA Subscriptions		500
					Revenue/collections management		1,000
					CPA License Renewal - Director		225
10-5222-01-6750	Training/Staff Development	-	-	6,000		8,250	
					CPA reporting period 2016 CPE credits to maintain TSM		3,000
					Springbrook Users Conference (3 participants)		4,500
					Local conferences & Training		750
Subtotal Financial Services		\$ 448,475	\$ 473,470	\$ 460,678		\$ 460,954	\$ 460,954

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 database and the City's website 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 accurate, timely, and reliable information.

2015-2016 OBJECTIVES

- Expand Electronic Citations program to include all Police Officers in the field and parking enforcement
- Complete upgrade and rollout of new website
- Assist Police Department with implementation of body worn cameras
- Implement web traffic monitoring, filtering, and reporting system
- Expanded use and training for LaserFiche Document Management System
- Implement on-line facility reservations and class registrations, including on-line payments of deposits and fees

2014-2015 ACCOMPLISHMENTS

- Completed major upgrade of Police systems including Dispatch, Records, Field Operations, and Mobile Data Computers (MDCs)
- Initiated project to upgrade City's website to support current technologies and provide improved functionality
- Implemented wireless wide-area-network connecting City Hall with Posse Grounds Park and City Maintenance Facility

Did You Know?

To support the various city departments and functions, the IT Department maintains over 1,000 individual pieces of computer related hardware – computers, tablets, monitors, phones, printers, servers, switches, routers, hubs, cameras, wireless access points, etc. – and over 100 purchased and custom developed software applications.

- Upgraded City's Internet connectivity to support high bandwidth applications and improved reliability
- Developed on-line Building Permit Inquiry and Building Inspection Scheduling system
- Upgraded GIS server and client software, improving speed and data analysis capabilities
- Updated city-wide aerial imagery for GIS
- Upgraded SQL Server Relational Database Management System (RDBMS)

SIGNIFICANT CHANGES

- Teambuilding efforts within the IT Department to improve communication and teamwork
- Renewed focus on internal customer service, resulting in significant improvements in IT Customer Satisfaction Survey responses compared to previous year

WORKLOAD INDICATORS

Workload Indicators	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Estimate	FY 15-16 Proposed
Total Help Desk Requests	693	1,000	900	950

PERFORMANCE MEASURE

Performance Measures	FY 11-12 Actual	FY 12-13 Actual	FY 13-14 Estimate	FY 14-15 Proposed
Help Desk Requests resolved within 4 hours	41%	55%	50%	60%
Help Desk Requests resolved within 8 hours	43%	63%	60%	65%
Customer surveys returned with a Technical skills, knowledge, and expertise rating of satisfactory or better	67%	83%	85%	90%

**CITY OF SEDONA
ADOPTED 2015-2016 BUDGET
GENERAL FUND DEPARTMENTS**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amounts
Information Technology							
10-5224-01-6005	Salary & Wages	281,523	277,718	281,156		281,923	281,923
10-5224-01-6046	Employee Benefits	3,070	3,360	3,360		2,022	2,022
10-5224-01-6125	Direct Payroll Costs	21,025	21,245	22,637	% of Wages	22,610	22,610
10-5224-01-6130	Retirement	32,051	31,382	34,325	% of Wages	33,900	33,900
10-5224-01-6134	STD/LTD Insurance	1,963	1,577	1,012	% of Wages	1,015	1,015
10-5224-01-6135	Health/Dental/Life Insurance	43,408	43,584	46,096	Premiums per plan election	46,668	46,668
10-5224-01-6136	Workers Compensation Insurance	2,803	5,640	4,920	% of Wages	2,684	2,684
10-5224-01-6213	Telephone	18,471	21,171	49,375	PD - Cellular Service for Officer Mobile Computers - \$40/mo X 25 Devices	54,715	12,000
					PD - Network Connection between Sedona PD and AZ DPS		3,300
					EN - Cellular Service for WW Inspector Tablet Computers - \$40/mo X 2 Devices (Allocate 42% to Wastewater)		960
					EN - Cellular Service for WW Inspector Tablet Computers - \$40/mo X 2 Devices (Allocate 42% to Wastewater)		(403)
					IT - City Internet Service (Allocate 10% to Wastewater)		19,800
					IT - City Internet Service (Allocate 10% to Wastewater)		(1,980)
					CD - Cellular Service for Building Inspector and Code Enforcement Tablet Computers - \$40/mo X 3 Devices		1,440
					NEW - EN Cellular Service for Additional WW Inspector Tablet Computer - \$40/mo (Allocate 42% to Wastewater)		480

**CITY OF SEDONA
ADOPTED 2015-2016 BUDGET
GENERAL FUND DEPARTMENTS**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amounts
					NEW - EN Cellular Service for Additional WW Inspector Tablet Computer - \$40/mo (Allocate 42% to Wastewater)		(202)
					IT - Public Wi-Fi Service at City Hall		1,200
					IT - Cellular Service for IT Laptop Computers - \$40/mo X 2 Devices		960
					NEW - PD - Phone-to-Location Mapping Service for City Employee 911 Calls		960
					NEW - PD - Automated Attendent Service for Main Phone Number		1,200
					NEW - PD - 911 Phone System Maintenance		15,000
10-5224-01-6245	Office Equipment - Non Capital			-	Ergonomic Monitor/Keyboard Support	500	500
10-5224-01-6405	Professional Services	5,426	5,440	6,090		6,700	
10-5224-01-6405	Professional Services				Preventive maintenance for IT Data Center A/C unit		2,860
10-5224-01-6405	Professional Services				Preventive maintenance for IT Data Center UPS		2,190
10-5224-01-6405	Professional Services				Preventive maintenance for IT Data Center Generator		1,650
10-5224-01-6431	System Maintenance	10,997	10,000	20,000		20,000	
10-5224-01-6431	System Maintenance				Non-Capital Hardware/Software Replacements and Repairs		10,000
10-5224-01-6431	System Maintenance				Contingency for Unanticipated Hardware/Software Program Requests - Requires CM Approval		10,000
10-5224-01-6436	Software Update	210,559	220,375	250,350		277,240	
					IT - ESRI (GIS) Software Maintenance		15,500
					IT - Vircom modusGate Anti-Spam System Software Maintenance		1,955

**CITY OF SEDONA
ADOPTED 2015-2016 BUDGET
GENERAL FUND DEPARTMENTS**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amounts
					IT - GroupWise E-Mail System Software Maintenance		4,200
					CC/CA - LaserFiche Document Management System Software Maintenance		3,800
					PD - New World CAD, Records, and Mobile Software Maintenance		85,000
					CA - TimeMatters Case Management System Software Maintenance		1,250
					PD - L-3 In-Car Video Hardware & Software Maintenance		8,500
					PD - APS eCitations Software Maintenance (Remove if eCitations Upgrade is Approved)		4,065
					PD - MDC Communications Hardware & Software Maintenance: NetMotion, Kerio, Kiwi, RSA		4,140
					IT - GWAVA Retain E-Mail Archive System Software Maintenance		2,990
					PD - Milestone Video Security System Software Maintenance		1,750
					PD - VMware Virtual Server Infrastructure Software Maintenance		3,750
					MC - Liberty Court Recording Software Maintenance		690
					PD - Spillmain Regional LE Data Sharing License		1,265
					IT - Springbrook ERP Software Maintenance (Allocate 40% to Wastewater)		28,000

**CITY OF SEDONA
ADOPTED 2015-2016 BUDGET
GENERAL FUND DEPARTMENTS**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amounts
					IT - Sophos Anti-Virus System Software Maintenance		2,990
					CC - Swagit Video Streaming & Broadcasting Service		12,600
					IT - VMWare Virtual Server Infrastructure Software Maintenance		4,950
					PD - Eventide Phone/Radio Recording System Hardware & Software Maintenance		4,140
					FN - ADP		43,000
					HR - EspressoID Employee Badge Printing Software Maintenance		100
					PD - Server Hardware Maintenance - New World Message Switch, Milestone Video Server		6,000
					IT - VaultLogix On-Line Off-Site Data Backup Services		13,200
					IT - Cisco Network & Phone Systems Hardware Maintenance (Allocate 10% to Wastewater)		17,500
					WW - Cisco Network & Phone Hardware Maintenance (Allocate 10% to Wastewater)		(1,750)
					WW - Springbrook ERP (Allocate 40% to Wastewater)		(11,200)
					PD - CrimeMapping Public Crime Statistics Information Web Portal		1,200
					FN - MuniCast		1,995

**CITY OF SEDONA
ADOPTED 2015-2016 BUDGET
GENERAL FUND DEPARTMENTS**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amounts
					EN - AutoCAD Software Maintenance		900
					IT - XIO SAN Hardware and Firmware Maintenance		6,000
					PD - RS2 Electronic Access Control System Software Maintenance		2,200
					IT - AirWatch Mobile Device Management (MDM) Software License for 30 Devices		1,560
					WW - Server Maintenance (Allocate 100% to Wastewater)		(500)
					WW - Server Maintenance (Allocate 100% to Wastewater)		500
					IT - NEW - Firewall Enhancements: Add Intrusion Prevention, URL Filtering, and Anti-Malware		5,000
10-5224-01-6703	Dues/Subscriptions/License	2,371	1,850	1,850		1,850	
					Microsoft Developer Subscription		850
					Website Security Certificates		850
					Domain Name Registrations		150
10-5224-01-6750	Travel and Training	-			LL - AGIC Conference - September 2015	8,990	250
					LL - ESRI Online Training - TBD		1,295
					CH - Microsoft Training - TBD		2,500
					JS - Springbrook Conference - May 2016		1,950
				6,500	DG - Cisco Training - TBD		2,995
10-5224-01-6845	Office Equipment						
10-5224-01-6846	Computer Hardware	66,113	88,260	261,880		130,420	
					NEW - EN - Tablet Computer for WW Inspector (Allocate 42% to Wastewater)		4,000

**CITY OF SEDONA
ADOPTED 2015-2016 BUDGET
GENERAL FUND DEPARTMENTS**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amounts
					REFRESH PC - FINANCE		6,250
					REFRESH PC - CITY MANAGER		3,750
					REFRESH PC - ENGINEERING		5,000
					REFRESH PC - COMMUNITY DEVELOPMENT		1,250
					REFRESH PC - IT		-
					REFRESH PC - POLICE DEPARTMENT		22,500
					REFRESH PC - CITY ATTORNEY		2,500
					REFRESH PC - RECREATION		1,250
					REFRESH PC - WASTEWATER ADMINISTRATION		-
					REFRESH PC - HUMAN RESOURCES		2,500
					NEW - EN - Tablet Computer for WW Inspector (Allocate 42% to Wastewater)		(1,680)
					REFRESH PC - COURT		-
					REFRESH PC - WASTEWATER OPERATIONS		-
					REFRESH SERVER - IT - Replace One Virtual Infrastructure "Host" Server		8,500
					CARRYOVER - PD - E-Citations Devices for Parking and Add In-Car E-Citations Capability for Officers		35,000

**CITY OF SEDONA
ADOPTED 2015-2016 BUDGET
GENERAL FUND DEPARTMENTS**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amounts
					REFRESH PC - CITY CLERK		1,250
					REFRESH EQUIPMENT - IT TABLET COMPUTERS		1,600
					REFRESH EQUIPMENT - PD REPLACE SECURE NETWORK ACCESS TOKENS		5,000
					NEW - CC - Dual Monitors for City Clerk		300
					NEW - CD - Computer for Economic Development Manager		1,650
					NEW - EN - Additional Computers for Maintenance Yard Staff		3,300
					REFRESH LAPTOP - PRESENTATIONS		5,100
					REFRESH LAPTOP - WW ADMINISTRATION		3,400
					REFRESH LAPTOP - WW ADMINISTRATION (Allocate 100% to Wastewater)		(3,400)
					NEW - CC - Reposition Staff Presentation PC/Monitor Connection		2,500
					NEW - EN - iPad Tablet for Engineering Supervisor		800
					UPGRADE - EN - Upgrade Network Switch at Maintenance Yard to Support Additional Computers		1,500
					NEW - PD - Lobby Phone for Public Use with Interface to Dispatch Phone System		1,500

**CITY OF SEDONA
ADOPTED 2015-2016 BUDGET
GENERAL FUND DEPARTMENTS**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amounts
					UPGRADE - PD - Mugshot Camera with Records System Integration		1,500
					NEW - Tablets for P&Z Commissioners - CM Recommended Supplemental		5,600
					UPGRADE - IT - Increase Data Storage Capacity to Accommodate Increased Demand		8,000
10-5224-01-6847	Computer Software	13,677	15,675	156,500		67,800	
					UPGRADE - PD - Phone/Radio Recording Server OS Upgrade		5,000
					NEW - EN - Additional GIS Desktop Software License (\$300/yr Maintenance starting FY 2017)		1,300
					CARRYOVER - PD - E-Citations Software and Add Licenses for Parking and Officers		35,000
					NEW - IT Network Log File Management		500
					UPGRADE - IT - Adobe Acrobat Licenses		5,000
					CARRYOVER - IT - Complete Vision Internet Website and Content Management System Upgrade		10,500
					NEW - IT - Ten "Read Only" User Licenses for LaserFiche Document Management System		3,000
					UPGRADE - EN - Full AutoCAD License (upgrade from "Infrastructure" license)		7,500
Total Information Technology		\$ 713,457	\$ 747,277	\$ 1,146,051		\$ 959,037	\$ 959,037

LEGAL

DEPARTMENT DESCRIPTION

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

MISSION STATEMENT

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

2015-2016 OBJECTIVES

Assist City Council in accomplishing their priorities including:

- Land Development Code review and update
- Enforcement against short-term rentals and illegal housing conversions,
- Solid waste disposal and recycling franchising,
- Human rights ordinance.

2014-2015 ACCOMPLISHMENTS

- ✓ Worked with outside counsel in obtaining reduced smart meter opt-out fees.
- ✓ Drafted various ordinances concerning issues such as prohibitions against using cell phones while driving, and deceptive

- advertising.
- ✓ Worked on major development projects concerning Marriot Hotel, CVS pharmacy and Sky Ridge Subdivision.

Did You Know?

Per Ordinance No. 2014-12, it is a civil offense to use a portable communications device such as a cell phone while driving within the Sedona city limits.

SIGNIFICANT CHANGES

No noted significant changes.

WORKLOAD INDICATORS

Workload Indicators	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Estimate	FY 15-16 Proposed
City Council agenda bill items reviewed	196	201	190	200
Ordinances processed	7	20	17	15
Resolutions processed	18	40	33	30
Traffic accidents involving City Vehicles	14	5	13	12
Claims and Suits Against City	12	14	8	12
Claims re Damage to City Property	7	4	4	5
Criminal Charges Filed	247	244	250	250

PERFORMANCE MEASURE

Performance Measures	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Estimate	FY 15-16 Proposed
Conduct a minimum of 1 Police officers training per year	4	1	1	1

**CITY OF SEDONA
ADOPTED 2015-2016 BUDGET
GENERAL FUND DEPARTMENTS**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amounts
Legal Department							
10-5230-01-6005	Salary & Wages	322,711	314,812	320,340		338,615	338,615
10-5230-01-6046	Employee Benefits	3,233	1,140	1,140		1,140	1,140
10-5230-01-6125	Direct Payroll Costs	22,290	24,083	25,507	% of Wages	27,033	27,033
10-5230-01-6130	Retirement	36,479	35,574	38,671	% of Wages	40,532	40,532
10-5230-01-6134	STD/LTD Insurance	2,147	1,703	1,153	% of Wages	1,219	1,219
10-5230-01-6135	Health/Dental/Life Insurance	46,235	49,060	55,726	Premiums per plan election	58,528	58,528
10-5230-01-6136	Workers Compensation Insurance	1,153	614	705	% of Wages	1,171	1,171
10-5230-01-6210	Printing/Office Supplies	-	-	-		-	-
10-5230-01-6244	Office Furniture - Non Capital	-	-	1,500		-	-
10-5230-01-6244	Office Furniture - Non Capital	-	-	-		-	-
10-5230-01-6405	Professional Services	-	-	-		-	-
10-5230-01-6413	On-Line Research	2,730	3,000	3,000		3,000	
10-5230-01-6413	On-Line Research	-	-	-		-	3,000
10-5230-01-6414	Prosecutorial Services	30	1,200	1,200		1,200	
					For payment of service of process fees, victim notices, etc		1,200
10-5230-01-6418	Law Library	526	500	500		500	500
10-5230-01-6450	Legal Fees/Settlements/Deductibles	20,018	25,000	25,000			
					For payment of outside attorney fees (land)	25,000	25,000
					For payment of outside attorney fees (general/civil)		25,000
					Adjustment to \$25k total in Legal and \$25k in Gen Svcs - excess will be taken from contingency if needed		(25,000)
10-5230-01-6703	Dues/Subscriptions/License	1,380	2,500	2,500		2,500	
					Automatic Adjustment		2,500
10-5230-01-6741	Witness Fees	-	1,500	1,500		1,500	
					Automatic Adjustment		1,500
10-5230-01-6750	Training/Staff Development			2,585		2,585	2,585
Total Legal Department		\$ 458,932	\$ 460,686	\$ 481,027		\$ 504,523	\$ 504,523

DEPARTMENT DESCRIPTION

The City Clerk's Department:

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

MISSION STATEMENT

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

2015-2016 OBJECTIVES

- Work with City Council on updates and revisions to the Council Rules of Procedure.
- Serve on advisory team for City of Sedona website upgrades.
- Continue improvements to the records archive and management system.
- Act as gatekeeper for Sedona Citizens Connect, monitor reports for completion, and suggest enhancements.
- Assist the Green Team Citizen Work Group on a plastic bag initiative.

Did you know?

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

2014-2015 ACCOMPLISHMENTS

- ✓ Prepared the list of essential records for the State Archivist.
- ✓ Administered an election on the Alternative Expenditure Limitation Extension.
- ✓ Administered two (2) elections for City Council.
- ✓ Provided training to 4 new City Council members.
- ✓ Coordinated an annual electronics recycling day for the public.
- ✓ Acted as gatekeeper for Sedona Citizens Connect, monitored reports for completion, and suggested enhancements.

SIGNIFICANT CHANGES

- Hired a new Deputy City Clerk.

WORKLOAD INDICATORS

Workload Indicators	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Estimate	FY 15-16 Proposed
City Council agendas or meetings notices posted	80	79	64	65
Ordinances processed	7	20	17	15
Resolutions processed	32	40	33	30
Number of City elections	0	1	2	0
Number of City Council meetings attended and for which minutes were prepared	80	79	64	64

PERFORMANCE MEASURES

Performance Measures	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Estimate	FY 15-16 Proposed
City Council agendas and meeting notices in compliance with state law and City policy	100%	100%	100%	100%
City Council meetings in accordance with Arizona Open Meetings Law	100%	100%	100%	100%
Minutes from Council meetings for approval at second subsequent session	100%	100%	100%	100%
Completed public records requests	100%	100%	100%	100%

**CITY OF SEDONA
ADOPTED 2015-2016 BUDGET
GENERAL FUND DEPARTMENTS**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amounts
City Clerks							
10-5240-01-6005	Salary & Wages	133,541	134,093	135,567		108,934	108,934
10-5240-01-6010	Temp/Part-Time Wages					24,311	24,311
10-5240-01-6046	Employee Benefits	165	180	180		180	180
10-5240-01-6125	Direct Payroll Costs	9,734	10,258	10,755	% of Wages	10,611	10,611
10-5240-01-6130	Retirement	14,745	15,152	16,308	% of Wages	15,909	15,909
10-5240-01-6134	STD/LTD Insurance	1,002	913	488	% of Wages	480	480
10-5240-01-6135	Health/Dental/Life Insurance	22,540	30,385	24,995	Premiums per plan election	31,573	31,573
10-5240-01-6136	Workers Compensation Insurance	523	373	325	% of Wages	503	503
10-5240-01-6405	Professional Services	2,017	3,000	3,000		5,000	-
					Increase due to actual activity in FY2015		2,000
					City Code, Land Development Code Web Hosting & Updates - same as prior year		3,000
10-5240-01-6452	Recording Fees	203	500	500		500	
					Citywide Recording of Legal Documents - same as prior year		500
10-5240-01-6511	Advertising	17,310	13,700	15,000		15,000	
					Publication of Agendas & Ordinances - same as prior year		15,000
10-5240-01-6703	Dues/Subscriptions/License	304	752	380		469	
					IIMC Dues - City Clerk - \$10 increase from prior year		155
					IIMC Dues - Deputy City Clerk - \$10 increase from prior year		95
					AMCA Dues - City Clerk - same as prior year		100
					AMCA Dues - Deputy City Clerk - same as prior year		50
					Red Rock News Subscription - add 2-year subscription		69
10-5240-01-6704	Elections	24,088	28,000	68,000		-	
					No elections forecast for FY16		-
10-5240-01-6705	Public Information Program	645	2,000	2,000		2,000	
					Green Team Funding - same as prior year		2,000

**CITY OF SEDONA
ADOPTED 2015-2016 BUDGET
GENERAL FUND DEPARTMENTS**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amounts
10-5240-01-6750	Training/Staff Development			3,000		3,300	
					AMCA Clerk's Institute - Deputy City Clerk - increase of \$50 for registration		1,150
					AMCA Conference & Elections Training - City Clerk - same as prior yea		400
					AMCA Conference & Elections Training - Deputy City Clerk - same as prior year		400
					AMCA Clerk's Academy - City Clerk - increase of \$50 for registration		950
					Records Training - City Clerk, Deputy City Clerk & Records Clerk - reduced \$100 from prior year		400
Subtotal City Clerks		\$ 226,817	\$ 239,306	280,498		218,770	218,770

PARKS AND RECREATION

DEPARTMENT DESCRIPTION

The Parks & Recreation Department develops and implements recreational programs/events for the residents of Sedona to enjoy.

MISSION STATEMENT

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

2015-2016 OBJECTIVES

- Host a successful daytime 4th of July event.
- Bring back AYSO to Sedona
- Bring back Grasshopper Basketball
- Complete construction and operate/program the new Bike Skills Park.
- Continue to offer and enhance teen programming and partnerships with school clubs.
- Improve upon the success of Tinsel Town and Holiday Central Sedona.
- Seek new grant and sponsorship opportunities

ACCOMPLISHMENTS 2014-2015

- ✓ Held three brand new teen-focused events including Teen Laser Tag, Spring Fling and Club Scene (a partnership with Sound Bites Grill).
- ✓ Added *The Posse* Summer Camp, Lego Engineering Summer Camp and British Soccer Camp to our summer lineup. All are brand new.
- ✓ Recipient of Good Sports Equipment grant.

Did You Know?

The Parks & Recreation department hosts a multitude of community events during the year. This year the department hosted six events in July alone!



ACCOMPLISHMENTS continued

- ✓ Added new events to Tinsel Town including a night filled with toboggan ride, live music and outdoor movie screen.
- ✓ Opened the new Splash Park at Sunset Park.
- ✓ Worked with a Citizen Engagement Group to create policy surrounding Alcohol on City Property.

SIGNIFICANT CHANGES

- Office relocated to Posse Grounds Park.
- Administrative Assistant became full time employee.
- Pickleball courts added to Posse Grounds.

WORKLOAD INDICATORS

Workload Indicators	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Actual/Estimate	FY 15-16 Proposed
Adult Summer Softball League Participants	200	200	200 (Estimate)	200
Celebration of Spring Attendees	1303	1300	1300 (Estimate)	1300
Swim Lessons Conducted	212	226	166(Actual)/200(Estimate)	220
Community Camp Out Participants	54	89	44(Sept.'14)/90(June '15)	90
Laser Light Show and Concert Attendees	3000	4000	1400 (Actual)	3000
A Dog's Day Out in the Park Attendees	86 dogs	140 dogs	95 dogs (Actual)	140 dogs
Pumpkin Splash Attendees	225	300	300 (Actual)	320
Breakfast with Santa Attendees	389	300	500 (Actual)	500

PERFORMANCE MEASURE

Performance Measures	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Estimate	FY 15-16 Proposed
Number of Volunteers	50	66	67	69
Outside Funding/Contributions Secured	\$19,295	\$31,679	\$27,791	\$28,000

**CITY OF SEDONA
ADOPTED 2015-2016 BUDGET
GENERAL FUND DEPARTMENTS**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amounts
<u>Parks & Recreation</u>							
10-5242-02-6005	Salary & Wages	57,706	59,331	80,095		54,963	54,963
10-5242-02-6006	Overtime	735	500	500		1,000	1,000
10-5242-02-6046	Employee Benefits	360	-	-		1,860	1,860
10-5242-02-6125	Direct Payroll Costs	4,409	3,085	5,745		4,450	4,450
10-5242-02-6130	Retirement	6,469	4,557	8,711		6,671	6,671
10-5242-02-6134	STD/LTD Insurance	411	319	263		198	198
10-5242-02-6135	Health/Dental/Life Insurance	10,905	7,722	15,295		14,095	14,095
10-5242-02-6136	Workers Compensation Insurance	61	112	1,329		2,678	2,678
10-5242-02-6214	Uniform Expenses	3,100	3,000	3,000		3,000	
					Staff uniforms for special events and recreation admin uniforms		600
					Volunteer Park Rangers uniforms		2,400
10-5242-02-6410	Commission Support	-	100		Commission no longer exists for this department		-
10-5242-02-6511	Advertising	601	600	600		600	
					Volunteer Park Rangers annual budget		600
10-5242-02-6703	Dues/Subscriptions/License	444	885	885		885	
					Arizona Parks and Recreation Association and National Parks and Recreation memberships for all of staff members.		885
10-5242-02-6710	Special Programs		-				
10-5242-02-6750	Training/Staff Development			3,300	APRA Conference, Admin best practices training, aquatic training and lifeguard re-certifications	3,300	3,300

**CITY OF SEDONA
ADOPTED 2015-2016 BUDGET
GENERAL FUND DEPARTMENTS**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amounts
Subtotal Parks & Rec Administration		\$ 85,201	\$ 80,211	\$ 119,723		\$ 93,700	\$ 93,700
Parks & Recreation							
10-5242-23-6005	Salary & Wages	32,723	32,789	32,768		34,257	34,257
10-5242-23-6006	Overtime	-	-	-		1,000	1,000
10-5242-23-6010	Temp/Part-Time Wages	4,592	2,640	6,100		6,850	6,850
10-5242-23-6046	Employee Benefits	-	-	-		750	750
10-5242-23-6130	Direct Payroll Costs	2,757	2,710	3,074	% of Wages	3,383	3,383
10-5242-23-6135	Retirement	3,773	3,705	3,953	% of Wages	4,172	4,172
10-5242-23-6134	STD/LTD Insurance	235	193	118	% of Wages	123	123
10-5242-23-6135	Health/Dental/Life Insurance	5,264	5,837	5,575	Premium per plan election	5,870	5,870
10-5242-23-6136	Workers Compensation Insurance	3,423	1,306	1,237	% of Wages	3,501	3,501
10-5242-23-6213	Telephone	777	1,100	1,100	Staff cell phones	1,100	1,100
10-5242-23-6231	Grounds Maintenance	1,791	500	4,500		500	
					chalk for striping fields for sports groups		500
					Decision Package: Two additional pickleball courts		4,000
					Decision Package project completed, one time pay out		(4,000)
10-5242-23-6243	Spec Supplies/Safety Equip/Emg	6	200	200		200	
					Recreation programs first aid		200
10-5242-23-6405	Professional Services	8,742	12,500	12,500		12,500	
					Independent Contractors that teach workshops and classes throughout the year.		12,500
10-5242-23-6505	Rent	1,569	2,000	2,000		2,000	
					Paying Sedona Villas for use of indoor pool for water aerobics in winter, spring. Open Gym rental to WSS.		2,000
10-5242-23-6511	Advertising	6,254	6,000	9,113		14,613	
					Radio commercials, colored adv, Money in the Mail, flyers for all annual special events.		9,113
					Transfer \$5,500 from 6711 to cover advertising special events		5,500
10-5242-23-6530	Utilities	-	3,000	-		-	-

**CITY OF SEDONA
ADOPTED 2015-2016 BUDGET
GENERAL FUND DEPARTMENTS**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amounts
10-5242-23-6703	Dues/Subscriptions/License	30	200	200		200	
					Aquatic Exercise Association memberships for water aerobics instructors, umpire ASA schooling.		200
10-5242-23-6710	Special Programs	1,474	1,360	3,000		7,190	
					Recreation special programs, classes, workshops.		3,000
					Grasshopper Basketball		3,190
					Summer camp		1,000
10-5242-23-6711	Special Events	22,087	26,800	89,300		89,769	
					To continue special events with the department		89,300
					Moved \$5500 to Advertising for special events		(5,500)
					Carryforward for July 4th Event		5,969
10-5242-23-6857	Improvements-City Owned Property	-		8,300		-	
	Subtotal Recreation Programs	\$ 95,497	\$ 102,840	\$ 183,038		\$ 187,978	\$ 187,978
Swimming Pool							
10-5242-25-6005	Salary & Wages	33,074	32,788	32,768		55,370	55,370
10-5242-25-6006	Overtime	87	-	1,000		-	-
10-5242-25-6010	Temp/Part-Time Wages	58,811	72,420	70,186		63,030	63,030
10-5242-25-6046	Employee Benefits					1,350	1,350
10-5242-25-6125	Direct Payroll Costs	6,995	8,507	7,976	% of Wages	9,290	9,290
10-5242-25-6130	Retirement	4,945	3,705	3,953	% of Wages	6,700	6,700
10-5242-25-6134	STD/LTD Insurance	292	193	118	% of Wages	199	199
10-5242-25-6135	Health/Dental/Life Insurance	5,246	5,837	5,575	Premium per plan election	11,774	11,774
10-5242-25-6136	Workers Compensation Insurance	4,635	4,098	3,523	% of Wages	6,233	6,233
10-5242-25-6214	Uniform Expenses	1,732	1,800	1,800	All lifeguard uniforms	1,800	1,800
10-5242-25-6224	Chemicals	15,060	10,000	10,000		15,000	
					Chemical cost increases		5,000

**CITY OF SEDONA
ADOPTED 2015-2016 BUDGET
GENERAL FUND DEPARTMENTS**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amounts
					All necessary chemicals for pool operations for one year.		10,000
10-5242-25-6230	Building Maintenance	14	400	400		400	
					Office, locker room cleaning supplies.		400
10-5242-25-6235	Equipment Repair	138	1,000	1,000		1,000	
					Fixing any broken equipment (heaters, pumps, vacuume, etc)		1,000
10-5242-25-6243	Spec Supplies/Safety Equip/Emg	712	500	500		500	
					First Aid, backboards, face masks, OSHA compliancy requirements.		500
10-5242-25-6248	Machinery & Equipment-Non Capital	3,694	5,000	5,000		10,000	
					Replacing old equipment like heaters, lane lines, pool cover reel, mechanical equipment.		5,000
					Covering extra cost of new equipment and maintenance		5,000
10-5242-25-6405	Professional Services	-	500	500		500	
					Contracted pool services such as chemical balancing issues.		500
10-5242-25-6530	Utilities	13,274	18,500	17,500		17,500	
					Gas, electric, water bill for one year of pool operations.		17,500
10-5242-25-6703	Dues/Subscriptions/License	397	450	450	Health permit for pool.	500	450
					Increased cost of permit		50
10-5242-25-6710	Special Programs	1,287	1,500	1,500		1,500	
					Swim lesson report cards, registration paperwork, aerobics equipment, aerobics passes (printing fee), aerobics events.		1,500
	Subtotal Swimming Pool	\$ 150,393	\$ 167,198	\$ 163,749		\$ 202,646	\$ 202,646
	Total Parks & Recreation Program	\$ 331,091	\$ 350,249	\$ 466,510		\$ 484,324	\$ 484,324

GENERAL SERVICES

DEPARTMENT DESCRIPTION

The General Services Program is established as an accounting unit in order to capture the various “non-departmental” and other centralized expenses in the General Fund. These include service contracts with non-profits, city-wide liability and other insurances, General Fund debt service, city-wide liability and other insurances, General fund debt service, and the City’s 250,000 operating contingency.

The General Services Program also includes the accounting for all General Fund transfers to other funds.

to the Streets Fund to augment the Highway User Revenue Funding from the state. This additional funding supports the City’s annual road rehabilitation program.

SIGNIFICANT CHANGES

- For FY16 there is a \$506,000 transfers out of the General Fund. This transfer is

**CITY OF SEDONA
ADOPTED 2015-2016 BUDGET
GENERAL FUND DEPARTMENTS**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amounts
General Services Department							
10-5245-01-6009	Special Pay	-	(225,000)	(240,000)		(100,000)	
					Merit Pool for Salaries - CM		
					Recommended Supplemental		125,000
					2016 Payroll attrition (300,000)		
					Less \$75,000 for WW		(225,000)
10-5245-01-6136	Workers Compensation Insurance	7,187	8,000	8,500	Workers Comp coverage for volunteers	10,000	8,500
					Increase to cover rate increases in new year		1,500
10-5245-01-6210	Printing/Office Supplies	50,560	40,000	46,175		44,375	
					Human Resources		400
					City Clerk		3,000
					City Council		500
					IT Department		2,000
					Parks and Rec Department		1,300
					Legal		500
					City Manager		1,200
					Police Department		9,800
					Public Works Engineering		2,500
					Public Works Maintenance		1,000
					Public Works Wastewater		2,000
					Finance Department		3,500
					General Supplies		13,175
					Com Dev		3,500
10-5245-01-6212	Postage	16,692	16,000	11,000		16,400	
10-5245-01-6212	Postage				Department Specific Needs		2,050
10-5245-01-6212	Postage				General Postage - Adjust based on 2015 Actuals YTD		14,350
10-5245-01-6213	Telephone	33,615	28,000	28,000		32,500	-
					Century Link Changes		4,500
10-5245-01-6213	Telephone				Standard phone lines (except T1s)		28,000
10-5245-01-6215	Gas & Oil	17,438	10,325	14,000		16,000	
10-5245-01-6215	Gas & Oil				General Usage - Adjusted for 2015 Actual YTD		16,000
10-5245-01-6225	Service Charges	171,812	116,000	145,000		114,100	

**CITY OF SEDONA
ADOPTED 2015-2016 BUDGET
GENERAL FUND DEPARTMENTS**

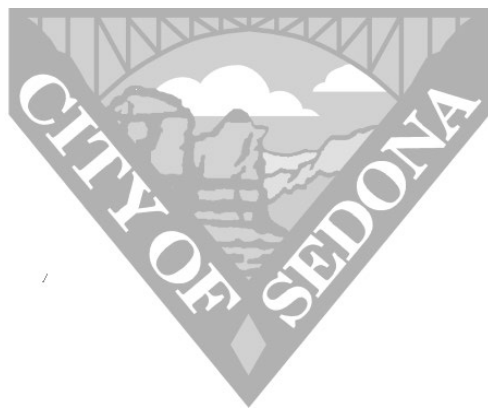
Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amounts
10-5245-01-6225	Service Charges				Bank charges		20,000
10-5245-01-6225	Service Charges				AZDOR Revenue collection fees		30,000
					TPT Transition to AZDOR		25,000
10-5245-01-6225	Service Charges				Credit Card Fees		39,100
10-5245-01-6241	Automobile Expense	13,441	6,000	14,000		6,000	
10-5245-01-6241	Automobile Expense				Expenses for General City Fleet		6,000
10-5245-01-6243	Spec Supplies/Safety Equip/Emg					2,500	2,500
10-5245-01-6244	Office Furniture - Non Capital	3,116	2,600	3,100		3,100	
					Replacement Furniture for Departments as necessary. New furniture or full replacement must be department request.		3,100
10-5245-01-6405	Professional Services	91,284	100,000	140,000		220,000	-
					Water Advisory Committee (Yavapai Cty)		-
					Coconino Water Plateau		10,000
					TPT Transition Costs		100,000
					Transit Contract for Verde Lynx		90,000
					Yavapai County Verde Valley Household Hazardous Waste Day Event		20,000
10-5245-01-6407	Professional/Contracted Servic	27,563	11,815	63,437		33,802	
					Sacajawea Parking Lease		4,635
					C-21 Parking Lease		-
					Red Rock News Parking Lease		1,236
					SFD Parking Lease		1,339
					Healing Family Center Parking Lease		1,030
					Signs and Parking Lot improvments		20,000
					Wayside Parking Lease		5,562
10-5245-01-6410	Commission Support			-			
10-5245-01-6450	Legal Fees/Settlements/Deductibles	24,527	25,000	25,000		25,000	

**CITY OF SEDONA
ADOPTED 2015-2016 BUDGET
GENERAL FUND DEPARTMENTS**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amounts
					Claims paid		40,000
					reduction to \$25k in Gen Svcs \$25k in Legal - excess would be covered through contingency if needed		(15,000)
10-5245-01-6505	Rent	4,475	6,000	6,000	Rent for storage units - all departments	6,000	6,000
10-5245-01-6530	Utilities	-	-	-			
10-5245-01-6533	Property & Casualty Insurance	174,420	187,500	172,500	Property and liability coverage via AZ Municipal Retention Pool	192,500	275,000
					Allocate insurance to Wastewater Fund		(82,500)
10-5245-01-6703	Dues/Subscriptions/License	11,433	11,219	11,219	AZ State Procurement	11,650	1,150
					NACOG dues		1,600
					AZ League		8,900
10-5245-01-6714	Yavapai County Emerg Mgmt	4,313	5,500	5,500	Emergency Services	5,500	5,500
10-5245-01-6715	Sedona Public Library	369,000	369,000	382,000	2015 Level	386,966	382,000
					Inflationary Increase per contract 1.3%		4,966
10-5245-01-6716	Teen Center Operations	40,000	40,000	40,000	Red Earth Contract	20,000	20,000
10-5245-01-6717	B&G/Child Development Program						
10-5245-01-6719	Sedona Community Center	150,000	150,000	160,000	2015 Level	162,080	160,000
					Inflationary Increase per contract 1.3%		2,080
10-5245-01-6720	Community Service Contracts	158,298	166,500	169,000	Inflationary Increase 1.3%		2,200
					2015 Small Grants Allocation		165,000
					VV Special Needs Transportation CM Recommended Supplemental		25,000
					Historic Preservation - small grant		4,000

**CITY OF SEDONA
ADOPTED 2015-2016 BUDGET
GENERAL FUND DEPARTMENTS**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amounts
10-5245-01-6721	Sedona Main Street Program	68,527	68,100	75,000		75,975	
					Inflationary Increase per contract 1.3%		975
					2015 Level		75,000
10-5245-01-6722	Sedona Chamber Of Commerce	275,000	275,000	1,000		320,000	
					2016 Level		320,000
10-5245-01-6723	Sedona Recycles	45,000	45,000	52,500		53,183	
					Inflationary Increase per contract 1.3%		683
					2015 Level		52,500
10-5245-01-6724	Humane Society	47,500	47,500	47,500		48,118	
					Inflationary Increase per contract 1.3%		618
					2015 Level		47,500
						124,100	
					Adjustment to 55% of actual 2015 bed tax collections - True up per contract		124,100
10-5245-01-6729	Destination Marketing	25,853	100,000	-			
10-5245-01-6730	Maint & Improvement	1,964	-	-			
10-5245-01-6731	Chamber Destination Marketing	250,000	250,000	973,500		1,099,000	
					55% of FY16 projected bed taxes less Visitor Center Contract Amt		1,099,000
10-5245-01-6732	Office Maintenance	2,831	6,100	6,100		6,100	
					Recall Services - shredding		5,000
					Machine maintenance: check signers, fax. time/date machine, postage		1,100
10-5245-01-6750	Training/Staff Development	77,594	85,000	-		10,000	
					General Training Needs		10,000
10-5245-01-6761	Spendable Contingencies	-	200,000	200,000		250,000	
					2015 Level		200,000
			(37,700)		Add to Contingency		50,000
10-5245-01-6762	Emergency Management	-		23,434		-	-
10-5245-01-6790	Depreciation Expense						
10-5245-01-6840	Motor Vehicles						



DEVELOPMENT SERVICES DESCRIPTION

The Community Development Department is home to thirty-two staff members consisting of two primary service areas: Development and Engineering. This section discusses Development Services only. Due to the scope and nature of Engineering Services, the overview is provided in a separate section.

Development Services is comprised of twelve staff members who support six divisions and provide staff support to City Council, the Historic Preservation and Planning & Zoning Commissions, as well as the Board of Adjustment.

- The *Building Safety division* reviews and approves building permits, conducts building inspections during the construction process and interprets all building codes.
- The *Code Enforcement division* investigates and seeks compliance of Land Development Code and City Code violations.
- The *Current Planning division* reviews and processes all new development proposals, variance requests, administrative waivers, temporary use permits, and sign permits.
- The *Long Range Planning division* coordinates and manages updates and amendments to the Community Plan and the Land Development Code and coordinates specific planning projects.
- The *Development Services division* includes all aspects of administration, personnel, support of the various Commissions, Committees and Boards and the recording and minute taking for these public bodies. Additionally, Development Services coordinates and administers the all aspects of the front counter, including responding to customers, processing permits, liquor license applications.
- The *Economic Development division* is responsible for business recruitment, retention and expansion and offers technical assistance and support for start-ups, expansions, and relocations. The Division also works on regional economic development efforts.
- The *Housing program* implements housing policies of Council and administers the Community Development Block Grant program.

- The *Historic Preservation program* implements the policies of Council and the Historic Preservation Commission to preserve Sedona's history and increase public knowledge about Sedona's history.

Did You Know?

In 2014, staff processed and issued:

- Commercial permits:
 - 2 new construction
 - 40 remodel/rehabilitation
- Single-family permits:
 - 46 new construction
 - 58 remodel/rehabilitation

In 2014, 11 public informational meetings were held regarding the Community Focus Areas.

MISSION STATEMENT

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

2015-2016 OBJECTIVES

- Implement the Sedona Community Plan by providing opportunities in the Land Development Code for new development to carry forward the recommendations of the new Community Plan.
- Begin proactive specific planning efforts for the Community Focus Areas identified in the new Community Plan.
- Implement a more targeted proactive code enforcement program, including short-term vacation rentals.
- Participate and facilitate as appropriate master planning activities related to the newly acquired City owned Brewer Road property.
- Enhance efforts to incorporate more economic development strategies and policies.
- Seek opportunities for professional development of staff related to economic development strategies and policies.

SIGNIFICANT CHANGES

- Community Development was reorganized to include Development Services and

Engineering Services. Additionally a new position was created to focus on Economic Development activities.

- Code Enforcement fully staffed (2 positions)
- Incorporated the Citizen Engagement Program as a significant component of work activity to enhance public participation and involvement.

WORKLOAD INDICATORS

Workload Indicators	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Estimate	FY15-16 Proposed
Total Number of Single-Family Building Permits Applications received	48	50	95	113
Total Number of Single-Family Building Permits Issued	37	55	94	111
Total Valuation of Single-Family Building Permits	\$6,155,577	\$19,713,971	\$11,673,375	\$11,906,842
Total Number of Commercial Building Permit Applications received	105	139	177	239
Total Number of Commercial Building Permits Issued	98	149	193	267
Total Valuation of Commercial Building Permits	\$3,382,189	\$3,583,715	\$10,146,567	\$10,349,497
Total Revenues	\$500,905	\$1,184,967	\$1,208,967	\$1,233,146
Number of Code Enforcement Cases Investigated	144	300	400	417
Estimated Customer Service Interactions	N/A	38,000	40,000	43,000

PERFORMANCE MEASURE

Performance Measures	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Estimate	FY 15-16 Proposed
Percentage of Permits processed in compliance with SB1598 timeframes	N/A	100%	100%	100%
Completed Current Planning Projects	8	25	20	20

**CITY OF SEDONA
ADOPTED 2015-2016 BUDGET
GENERAL FUND DEPARTMENTS**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amounts
Community Development Services							
10-5310-31-6005	Salary & Wages	454,280	508,855	509,081		587,170	587,170
10-5310-31-6006	Overtime	187	-	-		-	-
10-5310-31-6010	Temp/Part-Time Wages	6,078	-	-		21,216	21,216
10-5310-31-6046	Employee Benefits	4,862	3,560	3,560		5,400	5,400
10-5310-31-6125	Direct Payroll Costs	35,386	38,927	40,057	% of Wages	48,188	48,188
10-5310-31-6130	Retirement	51,066	57,501	60,739	% of Wages	72,250	72,250
10-5310-31-6134	STD/LTD Insurance	2,989	3,088	1,833	% of Wages	2,190	2,190
10-5310-31-6135	Health/Dental/Life Insurance	60,057	82,026	68,470	Premiums per plan elections	88,905	88,905
10-5310-31-6136	Workers Compensation Insurance	3,832	7,476	7,819	% of Wages	8,701	8,701
10-5310-31-6210	Printing/Office Supplies					3,000	
					Department supplies (e.g, business cards, printing projects, building permit envelopes, file folders)		625
					Card Stock, custom stamps for front counter & plng., etc.		275
					Paper for HP Designjet T2500 plotter		300
					Ink & printhead for HP Designjet T2500 plotter		1,800
					3 Dept cell phones at \$200 per month (Building, Planning, Code Enf)	2,400	2,400
10-5310-31-6213	Telephone	2,223	1,200	2,300			
10-5310-31-6215	Oil & Gas				Move to General Services Inspection Vehicles	-	-
10-5310-31-6235	Equipment Repair					-	-
10-5310-31-6241	Automobile Expense	142			Move to General Services Inspection Vehicles Maintenance	1,400	-
10-5310-31-6243	Spec Supplies/Safety Equip/Emg	2,067	2,550	3,500		3,875	
					Outreach efforts and education for special work groups (e.g. ADU Ord., Street Performers, etc.)		1,500
					Misc. department supplies (e.g., cleaning supplies, staple guns & staples, tape, hardhats & vests for planning staff, etc.)		1,000

**CITY OF SEDONA
ADOPTED 2015-2016 BUDGET
GENERAL FUND DEPARTMENTS**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amounts
					HPC Special supplies (e.g. recognition plaques) - reduced 50% as no new landmarks were identified		500
					Materials for large public posting signs		200
					Planning resource materials		350
					Materials for small public posting signs, special meeting supplies, paint for blue stake markings		325
10-5310-31-6244	Office Furniture - Non Capital	3,724	3,000	-		1,000	-
					Misc. replacement of aging furniture; plan racks, white boards, Staples items \$200 and over		1,000
10-5310-31-6410	Commission Support	11,745	11,900	4,600		4,600	
					HPC general support, HP AZ State Annual Conference (CLG Req)		3,000
					P&Z Commission general support and training		1,500
					Board of Adjustment general support & training		100
10-5310-31-6505	Rent	1,187	-	5,500		4,500	
					Rental for AAA Industrial Park storage space		3,000
					Facility rental for public outreach, holiday central		1,500
10-5310-31-6511	Advertising	3,463	5,950	8,400		7,100	
					National Historic Preservation Month (May) promotion		500
					P&Z legal notices		3,000
					Board of Adjustment legal notices		200
					LDC amendments, ADU Ord., etc., public notices/display ads		3,200

**CITY OF SEDONA
ADOPTED 2015-2016 BUDGET
GENERAL FUND DEPARTMENTS**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amounts
					HPC legal notices		200
10-5310-31-6632	Historic Preservation	-	-	45,000		-	
					No carryover of 2015 allocation of \$45,000 for Hummingbird House drainage is requested.		-
10-5310-31-6703	Dues/Subscriptions/License	1,614	2,175	2,375		2,425	
					AZ Housing Alliance- one staff membership		100
					APA Nat'l & State membership dues for three Planners at \$265 ea.		795
					AZ APA State membership dues for one Planner		50
					AZBO (Arizona Building Officials) dues - one membership		150
					Red Rock News Subscription		70
					ICC Permit Technician Certification renewal for one Technician		60
					AAED (Arizona Assn for Econ. Dev.) - one membership		375
					ICC dues - one staff membership		125
					APA Nat'l & State membership dues for Director and Manager		700
10-5310-31-6720	Community Service Contracts	4,450	50,000	25,000		-	
					No carryover of 2015 allocation of \$25,000 for Outdoor Lighting Grant is requested.		-
10-5310-31-6750	Training/Staff Development			12,000		19,620	
					AAED - AZ Assn of Econ. Dev. Conference for two Planners at \$1,750 ea., for Econ. Dev. focus and Council priority		3,500
					National Econ. Dev. Forum for Econ. Dev. focus and Council priority		3,000

**CITY OF SEDONA
ADOPTED 2015-2016 BUDGET
GENERAL FUND DEPARTMENTS**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amounts
					AZBO (Arizona Building Officials) - three certification classes for three staff at \$100. ea.		900
					AZ Housing Forum		1,000
					APA Nat'l Conference and AICP certification training		3,700
					Rutgers Noise Recertification training for two CEOs at \$1,500. ea.		3,000
					CELA - supervisory training for two CEOs at \$385. ea.		770
					AZ APA State Conference for three Planners at \$1,000. ea.		3,000
					AZ Hoarding Task Force Conference		750
					2015 Ford Escape Code Enforcement - CM Recommended Supplemental	26,021	26,021
10-5242-02-6010	Motor Vehicle	20,374					
10-5242-02-6010	Computer Hardware	9,081					
10-5242-02-6010	Improvements - City Owned Prop	6,980					
	Subtotal Community Development						
	Services	\$ 685,787	\$ 778,208	\$ 800,234		\$ 909,961	\$ 909,961
	Building Safety						
10-5310-32-6005	Salary & Wages	110,055	109,670	106,428		111,040	111,040
10-5310-32-6006	Overtime	-	-	-		-	-
10-5242-02-6010	Temp/Part-Time Wages	-	-	-		5,400	5,400
10-5310-32-6125	Direct Payroll Costs	8,415	8,390	8,467	% of Wages	9,062	9,062
10-5310-32-6130	Retirement	12,351	12,393	12,840	% of Wages	13,587	13,587
10-5310-32-6134	STD/LTD Insurance	864	743	383	% of Wages	419	419
10-5310-32-6135	Health/Dental/Life Insurance	14,555	18,750	15,626	Premiums per plan elections	16,597	16,597
10-5310-32-6136	Workers Compensation Insurance	3,205	2,227	1,863	% of Wages	3,203	3,203
10-5310-32-6210	Printing/Office Supplies	-	300	300		300	
					Building Corrections - Call for Re- inspection form		125

**CITY OF SEDONA
ADOPTED 2015-2016 BUDGET
GENERAL FUND DEPARTMENTS**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amounts
					Building Safety green approval tags with adhesive back		125
					Misc. building safety department supplies		50
10-5310-32-6213	Telephone	-		-		-	-
10-5310-32-6214	Uniform Expenses	832	1,000	1,000		1,000	
					Logo shirts (SB1598) ID, safety work boots for field work for two employees at \$500. ea.		1,000
10-5310-32-6243	Spec Supplies/Safety Equip/Emg	1,692	1,400	800		1,345	
					Smart phone accessory replacements		100
					2015 ICC Inspector's Code and Tab Collection - soft cover		565
					Misc. building supplies		50
					2015 ICC Inspector's Code and Tab Collection - loose leaf		630
10-5310-32-6703	Dues/Subscriptions/License	291	200	200		325	
					AZBO membership dues for two employees at \$10. ea. as additional members		20
					National Fire Protection Agency (NFPA) membership dues for one employee		165
					Journal of Light Construction magazine subscription		40
					IAEI membership dues for one employee		100
10-5310-32-6750	Training/Staff Development					-	
10-5310-32-6750	Training/Staff Development				Included in 10-5310-31-6750		-
	Subtotal Building Safety	\$ 152,260	\$ 155,073	\$ 147,907		\$ 162,278	\$ 162,278

Code Enforcement

10-5310-33-6005	Salary & Wages	41,201	106,007	96,921		92,114	92,114
10-5310-33-6006	Overtime	0	4,652	-		3,500	3,500
10-5310-33-6046	Employee Benefits	0	-	-		-	-
10-5310-33-6125	Direct Payroll Costs	3,120	8,465	7,575	% of Wages	7,473	7,473
10-5310-33-6130	Retirement	4,232	12,504	11,486	% of Wages	11,204	11,204

**CITY OF SEDONA
ADOPTED 2015-2016 BUDGET
GENERAL FUND DEPARTMENTS**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amounts
10-5310-33-6134	STD/LTD Insurance	208	720	350	% of Wages	332	332
10-5310-33-6135	Health/Dental/Life Insurance	3,415	14,666	28,217	Premiums per plan elections	13,422	13,422
10-5310-33-6136	Workers Compensation Insurance	1,090	3,261	1,696	% of Wages	2,534	2,534
10-5310-33-6210	Printing/Office Supplies		165	200		200	
					Misc. code enforcement supplies - e.g. forms, notices, door hangers, case folders, etc.		200
10-5310-33-6213	Telephone	-		-		-	-
10-5310-33-6214	Uniform Expenses	1,191	1,000	1,000		1,000	
					Logo shirts (SB1598) ID, safety work boots for field work for two CEOs at \$500.00 ea.		1,000
10-5310-33-6235	Equipment Repair	522	600	600		600	
					Sound equipment annual calibration		600
10-5310-33-6241	Automobile Expense			-			
10-5310-33-6243	Spec Supplies/Safety Equip/Emg	283	200	200		500	
					Stop Work Order posting signs - six at \$25 ea.		150
					Abatement supplies and materials (e.g. chains, locks, wood, posting supplies)		200
					Notice of Violation posting signs - six at \$25 ea.		150
10-5310-33-6405	Professional Services	2,740	3,900	6,000		10,000	
					Abatement of code violations (e.g. weeds, tree removal)		10,000
10-5310-33-6703	Dues/Subscriptions/License	254	200	200		70	
					CELA membership dues for two CEOs at \$35. ea.		70
10-5310-33-6750	Training/Staff Development	-		-		-	
					Move to 10-5310-31-6750		-
	Subtotal Code Enforcement	\$ 58,256	\$ 156,340	\$ 154,445		\$ 142,949	\$ 142,949

**CITY OF SEDONA
ADOPTED 2015-2016 BUDGET
GENERAL FUND DEPARTMENTS**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amounts
Community Plan							
10-5310-67-6005	Salary & Wages					46,817	46,817
10-5310-67-6006	Overtime					-	-
10-5310-67-6046	Employee Benefits					-	-
10-5310-67-6125	Direct Payroll Costs				% of Wages	3,725	3,725
10-5310-67-6130	Retirement				% of Wages	5,585	5,585
10-5310-67-6134	STD/LTD Insurance				% of Wages	169	169
10-5310-67-6135	Health/Dental/Life Insurance				Premiums per plan elections	16,924	16,924
10-5310-67-6136	Workers Compensation Insurance				% of Wages	177	177
					Community Plan Major and Minor Amendments (mandated), documents for CFAs, Mylar for CFA meetings	4,000	4,000
10-5310-67-6212	Postage	16,812	35,000	15,000		15,000	
					Major Amendments (mandated)		12,000
					Misc. mailings related to Community Plan		2,000
					CFA mailings		1,000
10-5310-67-6213	Telephone	40	60	-			
10-5310-67-6243	Spec Supplies/Safety Equip/Emg			-			
10-5310-67-6405	Professional Services	1,953	5,000	57,000		157,000	
					Community Plan Major Amendments (mandated)		7,000
					Land Development Code Updates - Supplemental		25,000
					Ranger Road/Schnebly Hill and Cultural Park CFAs		100,000
					Carryforward from FY15		25,000
10-5310-67-6410	Commission Support	545	50	50		100	
					Misc. support for public meetings		100
10-5310-67-6505	Rent	4,877	4,000	1,500		1,500	
					Facilities for CFA public meetings		1,500
10-5310-67-6511	Advertising	1,833	5,100	3,200		3,200	

CITY OF SEDONA
ADOPTED 2015-2016 BUDGET
GENERAL FUND DEPARTMENTS

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amounts
					1/4 page ads for Major Amendments and hearings (mandated)		3,200
10-5310-67-6530	Utilities	218	120	-			
10-5310-67-6530	Utilities						
Subtotal Community Plan		\$ 26,278	\$ 49,330	\$ 76,750		\$ 254,197	\$ 254,197
Total Community Development Department		\$ 922,581	\$ 1,138,951	\$ 1,179,336		1,469,385	1,469,385

DEPARTMENT DESCRIPTION

The Engineering Services area of Community Development includes Engineering and City Maintenance. It is responsible for maintenance of City buildings, City parking lots, parks, public streets, and storm drainages. This area develops bicycle routes and programs within the City. It reviews development of improvement plans for City facilities and oversees the construction of these facilities. This area also reviews engineering plans for private development projects (commercial and residential) as they affect these facilities and provides input and supports Development Services regarding drainage, roadways, traffic, and wastewater.

MISSION STATEMENT

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

2015-2016 OBJECTIVES

- Complete Wastewater Plant treatment capacity improvements for improving capacity to 2027.
- Complete Pre-Monsoon Program for FY 15/16.
- Continue to enhance bicycle route signage.
- Begin report outlining Wastewater Effluent Management Optimization Plan.
- Complete Uptown 89A Roadway Improvements Paving Project.

Did you know?

Engineering Services manages projects for all Departments within the City. For a list of projects, see this website -



- Complete Coffee Pot Drainage Basin Phase I construction
- Complete Solider Wash- Tlaquepaque Drainage Phase II design and construction.

2014-2015 ACCOMPLISHMENTS

- ✓ Completed construction of AAA Storm Drainage Project.
- ✓ Completed Stanley Steamer construction.
- ✓ Completed Soldier Wash - Tlaquepaque Drainage Phase II design and construction.
- ✓ Complete Coffee Pot Drainage Basin Design.
- ✓ Completed Injection Well #2 Drilling construction.
- ✓ Completed Transit Shelters design and construction.
- ✓ Completed Wastewater Effluent Management Implementation Study.
- ✓ Completed design of Wastewater Plant Upgrades Project.
- ✓ Completed Airport Road Repaving construction.
- ✓ Completed Uptown Paving design.
- ✓ Assisted Parks and Recreation Department in completing the design and construction of the Sunset Park Splash Pad Project.
- ✓ Assisted Parks and Recreation Department in completing the construction of the Posse Ground Pool Slide Project.
- ✓ Assisted Police Department in completing the construction of the PD-Shooting Range upgrades.
- ✓ Enhanced bicycle route signage.

SIGNIFICANT CHANGES

REORGANIZATION – Public Works was reorganized and Engineering and Maintenance joined with Community Development.

WORKLOAD INDICATORS

Workload Indicators	FY 11-12 Actual	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Estimated	FY 15-16 Projected
Engineering Related Residential Permits	247	256	268	281	293
Engineering Related Commercial Permits	164	154	180	210	246
Engineering Related Blue Stake (Sewer) Permits	1608	1339	1360	1381	1405

**CITY OF SEDONA
2015-2016 ADOPTED BUDGET
DEPARTMENT LINE ITEM DETAIL**

Account Number	Account Description	FY 2014 Actual	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amount
Public Works - Administration							
10-5320-01-6005	Salary & Wages	301,882	298,362	283,918		315,497	315,497
10-5320-01-6006	Overtime	697	-			-	-
10-5320-01-6010	Temp Part-Time Wages	2,919				-	-
10-5320-01-6046	Employee Benefits	3,900	3,900		- Allowances	2,160	2,160
10-5320-01-6125	Direct Payroll Costs	23,066	22,825	22,536	% of Wages	25,042	25,042
10-5320-01-6130	Retirement	35,464	33,715	34,172	% of Wages	37,547	37,547
10-5320-01-6134	STDLTD Insurance	2,427	1,901	1,022	% of Wages	1,136	1,136
10-5320-01-6135	HealthDentLife Insurance	55,275	59,058	62,373	Premiums per plan elections	73,776	73,776
10-5320-01-6136	Workers Compensation Insurance	8,703	6,475	5,229	% of Wages	7,832	7,832
10-5320-01-6210	Printing/Office Supplies	4,725	5,220	5,100		5,100	
					Scanning of large documents		200
					MAG, ADOT, HCM, Trip Gen, IPC have been updated. Need to update AASHTO		200
					Prepare City bike route information brochures (general distribution) and maps (for bus shelters)		4,000
					Large office supplies: 2 chairs, storage cabinets, file cabinets		700
10-5320-01-6213	Telephone	1,958	1,620	1,620		1,776	
					4 cell phone units at \$37/month - DECREASE: to 4 units from 5 based on work allocations		1,776
10-5320-01-6214	Uniform Expenses	1,683	3,745	4,270		4,445	
					Work pants, work shirts and hats for 3 Engineering Inspectors and Facilities Maintenance Manager - \$936 per person per year		3,745
					Safety boots for 3 Engineering Inspectors - \$175/per person per year		525
					TRANSFER IN: safety boots for Facilities Maintenance Manager from 10-5320-79-6214		175
10-5320-01-6241	Automobile Expense		-				
10-5320-01-6243	Spec Supplies/Safety Equip/Emg	525	625	100		100	
					Personal Protective Equipment for project inspection by Project Managers - hardhats, vests, gloves, etc.)		100

**CITY OF SEDONA
2015-2016 ADOPTED BUDGET
DEPARTMENT LINE ITEM DETAIL**

Account Number	Account Description	FY 2014 Actual	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amount
10-5320-01-6244	Office Furniture - Non Capital	-	6,980	-		-	
10-5320-01-6405	Professional Services	2,130	2,500	53,000	Misc surveying, engineering & appraisals due to fewer projects and more unanticipated requests	15,000	15,000
					DECREASE: Aerial Survey completed in FY 14-15 (\$34719)		-
10-5320-01-6703	Dues/Subscriptions/License	2,603	6,301	6,301	City Eng (AD) - PE (next renewal FY 18/19)	1,443	-
					City Eng (AD) - AzFMA, AFMA		170
					Red Rock News subscription		39
					Assistant Eng (DP) - AzFMA, AFMA		170
					Eng Supervisor (AM) - PE (next FY 17/18)		225
					APWA annual Corporate Dues		839
					Associate Eng (SC) - PE (next renewal FY 17/18)		-
					DECREASE: Non-renewal of AFMA Corporate - membership doubled in cost from \$100 to \$200. We only have two members who have individual memberships at \$100 each		-
					DECREASE: Az Municipal Water Assoc dues transferred to WW (\$1620)		-
					DECREASE: Associate Engineers PE license exams occurred in FY 14-15 (\$3402)		-
10-5320-01-6750	Training/Staff Development	-	-	12,500	City Eng - CEU - Arizona Floodplain Manager course - Management course - Arizona Public Works Assoc regional conference - Water Quality conference	11,930	1,000
					Assoc Eng - AZ Water Conference		1,000

**CITY OF SEDONA
2015-2016 ADOPTED BUDGET
DEPARTMENT LINE ITEM DETAIL**

Account Number	Account Description	FY 2014 Actual	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amount
					Assist Eng - CEU - Red Vector Storm water course - CEU - Arizona Flood Manager Assoc Conference - ITE/IMSA Conference - \$340.00 - AZ Floodplain Mgmt Conference - \$660.00		1,000
					Eng Supervisor - AFMA - Management course		1,000
					Chief Eng Inspector - LTAP Traffic Control supervisory seminar and written test certification - \$0 - Public Works Construction Inspection Skills - ACI Seminars and Certification Testing - CEU's - seminars and webinars on ADA Standards, Asphalt Courses		1,000
					Traffic Aide - Certification Classes, ITE/IMSA Spring Conference		600
					Assoc Eng - Stormwater Conferences		1,000
					Eng Inspector - LTAP Traffic Control supervisory seminar and written test certification - \$0 - Public Works Construction Inspection Skills - ACI Seminars and Certification Testing - CEU's - seminars and webinars on ADA Standards, Asphalt Courses		800
					Eng Inspector - LTAP Traffic Control supervisory seminar and written test certification - \$0 - Public Works Construction Inspection Skills - ACI Seminars and Certification Testing - CE's - seminars and webinars on ADA Standards, Asphalt Courses		800
					Facility Mgr - IFMA - application for certification and CEU's		500
					Field Services Supervisor - Conferences		1,000
					City Maint Supervisor - Pesticide Training Resources - OPM - \$250.00, Aquatic Facility Operator, Certified Arborist CEU's - \$195.00, Renewal will be late 2016, Certified Playground Instructor - CEUs - \$200.00, Renewal due 15/16, Flagger Certification - \$0		645

**CITY OF SEDONA
2015-2016 ADOPTED BUDGET
DEPARTMENT LINE ITEM DETAIL**

Account Number	Account Description	FY 2014 Actual	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amount
					MWII - Pesticide Training Resources - OPM - \$250.00, ATSSA Workzone Traffic Control Tech - \$0, Certified Pool Operator - \$350.00, CDL - \$185.00, Flagger Certification - \$0		785
					MWI - Flagger Certification - \$0		-
					MWI - Flagger Certification - \$0		-
					MWI - ATSSA Workzone Traffic Control Tech - \$0, CDL - \$185.00, Flagger Certification - \$0		200
					MWI - Certified Pool Operator - \$350.00, Flagger Certification - \$0		350
					MWI - ATSSA Workzone Traffic Control Tech - \$0, Flagger Certification - \$0		-
					MWI - Flagger, certification - \$0, Pesticide Training Resources - OPM \$250		250
Subtotal Public Works Administration		\$ 447,957	\$ 453,227	\$ 492,141		\$ 502,784	\$ 502,784
Public Works Parks Maintenance							
10-5320-26-6005	Salary & Wages	269,393	287,650	271,916		311,832	311,832
10-5320-26-6006	Overtime	9,165	-			-	-
10-5320-26-6010	Temp Part-Time Wages	-	-			-	-
10-5320-26-6046	Employee Benefits				- Allowances	300	300
10-5320-26-6125	Direct Payroll Costs	20,042	19,280	21,507	% of Wages	24,587	24,587
10-5320-26-6130	Retirement	30,462	28,479	32,612	% of Wages	36,864	36,864
10-5320-26-6134	STDLTD Insurance	2,077	2,005	979	% of Wages	1,123	1,123
10-5320-26-6135	HealthDentLife Insurance	72,650	62,358	85,452	Premiums per plan elections	97,536	97,536
10-5320-26-6136	Workers Compensation Insurance	11,480	6,918	4,759	% of Wages	11,270	11,270
10-5320-26-6213	Telephone	1,575	1,296	1,680		1,776	
					Service for cell phones (4 units at \$35/mo) for RM, RM, WW, BK		1,680
					INCREASE: \$2 per month - 4 units at \$37/mo		96
10-5320-26-6214	Uniform Expenses	1,462	1,400	2,100		2,100	
					City Maintenance Crew seasonal uniforms: work shirts, work pants, hats, jackets - RM, RM, WW, BK		1,400

**CITY OF SEDONA
2015-2016 ADOPTED BUDGET
DEPARTMENT LINE ITEM DETAIL**

Account Number	Account Description	FY 2014 Actual	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amount
10-5320-26-6224	Chemicals	10,241	10,000	10,000	Steel toed boots 4@ \$175 tax included	10,000	700
10-5320-26-6231	Grounds Maintenance	67,040	66,000	66,000	Fertilizer and pesticides for grounds and parks	37,500	10,000
					Materials and parts for maintenance of grounds, playgrounds, parks play areas		37,500
					Includes: striping of parking lots/fields, power washing of buildings/equipment, gravel replacement, irrigation repairs, fence repairs, mowing, weed removal, aerating fields, applying fertilizer and small tree removal and replacement.		-
10-5320-26-6235	Equipment Repair	5,762	6,000	6,000	DECREASE: Power washer purchased in FY 15	6,000	-
10-5320-26-6248	Machinery & Equip - NonCapital				Preventative Maintenance Program - For equipment such as: Mowers, weed eaters, chainsaws, edgers, blowers, small engine power tools, Splashpad pump maintenance and winterizing	2,000	6,000
10-5320-26-6243	Spec Supplies/Safety Equip/Emg	2,925	2,140	1,440	INCREASE: addition of line item for shop tools, cut out saws, battery operated hand tools, etc.		1,500
					INCREASE: Splashpad Water Pump - Backup Unit		500
10-5320-26-6405	Professional Services	10,470	11,500	11,500	Personal Protective Equipment requirement - \$30/mo x 4 employees - RM, RM, WW, BK	1,440	1,440
					Includes: masks, gloves, respirators, vests, safety glasses, etc.		-
					Backflow Device Inspections	14,075	1,500

**CITY OF SEDONA
2015-2016 ADOPTED BUDGET
DEPARTMENT LINE ITEM DETAIL**

Account Number	Account Description	FY 2014 Actual	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amount
					Contract mosquito/algae/pest control at WW Wetlands		10,000
					INCREASE: Large Tree Maintenance		2,500
					INCREASE: for Backflow Device Inspection at Splashpad (Sunset Park)		75
10-5320-26-6530	Utilities	118,523	102,350	104,850		137,550	
					7 Park Locations & Splash Pad, Posse Grounds Park, Sunset Park, Jordan Historical Park, Jack Jameson Memorial Park, Greyback Park, Arroyo Pinon Botanical Gardens, Municipal Parking		-
					Does NOT include 250 Brewer Road - facility not open to public		-
					Water		45,000
					WATER INCREASE: Based on prior fiscal year actual useage, which included Splashpad from July-Sept and June @ \$5000/month		20,000
					WATER TRANSFER IN: From Facilities Program 10-5320-79-6530 for Splashpad		10,000
					TRANSFER OUT: Gas/Propane - Teen Center only - to Facilities10-5320-79-6530 (\$5000)		-
					Sewer		19,850
					SEWER INCREASE: Based on prior fiscal year actual useage, and 4% increase per Finance Dept		6,500
					Electricity: For park and bathroom lighting, sprinkler systems, etc.		35,000
					ELECTRICITY INCREASE: Splashpad pump		1,200
10-5320-26-6540	Solid Waste / Recycling	1,298	1,300	1,300		1,300	
					Solid Waste/Recycle shop supplies, tires, batteries, oils and fluids.		1,300
10-5320-26-6703	Dues/Subscriptions/License	132	150	150		225	
					OPM license annual renewal. PG, RM, MWI		225
10-5320-26-6730	Maint & Improvement	3,300	3,000	3,000		3,000	

**CITY OF SEDONA
2015-2016 ADOPTED BUDGET
DEPARTMENT LINE ITEM DETAIL**

Account Number	Account Description	FY 2014 Actual	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amount
					City Maint shop tools and supplies, paint, hardware (excludes grounds maintenance)		3,000
10-5320-26-6857	Improvements - City Owned Property	34,998	35,000	30,000	USDA Forest trails IGA Payment	30,000	30,000
Subtotal Public Works Maintenance		672,995	646,826	655,245		730,478	730,478
Public Works Storm Drainage							
10-5320-68-6005	Salary & Wages	43,198	42,787	58,979		62,620	62,620
10-5320-68-6006	Overtime	141		-		-	-
10-5320-68-6010	Temp Part-Time Wages	-	-	-		-	-
10-5320-68-6046	Employee Benefits		-	-	Allowances	720	720
10-5320-68-6125	Direct Payroll Costs	3,120	3,273	4,692	% of Wages	4,981	4,981
10-5320-68-6130	Retirement	4,606	4,835	7,115	% of Wages	7,468	7,468
10-5320-68-6134	STDLTD Insurance	283	236	212	% of Wages	225	225
10-5320-68-6135	HealthDentLife Insurance	5,479	7,436	11,395	Premiums per plan elections	10,903	10,903
10-5320-68-6136	Workers Compensation Insurance	-	912	1,067	% of Wages	1,723	1,723
10-5320-68-6221	Janitorial Supplies	3,052	3,000	3,000		3,000	
					Bags for trash and recycle receptacles Uptown		2,500
					Trash bags for pet waste stations		500
10-5320-68-6405	Professional Services	9,371	5,400	21,456		21,400	
					Street Sweeping for City Parking Lots (required under stormwater program w/ADEQ)		21,400
10-5320-68-6511	Advertising	7,867	8,100	8,900		8,100	
					Stormwater (radio, news, printing/editing of brochures, prep, sort and mail approx 10,000 brochures)		8,100
					DECREASE: Storm drain curb markers (stenciling) completed in FY 14/15		-
10-5320-68-6736	Permit Fees	5,000	10,000	5,000		5,000	

**CITY OF SEDONA
2015-2016 ADOPTED BUDGET
DEPARTMENT LINE ITEM DETAIL**

Account Number	Account Description	FY 2014 Actual	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amount
					ADEQ MS4 Annual Fee - based on current fee schedule		5,000
<hr/>							
Subtotal Public Works Storm							
	Drainage	\$ 82,117	\$ 85,979	\$ 121,816		\$ 126,140	\$ 126,140
<hr/>							
Public Works Facilities							
10-5320-79-6005	Salary & Wages	70,178	83,444	85,519		66,996	66,996
10-5320-79-6006	Overtime	872		-		8,928	8,928
10-5320-79-6010	Temp Part-Time Wages	-	297	297		-	-
10-5320-79-6046	Employee Benefits				- Allowances	-	-
10-5320-79-6125	Direct Payroll Costs	5,389	6,406	6,749	% of Wages	5,240	5,240
10-5320-79-6130	Retirement	7,516	9,463	10,234	% of Wages	7,857	7,857
10-5320-79-6134	STDLTD Insurance	653	636	308	% of Wages	241	241
10-5320-79-6135	HealthDentLife Insurance	18,074	22,149	24,992	Premiums per plan elections	22,150	22,150
10-5320-79-6136	Workers Compensation Insurance	2,133	1,976	1,535	% of Wages	2,033	2,033
10-5320-79-6213	Telephone	426	324	420		444	
					Service for cell phone (1 at \$35/mo)		420
					INCREASE: \$2 per month (\$35/mo to \$37/mo)- John McCondra		24
10-5320-79-6214	Uniforms & Safety Equipment	-	-	175		-	
					TRANSFER OUT: John McCondra Safety Boots moved to 10-5320-01-6214 - \$175		-
10-5320-79-6221	Janitorial Supplies	9,235	9,500	9,500		12,500	
					Custodial supplies for all facilities, janitorial supplies for the Wetlands Rest Rooms, such as: paper towels, toilet paper, hand soap, room deodorizer, deodorizer pads, urinal deodorizers, floor drain trap treatments (odor)		9,500
					INCREASE: additional products needed in Uptown restrooms for sanitary control; addition of new facilities		3,000
10-5320-79-6243	Spec SuppliesSafety EquipEmg	466	500				
10-5320-79-6231	Grounds Maintenance						
10-5320-79-6405	Professional Services	87,715	99,777	99,800		119,600	

**CITY OF SEDONA
2015-2016 ADOPTED BUDGET
DEPARTMENT LINE ITEM DETAIL**

Account Number	Account Description	FY 2014 Actual	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amount
					BACKFLOW DEVICE INSPECTIONS		700
					BACKFLOW DEVICE INSPECTIONS INCREASE: 1 @ Teen Center, 2 @ 2070 Contractors Rd - \$50 x 3 = \$150		150
					CHIMNEY CLEANING: Jordan House Recurring annual expense for at least the last 5 years.		200
					DECREASE: Purchased Power Washer in FY 14/15 - power washing done in house now (\$350)		-
					DOOR MAT SERVICE - Current service: City Hall Complex		5,000
					EXTERMINATOR SERVICE - Current service: City Hall Complex - 10 times per year		3,850
					EXTERMINATOR SERVICE INCREASE: Parks & Rec Office, Teen Center, 2070 Contractors Rd, 250 Brewer @ \$40/month x 10 months = \$400 x 4 Bldgs = \$1600		1,600
					FIRE SAFETY INSPECTIONS: Annual extinguishers, sprinklers, alarm stations checks, current service: City Hall Complex and City vehicles		4,000
					FIRE SAFETY INSPECTIONS INCREASE: Jordan Museum, Parks & Rec Office, Teen Center, 2070 Contractors Rd, 250 Brewer Road \$300 x 5 = \$1500		1,500
					FLOOR CLEANING: Monthly deep cleaning of facilities floors - Current service: City Hall Complex		5,200
					HVAC PREVENTATIVE MAINTENANCE - Service includes all Facilities - Maintenance Checks and Filters changed		3,350
					HVAC PREVENTATIVE MAINTENANCE INCREASE: Parks & Rec Office, Teen Center, 2070 Contractors Rd @ \$250 x 3 = \$750		750
					JANITORIAL CONTRACT - service for all current facilities		62,400

**CITY OF SEDONA
2015-2016 ADOPTED BUDGET
DEPARTMENT LINE ITEM DETAIL**

Account Number	Account Description	FY 2014 Actual	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amount
					JANITORIAL INCREASE: 2070 Contractors Road		3,000
					JANITORIAL INCREASE: Parks & Rec Office		3,000
					JANITORIAL INCREASE: Teen Center - based on a 3/day per week rental		3,000
					JANITORIAL INCREASE: Splashpad Bathroom May 1 - Sept 30 (7 days/wk)		4,800
					PD GARAGE GATE MAINTENANCE		600
					RESTROOM SERVICE AT WETLANDS. Twice per year pumping service for permanent restroom is \$600		600
					ROOF INSPECTION - Annual and Pre- Monsoon Maintenance Program - Service includes all Facilities		4,500
					ROOF INSPECTION INCREASE: Parks & Rec Office, Teen Center, 2070 Contractors Rd @ \$500 x 3 = \$1500		1,500
					ROOF INSPECTION INCREASE: 250 Brewer Road = \$500		500
					WATER COOLER AND FILTER RENTAL/SERVICE: Current service - Kinetico units/cartridge replacement & service as needed: 17 locations, including City Hall Complex and 2070 Contractors Road		6,050
					WATER COOLER AND FILTER RENTAL/SERVICE INCREASE: Parks & Rec Office = \$150		150
					WINDOW CLEANING - Quarterly inside, Bi-Annual Outside - Current service: City Hall Complex & Teen Center		3,000

**CITY OF SEDONA
2015-2016 ADOPTED BUDGET
DEPARTMENT LINE ITEM DETAIL**

Account Number	Account Description	FY 2014 Actual	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amount
					WINDOW CLEANING INCREASE: Parks & Rec Office		200
10-5320-79-6530	Utilities	115,442	111,381	122,400		147,280	
					APS - facilities		67,000
					APS INCREASE: Parks & Rec Office, 2070 Contractors Rd \$1400 x 2 = \$2800		2,800
					APS INCREASE: Teen Center (based on 3 days/week) Based on 6 months @ \$280/month and 6 months @ \$600/month		5,280
					AZ WATER - facilities		26,000
					AZ WATER INCREASE: Parks & Rec Office, Teen Center, 2070 Contractors Rd @ \$267 x 3 = \$800		800
					DUMPSTER - Waste Mgmt		6,800
					DUMPSTER INCREASE: New Services: Teen Center - 4 yd Dumpster		1,400
					SEWER - facilities COS sewer fees		2,600
					TRANSFER FROM: Gas for Teen Center from 10-5320-26-6530		5,000
					TRANSFER TO: Splashpad water moved to Parks Utilities to 10-5320-26-6530 (\$10,000)		-
					UNISOURCE GAS and PROPANE		10,000
					UNISOURCE GAS and PROPANE INCREASE: Parks & Rec Office, Teen Center-3 days/week - winter months only Estimated: 7,500 gallons @ \$3.50/gallon = \$28,000 TOTAL		19,600
10-5320-79-6703	Dues/Subscriptions/License	200	250	250		250	
					Facilities Supervisor IFMA Dues, payable every May		250
10-5320-79-6730	Maint & Improvement	120,341	133,118	91,218		95,000	
					DECREASE: Replaced floor in Recreation Room (\$15,000)		0

**CITY OF SEDONA
2015-2016 ADOPTED BUDGET
DEPARTMENT LINE ITEM DETAIL**

Account Number	Account Description	FY 2014 Actual	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amount
					HVAC Equipment: 3 units to be upgraded - determination after March Annual A/C Maint & Load Tests. 3 units upgraded in FY14/15: Teen Center / Parks & Rec Office / City Hall.		15,000
					MAINTENANCE AND REPAIR of all Facilities - Such as: Electrical repairs, plumbing repairs, painting, doors and doorway repairs, flooring, lighting, etc.		45,000
					MAINTENANCE AND REPAIR INCREASE: Parks & Rec Office, Teen Center, 2070 Contractors Road, 250 Brewer Road		10,000
					NEW: DECISION PACKAGE: REPLACE TEEN CENTER FLOOR - \$20,000		0
					ROOF - CITY HALL REHAB - over 5 years, first year FY14/15		16,218
					ROOF INCREASE: Based on actual costs from FY14/15		8,782
10-5320-79-6857	Improvements - City Owned Property	35,543	10,000	25,000		212,000	
					Hydrant Maintenance (rollover 2015)		50,000
					Improvements to Wetlands Park Areas		40,000
					ADOT Prior Year Billing Bridge		20,000
					DECISION PACKAGE: Jordan Museum Electrical Upgrade \$25,000 - Not Recommended		-
					DECISION PACKAGE: City Facilities Maintenance Plan Implementation \$25,000 - CM Recommended Supplemental		25,000
					DECISION PACKAGE: Automated Locks: Public Restrooms \$11,000 - Not Recommended		-
					DECISION PACKAGE: Concrete work at City Hall \$20,000 - Not Recommended		-
					DECISION PACKAGE: Teen Center HVAC Replacement/Upgrade - CM Recommended		35,000

CITY OF SEDONA
2015-2016 ADOPTED BUDGET
DEPARTMENT LINE ITEM DETAIL

Account Number	Account Description	FY 2014 Actual	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amount
					DECISION PACKAGE: P.D. Patio Seal & Resurface \$22,000 - CM Recommended		22,000
					CARRYFORWARD FY 15 - Building Maintenance Projects		20,000
	Subtotal Public Works Facilities	\$ 474,183	\$ 489,221	\$ 478,397		\$ 700,519	\$ 700,519
Public Works Capital Projects							
10-5320-89-6005	Salary & Wages	121,153	121,166	121,677		197,961	197,961
10-5320-89-6046	Employee Benefits		-	-	Allowances	-	-
10-5320-89-6125	Direct Payroll Costs	8,948	9,269	9,652	% of Wages	15,611	15,611
10-5320-89-6130	Retirement	13,409	13,692	14,635	% of Wages	23,406	23,406
10-5320-89-6134	STD LTD Insurance	885	761	438	% of Wages	713	713
10-5320-89-6135	HealthDentLife Insurance	17,966	22,039	19,574	Premiums per plan elections	42,864	42,864
10-5320-89-6136	Workers Compensation Insurance	3,229	3,784	4,186	% of Wages	5,446	5,446
10-5320-89-6847	Computer Software	-					
	Subtotal Public Works Capital Projects	\$ 165,590	\$ 170,711	\$ 170,162		\$ 286,001	\$ 286,001
	TOTAL PUBLIC WORKS - GENERAL FUND	\$ 1,842,842	\$ 1,845,964	\$ 1,917,761		\$ 2,345,922	\$ 2,345,922

DEPARTMENT DESCRIPTION

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

MISSION STATEMENT

The mission of the Sedona Police Department, in partnership with the citizens of Sedona, is to serve our community by protecting life, property, and creating a safe environment through professional and purpose-driven policing that demonstrates responsiveness, integrity and commitment with dignity and respect to everyone.

2015-2016 OBJECTIVES

- Actively seek out grant opportunities to supplement proactive public safety activities.
- Evaluate and assess becoming the primary Public Safety Answering Point (PSAP) for 9-1-1 calls within the City of Sedona.
- Create and implement new programs and activities focused on personnel development, performance accountability and succession planning.
- Explore the development of partnerships with area public safety agencies to expand the police shooting range into a regional public safety training facility.
- Successfully complete funded police department projects in the approved City Capital Improvement Program.
- Develop and implement a community advisory committee that would provide input into the shaping of police department policies and training as well as enabling the department to enhance community trust through the open exchange of ideas and concerns on police related issues.
- Develop and implement methods to gauge department effectiveness and community satisfaction of department performance.
- Develop and implement activities focused on increasing police department positive interaction

- with youth in the community.
- In partnership with the Human Resources Department and other organizations, assess and analysis various factors contributing the employee turnover and develop recommendations to enhance employee retention.
- Develop and recommend strategies to address police department facility enhancement needs.
- Secure funding for the recommendations made in the Police Radio Communications Needs Assessment Study.
- In partnership with the Community Development Department and other organizations, develop minimum police department traffic control personnel requirements for special events that impact traffic flows on streets and highways.
- Conduct at least one emergency disaster exercise with the Sedona Fire District and other City Departments.
- Provide training to all department personnel that focus on the topics of cultural diversity, procedural justice, trust and legitimacy, and de-escalation of force as it relates to carrying out public safety responsibilities, field incidents and interaction with the community.

2014-2015 ACCOMPLISHMENTS

- ✓ Reduced traffic collisions overall by nearly 6.3% in 2014 as compared to the number of collisions occurring in 2013.
- ✓ Reduced injury traffic collision by almost 27% in 2014 as compared to the number of injury traffic collisions occurring in 2013.
- ✓ Part 1 Crimes (homicide, forcible rape, robbery aggravated assault, burglary, larceny, motor vehicle theft, and arson) as reported to the State of Arizona and U.S. Department of Justice were reduced 7.14% in 2014 as compared to Part 1 Crimes that occurred in 2013.
- ✓ Completed the replacement and upgrading of CAD/Records/Mobile systems and equipment to meet current technology requirements and mandated security protocols.
- ✓ Completed critical safety improvements to the police shooting range.
- ✓ Obtained \$50,000 in RICO funds from Yavapai County regional drug task force to fund improvements to the police shooting range.
- ✓ Completed a space needs assessment for the police department facility which recommended significant improvements to appropriately house and facilitate police department personnel,

functions and tasks.

- ✓ Conducted a Police Citizen Academy and participated in the City's Citizen Academy to enhance community interaction.
- ✓ Recruited, hired and trained 1 police officer, 2 Communication Specialists, 1 Community Service Aide, and 1 Animal Control Officer.
- ✓ Recruited and trained 6 new police volunteers.
- ✓ Provided recognition for employee and volunteer accomplishments through the Sedona Masonic Lodge Police Employee of the Year Awards, Sedona Elks Club First Responders Recognition Awards, Clarkdale Moose Lodge First Responders Appreciation Dinner and MADD Recognition Awards.
- ✓ Held appreciation lunch for members of the police department who currently serve or are veterans of the United States military armed forces.
- ✓ Reached full authorized staffing levels for Communication Specialist and Police Officer positions.
- ✓ Provided hands-on and scenario-based critical skills training for department personnel in emergency vehicle operations, active shooter incidents, and high-risk field incidents.
- ✓ Implemented new short-term special assignments for police officers to develop supervisory, investigative, and administrative skills, knowledge and experience.
- ✓ Utilized the City's Citizen Engagement Program to provide insight and feedback on enforcement and education efforts for the new city ordinance on the use of electronic communication devices while driving.
- ✓ Successfully renewed animal sheltering services contract with the Humane Society of Sedona.
- ✓ Police volunteers donated over 3000 hours to provide prisoner/evidence transportation, house watch, crime/traffic scene assistance and special event services.

SIGNIFICANT CHANGES

- Revised the functions of the full-time Animal Control Officer position into two separate part-time positions to enhance effectiveness of animal control and property/evidence control tasks.
- One tenured sworn officer, two tenured civilian employees, and one part-time civilian employee left employment from the police department.

WORKLOAD INDICATORS

Workload Indicators	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Estimate	FY 15-16 Proposed
Traffic collisions	255	252	250	240
Public initiated calls for service	5,743	6,231	6,300	6,600
Officer initiated calls for service	6,535	6,340	7,000	7,300
Total calls received by dispatch	25,773	30,877	32,000	33,000

PERFORMANCE MEASURES

Performance Measures	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Estimate	FY 15-16 Proposed
Maintain a response time of 5 minutes or less 90% of the time to emergency calls	73%	80.6%	85%	88%
Reduce traffic collisions by 5% annually	-9%	-1.17%	-5%	-5%
Meet or exceed annual Arizona state crime clearance rates for violent crime	YES	YES	YES	YES
Meet or exceed annual Arizona state crime clearance rates for property crime	YES	YES	YES	YES

**CITY OF SEDONA
ADOPTED 2015-2016 BUDGET
GENERAL FUND DEPARTMENTS**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amounts
<u>Police Department</u>							
<u>General Administration</u>							
10-5510-01-6005	Salary & Wages	221,069	301,778	231,406		246,624	246,624
10-5510-01-6006	Overtime	-	121	-		23,617	23,617
10-5510-01-6045	Uniform Allowance	1,920	2,880	1,920		1,920	1,920
10-5510-01-6125	Direct Payroll Costs	4,554	12,737	12,601		8,258	8,258
10-5510-01-6130	Retirement	13,509	25,815	25,944	% of Wages	31,223	31,223
10-5510-01-6131	PSPRS Retirement	35,116	31,143	22,399	% of Wages	53,621	53,621
10-5510-01-6134	STD/LTD Insurance	1,107	2,570	1,378	% of Wages	2,194	2,194
10-5510-01-6135	Health/Dental/Life Insurance	26,372	35,553	30,801	Premiums per plan elections	32,835	32,835
10-5510-01-6136	Workers Compensation Insurance	13,191	13,332	8,766	% of Wages	14,311	14,311
10-5510-01-6210	Printing/Office Supplies						
10-5510-01-6212	Postage	-	50	50		50	
10-5510-01-6212	Postage				Overnight shipping		50
10-5510-01-6213	Telephone	2,542	2,640	1,800	Cell phones for Chief and Commander	2,240	1,800
					Upgrade for Chief and Cmdr		440
10-5510-01-6214	Uniform Expenses	947	1,500	1,500		1,500	
10-5510-01-6214	Uniform Expenses				Volunteer uniforms		1,500
10-5510-01-6215	Gas & Oil	4,795	6,669	6,669		6,669	
10-5510-01-6215	Gas & Oil				Fuel costs		6,669
10-5510-01-6241	Automobile Expense	1,575	1,800	1,800		1,800	
					Maintenance and repair of Admin vehicles		1,800
10-5510-01-6243	Spec Supplies/Safety Equip/Emg	799	2,000	2,000	Awards program for medals, plaques, ribbons, etc	3,000	2,000
10-5510-01-6243	Spec Supplies/Safety Equip/Emg				Add'l cost for medals and pins		1,000
10-5510-01-6244	Office Furniture - Non Capital	2,000	2,000			1,500	
					Office Chair replacements		1,500
10-5510-01-6405	Professional Services			-		-	
					Automatic Adjustment		-
10-5510-01-6703	Dues/Subscriptions/License	6,661	6,740	6,915		8,190	
					Policy Manual annual subscription fee		5,000

**CITY OF SEDONA
ADOPTED 2015-2016 BUDGET
GENERAL FUND DEPARTMENTS**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amounts
					AACOP Dues for Chief and Commander		500
					Natil Assoc of Town Watch Dues (from Volunteer program)		25
					IACP Membership		140
					FBINA Membership for Chief		100
					Login IACP-Net		800
					Notary Membership due 2018		-
					AZ Emergency Services		50
					1033 Defense Program		250
					Increase IACPNet dues		75
					Increase in FBINA Membership		10
					Increase in IACP Membership		30
					Increase in NNO Dues		10
					Rotary Membership for chief		950
					Increase AACOP Dues		25
					Police Executive Research Forum - Subscribing Membership		225
10-5510-01-6705	Public Information Program	1,494	4,000	4,000		5,000	
					Public Safety Programs, Ads, Brochures, Resource Materials, Advertising		2,000
					National Night Out		1,400
					Volunteer Appreciation Barbeque		300
					Police Dept Citizens' Academy supplies		300
					NNO Increase Cost		1,000
10-5510-01-6730	Maint & Improvement						
10-5510-01-6750	Training/Staff Development			34,500		38,875	
					Training/staff development for department		34,500
					Dispatch 911 Training Course for new dispatcher		1,375
					Explorers Competition		3,000
10-5510-01-6840	Motor Vehicles	33,200	35,000				
	Subtotal Police General Administration	\$ 370,851	\$ 488,328	\$ 394,449		\$ 483,427	\$ 483,427

**CITY OF SEDONA
ADOPTED 2015-2016 BUDGET
GENERAL FUND DEPARTMENTS**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amounts
Police Department							
Patrol							
10-5510-43-6005	Salary & Wages	967,494	1,132,714	1,314,692		1,267,570	1,267,570
10-5510-43-6005	Salary & Wages						
10-5510-43-6006	Overtime	199,179	105,122	114,173		118,304	118,304
10-5510-43-6010	Temp/Part-Time Wages	17,677				75,989	75,989
10-5510-43-6046	Employee Benefits	5,750	6,000	6,000		6,000	6,000
10-5510-43-6045	Uniform Allowance	11,770	20,160	23,040		22,080	22,080
10-5510-43-6125	Direct Payroll Costs	18,979	17,675	23,956		27,033	27,033
10-5510-43-6130	Retirement	-	-	-	% of Wages	8,957	8,957
10-5510-43-6131	PSPRS Retirement	223,962	227,854	330,319	% of Wages	363,368	363,368
10-5510-43-6134	STD/LTD Insurance	4,150	10,495	12,441	% of Wages	13,115	13,115
10-5510-43-6135	Health/Dental/Life Insurance	184,245	247,601	273,841	Premiums per plan elections	278,943	278,943
10-5510-43-6136	Workers Compensation Insurance	80,060	60,180	55,613	% of Wages	92,509	92,509
10-5510-43-6141	Employee Exams	7,014	4,460	4,460		4,560	
					AZ POST sworn physicals - fee increase from \$158 to \$300		1,200
					Polygraph examinations		900
					Psychological examinations - fee increase to \$340 from \$250		1,360
					Officer Testing and Promotional Exams		1,000
					Increase in price for polygraph exam		100
10-5510-43-6210	Printing/Office Supplies	1,711					
10-5510-43-6212	Postage	36	350	350		350	
					Shipping of Repair Items - radar units, L3, weapons, etc		350
10-5510-43-6213	Telephone	320	225	1,125		2,565	
					Sergeant cell phone		225
					Lieutenant cell phone		900
					Add'l 4 lines for Patrol and phones		1,440
10-5510-43-6214	Uniform Expenses	24,625	25,840	17,140		28,500	
					New sworn employees - uniforms, badges, weapons, radio, etc		9,400
					NARTA PT uniforms		300

**CITY OF SEDONA
ADOPTED 2015-2016 BUDGET
GENERAL FUND DEPARTMENTS**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amounts
					Ballistic vest 5-year replacement: Cota, Hudspeth, Hunt		3,300
					Badge repair / modifications		500
					Police Uniform patches		600
					SWAT uniforms / ballistic gear		2,700
					Bike Patrol Uniforms		2,000
					Additional 2 new sworn employees - anticipated vacancies		9,400
					Additional 2 new NARTA PT uniforms - anticipated vacancies		300
10-5510-43-6215	Gas & Oil	52,959	63,977	63,977		63,977	
					Fuel cost for patrol vehicles		63,977
10-5510-43-6235	Equipment Repair	2,137	5,000	4,725		6,300	
					Bike maintenance		500
					L3 Maintenance and supplies		2,000
					Radar gun annual certification		1,000
					Radar gun repair costs		1,000
					Lidar unit certification - every 2 years		-
					New - Firearms Repair		1,000
					Increase to radar gun annual certifications		800
10-5510-43-6241	Automobile Expense	24,187	37,000	37,000		37,000	
					Patrol vehicles including motorcycles		35,000
					Transferred from STEP for motorcycles		2,000
10-5510-43-6243	Spec Supplies/Safety Equip/Emg	594	1,000	5,300		2,200	
					Vehicle safety - traffic wands, traffic vests, first aid supplies		1,000
					Power flares		300
					New Police Bike		900
10-5510-43-6249	Radio & Phone Equip-Non Capita	364	1,000	500	Replacement batteries for portable radios	4,700	2,000

**CITY OF SEDONA
ADOPTED 2015-2016 BUDGET
GENERAL FUND DEPARTMENTS**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amounts
					Portable radio supplies and accessories		500
					Motorola Roadster II Bluetooth devices for patrol vehicles		2,200
10-5510-43-6251	Tactical-Firearms	41,033	42,090	25,540		26,900	
					Ammunition		16,000
					Pepper Spray replacements (replace every 2 years)		-
					SWAT ammunition		500
					Taser supplies		4,000
					Targets		400
					Range supplies		1,000
					Simunitions Ammunition / Supplies		1,000
					Increase to ammunition costs		4,000
10-5510-43-6703	Dues/Subscriptions/License	1,336	1,770	1,770		4,440	
					LexisNexis (ARS) Law Books for officers - yearly		1,200
					NAFTO membership		40
					International (6) and National (3) ID Checking Guides		280
					Patrol bike membership dues		250
					Increase ID Checking Guides		70
					K-9 Narcotic/Patrol Annual Recert - new		800
					PoliceOne Academy Online Training - new		1,700
					Increase LexisNexis ARS Law Books		100

**CITY OF SEDONA
ADOPTED 2015-2016 BUDGET
GENERAL FUND DEPARTMENTS**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amounts
10-5510-43-6709	Miscellaneous	1,188	1,976	1,976	Tow charges	2,026	1,400
					Porta-potty Monthly Cleaning (Range)		576
					additional charge for tax on Porta- potty		50
10-5510-43-6840	Motor Vehicles	54,895	55,000	95,000		-	
10-5510-43-6840	Motor Vehicles						-
10-5510-43-6840	Motor Vehicles						-
10-5510-43-6848	Machinery & Equipment	-	-	-		-	-
	Subtotal Police Patrol	\$ 1,925,665	\$ 2,067,489	\$ 2,412,938		\$ 2,457,386	\$ 2,457,386

Police Department

Investigations

10-5510-44-6005	Salary & Wages	122,583	106,418	121,264		124,987	124,987
10-5510-44-6006	Overtime	23,180	8,518	12,126		12,472	12,472
10-5510-44-6045	Uniform Allowance	1,920	1,920	1,920		1,920	1,920
10-5510-44-6125	Direct Payroll Costs	2,066	1,667	2,021		2,066	2,066
10-5510-44-6130	Retirement	-	-	-	% of Wages	-	-
10-5510-44-6131	PSPRS Retirement	26,954	21,486	32,677	% of Wages	35,655	35,655
10-5510-44-6134	STD/LTD Insurance	679	1,094	1,231	% of Wages	1,262	1,262
10-5510-44-6135	Health/Dental/Life Insurance	22,692	22,775	24,579	Premiums per plan elections	26,282	26,282
10-5510-44-6136	Workers Compensation Insurance	8,814	5,674	5,311	% of Wages	8,606	8,606
10-5510-44-6210	Printing/Office Supplies						
10-5510-44-6212	Postage	96	500	500		500	
					Found Property Returns		500
10-5510-44-6213	Telephone	1,894	1,788	1,320			
					Detective Cell Phone Upgrades	1,760	1,320
							440
10-5510-44-6215	Gas & Oil	7,471	8,248	8,248			
					Gasoline @ \$4 per gallon	8,248	8,248
10-5510-44-6233	Equipment & Other Rental						
10-5510-44-6241	Automobile Expense	4,538	2,100	2,100		2,100	
					Investigations		2,100
10-5510-44-6243	Spec Supplies/Safety Equip/Emg	5,022	5,440	4,260		4,160	
					Drug Test Kits		200
					Evidence Supplies		1,700

**CITY OF SEDONA
ADOPTED 2015-2016 BUDGET
GENERAL FUND DEPARTMENTS**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amounts
					Nitrile Gloves		500
					DNA Kits - restocking supply		40
					Latent Fingerprint Kits/Supplies		340
					Digital cameras for patrol officers		600
					Digital recorders for patrol officers		480
					Drying cabinet filters - replacement cycle 2 years		-
					Air Filtration filters (property room) - replacement cycle 2 years		-
					Increased costs of evidence supplies		300
10-5510-44-6703	Dues/Subscriptions/License	3,966	4,088	4,028		4,038	
					Experian (Credit checks & monthly fees)		350
					RMIN		150
					Accurint		700
					Stericycle - biological disposal (rate increase)		440
					Leads OnLine		2,238
					IAPE - International Assoc Property / Evidence		50
					IAFCI -International Assoc of Finance Crime Investigators		100
					Increase IAFCI Membership		10
10-5510-44-6705	Public Information Program	-	1,200	1,200		1,200	
					Sex Offender Notification Flyers/postage		1,200
10-5510-44-6709	Miscellaneous	220	644	600		600	
					Subpeona/Preindictment Charges		600
10-5510-44-6720	Community Service Contracts	5,000	5,000	5,000		16,000	
					TIP contract		2,500
					YFAC contract		2,500
					Verde Valley Sanctuary - new contract		5,000
					Northern Arizona Restorative Justice - new contract		6,000

**CITY OF SEDONA
ADOPTED 2015-2016 BUDGET
GENERAL FUND DEPARTMENTS**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amounts
10-5510-44-6840	Motor Vehicles	33,200	40,000	-		45,000	
					Replacement of detective vehicle		45,000
	Subtotal Police Investigations	\$ 270,295	\$ 238,560	\$ 228,385		\$ 296,856	\$ 296,856
Police Department							
Communications							
10-5510-45-6005	Salary & Wages	291,517	300,982	308,926		339,835	339,835
10-5510-45-6005	Salary & Wages						
10-5510-45-6006	Overtime	29,416	36,384	30,193		12,667	12,667
10-5510-45-6010	Temp/Part-Time Wages						
10-5510-45-6046	Employee Benefits						
10-5510-45-6045	Uniform Allowance	3,167	3,000	3,960		6,370	6,370
10-5510-45-6125	Direct Payroll Costs	23,843	25,809	24,059		28,190	28,190
10-5510-45-6130	Retirement	36,400	38,122	36,750	% of Wages	42,707	42,707
10-5510-45-6131	PSPRS Retirement	-					
10-5510-45-6134	STD/LTD Insurance	1,655	2,410	1,087	% of Wages	1,223	1,223
10-5510-45-6135	Health/Dental/Life Insurance	66,818	66,622	81,911	Premiums per plan elections	88,843	88,843
10-5510-45-6136	Workers Compensation Insurance	1,226	938	725	% of Wages	1,282	1,282
10-5510-45-6141	Employee Exams	329	660	660	2 Civilian Physicals @ 180 2 Civilian Polygraphs @ 150	710	360 300
					Increase in fee for polygraph exam		50
10-5510-45-6213	Telephone			300	Tech Services Supervisor Cell Phone	300	300
10-5510-45-6214	Uniform Expenses						
10-5510-45-6235	Equipment Repair	20,749	21,000	31,000	Generator (Includes Misc Supplies)	36,944	1,000
					Increase in Radio Service Contract per IGA - 3 yr graduated amt		4,944
					Radio Service Contract Repair Cost for Generator		30,000 1,000
10-5510-45-6249	Radio & Phone Equip-Non Capita	1,684	1,622	910		1,110	
					Headsets Wireless / battery interface		400 500

**CITY OF SEDONA
ADOPTED 2015-2016 BUDGET
GENERAL FUND DEPARTMENTS**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amounts
					Rechargeable batteries for headsets		210
10-5510-45-6703	Dues/Subscriptions/License	1,430	1,952	1,706			
					9-1-1 Magazine	1,706	30
					NENA		564
					APCO (Supervisor only)		92
					Language Line		1,020
10-5510-45-6732	Office Maintenance						
10-5510-45-6849	Telephone & Radio Equipment	-	4,000	-			
Subtotal Police Communications		\$ 478,234	\$ 503,501	\$ 522,187		\$ 561,887	\$ 561,887
Police Department							
Animal Control							
10-5510-46-6005	Salary & Wages	36,342	38,804	38,562		-	-
10-5510-46-6006	Overtime	177	2,798	-		-	-
10-5510-46-6010	Temp/Part-Time Wages					23,374	23,374
10-5510-46-6046	Employee Benefits					-	-
10-5510-46-6045	Uniform Allowance	960	960	960		960	960
10-5510-46-6125	Direct Payroll Costs	3,101	3,183	3,142		1,917	1,917
10-5510-46-6130	Retirement	4,030	4,701	4,764	% of Wages	2,874	2,874
10-5510-46-6131	PSPRS Retirement					-	-
10-5510-46-6134	STD/LTD Insurance	213	309	139	% of Wages	84	84
10-5510-46-6135	Health/Dental/Life Insurance	11,726	11,833	12,657	Premiums per plan election	-	-
10-5510-46-6136	Workers Compensation Insurance	1,387	1,012	1,689	% of Wages	827	827
10-5510-46-6210	Printing/Office Supplies						
10-5510-46-6212	Postage	24	500	500		500	
					Rabies Head Shipping to State Lab		500
10-5510-46-6213	Telephone	313	288	300		360	
					ACO Cell Phone		360
10-5510-46-6215	Gas & Oil	1,510	3,000	3,000		3,000	
							3,000
10-5510-46-6241	Automobile Expense	1,162	1,500	1,500		1,500	
					Basic maintenance		1,500
10-5510-46-6243	Spec Supplies/Safety Equip/Emg	422	500	500		500	
					ACO supplies: traps, catch poles, snake containers, etc		500
10-5510-46-6703	Dues/Subscriptions/License	-	60	60		60	

**CITY OF SEDONA
ADOPTED 2015-2016 BUDGET
GENERAL FUND DEPARTMENTS**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amounts
					ARACEAA - Assoc of Rabies Animal Control Enforcement Agents of AZ		25
					NACA - Natl Animal Control Assoc		35
10-5510-46-6709	Miscellaneous	-	1,000	1,000		1,000	
					Animal charges, vet, etc		1,000
Subtotal Police Animal Control		\$ 61,367	\$ 70,448	\$ 68,773		\$ 36,956	\$ 36,956

Police Department

School Resource Officer

10-5510-47-6005	Salary & Wages			-	Accounted for in Program 43	-	-
10-5510-47-6046	Employee Benefits				Accounted for in Program 43	-	-
10-5510-47-6045	Uniform Allowance				Accounted for in Program 43	-	-
10-5510-47-6125	Direct Payroll Costs				Accounted for in Program 43	-	-
10-5510-47-6131	PSPRS Retirement				Accounted for in Program 43	-	-
10-5510-47-6134	STD/LTD Insurance				Accounted for in Program 43	-	-
10-5510-47-6135	Health/Dental/Life Insurance				Accounted for in Program 43	-	-
10-5510-47-6136	Workers Compensation Insurance				Accounted for in Program 43	-	-
10-5510-47-6210	Printing/Office Supplies					-	-
10-5510-47-6213	Telephone	264	288	300		300	-
					SRO Cell Phone		300
10-5510-47-6215	Gas & Oil	2,881	3,000	3,000		3,000	-
					Gasoline		3,000
10-5510-47-6241	Automobile Expense	32	1,000	1,000		1,000	-
					SR Officer Vehicle - five year old vehicle		1,000
10-5510-47-6243	Spec Supplies/Safety Equip/Emg					-	-
10-5510-47-6703	Dues/Subscriptions/License	-	65	65		65	-
					AZSRO		25
					NASRO		40
Subtotal Police School Resource Officer		\$ 3,177	\$ 4,353	\$ 4,365		\$ 4,365	\$ 4,365

Police Department

S.T.E.P.

10-5510-81-6005	Salary & Wages	55,982	53,093	54,704		56,618	56,618
10-5510-81-6006	Overtime	15,967	4,969	5,470		5,662	5,662

**CITY OF SEDONA
ADOPTED 2015-2016 BUDGET
GENERAL FUND DEPARTMENTS**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amounts
10-5510-81-6010	Temp/Part-Time Wages	14,978	44,994	22,200		-	-
10-5510-81-6046	Employee Benefits	-				-	-
10-5510-81-6045	Uniform Allowance	960	960	960		960	960
10-5510-81-6125	Direct Payroll Costs	2,084	4,284	2,617		-	-
10-5510-81-6130	Retirement	-		-		948	948
10-5510-81-6131	PSPRS Retirement	13,250	10,853	14,843	% of Wages	16,357	16,357
10-5510-81-6134	STD/LTD Insurance	321	520	558	% of Wages	577	577
10-5510-81-6135	Health/Dental/Life Insurance	7,645	7,412	8,277	Premiums per plan elections	8,191	8,191
10-5510-81-6136	Workers Compensation Insurance	4,418	5,088	3,368	% of Wages	3,898	3,898
10-5510-81-6215	Gas & Oil	-				-	-
10-5510-81-6241	Automobile Expense					-	-
10-5510-81-6243	Spec Supplies/Safety Equip/Emg	348	11,400	10,900		10,900	
					DRE / Intoxilyzer supplies		400
					Phlebotomy supplies		500
					STEP Misc supplies (traffic investigations)		10,000
10-5510-81-6709	Miscellaneous	1,057	1,500	1,500		1,500	
					Blood draws at the ER		1,500
Subtotal Police S.T.E.P.		\$ 117,010	\$ 145,073	\$ 125,397		\$ 105,611	\$ 105,611
Total Police Department		\$ 3,226,599	\$ 3,517,752	\$ 3,756,494		\$ 3,946,488	\$ 3,946,488

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.

2015-2016 OBJECTIVES

- Continue to reduce the number of outstanding warrants.
- Improve payment collections on outstanding receivables.
- Improve the Court's professional appearance through replacement of old furniture and accessories and designing a more efficient work environment.

2014-2015 ACCOMPLISHMENTS

While remaining separate and independent branches of government, the Court and the City Attorney's Office through the new City Prosecutor have worked to more efficiently resolve pending criminal cases from the pretrial stage to the sentencing stage. The effect of implementing more streamlined procedures results in reduced court appearances by the parties.

Did You Know?

Overview of cases filed with Court (approximate):

7/1/13 – 3/11/14

Criminal 98; Criminal Traffic and Civil Traffic 639;
Parking 120; Injunctions against Harassment 16;
Orders of Protection 13

7/1/14 – 3/11/15

Criminal 55; Criminal Traffic and Civil Traffic 1051;
Parking 104; Injunctions against Harassment 35;
Orders of Protection 10

SIGNIFICANT CHANGES

The Court is now fully staffed. The staff continues to increase their knowledge through training and experience.

**CITY OF SEDONA
ADOPTED 2015-2016 BUDGET
GENERAL FUND DEPARTMENTS**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amounts
Municipal Court							
10-5520-01-6005	Salary & Wages	165,815	191,959	172,581		115,419	115,419
10-5520-01-6006	Overtime	81	-	-		-	-
10-5520-01-6010	Temp/Part-Time Wages	4,661	16,097	10,000		66,468	66,468
10-5520-01-6046	Employee Benefits	1,100	720	-		1,200	1,200
10-5520-01-6125	Direct Payroll Costs	12,598	15,916	14,354	% of Wages	14,361	14,361
10-5520-01-6130	Retirement	17,273	21,691	19,381	% of Wages	19,654	19,654
10-5520-01-6134	STD/LTD Insurance	776	1,317	621	% of Wages	633	633
10-5520-01-6135	Health/Dental/Life Insurance	37,164	22,916	41,892	Premiums per plan elections	47,495	47,495
10-5520-01-6136	Workers Compensation Insurance	218	578	402	% of Wages	629	629
10-5520-01-6210	Printing/Office Supplies						
10-5520-01-6215	Gas & Oil						
10-5520-01-6225	Service Charges			-			
10-5520-01-6244	Office Furniture - Non Capital						
10-5520-01-6405	Professional Services	4,349	3,000	-	Interpreters;	3,000	
					Reduce expenses based on history		3,000
10-5520-01-6436	Software Update	6,000	7,250	7,250		7,250	
					Lease payments on 5 computers, 1 laptop; 1 printer		7,250
10-5520-01-6450	Legal Fees/Settlements/Deductibles	19,840	29,000	29,000		25,000	
					Split between two contracted attorneys		29,000
					Reduce expenses based on history		(4,000)
10-5520-01-6703	Dues/Subscriptions/License	1,246	1,600	1,600		1,600	
					Lexus Nexis increases		1,600
10-5520-01-6712	Jury Remunerations			300		300	-
							300
10-5520-01-6730	Maint & Improvement						
10-5520-01-6750	Training/Staff Development			2,500		2,500	2,500
10-5520-01-6846	Computer Hardware - Court						
Subtotal Municipal Court							
	Administration	\$ 271,121	\$ 312,044	\$ 299,881		\$ 305,509	\$ 305,509

SPECIAL REVENUE FUND – STREETS MAINTENANCE DIVISION AND GRANTS

DEPARTMENT DESCRIPTION

The Streets Maintenance Division maintains City roadways, sidewalks, street signage, pedestrian and road lighting, traffic signals, landscaping and street sweeping on SR 89A and SR 179. The Special Revenue portion of the Streets Division uses dedicated funding (HURF) to pay for street re-paving projects and is required to be separated for financial record-keeping purposes. For that reason, these expenses are not included in the General Fund Public Works Department detail.

This fund also includes the City's accounting of any grants, which are also required to be separated from the General Fund. Grants budget detail is provided by program area. Individual grants vary year to year.

The PANT fund includes ongoing grant funding for police personnel to participate in a regional anti-drug task force.

2015-2016 OBJECTIVES

- Establish a level of annual road rehabilitation that can be sustained with ongoing revenues in lieu of the utilization of reserve funds.
- Continued development of Uptown Maintenance Program.

2014-2015 ACCOMPLISHMENTS

- ✓ Milled and overlaid Mystic Hills Subdivision, Chapel Road, Airport Road and Jordan Road.
- ✓ Sponsored a Community Clean-Up Event, for fire abatement and pre-monsoon drainage cleanup, which successfully collected over 250 cubic yards of slash and trimmings.

SIGNIFICANT CHANGES

- The FY 2016 budget continues with a more moderate rate of road rehabilitation than was completed in FY 2013, FY 2014 and FY 2015.

WORKLOAD INDICATORS

Workload Indicators	FY 11-12 Actual	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Estimate	FY 15-16 Projected
Miles of road paved	4.75	5.0	2.24	0.80	1.0
Right of Way Permits issued	123	190	191	185	190
Miles of streets	110	110	110	110	110

PERFORMANCE MEASURES

Performance Measures	FY 11-12 Actual	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Estimate	FY 15-16 Projected
Pave a minimum of 3 miles of road per year	yes	yes	no	no	no
Days of lost time injuries	78	0	0	0	0
Miles of drainage ditches cleaned (centerline miles)	4.78	0.70	2.16	2.0	2.50

**CITY OF SEDONA
ADOPTED 2015-2016 BUDGET
DEPARTMENT LINE ITEM DETAIL - STREETS FUND**

Account Number	Account Description	FY 2014 Actual	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amount
<u>Administration</u>							
11-5320-01-6141	Employee Exams	-	60	-	HR expenses for all employee exams - confirmed by VE.	-	-
11-5320-01-6213	Telephone	2,724	2,200	2,940		3,108	
					Cell phone coverage - 7 phones		2,940
					INCREASE: cell phone service increased from \$35/mo to \$37/mo for 7 phones		168
11-5320-01-6214	Uniform Expenses	1,059	1,925	2,100		2,520	
					For Maintenance Management: VE, PG, JH - winter jackets to be replaced in FY 16/17		-
					For Maintenance Management: VE, PG, JH - Work Shirts - 6 shirts @ \$40 each - 3 @ 240 per person - every year		300
					For Maintenance Management: VE, PG, JH - steel toed boots to be replaced in FY 16/17		-
					INCREASE: Net increase to cover all management uniforms		420
					Uniform allowance: work shirts, work hats, work jackets, work pants: EA, WB, RR - 3 @ \$350 per person - every year		1,050
					Work Crew steel toed boots - 3 @ \$175 per person - every year		525
					Work Crew winter jackets - 3 @ \$75 per person - every year		225
11-5320-01-6215	Gas & Oil	15,133	12,980	12,980		17,307	

**CITY OF SEDONA
ADOPTED 2015-2016 BUDGET
DEPARTMENT LINE ITEM DETAIL - STREETS FUND**

Account Number	Account Description	FY 2014 Actual	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amount
					Fuel for 4 Street Vehicles (\$4327 per vehicle) - 2013 Ford F250 4X4 - 2012 Dodge 3500 4X4 Dump Truck - 2003 Dodge Ram 4X4 1/2 Ton Pickup - 2008 Ford F-150 Ext-Cab		12,980
					INCREASE: Reallocated one vehicle to this department		4,327
11-5320-01-6233	Equipment & Other Rental	1,120	1,670	1,670		10,070	
					Rental of task-related equipment (jack hammer, dollies, saws, welding torch)		1,670
					INCREASE: Rental of Red Wood Chipper for Christmas Trees \$2400 / Yard Clean-up \$3600 / Dead Tree Removal \$2400. This expense will be eliminated if Decision Paper for Wood Chipper is approved.		8,400
11-5320-01-6235	Equipment Repair	3,298	3,350	3,350		5,000	
					Maintenance of tractor, scissor lift, emergency response trailer and landscaping trailer. Annual inspection for scissor lift.		3,350
					INCREASE: due to equipment age		1,650
11-5320-01-6241	Automobile Expense	9,520	16,000	18,000		18,000	
					Maintenance of Vactor Truck; Share cost with Wastewater Division		10,000
					Maintenance on 4 vehicles - \$4500/vehicle - 2013 Ford F250 4x4, 2012 Dodge 3500 4x4 Dump Truck, 2008 Ford F-150 Ext-Cab, 2003 Dodge Ram 4x4 1/2 ton pick-up		8,000
11-5320-01-6243	Spec Supplies/Safety Equip/Emg	1,341	1,080	1,440		1,440	

**CITY OF SEDONA
ADOPTED 2015-2016 BUDGET
DEPARTMENT LINE ITEM DETAIL - STREETS FUND**

Account Number	Account Description	FY 2014 Actual	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amount
					Personal Protection Equipment requirements: gloves, dust masks, respirators, safety glasses, safety vests for 3 employees x approx \$32/mo (EA, WB, RR, VE, JH, PG)		1,440
11-5320-01-6248	Machinery & Equipment-Non Capi	6,244	5,000	5,000		5,000	
11-5320-01-6272	Materials	-	-	10,000	Replacement of small equipment, sprayers, blowers, weed eaters.	10,000	5,000
					Materials (sand for sandbags, sandbags, crack seal material, universal pothole material, cinders and salt)		10,000
11-5320-01-6407	Professional/Contracted Service	20,940	27,416	12,416		15,000	
					Surveying & Engineering Design Service		12,416
					INCREASE: unforeseen issues related to drainage, ADA compliance and Blue Stakes or ADA compliance issues and Blue Stakes		2,584
11-5320-01-6530	Utilities	2,634	8,925	8,925		-	
					TRANSFER OUT: Ped lights for Uptown and SR 179 to 11-5320-73-6530 (\$8925)		-
11-5320-01-6540	Solid Waste / Recycling	2,215	5,300	5,300		5,300	
11-5320-01-6703	Dues/Subscriptions/License	531	375	375	Waste dumpster for events such as Firewise and Community Clean-Ups		5,300
						375	
11-5320-01-6765	Administrative & Storage Yard	3,600	7,200	-	IMSA membership renewals for JH and DP - continuing certification, ATSSA membership for AM		375
						-	

**CITY OF SEDONA
ADOPTED 2015-2016 BUDGET
DEPARTMENT LINE ITEM DETAIL - STREETS FUND**

Account Number	Account Description	FY 2014 Actual	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amount
11-5320-01-6840	Motor Vehicles	60,537	60,600	82,200		30,200	
					Carry forward of FY 2015 Replacement Vehicle 2005 Ford F250		30,200
11-5320-01-6848	Machinery & Equipment				DECISION PAPER: Purchase of Wood Chipper \$40,000 - For use in Christmas Tree Recycling \$2400 / Yard Clean up \$3600 / Dead Tree Removal \$2400	-	-
					DECISION PAPER: Purchase of Snow Plow Blade \$10,000 - For use with current vehicles to increase ability of immediate response during snow emergencies		-
Subtotal Streets Administration		\$ 130,896	\$ 154,081	\$ 166,696		\$ 123,320	\$ 123,320
Streets Rehabilitation							
11-5320-52-6705	Public Info Prgrm - Streets					-	-
11-5320-52-6766	Right-Of-Way Maintenance	15,670	20,000	20,000		20,000	
					Right of Way Maintenance: Pothole filling, re-establishing road shoulders, UNSCHEDULED - Service Contracts for larger projects that cannot be handled in-house		20,000
11-5320-52-6768	Drainage Rehabilitation	-				-	
11-5320-52-6770	Road Rehabilitation	883,912	1,011,519			146,774	

**CITY OF SEDONA
ADOPTED 2015-2016 BUDGET
DEPARTMENT LINE ITEM DETAIL - STREETS FUND**

Account Number	Account Description	FY 2014 Actual	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amount
					FY 14/15 - All Scheduled under CIP - Completed Airport Road (project was moved up due to safety issues). Began Jordan Road Uptown Paving		-
					TRANSFER FROM: Pavement Preservation 11-5320-52-6773 - FY 15/16 - Complete Jordan Road Uptown Paving, Sugarloaf Drive, Mormon Hill Rd, and Sedona Vista Drive.		146,774
11-5320-52-6771	Drainage Maintenance	250,546	315,000	255,000		255,000	
					Pre-Monsoon Maintenance Program Target areas: Coffee Pot Drive, Coffee Pot Subdivision, Northview Subdivision, Brewer Road, Andante, and Thunder Mountain		255,000
					Pre-Monsoon Maintenance Program was a FY 12/13 Decision Package and is a four-year program.		-
					Staffing -\$5671; repair cost - \$41,630; debris pick-up - \$135; mailings - \$0		-
					FY 12/13 Costs were \$50,000		-
					FY 13/14 Costs were \$47,436		-
					FY 14/15 Costs were \$50,000.00		-
					FY 15/16 Costs estimated at \$50,000.00		-
11-5320-52-6773	Pavement Preservation	129,741	308,000	371,774		375,000	

**CITY OF SEDONA
ADOPTED 2015-2016 BUDGET
DEPARTMENT LINE ITEM DETAIL - STREETS FUND**

Account Number	Account Description	FY 2014 Actual	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amount
					Pavement preservation is required by contract - work is performed in spring/early summer when temperatures are appropriate. Increased because of enhanced paving schedule		-
					TRANSFER TO: Road Rehabilitation 11-5320-52-6770 (\$146,774)		-
					FY 15/16 Projects: Mystic Hills Subdivision and Chapel Road (East of 179) and Airport Road		225,000
					CARRYFORWARD: FY15 Projects		150,000
11-5320-52-6815	Roundabouts/Intersections/Traffic & Street Lights						
	Subtotal Streets Rehabilitation	\$ 1,279,869	\$ 1,654,519	\$ 646,774		\$ 796,774	\$ 796,774
ROW Maintenance							
11-5320-54-6243	Spec Supplies/Safety Equip/Emg			-			-
11-5320-54-6405	Professional Services	5,801	5,800	20,800			-
					TRANSFER TO: ROW Maintenance 11-5320-54-6766 (\$20,800)		-
11-5320-54-6530	Utilities	42,565	50,050	50,050		50,050	
					Landscaping irrigation water - Service from AZ Water and Oak Creek Water		50,050
11-5320-54-6737	Landscaping/Materials/Supplies	10,185	10,000	10,000		10,000	

**CITY OF SEDONA
ADOPTED 2015-2016 BUDGET
DEPARTMENT LINE ITEM DETAIL - STREETS FUND**

Account Number	Account Description	FY 2014 Actual	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amount
11-5320-54-6766	Right-Of-Way Maintenance	180,926	189,939	218,732	Landscaping Supplies - Such as: Landscape rock, Geo fabric, valves, pipe, tubing, fittings, solar components	166,532	10,000
					Concrete work, sinkhole repairs, tree and brush removal & dumpster haul-off, wall repair, ROW mowing		65,000
					DECREASE: Power Wash Uptown sidewalks every month - Power Washer purchased in FY 14/15 (\$21,000)		-
					2 Bus Stop shelters - These are required because City purchased shelters using federal funds; therefore, shelters must be installed or funds refunded		40,000
					Graffiti removal on SR179 walls		2,500
					Sweeping contract. Street Sweeping Services SR89A, SR179 and bike lanes once per month, side streets 4 times per year		29,232
					ROW wall repair and maintenance. SR 89A, Sedona Summit - between Bristlecone Pines & Cultural Park Place.		9,000
					TRANSFER TO 11-5320-54-6814 Sidewalks/ADA Modifications (\$22,000)		-
					TRANSFER TO 11-5320-54-6814 Sidewalks/ADA Modifications (\$30,000)		-

**CITY OF SEDONA
ADOPTED 2015-2016 BUDGET
DEPARTMENT LINE ITEM DETAIL - STREETS FUND**

Account Number	Account Description	FY 2014 Actual	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amount
					TRANSFER FROM 11-5320-54-6405 - Backflow preventor testing		800
					TRANSFER FROM 11-5320-54-6405 - Contract weed control, pre-emergent, and post emergent herbicide service needed for ADOT ROW 89A & 179 landscape areas for weed control. If Decision Paper for new hire is approved, this expense will become \$5000.		20,000
11-5320-54-6814	Sidewalks/Ada Modifications					52,000	
					TRANSFER FROM 11-5320-54-6766 Right of Way Maintenance - ADOT permit for bus stops requires that landing areas be ADA compliant. Some concrete work will be required for this and sidewalk rework		30,000
					TRANSFER FROM 11-5320-54-6766 Right of Way Maintenance - Sidewalk maintenance on SR89A, SR179 and side streets (heaved and cracked sidewalks present a trip hazard)		22,000
11-5320-54-6840	Motor Vehicles	31,719	35,000	-		35,000	
					DECISION PAPER: Replacement of 2003 Dodge 1500 Crew Cab		35,000
	Subtotal Streets ROW Maintenance	\$ 271,196	\$ 290,789	\$ 299,582		\$ 313,582	\$ 313,582
	Subtotal Landscaping (no longer used)	\$ -	\$ -	\$ -		\$ -	\$ -
	Traffic						
11-5320-73-6220	Special Supplies	2,000	2,000	2,000	Traffic Supplies - For Example - 2 Traffic Counters	2,000	2,000

**CITY OF SEDONA
ADOPTED 2015-2016 BUDGET
DEPARTMENT LINE ITEM DETAIL - STREETS FUND**

Account Number	Account Description	FY 2014 Actual	FY 2014 Budget	2015 Adopted Budget	2016 Detail Description	2016 Adopted Budget	2016 Detail Amount
11-5320-73-6530	Utilities	35,267	35,175	35,175		44,100	
					SR179 Roundabout lights		8,400
					Back O'Beyond Roundabout Lights		1,575
					Uptown Crosswalk		1,050
					Street Lights on SR179		9,450
					Traffic Signal Utilities: Total of 10		14,700
					TRANSFER FROM: Utilities 11-5320-01-6530 Pedestrian Lights		8,925
11-5320-73-6762	Disaster/Emergency Account		-	-		-	
						-	
11-5320-73-6766	Right-Of-Way Maintenance	14,492	13,384	8,784		8,784	
					Traffic Signal Maintenance contract \$970/mo x 2 - Annual Service Contract		1,940
					Traffic Signal Maintenance emergency call out (2 calls/8hrs@\$115.25/hr)		6,844
11-5320-73-6767	Traffic Control	53,240	81,129	81,129		81,129	
					Striping Contract; Bid item based on IGA with ADOT		51,129
					Signs, posts, hardware, paint, thermoplastic, vertical panels, Type 2 Barricades, traffic cones, water barriers and intersection signing for SR89A (6 intersections/2 signs each)		30,000
11-5320-73-6769	Storm Emergencies	12,381	35,000	35,000		35,000	
					Storm Emergencies - Such as ice removal		35,000
	Subtotal Traffic	\$ 117,380	\$ 166,688	\$ 162,088		\$ 171,013	\$ 171,013
	TOTAL STREETS FUND	\$ 1,799,341	\$ 2,266,077	\$ 1,275,140		\$ 1,404,689	\$ 1,404,689

GRANTS FUND

Account Number	Fund	Dept	Prog	Object	Account Description	FY15	FY15	FY16
						Estimated Actuals	Adopted Budget	Adopted Budget
16-5242-00-6709	16	5242	00	6709	Miscellaneous - Military Park	\$0	\$0	\$3,500
16-5242-00-6718	16	5242	00	6718	Donations/Contributions	\$8,500	\$60,000	\$50,000
16-5242-00-6786	16	5242	00	6786	Anti Work Task Force	\$860	\$5,000	\$8,580
16-5242-00-6857	16	5242	00	6857	Improvements - City Owned Property	\$20,000	\$30,000	\$36,669
16-5242-00-6858	16	5242	00	6858	Wetlands Recreation Projects	\$41,000	\$39,205	\$100,000
		5242 Total				\$70,360	\$134,205	\$198,749
16-5245-00-6626	16	5245	00	6626	Federal/State/County Funding	\$0	\$0	\$0
		5245 Total				\$0	\$0	\$0
16-5310-00-6630	16	5310	00	6630	CDBG Grant Administration	\$0	\$0	\$50,000
16-5310-00-6631	16	5310	00	6631	CDBG - Early Bird Grants	\$0	\$0	\$0
16-5310-00-6632	16	5310	00	6632	Historic Preservation Grant	\$0	\$0	\$49,000
16-5310-00-6633	16	5310	00	6633	Growing Smarter Grant	\$0	\$0	\$0
16-5310-00-6709	16	5310	00	6709	Miscellaneous	\$0	\$245,000	\$100,000
16-5310-00-6890	16	5310	00	6890	Land Acquisition	\$0	\$0	\$0
		5310 Total				\$0	\$245,000	\$199,000
16-5320-00-6256	16	5320	00	6256	Wwt Plant Maintenance/Repairs	\$0	\$0	\$0
16-5320-00-6628	16	5320	00	6628	HSIP GRANT	\$0	\$0	\$0
16-5320-00-6709	16	5320	00	6709	Miscellaneous	-\$2,652	\$0	\$25,000
16-5320-00-6775	16	5320	00	6775	Storm Drainage	\$0	\$0	\$0
16-5320-00-6820	16	5320	00	6820	Drainage Projects	\$0	\$0	\$0
		5320 Total				-\$2,652	\$0	\$25,000
16-5510-00-6650	16	5510	00	6650	Volunteer Donations	\$0	\$0	\$5,000
16-5510-00-6651	16	5510	00	6651	Canine Grant Funds	\$2,500	\$5,500	\$7,000
16-5510-00-6654	16	5510	00	6654	R.I.C.O. Funds/Yavapai County	\$41,000	\$125,000	\$125,000
16-5510-00-6655	16	5510	00	6655	Gov. Office Of Hwy Safety Grants	\$20,000	\$50,000	\$50,000
16-5510-00-6657	16	5510	00	6657	DUI Abatement	\$0	\$10,000	\$10,000
16-5510-00-6709	16	5510	00	6709	Miscellaneous	\$0	\$0	\$0
16-5510-00-6718	16	5510	00	6718	Donations/Contributions	\$0	\$10,000	\$50,000
		5510 Total				\$63,500	\$200,500	\$247,000
	16 Total					\$131,208	\$579,705	\$669,749

DEPARTMENT DESCRIPTION

The Wastewater Department collects domestic sewage and conveys it through a wastewater collection system comprised of sewer pipes and lift stations to the Wastewater Reclamation Plant (WRP) for treatment. The collection system has 17 lift stations and 166 miles of sewer pipes. The Department provides service to about 65 percent of the City's urbanized area.

The wastewater treatment process consists of primary, secondary, tertiary, and disinfection treatment. Primary treatment is comprised of bar screens and grit removal. Secondary treatment involves activated sludge treatment with nitrification and denitrification. The tertiary treatment sandfilters polish the treated wastewater, and disinfection is attained through ultra violet irradiation. Effluent disposal is achieved through spray irrigation onto City property and wetlands ponds for evapotranspiration (intake by native plants and evaporation back into the environment).

MISSION STATEMENT

The mission of the Wastewater Department is to protect public health and safety by providing professional and efficient maintenance and operation of the wastewater system in a manner that takes into account the requirements of the Arizona Department of Environmental Quality, the direction of the City Manager, the City Council, and the desires of the citizens of Sedona, as well as the professional standards governing wastewater system operations.

2015-2016 OBJECTIVES

- Continue sewer line cleaning and videoing.
- Perform repairs as a result of deficiencies found during sewer line videoing.
- Continue to provide input to Community Development Engineer Division on Plant Upgrade and Injection Well projects.
- Provide information on the Wastewater Department page regarding how citizens can help the wastewater system operation
- Improve community outreach using tours and City website

Did you know?

Flushable is not the same as dispersible. Flushable means the wipe will go down the toilet. But if it is a nonwoven fabric it may not disintegrate in wastewater. Dispersible is about the ability to quickly disintegrate in water. Many paper towels, baby, cosmetic, and cleaning wipes, unlike toilet paper, are not dispersible. These non-dispersibles contribute to clogging pumps in the wastewater system. It requires several hours to remove this debris so proper pump operation can be restored.

Learn More at : <http://news.wef.org/stop-dont-flush-that/>

2014-2015 ACCOMPLISHMENTS

- ✓ The Dells Land Use Group worked to develop conceptual land use ideas for approximately 200 acres of plant land that would not need to be irrigated when injection wells are installed.
- ✓ Auctioned various equipment, debris and unneeded vehicles receiving \$7,980.00
- ✓ Worked with Community Development Engineering Division to review develop plans for improvements to plant
- ✓ Installed fencing along perimeter of Sedona Wetlands Preserve
- ✓ Conducted tests to determine levels of various contaminants of emerging concern (CEC) in City's treated wastewater.
- ✓ Completed Arc Flash Analysis and system facilities labeling for both Collection System and Plant.
- ✓ Completed video inspection of about 140,000 feet of sewer line.
- ✓ Received an amended Aquifer Protection Permit (APP) for plant upgrades and a renewal of temporary well permit
- ✓ Received Award of Merit from Arizona Forward for Sedona Wetlands Preserve

SIGNIFICANT CHANGES

- Wastewater Operations became a separate Department as part of a City reorganization.

WORKLOAD INDICATORS

Workload Indicators	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Estimated	FY 15 – 16 Anticipated
Treat Raw Sewage to Meet or Exceed Permit Requirements given average daily flow (MGD)	1.128	1.141	1.150	1.25
Disposal of Treated Effluent annually (gallons) in Irrigation areas and Wetlands as to not use the Emergency Reservoir	384,613,961	380,000,000	380,000,000	360,000,000
Overall Cleaning and Inspection of entire Sewer Collection System (878,683ft.) once every 5 years.	50,000	100,000	140,000	160,000

PERFORMANCE MEASURES

Performance Measures	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Estimate	FY 15 – 16 Anticipated
To have 3 or less Sanitary Sewer Overflows	2	3	3	3
To have less than Sewer 1 Line Blockage Claims	1	1	2	2
To have less than 2 ADEQ permit violations	2	2	4	2
To maintain Plant Power Usage (kWh) maintain 2,290,000 kWh (plant is being upgraded)	2,114,880	2,224,400	2,280,000	2,290,000
To have minimal safety accidents	1	3	1	1
To have no accidents resulting in lost time or injury	0	0	0	0

**CITY OF SEDONA
2015-2016 ADOPTED BUDGET
WASTEWATER FUND**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	Detail Description	2016 Adopted Budget	2016 Detail Amount
<u>Plant Administration</u>							
59-5250-01-6009	Special Pay		(41,570)	(45,000)		(75,000)	(75,000)
59-5250-01-6005	Salary & Wages	211,496	201,657	214,117		188,540	188,540
59-5250-01-6006	Overtime	2,200		-		-	-
59-5250-01-6010	Temp Part-Time Wages	-	-	-		33,280	33,280
59-5250-01-6046	Employee Benefits			1,560	Allowances	2,160	2,160
59-5250-01-6125	Direct Payroll Costs	15,885	15,427	17,081	% of Wages	17,716	17,716
59-5250-01-6130	Retirement	23,698	22,788	25,901	% of Wages	26,563	26,563
59-5250-01-6134	STDLTD Insurance	1,559	1,313	771	% of Wages	799	799
59-5250-01-6135	HealthDentLife Insurance	40,720	34,594	49,517	Premiums per plan elections	46,128	46,128
59-5250-01-6136	Workers Compensation Insurance	5,031	6,106	7,366	% of Wages	8,762	8,762
59-5250-01-6141	Employee Exams		-	-		-	-
					Decrease due to administration not being fit-tested.		-
59-5250-01-6210	Printing/Office Supplies	654	1,000	1,000		1,000	
					WW Drinking Water		1,000
59-5250-01-6213	Telephone	2,447	3,354	12,234		5,400	
					Network and Cell phones		5,400
59-5250-01-6215	Gas & Oil	3,212	2,200	2,900		-	
					WW Admin fuel		400
					Automatic Adjustment		(400)
59-5250-01-6220	Special Supplies	799	1,050	1,300		-	
59-5250-01-6241	Automobile Expense	1,176	2,000	2,200		-	
59-5250-01-6243	Spec Supplies/Safety Equip/Emg	693	1,025	1,025		-	
59-5250-01-6244	Office Furniture - Non Capital	-	-	150		-	
59-5250-01-6405	Professional Services	8,108	12,520	12,520		10,520	
					WW Maintenance/Janitorial		3,800
					WW Rodent/Pest Control		1,000
					WW Window Cleaning		720
					WW Building Maintenance		5,000
59-5250-01-6431	System Maintenance	600	600			-	
					Automatic Adjustment		600
					Decrease: Move to 6436 per JS		(600)
59-5250-01-6436	Software Update	-	-	-		-	
59-5250-01-6450	Legal Fees/Settlements/Deductibles	6,086	5,000	5,000		100,000	
					Legal Fees for SunEdison Issue		100,000
59-5250-01-6452	Recording Fees	10	150	150		-	

**CITY OF SEDONA
2015-2016 ADOPTED BUDGET
WASTEWATER FUND**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	Detail Description	2016 Adopted Budget	2016 Detail Amount
59-5250-01-6505	Rent	-	6,000	6,000		-	
59-5250-01-6703	Dues/Subscriptions/License	8	210	210		1,857	
					Northern Az Municipal Water Users Association City representative moved to WW		1,647
					WW Professional Memberships		210
59-5250-01-6736	Permit Fees	21,505	6,750	6,750		-	
59-5250-01-6750	Training/Staff Development			9,325		5,387	
					LOTO Training (WSS 4 hr \$950)		95
					Fall Protection Training (WSS 4 hr \$950) (Workplace Safety Specialist Inc.)		95
					Confined Space Entry Training (WSS 8 hr \$197)		197
					Increase 2016 Administrative Training/Seminars EH, CM		5,000
59-5250-01-6761	Spendable Contingency for System Maintenance & Repairs			120,000	Maintenance & Repairs	100,000	100,000
59-5250-01-6845	Office Equipment	-	-	-		-	
59-5250-01-6846	Computer Hardware	2,869	315	1,135		-	
59-5250-01-6925	Lease Purchase Payments	2,038	3,000	2,220		3,756	
					Xerox Lease		3,756
Subtotal Wastewater Plant							
	Administration \$	350,794	\$ 285,489	\$ 455,432		476,868	476,868
General Administration							
59-5250-02-6005	Salary & Wages	131,439	127,604	134,159		132,289	132,289
59-5250-02-6006	Overtime	2	-	-		-	-
59-5250-02-6010	Temp Part-Time Wages					8,704	8,704
59-5250-02-6046	Employee Benefits	-	2,928	3,160	Allowances	3,190	3,190
59-5250-02-6125	Direct Payroll Costs	8,772	9,762	10,780	% of Wages	11,442	11,442
59-5250-02-6130	Retirement	18,762	18,786	17,364	% of Wages	17,156	17,156
59-5250-02-6134	STDLTD Insurance	793	638	483	% of Wages	508	508
59-5250-02-6135	HealthDentLife Insurance	15,617	17,276	16,161	Premiums per plan elections	18,291	18,291
59-5250-02-6136	Workers Compensation Insurance	2,096	1,886	400	% of Wages	721	721
59-5250-02-6225	Service Charges	-	64,000	-		-	-

**CITY OF SEDONA
2015-2016 ADOPTED BUDGET
WASTEWATER FUND**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	Detail Description	2016 Adopted Budget	2016 Detail Amount
59-5250-02-6407	Professional/Contracted Servic	17,544	1,727	-		-	-
59-5250-02-6530	Utilities	-	-	-		-	-
59-5250-02-6533	Property & Casualty Insurance	-	62,500	57,500		62,500	
					Allocation from General Fund for all property and liability insurance		62,500
Subtotal Wastewater General Administration		\$ 195,025	\$ 307,107	\$ 240,007		254,801	254,801
WW Billing Administration							
59-5250-04-6005	Salary & Wages	145,341	154,384	158,594		167,806	167,806
59-5250-04-6006	Overtime	2,413		-		-	-
59-5250-04-6010	Temp Part-Time Wages	-		-		-	-
59-5250-04-6046	Employee Benefits	60	180	1,260	Allowances	1,260	1,260
59-5250-04-6125	Direct Payroll Costs	10,641	14,607	12,636	% of Wages	13,368	13,368
59-5250-04-6130	Retirement	15,062	16,535	19,161	% of Wages	20,044	20,044
59-5250-04-6134	STD/LTD Insurance	814	1,045	571	% of Wages	604	604
59-5250-04-6135	Health/Dent/Life Insurance	30,842	26,475	40,603	Premiums per plan elections	40,265	40,265
59-5250-04-6136	Workers Compensation Insurance	454	407	381	% of Wages	592	592
59-5250-04-6210	Printing/Office Supplies	-				-	-
59-5250-04-6212	Postage	30,000	40,000	42,000		44,000	
					Wastewater monthly bills and late notices		44,000
59-5250-04-6225	Service Charges	90,107	18,000	75,000		33,000	
					AZDOR TPT Charges & Transition costs		15,000
					Bank service fees, credit card fees		18,000
59-5250-04-6244	Office Furniture - Non Capital	-	500	-		-	-
59-5250-04-6407	Professional/Contracted Servic	34,691	14,000	14,500		41,500	
					30% of sales tax audits		27,000
					Wastewater monthly and late notices - AIS		14,500
59-5250-04-6436	Software Update	8,864	8,864	11,250		11,600	
					Cisco Network (WW portion)		1,600
					Springbrook (WW portion)		10,000
59-5250-04-6452	Recording Fees	290	500	-	Collections Liens and Releases for WW	500	500
59-5250-04-6455	Audit	13,183	20,000	18,000		16,000	
59-5250-04-6455	Audit				Financial Audit Services		16,000
59-5250-04-6703	Dues/Subscriptions/License	313	300	-		-	-
59-5250-04-6732	Office Maintenance	2,594	3,425	-		-	-
59-5250-04-6735	Water Conservation	1,050	-	-	Low-Flow Toilet Rebate Program	5,000	5,000

**CITY OF SEDONA
2015-2016 ADOPTED BUDGET
WASTEWATER FUND**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	Detail Description	2016 Adopted Budget	2016 Detail Amount
59-5250-04-6845	Office Equipment			5,000		-	
Subtotal Wastewater Billing							
	Administration	\$ 386,719	\$ 319,222	\$ 398,956		\$ 395,539	\$ 395,539
Debt Service							
59-5250-15-6902	Series 1998 Mpc Reve Bonds					-	-
59-5250-15-6903	Series 2004-2 (Ref)	3,130,000	3,130,000	-	per debt schedule	-	-
59-5250-15-6904	Series 2005 (Ref 1998)			-		-	-
59-5250-15-6905	Series 2007 - Ww & Capital	945,000	945,000	985,000	per debt schedule	1,020,000	1,020,000
59-5250-15-6906	Series 2012 - Ref 1998					-	-
59-5250-15-6907	Series 2014 Ref (Principal)			2,790,000	per debt schedule	3,555,000	3,555,000
59-5250-15-6908	Series 2015 Ref (Principal)				per debt schedule	170,000	170,000
59-5250-15-6912	Series 1998 Mpc Reve Bonds (Interest)	425,574	425,574	-		-	-
59-5250-15-6913	Series 2004 - 2 Refinance (Interest)	522,790	516,350		2014 per debt schedule	-	-
59-5250-15-6914	Series 2005 (Ref 1998) (Interest)	-	500,838	500,838	per debt schedule	-	-
59-5250-15-6915	Series 2007 - Ww & Capital (Interest)	155,611	181,700	143,900	per debt schedule	104,500	104,500
59-5250-15-6916	Series 2012 - Ref 1998 (Interest)	291,692	377,775	377,775	per debt schedule	377,775	377,775
59-5250-15-6917	Series 2014 - Ref (Interest)			359,850		31,352	31,352
59-5250-15-6918	Series 2015 Ref (Interest)				per debt schedule	140,698	140,698
59-5250-15-6951	Cop Administration Fees	8,935	10,000	10,000	trustee fees	12,000	12,000
59-5250-15-6952	Debt Issuance Cost	67,823	-				
59-5250-15-6955	Arbitrage	-	2,000	2,000	per schedule	2,000	2,000
Subtotal Wastewater Debt							
	Administration	\$ 5,547,425	\$ 6,089,237	\$ 5,169,363		\$ 5,413,325	\$ 5,413,325
Wastewater Engineering							
59-5250-38-6006	Overtime					2,368	2,368
59-5250-38-6213	Telephone					3,108	

**CITY OF SEDONA
2015-2016 ADOPTED BUDGET
WASTEWATER FUND**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	Detail Description	2016 Adopted Budget	2016 Detail Amount
					INCREASE: from \$35 to \$37 per unit based on average overall monthly expense and reallocation of personnel to 7 units		1,680
					Cell Phones: 4 cell phones at \$35/month		1,428
59-5250-38-6215	Gas & Oil					2,875	
					Fuel for 3 Inspector's vehicles		2,500
					INCREASE: 15% - Inspector Hernandez will be providing inspection services for Uptown/SR 89A Project AND Inspector Zellner will be providing inspection services for WWTP Upgrades Project		375
59-5250-38-6241	Automobile Expense					1,000	
					DECREASE: Purchased 2 Tanou covers for trucks in FY 14/15 (\$1200)		-
					3 Inspector vehicles: wash, maintenance, repairs		1,000
59-5250-38-6243	Spec Supplies Safety Equip Emg					5,030	
					INCREASE: Blue Stake paint due to insufficient budgeting over last several fiscal years usage		1,000
					INCREASE: Purchase of Blue Stake flag shooter		330
					INCREASE: Purchase of Blue Stake wands = 3 x \$300 plus tax		1,100
					INCREASE: Purchase of Blue Stake flags, nails and whiskers		500
					Replacement of tools used for blue stake and other construction related activities. This includes hand probes for issues related to voids or manholes, wrenches to open up clean-out lids and channels		1,300
					Personal protective Equipment including reflective jackets, vests, gloves, first aid kits for vehicles, safety glasses - \$266/year per Inspector		800
					DECREASE: Purchased Level instrument in FY 14/15 (\$250)		-

**CITY OF SEDONA
2015-2016 ADOPTED BUDGET
WASTEWATER FUND**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	Detail Description	2016 Adopted Budget	2016 Detail Amount
59-5250-38-6405	Professional Servies					2,000	
					Annual Blue Stake assessments, verification testing-outside labs, miscellaneous surveying and engineering		2,000
59-5250-38-6450	Legal Fees Settlement Deductible					5,000	
					Claims against City		5,000
59-5250-38-6452	Recording Fees					300	
					To record WW easements		150
					INCREASE: Based on actual required expense		150
59-5250-38-6505	Rent					6,000	
					Engineering Inspectors portion of office space		6,000
59-5250-38-6846	Computer Hardware					3,365	
					Estimate as IT will apply appropriate percentage of total costs for Tough Pad FZ-G1 Keyboard for Inspectors Zellner and Hernandez - 2/\$350 plus tax		800
					Estimate as IT will apply appropriate percentage of total costs for Tablet and Jump Seat keyboard for Chief Engineering Inspector Valenzuela to be used for field inspections, camera/video, word processing and storage of as-builts for field reference		2,565
					INCREASE: 2 desk tops for 2070 Contractors Road		-
					Refresh for laptops - refresh with two desk tops instead		-
Subtotal Wastewater Engineering						\$ 31,046	\$ 31,046

Subtotal Wastewater Administration	\$ 6,479,963	\$ 7,001,055	\$ 6,263,758	\$ 6,571,579	\$ 6,571,579
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WW Capital Projects

59-5252-89-6005	Salary & Wages	73,646	77,651	86,891		92,207	92,207
59-5252-89-6006	Overtime	149	117	-		142	142
59-5252-89-6046	Employee Benefits			1,170	Allowances	1,890	1,890
59-5252-89-6125	Direct Payroll Costs	5,587	5,949	6,995	% of Wages	7,478	7,478
59-5252-89-6130	Retirement	8,264	8,789	10,606	% of Wages	11,213	11,213
59-5252-89-6134	STDLTD Insurance	610	492	313	% of Wages	332	332

**CITY OF SEDONA
2015-2016 ADOPTED BUDGET
WASTEWATER FUND**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	Detail Description	2016 Adopted Budget	2016 Detail Amount
59-5252-89-6135	HealthDentLife Insurance	13,935	16,603	17,966	Premiums per plan elections	19,203	19,203
59-5252-89-6136	Workers Compensation Insurance	-	2,585	2,200	% of Wages	3,962	3,962
59-5252-89-6405	Professional Services	-	-	-		20,000	
					Increase - Major Collection System Rehab or Extension		20,000
59-5252-89-6450	Legal Fees/Settlements/Deductibles	2,036	-				
59-5252-89-6846	Computer Hardware	-	-				
59-5252-89-6890	Land Acquisition						
					completion of Nyberg property exchange - AAA industrial map revision preparation remove per CM		10,000 (10,000)
59-5252-89-6891	Plant Upgrade	-	809,781	2,042,140		5,076,000	5,076,000
59-5252-89-6892	Long Term Effluent	11,051	1,673,853	2,309,585		3,066,118	3,066,118
59-5252-89-6893	Pump Lift Station Improvements	-	97,000	-		-	-
59-5252-89-6896	Collection System	-	-	-		-	-
59-5252-89-6993	Transfer to Other Funds	83,627	85,355	85,081		90,000	90,000
	Subtotal Wastewater Capital Administration	\$ 198,905	\$ 2,778,175	\$ 4,562,947		\$ 8,388,545	\$ 8,388,545
	Subtotal Wastewater Capital	\$ 198,905	\$ 2,778,175	\$ 4,562,947		\$ 8,388,545	\$ 8,388,545
							-
							-
WW Operations							
59-5253-55-6005	Salary & Wages	150,500	191,289	152,974		174,933	174,933
59-5253-55-6006	Overtime	9,047	10,343	22,438		1,525	1,525
59-5253-55-6010	Temp Part-Time Wages						
59-5253-55-6045	Uniform Allowance					300	300
59-5253-55-6046	Employee Benefits	-	-	-	- Allowances	-	-
59-5253-55-6125	Direct Payroll Costs	11,691	16,572	13,054	% of Wages	13,794	13,794
59-5253-55-6130	Retirement	17,736	24,479	19,794	% of Wages	20,681	20,681
59-5253-55-6134	STD/LTD Insurance	1,282	1,474	551	% of Wages	580	580
59-5253-55-6135	HealthDentLife Insurance	31,953	41,173	40,857	Premiums per plan elections	47,836	47,836
59-5253-55-6136	Workers Compensation Insurance	7,071	9,062	9,262	% of Wages	9,460	9,460
59-5253-55-6141	Employee Exams	965	510	1,212		1,456	
					CDL Physicals every 2 yrs		132
					CDL Drug Tests		180
					Respirator Fit Tests , RM, MA, HG, FV		900
					Increase 2016 Respirator Medical Clearance 95.00		190

**CITY OF SEDONA
2015-2016 ADOPTED BUDGET
WASTEWATER FUND**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	Detail Description	2016 Adopted Budget	2016 Detail Amount
					Increase 2016 CDL Physical costs \$27		54
59-5253-55-6212	Postage	27	100	100		100	
					Postage/shipping costs		100
59-5253-55-6213	Telephone	10,372	7,715	8,435		8,531	
					Century Link Basic Service - Finance		5,345
					Verizon Cell Phones - 4 Operators - \$35/month each		1,680
					SCADA Internet DSL (Split w/ Collections)		450
					Verizon air-card service for laptops		960
					Increase: 2016 Verizon Cell Phones to \$37/month each		96
59-5253-55-6214	Uniform Expenses	5,900	4,600	6,100		6,600	
					Uniforms, Shop Rags, Floor Mats		3,500
					Winter Jackets		200
					Safety Boots - specialty composite for electrician		200
					Safety Boots for Operators		700
					Increase: Uniforms (estimated from current budget expenditures) Cost increase plus electrical clothing for Ronnie Garcia		2,000
59-5253-55-6215	Gas & Oil	5,647	5,000	7,000		6,000	
					Fuel - Operations		7,000
					Decrease 2016 Fuel Increase of last year		(1,000)
59-5253-55-6216	Plant Diesel, Oil & Lubricants	200	2,500	2,000		2,000	
					Oil and Grease		2,500
					Decrease: Oil and Grease (estimated from current and past budget expenditures)		(500)
59-5253-55-6221	Janitorial Supplies	418	500	500		500	
					Janitorial Supplies		500
59-5253-55-6223	Wastewater Supplies	14,493	22,400	21,900		21,900	
					Building & Construction Supplies		7,000
					Landscaping Supplies		1,000
					Chlorine		5,000
					Winterizing Supplies		1,000
					Fuse Inventory		2,000
					Nuts and Bolts		1,000

**CITY OF SEDONA
2015-2016 ADOPTED BUDGET
WASTEWATER FUND**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	Detail Description	2016 Adopted Budget	2016 Detail Amount
					Hoses and Plumbing Supplies		1,900
					Fence Maintenance Supplies		2,000
					Wasp/Rodent Control Supplies		1,000
59-5253-55-6233	Equipment & Other Rental	10,019	12,500	5,500		5,500	
					Rentals - Backhoe, Forklift, Scissor Lift, Trailer Pump, etc.		5,500
59-5253-55-6235	Equipment Repair	115,654	225,500	172,500		164,000	
					Pumps/motor rebuilds & maintenance, and parts for repairs		65,000
					Mechanical Seals		2,500
					Valve Maintenance		15,000
					Instrumentation Replacement		10,000
					Centrifuge #1 Rebuild		20,000
					Centrifuge #1 Touchscreen Upgrade/Replacement.		50,000
					Decrease: Centrifuge #1 Rebuild Completed		(20,000)
					Decrease: Centrifuge #1 Touchscreen Upgrade Completed		(50,000)
					Increase: PLC Rack #1 Upgrade/Replacement		50,000
					Increase: Plant Water Controls (Move to EPS Bldg)		14,000
					Increase: Replace Flow Meter and add Flow Control for UV System		8,000
					UV Maintenance (Ballasts)		8,000
					Increase 2016 - Centrifuge #2 Rebuild - \$15,000		-
					Note: 16/17 - Replace/Upgrade Odor Control Unit?		-
					Increase 2016- Replace Obsolete Area 4 Valve/Controls - \$30,000		30,000
					Decrease 2016 UV Maintenance (Ballasts)		(8,000)
					Decrease per Charles at Budget Session		(20,500)
					Decrease 2016 Instrumentation Replacement		(10,000)
59-5253-55-6241	Automobile Expense	9,206	6,000	8,000		8,000	
					Maintenance/Repairs for Trucks, Golf Carts, Bobcat, and Tractor		3,000

**CITY OF SEDONA
2015-2016 ADOPTED BUDGET
WASTEWATER FUND**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	Detail Description	2016 Adopted Budget	2016 Detail Amount
					Increase: Maintenance/Repairs (based on current budget expenditures and aging vehicles)		5,000
59-5253-55-6243	Spec Supplies/Safety Equip/Emg	3,514	4,500	4,500		6,000	
					Safety - Personal Protection Equipment		2,700
					Increase 2016: LSP Half Back Lift Harness for Confined Space Rescue - KH		1,500
					Replacement required tape/signage due to deterioration from sun/elements		600
					Gas Monitor Cartridges		1,200
59-5253-55-6244	Office Furniture - Non Capital			2,000		2,000	
					Increase: Desks and Chairs for Plant Operators		1,500
					Increase: Break Room Table		500
					Decrease 2016 \$2000 for Desks and Chairs for Plant Operators and Break Room Table		(2,000)
59-5253-55-6246	Computer Hardware - Non Capita	338	600	3,000	Increase 2016 Office Purchase charis and table as part of office remodel	3,000	2,000
					Battery Backups for PLC's and SCADA		1,000
					Replacement Computers/Monitors if needed (moved from 55-6846)		2,000
					Note: 16/17- Replace two On-call Laptops (3 yr replacement cycle - \$1000 each)		-
59-5253-55-6248	Machinery & Equipment-Non Capi	1,444	-	7,000		3,000	
					Increase Shop Welder		3,000
					Decrease 2016: Ground Resistance Tester (for electrician)		(4,000)
					Increase Ground Resistance Tester		4,000
					Decrease Shop Welder		(3,000)
					Increase 2016 Tools		3,000
59-5253-55-6249	Radio & Phone Equip-Non Capita	57	200	200		200	
					Cell Phone Equipment		200
59-5253-55-6256	Wwt Plant Maintenance/Repairs	196,497	190,600	285,600		285,000	
					Decrease 2016 wetlands berm maintenance		(15,000)

**CITY OF SEDONA
2015-2016 ADOPTED BUDGET
WASTEWATER FUND**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	Detail Description	2016 Adopted Budget	2016 Detail Amount
					Increase: 2016 WW share of estimated trail maintenance		27,500
					Increase: 2016 Wetlands Maintenance to \$70K (see decision paper) - \$50K CM's Recommended Funding Level		50,000
					Decrease: 2016 wetlands fence fence constructed 2015		(50,000)
					Increase: 2016 Operator office area remodel to move lunch room and consolidate operators in one office area		12,000
					Decrease: 2016 decrease amount for soil amendment costs		(20,000)
					Delete 2016 Automatic gate installed 2015		(4,500)
					Elec/Mech Trades		15,000
					Irrigation Maintenance		20,000
					UV Bulbs and Quartz Sleeves (Annual)		10,000
					Sand/Rock for Sandfilters, Drying Beds, and Equipment Areas		5,000
					Landscaping, Pipe Painting, Torch set for maintance, Weed/Vegetation Control		25,000
					Calibrate Flow Meters		3,600
					HDPE Liner Repairs for Reservoir #3 (Annual)		10,000
					Irrigation Soil Amendment (Annual)		50,000
					Aeration Basin Diffuser Replacement (one basin every 1-2 years)		15,000
					Wetlands Maintenance		10,000
					Miscellaneous Repairs & Maintenance		50,000
					Berm Maintenance Repairs		10,000
					Decrease 2016 Effluent Reservoir Embankment Maintenance (tree removal)- every other year		(12,500)
					Increase: Electrical Vaults - Coating		10,000

**CITY OF SEDONA
2015-2016 ADOPTED BUDGET
WASTEWATER FUND**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	Detail Description	2016 Adopted Budget	2016 Detail Amount
					Increase 2016- Septage Wet Well Coating - \$15,000		15,000
					Increase: \$50,000 Wetlands Fence - see attached decision package Package was approved		50,000
					Automatic Gate Installation for Area 4 Back gate		4,500
					Increase: Wetlands Berm Maintenance		15,000
					Increase 2016 Spare Radio for Plant		2,500
					Increase 2016 Calibrate flow meters		1,400
					Maintenance (tree Removal) evert other year		12,500
					Increase 2016 Operator area Remodel		12,000
					Increase 2016 Calibrate Flow Meter		1,400
					Decrease per Charles at Budget Session		(72,900)
					Increase 2016 Replace obsolete VFDs (18 total)		22,500
59-5253-55-6405	Professional Services	61,114	44,980	29,590		29,530	
					Security Services (Tyco)		940
					Rodent Proofing		2,100
					Janitorial Service		3,000
					Generator Inspection Contract		3,000
					Fire Extinguisher and Fire Alarm Inspections		550
					Crane & Hoist Inspections		1,500
					Monument Survey ADWR Regulation		2,000
					Decrease 2016: CAD Single Line Drawings - NFPA-70E requirement to keep these updated		(6,500)
					Increase: Reservoir #2 Dam Investigation - Checking w/ Andy?		10,000
					Decrease 2016 Reservoir #2 Dam Investigation		(10,000)
					CAD Single Line Drawngs NFPA-70E requirement to keep updated		6,500
					Increase: 2016 Tyco to 345 quarterly		440

**CITY OF SEDONA
2015-2016 ADOPTED BUDGET
WASTEWATER FUND**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	Detail Description	2016 Adopted Budget	2016 Detail Amount
					Increase Arc Flash update for Plant Upgrade		16,000
59-5253-55-6408	Technical Support	20,492	25,000	40,000		40,000	
					SCADA/PLC/Electrical Tech Support		21,000
					SCADA Loop Checks (Annual)		4,000
					Decrease 2016 PLC Rack #1 Replacement Upgrade \$10,000 work completed 2015		(15,000)
					Increase PLC Rack #1 Replacement Upgrade		15,000
					Increase 2016 Tech Support Increase SCADA/PLC Electrical Tech Support due to vendor solistitation		15,000
59-5253-55-6436	Software Update	3,411	4,565	5,025		5,375	
					Citect Support (SCADA)		2,900
					Spector Win 911 (SCADA Alarm Software)		425
					Kaspersky (SCADA Internet Security)		100
					Rockwell Support (PLC)		1,000
					LogMeIn for SCADA PCs/OnCall Laptops		400
					Increase: Rockwell Support (PLC) to \$1200/year		200
					Decrease 2016 of Citect Support (SCADA)		350
59-5253-55-6511	Advertising			-			
59-5253-55-6530	Utilities	267,763	217,349	219,909		259,849	
					2016 Increase to APS Electric costs \$30,000-\$40,000 (solar)		40,000
					Trash Disposal		2,700
					APS		208,349
					Propane		8,800
59-5253-55-6540	Solid Waste / Recycling	102,559	143,650	118,650		113,650	
					Decrease: Drying Bed Optimization		(10,000)
					Polymer for Centrifuge		30,000
					Sludge Hauling		38,250

**CITY OF SEDONA
2015-2016 ADOPTED BUDGET
WASTEWATER FUND**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	Detail Description	2016 Adopted Budget	2016 Detail Amount
					Sludge Disposal at Landfill		63,000
					Waste Oil Disposal required		400
					Hazardous Waste Disposal		2,000
					Decrease Drying bed optimization, polymer mixing chamber addition, suction piping, example attached, pricing being researched		(10,000)
59-5253-55-6703	Dues/Subscriptions/License	380	180	180		180	
					AWPCA Dues		180
					Increase 2016 NAMWA C. Mosley Dues		-
59-5253-55-6730	Maint & Improvement	-	-	-			
59-5253-55-6732	Office Maintenance	131	750	-		-	
					Increase for office furniture at PW yard		750
					Decrease: Office Furniture		(750)
59-5253-55-6750	Training/Staff Development			-		8,553	
					LOTO/Electrical Safety Training (WSS 4 hr \$950)		475
					Confined Space Entry Training (WSS 8 hr \$1970)		985
					Fall Protection Training (WSS 4 hr \$950)		475
					CSE Rescue Training (WSS 16 hr \$3875)		2,153
					Respirator Training (WSS 4 hr \$950)		528
					Crane & Rigging Training (Aerial 6 hr \$1500) (every 2 yrs)		938
					Increase 2016 Staff Training RM, HR, MA, FV		3,000
59-5253-55-6840	Motor Vehicle			8,000		-	
59-5253-55-6846	Computer Hardware	337	4,000	15,450		19,000	
					Increase 2016: refresh due at Wastewater (eleven computers and one laptop)and one server per JSmith		19,000

**CITY OF SEDONA
2015-2016 ADOPTED BUDGET
WASTEWATER FUND**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	Detail Description	2016 Adopted Budget	2016 Detail Amount
59-5253-55-6848	Machinery & Equipment	2,469	2,500	42,000		-	
					Increase: Wetlands Recirculation Pump Station Spare Pump		8,500
					Increase: Sludge Pit Pump Station Spare Pump		11,000
					Increase 6 inch Trailer Trash Pump Decision package approved split with Lab		22,500
					Decrease 2016 Sludge Pit Pump Station Spare Pump completed 2015		(11,000)
					Decrease 2016 6 Inch Trailer Trash Pump- Purchased in 2015		(22,500)
					Decrease 2016 Wetlands Recirculation Pump Station Spare Pump		(8,500)
		\$ 1,062,689	\$ 1,220,591	\$ 1,273,281		\$ 1,269,033	\$ 1,269,033
WW Collections							
59-5253-56-6005	Salary & Wages	194,433	183,931	171,818		190,311	190,311
59-5253-56-6006	Overtime	17,460	33,507	18,372		440	440
59-5253-56-6010	Temp Part-Time Wages					-	-
59-5253-56-6046	Employee Benefits				- Allowances	-	-
59-5253-56-6125	Direct Payroll Costs	15,556	16,634	14,264	% of Wages	14,953	14,953
59-5253-56-6130	Retirement	23,857	24,570	21,629	% of Wages (re-allocated to each dept)	22,420	22,420
59-5253-56-6134	STD/LTD Insurance	1,686	1,404	619	% of Wages (re-allocated to each dept)	628	628
59-5253-56-6135	Health/Dent/Life Insurance	41,082	41,176	42,170	% of Wages (re-allocated to each dept)	44,533	44,533
59-5253-56-6136	Workers Compensation Insurance	12,066	9,095	8,911	% of Wages (re-allocated to each dept)	10,291	10,291
59-5253-56-6141	Employee Exams	1,280	520	1,302		1,651	
					Annual respirator fit tests for four operators, three \$75 tests per person		900
					:CDL Physicals - \$90 each RS, PC, FH (RG not necessary)		270
					Drug Tests \$90 each		270
					Increase 2016 CDL Physicals \$97.00 each w/ increase RS, Pc, FH		21
					Increase 2016 Initial Respirator Medical Clearance Test \$95 each		190
59-5253-56-6210	Printing/Office Supplies	-	3,000	1,000		1,000	

**CITY OF SEDONA
2015-2016 ADOPTED BUDGET
WASTEWATER FUND**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	Detail Description	2016 Adopted Budget	2016 Detail Amount
					FOG brochures/Work Notification brochures/development		3,000
					Decrease: Brochures		(2,000)
59-5253-56-6212	Postage	43	100	100		100	
					FedEx, UPS		100
59-5253-56-6213	Telephone	11,699	12,659	13,199		13,295	
					Century Link - Finance?		5,345
					Omnisite Alarm System - Minor Pump Stations		3,864
					Verizon Cell Phones - 4 @\$25/month		1,680
					SCADA Internet DSL - split w/Plant		450
					On Call Pager for Collections staff only		180
					Wireless plan for Omnisite Alarm system device		900
					Verizon air-card service for laptops, collections portion of annual fee		960
					Decrease: On-Call Pager - not in use anymore		(180)
					Increase: Verizon Cell Phones - to \$37/month		96
59-5253-56-6214	Uniform Expenses	5,181	4,125	5,425		5,425	
					Uniforms and Shop Rags		3,500
					Winter Jacket		100
					Safety Boots - Steel Toed		525
					Increase: Uniforms (based on current budget expenditures)		1,300
59-5253-56-6215	Gas & Oil	17,715	20,945	18,000		18,000	
					Unleaded and Red Diesel Fuel		20,945
					Decrease: Fuel (based on current budget expenditures)		(2,945)
59-5253-56-6216	Plant Diesel, Oil & Lubricants	-	1,500	1,000		1,000	
					Oil & Grease		1,500
					Decrease: Oil & Grease (based on current and past budget expenditures)		(500)
59-5253-56-6223	Wastewater Supplies	8,016	11,000	12,000		13,500	
					Chlorine		1,000
					Fuse Inventory		2,000
					Electrical & Mechanical Supplies		7,000

**CITY OF SEDONA
2015-2016 ADOPTED BUDGET
WASTEWATER FUND**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	Detail Description	2016 Adopted Budget	2016 Detail Amount
					Landscaping Supplies		2,500
					Increase: Fuse Inventory (Increase cost for Majors fuses)		1,000
59-5253-56-6233	Equipment & Other Rental	1,040	16,900	4,500		4,500	
					Trencher, Backhoe, Pumps etc		2,500
					Water Truck Rental		14,400
					Decrease: Water Truck (\$5,000 moved to 6255)		(12,400)
59-5253-56-6235	Equipment Repair	81,627	95,000	102,000		116,000	
					Pump/Motor rebuild & maintenance, parts for repairs		85,000
					Generators Repair and Maintenance		5,000
					Generators - New Wire/Cable		5,000
					Decrease: Generators - New Wire/Cable (completed)		(5,000)
					Increase: VFD Repair - Majors VFD's		14,000
					Automatic Adjustment		1,056,000
					Automatic Adjustment		(1,044,000)
59-5253-56-6241	Automobile Expense	14,834	14,500	14,500		14,500	
					Collections Vehicles Repairs Tires Batteries		4,500
					Vac Truck Repairs (split w/ Maint Div)		10,000
59-5253-56-6243	Spec Supplies/Safety Equip/Emg	335	2,400	2,500		2,000	
					Personal Protective Equipment		2,400
					Decrease: PPE		(400)
59-5253-56-6244	Office Furniture - Non Capital	-	-	500		500	
					Desk and Chair for Phil Clay		500
59-5253-56-6246	Computer Hardware - Non Capita	3,092	3,600	-		3,000	
					Battery UPS Racks at Majors		3,000
59-5253-56-6248	Machinery & Equipment-Non Capi	820	-	2,300		2,300	
					Increase: Telemetry Radio - spare		2,300
59-5253-56-6249	Radio & Phone Equip-Non Capita	18	150	150		150	
					Cell Phone Equipment		150
59-5253-56-6255	Sewer System Maintenance	207,422	347,700	416,000		369,500	
					Manhole Rehabs		80,000
					Laterals & Conveyance System Repairs		70,000
					Unknown Emergency Repairs		20,000

**CITY OF SEDONA
2015-2016 ADOPTED BUDGET
WASTEWATER FUND**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	Detail Description	2016 Adopted Budget	2016 Detail Amount
					Sewer Cleaning and Videoing - Covers 10 QS (do each QS every 3-5 years)		100,000
					Biofilter Bed Pumping		2,000
					Elec/Mech Trades (Includes replacing corroding wires)		20,000
					Emergency Pumping		5,000
					Paving from sewer line and manhole repairs		7,500
					3-Phase Power Conversion at Bear Wallow (Carried over -2016 DECISION PACKAGE Bear Wallow not completed in 13/14 and insufficiently funded for)		35,000
					Fencing at El Camino to increase security at the site location (Carried over - not completed in 13/14)		10,000
					Increase: Replace Bypass Wet Well Check Valves (slamming) and Vaults - 3 Majors		45,000
					Water Truck - Brewer JOC		5,000
					Increase: \$16,500 - Minor Pump Station Fall Protection Grates - see attached decision package approved		16,500
					Increase: 2016 3 phase power conversion - carry over Newcastle and complete Bear Wallow		60,000
					Decrease Replace Bypass Wet Well Check Valves and Vaults 3 majors		(45,000)
					Decrease 2016 Fencing at El Camino to increase security= completed		(10,000)
					Decrease 2016 3-Phase Power Conversion at Bear Wallow		(35,000)
					Decrease 2016 \$16,500 - Minor Pump Station Fall Protection Grates /Completed		(16,500)

**CITY OF SEDONA
2015-2016 ADOPTED BUDGET
WASTEWATER FUND**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	Detail Description	2016 Adopted Budget	2016 Detail Amount
59-5253-56-6405	Professional Services	35,119	52,445	117,445		28,677	
					Field Survey Service & Spill Testing		2,000
					Blue Staking		1,420
					Rodent Proofing Pump Station Buildings		2,100
					Crane Services for Major Pump Station Pumps		10,000
					Generator Inspection Contract		11,000
					Decrease 2016 Arc Flash Coordination Study colletions portion of total cost of study		(925)
					Increase 2016 Generator Inspection Contract		2,157
					Arc Flash Coordination study collections portion of total cost		925
					Decrease 2016: Arc Flash Coordination Study for Minor Pump Stations (approved, but insufficiently funded for in 13/14)		(44,000)
					Decrease 2016 : CAD Single Line Drawings - Major and Minor Pump Stations - NFPA-70E requirement to keep these updated		(6,000)
					Decrease 2016: Red-Line CAD Control Drawings for Major Pump Stations - NFPA-70E requirement		(40,000)
					2016 Red Line CAD Control Drawings for Major and Minor Pump Stations		40,000
					Arc Flash Coordination Study for Majpr and minor Pump Stations		44,000
					Increase Red Line CAD Control Drawings for Major Pump Stations		6,000
59-5253-56-6408	Technical Support	1,880	2,500	2,500		3,500	
					Increase 2016 SCADA/PLC/Rockwell/Omni/Electrical Tech Support due to vendor solistitaion		1,000
					SCADA/PLC/Rockwell/Omni/Electrical Tech Support		2,500

**CITY OF SEDONA
2015-2016 ADOPTED BUDGET
WASTEWATER FUND**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	Detail Description	2016 Adopted Budget	2016 Detail Amount
59-5253-56-6511	Advertising	112	200	200		200	
					Public Education Advertising		150
					Newspaper Ads		50
59-5253-56-6530	Utilities	187,771	194,150	192,150		192,150	
					Water - Pump Stations and Biofilter		12,500
					APS		181,650
					Decrease: Water (estimated from current budget expenditures)		(2,000)
59-5253-56-6540	Solid Waste / Recycling	-	400	400		400	
					Waste Oil Disposal (required cleanup)		400
59-5253-56-6703	Dues/Subscriptions/License	135	180	180		1,800	
					AWPCA Dues		500
					Increase 2016 NAMWA city Membership for C. Mosley		1,300
59-5253-56-6730	Maint & Improvement	-	-	-		-	
59-5253-56-6750	Training/Staff Development					9,332	
					LOTO Training (WSS 4 hr \$950)		285
					Fall Protection Training (WSS 4 hr \$950)		285
					Crane & Rigging Training (Aerial 6 hr \$1500)		563
					Respirator Protection Training (WSS 4 hr \$950)		317
					Confined Space Entry Training (WSS 8 hr \$1970)		591
					CSE Rescue Training (WSS 16 hr \$3875)		1,292
					Increase 2016 Additional Staff Training RG, PC, RS, FH		6,000
59-5253-56-6755	Septic Maintenance	17,510	29,260	29,260		24,000	
					Cluster Agreements (Finance determines)		24,000
59-5253-56-6840	Motor Vehicles			35,000		-	
							-
59-5253-56-6847	Computer Software						
59-5253-56-6848	Machinery & Equipment	-	56,300	22,500		-	

**CITY OF SEDONA
2015-2016 ADOPTED BUDGET
WASTEWATER FUND**

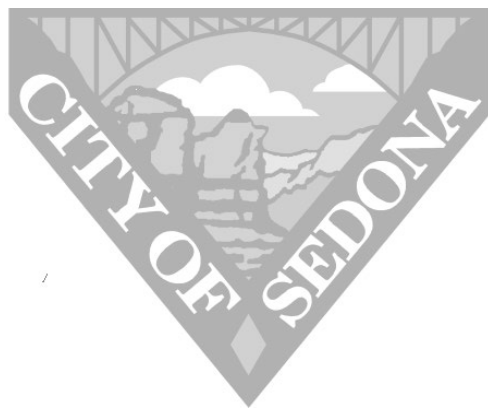
Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	Detail Description	2016 Adopted Budget	2016 Detail Amount
					Increase: \$22,500 for 6-inch Trailer Pump - Split w/ Plant - See Attached Decision Package (* Accidentally placed in 3 accounts in last years budget)		22,500
					Decrease 2016 22,500 for 6-inch Trailer Pump- Split w/Plant		(22,500)
Subtotal Wastewater Collections		\$ 901,787	\$ 1,179,851	\$ 1,271,894		\$ 1,110,056	\$ 1,110,056
WW Laboratory							
59-5253-66-6005	Salary & Wages	51,505	50,408	84,020		89,221	89,221
59-5253-66-6006	Overtime	1,329	1,399	1,399		142	142
59-5253-66-6010	Temp Part-Time Wages			-		-	-
59-5253-66-6046	Employee Benefits			1,170	Allowances	1,170	1,170
59-5253-66-6125	Direct Payroll Costs	3,934	3,963	6,774	% of Wages	7,162	7,162
59-5253-66-6130	Retirement	5,957	5,854	10,272	% of Wages (re-allocated to each dept)	10,739	10,739
59-5253-66-6134	STD/LTD Insurance	412	346	302	% of Wages (re-allocated to each dept)	321	321
59-5253-66-6135	Health/Dent/Life Insurance	4,077	12,762	11,310	% of Wages (re-allocated to each dept)	11,919	11,919
59-5253-66-6136	Workers Compensation Insurance	5,895	2,167	2,304	% of Wages (re-allocated to each dept)	4,825	4,825
59-5253-66-6141	Employee Exams	75	25	75		75	
					Annual Respirator Fit Test		75
59-5253-66-6212	Postage					300	
					Increase: Shipping Instruments for - Service		300
59-5253-66-6213	Telephone	426	300	420		444	
					Increase 2016 \$2.00 a month phone increase		24
59-5253-66-6214	Uniform Expenses	352	775	575	Verizon Cell Phone	575	
					Winter Jacket		100
					Uniforms		300
					Steel Toed Boots		175
59-5253-66-6223	Wasterwater Supplies	13,811	22,000	20,000		22,000	
					Increase: Additional supplies for new testing (TOC, NH3, Cl)		2,000
					Lab Supplies		20,000

**CITY OF SEDONA
2015-2016 ADOPTED BUDGET
WASTEWATER FUND**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	Detail Description	2016 Adopted Budget	2016 Detail Amount
					Increase: Lab Supplies (Cost Increases) - Remove per Charles		-
59-5253-66-6243	Spec Supplies/Safety Equip/Emg	654	800	500		800	
					Personal Protective Equipment		500
					Increase: Update Lab Safety Training Videos		300
59-5253-66-6248	Machinery & Equip(non-capital)					2,170	
					Increase: TOC Shaker		820
					Increase: Microbiology Cell Counter		550
					Increase: Ammonia Probe		800
59-5253-66-6249	Radio & Phone Equip-Non Capita	-	50	50		50	
					Phone Equipment if Needed		50
59-5253-66-6256	Wwt Plant Maintenance/Repairs	3,637	3,550	4,800		5,800	
					Lab Equipment/Maintenance, Certifications, and Calibrations - Fume Hood, Balance, Thermometers, Spectrometer		2,000
					Hach Equipment Service Contract for In-Line Turbidimeters and Transmittance Meter		2,800
					Increase: Hach Equipment Service Contract - on-line chlorine analyzers for injection well		1,000
59-5253-66-6405	Professional Services	15,536	17,900	17,900		36,900	
					Increase: Lab Testing for Sewer Spills		500
					Contract Lab Testing for APP Requirements		16,400
					Lab Courier Costs		1,500
					Increase: Lab Testing for APP Requirements (cost increases)		1,000
					Increase: Lab Testing for Injection Well Permit		2,000
					Increase: Lab Courier Costs		500
					Increase: Lab Testing for Dells Land Use Group per Charles		15,000
59-5253-66-6703	Dues/Subscriptions/License	45	45	45		50	
					Increase: AZ Water Dues		5
					AWPCA Dues		45
59-5253-66-6730	Maint & Improvement	-	-	-		6,800	

**CITY OF SEDONA
2015-2016 ADOPTED BUDGET
WASTEWATER FUND**

Account Number	Account Description	FY 2014 Actuals	FY 2014 Budget	2015 Adopted Budget	Detail Description	2016 Adopted Budget	2016 Detail Amount
					Lab Exhaust Hood Motor Relocation		6,800
59-5253-66-6736	Permit Fees	2,187	2,200	2,425		2,278	
					ADHS Certification Fee (FC-MF & Colilert) - Annual		2,200
					Increase: For Possible Stormwater E. Coli Testing		225
					Decrease: For Possible Stormwater E. Coli Testing		(225)
					Increase: ADHS Certification for TS		39
					Increase: ADHS Certification for TDS		39
59-5253-66-6750	Training/Staff Development			-		818	
					Increase: LOTO/Electrical Safety Training (WSS 4 hr \$950)		95
					Increase: Confined Space Entry Training (WSS 8 hr \$1350)		197
					Increase: CSE Rescue Training (WSS 16 hr \$3875)		431
					Increase: Fall Protection Training (WSS 4 hr \$950)		95
59-5253-66-6840	Motor Vehicles			8,000		-	
					Decrease: \$8,000 - Golf Cart Replacement		(8,000)
					Increase: \$8,000 - Golf Cart Replacement - see attached decision package		8,000
59-5253-66-6848	Machinery & Equipment	2,499		-		5,500	
					Increase: Autoclave Replacement		5,500
					Increase 6 inch Trailer Trash Pump Decision package approved split with Plant		22,500
					Decrease 6 inch Trailer Trash Pump		(22,500)
Subtotal Wastewater Laboratory		\$ 112,331	\$ 124,544	\$ 172,341		\$ 210,059	\$ 210,059
TOTAL WASTEWATER FUND		\$ 8,755,675	\$ 12,304,216	\$ 13,544,221		\$ 17,549,272	\$ 17,549,272





City of Sedona Capital Improvement Program Fiscal Years – 2016-2021

Introduction

The Capital Improvement Program (CIP) is a comprehensive multi-year plan of proposed capital projects. It represents the City's plan for physical development, and is intended to identify and balance capital needs within the fiscal capabilities and limitations of the City. The plan is reviewed each year to reflect changing priorities and provides an ongoing framework for identifying capital requirements, scheduling projects over a period of years, coordinating related projects, and identifying future fiscal impacts.

Generally the CIP includes improvements that are relatively expensive, have a multi-year useful life, and like capital outlay items, result in fixed assets. These include the construction of new buildings, additions to or renovations of existing buildings, construction of streets, sewer improvements, land purchases, and major software or equipment purchases. Due to the nature and total costs of the identified projects, the City often builds up revenue over a period of time in order to save for major projects, therefore, a major source of revenue is the City's "Capital Reserve". The reserve funds identified represent existing available funds that were accumulated over time when revenues exceeded expenditures, in order to be able to fund major capital expenditures. However, projects could be simultaneously funded from general operating funds, grants, intergovernmental funding, and/or bond funds or other debt financing.

The first year of the CIP Program is the basis for actual appropriations authorized by the City Council for capital projects when adopting the Annual Budget. The remaining five years are a guide for the future development of the City's new and replacement infrastructure needs. The projects reflected in years two and three of the Plan reflect projects the City believes it has the financial ability to fund within that time frame. The last three years of the Plan reflect projects



that are important to the community but their inclusion in the Plan does not necessarily mean that the City has or will have the requisite funding to complete them.

The overall CIP schedule is formulated to reflect City priorities and needs, by taking into consideration the City's goals and policies, various master and strategic plans, urgency of a project, the City's ability to administer a project, the involvement of outside agencies, and the potential for future project funding and ongoing operational requirements.

Much of the work involved in the development of the CIP consists of balancing the available sources of financing with the various capital needs. The CIP is a dynamic process, with anticipated projects being changed, added, and deleted from the plan as the six-year timeline moves forward.

The final CIP document will be adopted by City Council in June as part of the July 1, 2015 – June 30, 2016 budget.

Capital Projects

The purpose of the Capital Improvement Program (CIP) is to systematically identify, plan, schedule, finance, track and monitor capital projects. Most capital outlay in excess of \$50,000 is included in the Capital Improvement Program, rather than the operating budget. Items under \$50,000, or items that involve operation and maintenance, will be included in the operating budget in the appropriate line item category.

The objectives used to develop the CIP are:

- To preserve and improve the basic infrastructure of the City through public facility construction and rehabilitation.
- To maximize the useful life of capital investments by scheduling renovations and modifications at the appropriate time in the life-cycle of the facility.
- To identify and examine current and future infrastructure needs and establish priorities among projects so that available resources are used to the community's best advantage.
- To improve the financial planning by comparing needs with resources, estimating future needs, and identifying fiscal implications.

Capital projects:

- Are defined as activities that lead to the acquisition, construction, or extension of the useful life of capital assets.

- Are considered to be one-time outlay, which are non-recurring in nature.
- Must have a total cost greater than \$50,000 and a useful life of more than three years.
- Capital projects must add to, enhance the value of, or extend the life of the City’s physical assets.
- Projects can include studies that may lead to activities fitting within this definition of a capital project.

The Fiscal Year 2016 – 2021 Capital Improvement Program provides an implementation schedule for each of the capital improvements that provides for the coordination and timing of project construction/acquisition amongst other competing needs, an estimate of each project’s costs, anticipated sources of revenue for financing the project, and an estimate of the impact of each project on City revenues and ongoing operating budgets.

Operating impact information has been forecasted from scheduled date of the capital improvement project. No capital project will be funded unless operating impacts have been assessed and the necessary funds can be reasonably anticipated to be available when needed.



The Fiscal Year 2016 capital plan attempts to meet the highest priority needs of the community. The Capital Plan will have to be continually re-evaluated in the future to insure that it is consistent with the priorities of the City Council, with sound financial practices, and the available resources of the City.

The major items of the six year 2016-2021 Capital Improvement Program are categorized by broad service area, then itemized by project title, year, and cost on the summary

sheet of the CIP document. The project detail sheets for each individual project follow the summary sheet. The first year of the CIP is included in the current fiscal year budget and all projects identified in FY16 are funded.

Included in the Capital Improvement Program are projects in the areas of:

Art in Public Places

Community Development
Information Technology
Parks and Recreation
Police
Public Works
Drainage
Wastewater

Capital Outlay in the Operating Budget

In addition to the Capital Improvement Program, the City funds a vehicle replacement plan and computer/server refresh plan out of the General Fund operating budget. These plans provide replacements for capital equipment such as vehicles and technology related equipment as the



existing infrastructure meets its useful life.

Outside of the CIP the City also funds a street overlay plan that seeks to overlay the public streets within the City approximately every 20 years. The street overlay program is funded from a combination of dedicated Highway User Revenue Funds (HURF) and City General Funds. The HURF funds are restricted for use in public rights of way,

and are provided to the City based on a population formula that accounts for the City, County and State ratio, and City General Fund dollars. Only streets repaving projects funded fully by outside sources/grants will be reflected in the CIP.

Capital Improvement Program Development Process

In developing the CIP, staff looked at a variety of comprehensive assessments of the City's capital assets and priorities in order to provide a more complete understanding of the City's future needs. These have included: the Sedona Community Plan; Prior Year Capital Budgets and

Requests; City Council Priorities; Development Impact Fee Study; Storm Drainage Master Plan; 10 Year Wastewater Study; West Sedona North/South Off-Highway Circulation Study; and the Parks and Recreation Master Plan. These studies and planning documents serve as the foundation for the staff recommendations set forth in the attached Capital Improvement Program. As the City moves forward and in particular as the priorities and needs of the community change, we must continue to assess the ongoing infrastructure needs and project priorities.

CIP Committee

The annual Capital Improvement Plan process begins at the staff level with the CIP Committee, which for the FY2016 through FY2021 planning process included: Karen Daines, Assistant City Manager; Tabatha Miller, Director of Finance; Ray Cota, Chief of Police; Charles Mosley, Director of Wastewater; Audree Juhlin, Director of Community Development; Andy Dickey, Assistant Director of Community Development; John Smith, IT Manager; and Rachel Murdoch, Parks and Recreation Manager.

To start the process, a CIP kickoff was held with the City staff committee members, at which time each department was asked to anticipate their capital needs over the next six years and to prepare capital project requests in accordance with the established CIP requirements. These project requests provided a basis for review, assessment of appropriateness for capital funding, and prioritization of projects for the six-year plan.

The Committee then presented the proposed CIP to the City Manager and Citizen Budget Work Group for feedback and input, including available and appropriate funding sources. In addition, the CIP was presented to the Planning and Zoning Commission, and the general public for their review and comment. The Six-Year CIP was also made available for review on the City's website during the public input process. The public was invited to provide input directly to City staff and through the Citizen Engagement portion of the City's website.

The public meetings were as follows:

- February 26, 2015 – 3:30 p.m.- Planning and Zoning Commission
- April 29 & 30 2015 – 9:00 a.m. – City Council Work Session



Information and public comment obtained through these meetings was submitted to the Sedona City Council before budget adoption.

Council Action

Formal City Council adoption of the Capital Improvement Plan indicates the City's commitment to the plan, but does not in itself authorize expenditures. The necessary funding mechanisms must be adopted each

year to pay for the improvements – as mentioned previously year one has become the approved Capital Budget for which Council approval authorizes expenditures, with years two through three reflecting what the City believes it has funding to complete and with years three through six reflecting the City's conceptual plan for improvements but no relative certainty regarding funding availability.



Funding the Capital Improvement Plan

Multi Year Capital Improvement Funding and Funding Sources

The City of Sedona has developed a multi-year plan for capital improvement funding that anticipates revenue/funding from a variety of sources. This plan is part of the ongoing effort by the City Council and Management to meet the needs of our community, by most efficiently

utilizing existing revenue sources and limiting increases in the tax burden within the City. This strategy includes managing the cost of capital projects, utilizing alternative funding sources (grants) when possible, and identifying possible funding shortfalls in order to reprioritize projects or recommend new sources of revenue (typically fees or taxes). In order to do so, and in recognizing the need to balance the projects requested with the funds available, as well as the

capacity for staff and the physical environment to manage a set of projects at any one time, projects may have a high priority but not begin in the first fiscal year of the plan.

The anticipated funding sources include both restricted and unrestricted sources of funds. Restricted sources are sources that must be used for specific projects. Unrestricted sources are those that can be used for a variety of projects as needed. Restricted sources include: Development Impact Fees, Community Facility District Funds, Grants and Wastewater Revenue. Unrestricted Sources include Local Sales Taxes and Reserves/Fund Balance (accumulated savings).

The anticipated funding sources serve as a plan for staff to use in order to plan and move forward with projects. If a project shows anticipated grant funding, staff will need to aggressively pursue grant funding in order for that project to move forward in a timely manner. If grant funding is not achieved, that project may not move forward, or other projects will have to be delayed in order to fund the entire project from City revenue. A brief description of each revenue/funding source follows.

Community Facility District Funds (CFD): Within the City's jurisdictional boundaries there are two separate legal entities set up to collect and spend payments in lieu of sales tax from two specific timeshare development agreements. The funds are restricted by state statute and each executed development agreement. Projects funded through the CFDs will be reflected in the overall infrastructure plan but are part of a separate legally adopted budget for these two sole and separate entities, not the City's budget.

Development Impact Fees: Fees assessed to offset costs incurred by the municipality in providing additional public services created by new development. This funding is regulated by local ordinance and state statute and is restricted.

Grants: Funds contributed by another governmental unit or organization to support a particular function or project.

Wastewater Revenue: User Fees and Capacity Fees that are collected and used to pay the current wastewater debt, operation, and capital improvements for the Wastewater Treatment System. Wastewater Revenue also includes 30% of the local sales tax collected annually, and existing fund balance (accumulated savings) created over time in order to fund future wastewater related projects. The sales tax subsidy was reduced from 35% in FY2014 to 30% in FY2015.



Reserves or Fund Balance: The amount of assets in excess of the liabilities or appropriations for expenditures also known as surplus funds. Sedona’s Financial Policies require general fund balance reserves of at least 50% of General Fund expenditures at the end of the fiscal year. The City also has a fund balance policy to target a reserve level of one year of debt service, 10% of operating expense, and 20% of capital contingency in Wastewater Fund fund balance. Both are in excess of existing requirements. Other funds have fund balances that are available for use as needed and within the legal restrictions of the revenues that make up each fund.

Local Sales Taxes: The City assesses a 3% Transaction Privilege Tax (commonly referred to as a sales tax) on taxable transactions according to Arizona Revised Statutes and the Model City Tax Code.

30% of the City’s sales taxes are currently transferred to the Wastewater Fund, a percentage that has been decreasing over the last several years. Based on the recently completed 2013 Wastewater Rate Study, that percentage is forecasted to decrease to 25% by FY2018, 20% by FY2019, and to zero by FY2027.

Debt Financing: Current revenues or resources will not always be available for capital improvement projects. When a critical project must be completed various forms of financing may be appropriate. In the cases where debt is used as a financing strategy, consideration will be given first to those capital assets with the longest useful life and/or to those capital assets whose nature makes them comparatively more favorable to finance. Using cash for projects with shorter

lives and financing for projects with longer lives facilitates “intergenerational equity,” wherein projects with long useful lives are paid over several generations using the project through debt service payments.

Capital Improvement Plan Categories

Projects submitted for consideration to the Capital Improvement Plan Committee may be categorized according to the following criteria: This categorization can be helpful in determining project priorities for funding.

CATEGORY 1: Projects that cannot reasonably be postponed without causing harmful or otherwise undesirable consequences.

1. Ensures public health, safety and welfare. The project is needed to address an imperative public health, safety or welfare issue.

2. Satisfies or meets a legal

requirement, liability, or mandate. A project that is required by federal or state statute, court order, or regulation, or a project that moves the City into further compliance with such mandates or a project that addresses a previous legal judgment (e.g., Stormwater Pollution Prevention Plan, Arizona Department of Environmental Quality, Department of Justice (ADA)).

3. Alleviates an emergency service disruption or prevents irreparable damage to a valuable public facility. A project that eliminates or reduces obvious hazards or threats to public health and safety (e.g., park facilities repairs, roads, wastewater system, mold remediation, repairs to buildings that add a component that increases the life of the facility or its safe utilization).

4. Eliminates or substantially reduces a previously identified capital need. A project that eliminates or reduces existing capital deficit (i.e., fee adjustment or implementation study, a project that measurably increases tourist expenditure, a connector road that has been identified as an important connection to bring neighborhood traffic onto SR 89A at a traffic light).



5. Identified as a top City Council Priority. A project directly related to the current City Council priority list:

- Focus on sound financial management practices and implement processes that improve public information about the City’s financial status.
- Make sustainability a community priority that balances and integrates economic and environmental factors as considerations for policies and practices.
- Review and incorporate current practices with new mediums that will specifically reach Sedona’s population and continuously improve methods for public communication/outreach/education.

CATEGORY 2: Essential projects that meet clearly demonstrated needs or objectives.

1. Provides a new or expanded level of service and has a time sensitivity element. A project that improves service quality or provides for higher standards of service and needs to be completed within a certain time frame. Stimulates or supports economic growth, private capital investment or revenue generation.

2. Stimulates or supports economic growth, private capital investment, and/or revenue generation. A project that directly or indirectly supports or benefits economic development, job growth, and/or increased local municipal revenues (e. g., park facilities, recreation programs and other recreational amenities, transportation improvements, etc.). The project must provide a tangible, measurable result within five years.



3. Reduces future maintenance and operating costs. A project that lowers operating expenditures or that increases productivity. A project that rehabilitates infrastructure to improve its use or lower its annual maintenance cost (e.g., facility improvements, synthetic turf, solar projects). The project must be able to recover its cost within 5 years.

4. Outside funding is available. A project that can be financed with non-general government revenue sources (e.g., federal appropriations, state appropriations, sewer fees, impact fees, grants and loans.)

CATEGORY 3: Projects that benefit the community, but could be delayed without impairing services.

1. Promotes environmental sustainability in the community in ways not addressed under other priorities. A project that leads to the reduction in use, or increases in reuse, or recycling of material resources.

2. Promotes intergovernmental cooperation and other partnership opportunities. A project that encourages partnership and collaboration between various public entities (local municipalities and government entities, School District, Fire District, Library District, etc.), community groups (neighborhood associations, social and human service organizations, service clubs, recreation organizations, etc), private organizations (Chamber of Commerce, business interest groups, property owners, builders, etc) and individuals to implement.

3. Enhances or improves cultural, recreational, natural resources and aesthetic values. A project that contributes to the implementation of the community's vision regarding quality of life.

4. Provides a new or expanded level of service and has no time sensitivity element. A project that improves service quality or provides for higher standards of service but has no associated time constraints for implementation

5. Community benefit or need has not yet been determined. A project for which community support is unknown. A project that may have controversial aspects.

**CITY OF SEDONA
CAPITAL IMPROVEMENT PLAN
FY 2016 - FY 2021
PROJECT LIST BY MAJOR PROGRAM**

PROJECT NAME	Page #	Category	Project #	Estimated FY 2015 Carryforward	FY2016	FY2017	FY2018	2016-2018 SUBTOTAL	FY2019	FY2020	FY2021	TOTAL
ART IN PUBLIC PLACES												
Art in the Roundabouts		2	1	\$32,500	\$32,500	\$0	\$0	\$32,500	\$0	\$75,000	\$0	\$107,500
Rehabilitation of Schnebly Home Memorial Site Located within Uptown Muni Parking Lot		3	2	\$0	\$0	\$25,000	\$45,000	\$70,000	\$0	\$0	\$0	\$70,000
Subtotal				\$32,500	\$32,500	\$25,000	\$45,000	\$102,500	\$0	\$75,000	\$0	\$177,500
COMMUNITY DEVELOPMENT												
Brewer Road Property - Future Development		2	3	\$150,000	\$150,000	\$580,000	\$0	\$730,000	\$0	\$0	\$0	\$730,000
Study possible land uses for the City-owned property at the WW Treatment Plant		3	4	\$0	\$0	\$125,000	\$125,000	\$250,000	\$0	\$0	\$0	\$250,000
Subtotal				\$150,000	\$150,000	\$705,000	\$125,000	\$980,000	\$0	\$0	\$0	\$980,000
PARKS AND RECREATION												
Barbara Antonsen Park (Carryover)		1	5	\$850,000	\$920,940	\$0	\$0	\$920,940	\$0	\$0	\$0	\$920,940
Sugarloaf Trailhead Parking Lot Expansion		2	6	\$0	\$201,800	\$0	\$0	\$201,800	\$0	\$0	\$0	\$201,800
Park Land Acquisition		2	7	\$1,645,000	\$1,675,000	\$0	\$0	\$1,675,000	\$0	\$0	\$0	\$1,675,000
Chapel Area Neighborhood Park		3	8	\$0	\$0	\$0	\$0	\$0	\$0	\$90,000	\$909,000	\$999,000
Jordan Historical Park Museum & Office Space		3	9	\$0	\$0	\$0	\$0	\$0	\$75,000	\$454,500	\$0	\$529,500
Park/Trail Easement Acquisition		2	10	\$40,000	\$50,000	\$0	\$0	\$50,000	\$0	\$0	\$0	\$50,000
Shade Structures and Playgrounds		3	11	\$0	\$35,000	\$0	\$0	\$35,000	\$0	\$487,219	\$0	\$522,219
Concession Stand		3	12	\$0	\$0	\$0	\$0	\$0	\$0	\$65,000	\$188,870	\$253,870
Fitness Trail		2	13	\$0	\$84,000	\$0	\$0	\$84,000	\$0	\$0	\$0	\$84,000
Dog Park Upgrade		2	14	\$0	\$18,120	\$152,510	\$0	\$170,630	\$0	\$0	\$0	\$170,630
Bike Skills Park		1	15	\$3,235	\$114,931	\$0	\$0	\$114,931	\$0	\$0	\$0	\$114,931
Subtotal				\$2,538,235	\$3,099,791	\$152,510	\$0	\$3,252,301	\$75,000	\$1,096,719	\$1,097,870	\$5,521,890

**CITY OF SEDONA
CAPITAL IMPROVEMENT PLAN
FY 2016 - FY 2021
PROJECT LIST BY MAJOR PROGRAM**

PROJECT NAME	Page #	Category	Project #	Estimated FY 2015 Carryforward	FY2016	FY2017	FY2018	2016-2018 SUBTOTAL	FY2019	FY2020	FY2021	TOTAL
POLICE												
Uptown Parking Meters on Main Street		2	16	\$0	\$100,000	\$200,000	\$0	\$300,000	\$0	\$0	\$0	\$300,000
Shooting Range Improvements		3	17	\$18,760	\$0	\$40,000	\$757,000	\$797,000	\$0	\$0	\$0	\$797,000
Police Facility Renovations		2	18	\$0	\$151,500	\$151,500	\$0	\$303,000	\$0	\$9,000,000	\$0	\$9,303,000
Radio Communications Enhancement		1	19	\$40,000	\$40,000	\$0	\$0	\$40,000	\$0	\$0	\$0	\$40,000
Subtotal				\$58,760	\$291,500	\$391,500	\$757,000	\$1,440,000	\$0	\$9,000,000	\$0	\$10,440,000
PUBLIC WORKS												
West Sedona Ped/Bike Path				\$55,000								
Uptown SR 89A Sidewalk Additions				\$111,000								
Traffic Signal Replacement				\$100,692								
Andante Sidewalk SR 89A to Sandborn		3	20	\$0	\$0	\$0	\$0	\$0	\$175,000	\$1,181,000	\$0	\$1,356,000
Uptown 89A Repaving		2	21	\$700,000	\$752,955	\$0	\$0	\$752,955	\$0	\$0	\$0	\$752,955
Uptown Pedestrian Access Improvements		1	22	\$100,000	\$868,500	\$0	\$0	\$868,500	\$0	\$0	\$0	\$868,500
Sanborn Drive Sidewalk		3	23	\$0	\$0	\$0	\$0	\$0	\$225,000	\$225,000	\$3,280,000	\$3,730,000
Sanborn Drive - Rodeo Road Sidewalk Project		3	24	\$0	\$0	\$0	\$0	\$0	\$262,000	\$0	\$0	\$262,000
Chapel Road Sidewalk		3	25	\$0	\$0	\$0	\$0	\$0	\$130,000	\$1,035,000	\$0	\$1,165,000
Coffee Pot Sidewalk		3	26	\$0	\$0	\$0	\$0	\$0	\$115,000	\$606,000	\$0	\$721,000
Navoti-Calle de Sol Intersection		1	27	\$287,000	\$156,500	\$0	\$0	\$156,500	\$0	\$0	\$0	\$156,500
SR 89A Landscape Improvement		1	28	\$0	\$206,750	\$0	\$0	\$206,750	\$0	\$0	\$0	\$206,750
Jordan Road Sidewalk Extension		1	29	\$66,000	\$25,250	\$0	\$0	\$25,250	\$0	\$0	\$0	\$25,250

**CITY OF SEDONA
CAPITAL IMPROVEMENT PLAN
FY 2016 - FY 2021
PROJECT LIST BY MAJOR PROGRAM**

PROJECT NAME	Page #	Category	Project #	Estimated FY 2015 Carryforward	FY2016	FY2017	FY2018	2016-2018 SUBTOTAL	FY2019	FY2020	FY2021	TOTAL
MS4 Storm Water Sampling		1	30	\$187,500	\$188,975	\$0	\$0	\$188,975	\$0	\$0	\$0	\$188,975
Dry Creek Road Overlay		2	31	\$0	\$121,000	\$0	\$433,189	\$554,189	\$0	\$0	\$0	\$554,189
Sanborn Dr/Thunder Mountain Rd Overlay		2	32	\$0	\$0	\$151,000	\$0	\$151,000	\$587,820	\$0	\$0	\$738,820
Ranger Brewer 89A Intersection		3	33	\$0	\$0	\$0	\$0	\$0	\$300,000	\$1,262,500	\$0	\$1,562,500
Uptown Public Restroom Improvements - Uptown Parking Lot		3	34	\$0	\$0	\$0	\$0	\$0	\$20,000	\$101,000	\$0	\$121,000
Uptown Public Restroom Improvements - Hitching Post		3	35	\$0	\$0	\$0	\$0	\$0	\$20,000	\$101,000	\$0	\$121,000
Transportation Study		2	36	\$0	\$250,000	\$0	\$0	\$250,000	\$0	\$1,000	\$0	\$251,000
Cathedral Rock Trail Head Project		2	37	\$0	\$200,000	\$0	\$0	\$200,000	\$20,000	\$101,000	\$0	\$321,000
Subtotal				\$1,607,192	\$2,769,930	\$151,000	\$433,189	\$3,354,119	\$1,854,820	\$4,613,500	\$3,280,000	\$13,102,439
DRAINAGE												
Coffee Pot Drainage Basin - Casa Bonita Channel		1	38	\$200,000	\$504,500	\$0	\$0	\$504,500	\$0	\$0	\$0	\$504,500
Coffee Pot Drainage Basin - Coffee Pot Road Crossing		1	39	\$0	\$0	\$419,000	\$0	\$419,000	\$0	\$0	\$0	\$419,000
Coffee Pot Drainage Basin - Grasshopper Area		1	40	\$0	\$0	\$30,000	\$701,700	\$731,700	\$606,000	\$0	\$0	\$1,337,700
Coffee Pot Drainage Basin - Little Elf Area		1	41	\$0	\$0	\$0	\$0	\$0	\$0	\$1,040,000	\$626,200	\$1,666,200
Back O' Beyond Road Low Water Crossing Improvements		1	42	\$0	\$0	\$0	\$0	\$0	\$0	\$350,000	\$1,515,000	\$1,865,000
Dry Creek Drainage Basin- SR89A Crossing		1	43	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$554,500	\$554,500
View Drive Drainage Improvements		1	44	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,814,500	\$1,814,500
Saddle Rock Area Drainage Improvements		1	45	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,613,000	\$1,613,000
Brewer Road/Tlaquepaque Drainage Improvements		1	46	\$225,000	\$916,400	\$1,313,000	\$0	\$2,229,400	\$0	\$0	\$0	\$2,229,400
Brewer Road Crossing Improvements		1	47	\$0	\$0	\$150,000	\$707,000	\$857,000	\$0	\$0	\$0	\$857,000

**CITY OF SEDONA
CAPITAL IMPROVEMENT PLAN
FY 2016 - FY 2021
PROJECT LIST BY MAJOR PROGRAM**

PROJECT NAME	Page #	Category	Project #	Estimated FY 2015 Carryforward	FY2016	FY2017	FY2018	2016-2018 SUBTOTAL	FY2019	FY2020	FY2021	TOTAL
Juniper Hills Area Drainage		1	48	\$0	\$0	\$0	\$100,000	\$100,000	\$606,000	\$0	\$0	\$706,000
Mystic Hills Lift Station Access Improvement		2	49	\$0	\$0	\$0	\$0	\$0	\$121,000	\$0	\$0	\$121,000
Storm Drainage Easement Acquisition		2	50	\$50,000	\$50,000	\$0	\$0	\$50,000	\$0	\$0	\$0	\$50,000
Storm Drainage Master Plan Update		2	51	\$0	\$0	\$0	\$350,000	\$350,000	\$0	\$0	\$150,000	\$500,000
Subtotal				\$475,000	\$1,470,900	\$1,912,000	\$1,858,700	\$5,241,600	\$1,333,000	\$1,390,000	\$6,273,200	\$14,237,800
Total Projects Non-Wastewater				\$4,861,687	\$7,814,621	\$3,337,010	\$3,218,889	\$14,370,520	\$3,262,820	\$16,175,219	\$10,651,070	\$44,459,629
WASTEWATER												
WWTP Effluent Management		1	52	\$1,000,000	\$4,008,589	\$2,642,500	\$0	\$6,651,089	\$0	\$0	\$0	\$6,651,089
WWTP Upgrades		1	53	\$1,000,000	\$5,336,034	\$255,000	\$0	\$5,591,034	\$0	\$0	\$0	\$5,591,034
WW Master Plan		2	54	\$0	\$200,000	\$0	\$0	\$200,000	\$0	\$100,000	\$0	\$300,000
WWTP Bar Screen and Filter System Upgrades		1	55	\$0	\$450,000	\$0	\$50,000	\$500,000	\$1,300,000	\$0	\$0	\$1,800,000
2016 Northview Sewerline Rehab		2	56	\$0	\$0	\$0	\$575,000	\$575,000	\$0	\$0	\$0	\$575,000
Centrifuge #1 Upgrade		1	57	\$0	\$175,000	\$0	\$0	\$175,000	\$0	\$0	\$0	\$175,000
Reservoir 3 Drainage Study		2	58	\$0	\$50,000	\$0	\$0	\$50,000	\$0	\$0	\$0	\$50,000
Subtotal				\$2,000,000	\$10,219,623	\$2,897,500	\$625,000	\$13,742,123	\$1,300,000	\$100,000	\$0	\$15,142,123
TOTAL ALL PROJECTS				\$6,861,687	\$18,034,244	\$6,234,510	\$3,843,889	\$28,112,643	\$4,562,820	\$16,275,219	\$10,651,070	\$59,601,752

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN FY2016 TO FY2021

Project Title: Art in the Roundabouts

Location: SR 89A Corridor

Project #:

Category:

Project Description

To continue adding public art for continued beautification of the SR 89A corridor. The Schnebly Roundabout public art piece was selected in FY14. The art piece will be created and installed in the Roundabout, sometime in FY15. A future project is scheduled for 2020, assuming that Percent for Arts funds can be accumulated to cover the cost of a public art project.

Project Justification

Will enhance the City's image as being a City animated by the arts where public art may be enjoyed by residents and visitors. The roundabouts along SR 179 and SR 89A are highly visible locations in the City.

Category	Funding Source	Carryover/ New	Prior Yr	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	Total
Public Art	Percent for Arts	Carryover	\$15,000	\$0	\$0	\$0	\$0	\$65,000	\$0	\$65,000
Construction	Percent for Arts	Carryover	\$32,500	\$32,500	\$0	\$0	\$0	\$10,000	\$0	\$42,500
Total Budget			\$47,500	\$32,500	\$0	\$0	\$0	\$75,000	\$0	\$107,500

Total Operating Impacts						
Personnel Costs	\$0	\$0	\$0	\$0	\$0	\$0
Materials & Supplies	\$0	\$0	\$0	\$0	\$0	\$0
Contractual Services	\$0	\$0	\$0	\$0	\$0	\$0
Totals	\$0	\$0	\$0	\$0	\$0	\$0

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN FY2016 TO FY2021

Rehabilitation of Memorial to Former Schnebly
Home Site Located within the Municipal

Project Title: Parking Lot

Location: Uptown Parking Lot

Project #:

Category:

Project Description

Redesign and refurbish the remnants of the former Schnebly home foundation. The site of the memorial is located within the Uptown Municipal Parking Lot. Because the project improvements are undefined the costs are a place holder. Previously school age children made decorated tiles to embed in the area memorialized as a tribute to this historic landmark. Those tiles are now largely broken or missing, and it is time to rejuvenate that area with a new arts related project.

Project Justification

The previous improvements have deteriorated. The project is a public arts project and adequate funding and a process to develop the design needs to be available prior to starting design work on this project.

Category	Funding Source	Carryover/ New	Prior Yr	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	Total
Design	Percent for Arts	New	\$0	\$0	\$25,000	\$0	\$0	\$0	\$0	\$25,000
Construction	Percent for Arts	New	\$0	\$0	\$0	\$45,000	\$0	\$0	\$0	\$45,000
			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget			\$0	\$0	\$25,000	\$45,000	\$0	\$0	\$0	\$70,000

Total Operating Impacts						
Personnel Costs	\$0	\$0	\$0	\$0	\$0	\$0
Materials & Supplies	\$0	\$0	\$0	\$0	\$0	\$0
Contractual Services	\$0	\$0	\$0	\$0	\$0	\$0
Totals	\$0	\$0	\$0	\$0	\$0	\$0

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN FY2016 TO FY2021

Project Title: Master Plan and Development for Brewer Road Property

Location: Brewer Road

Project #:

Category:

Project Description

Create a Master Plan to guide future development and operations at the new City-owned property, and create a Community Focus Area (CFA) Plan for the broader Brewer Road planning area as identified through the Sedona Community Plan. The development of a master plan and a CFA for the site would include a significant public participation component. Funding for both efforts includes consultant services to help develop and illustrate various potential concepts. Once the master plan for the City's property is in place, funds will be required for implementation and development. The dollar figure for that effort is not known at this time, nor is it known whether a public/private or other partnership to fund the project will be possible. A placeholder has been added for future design and construction.

Project Justification

Now that the City has purchased the "Old Ranger Station" on Brewery Road, a Master Plan will need to be created to understand what the future community vision for this property will be. Upon completion of a Master Plan, funds will be needed for implementation. Additionally, in the Sedona Community Plan, Community Focus Areas (CFA's) locations have been identified where the City intends to play a proactive planning role to implement the community's vision. With participation from property and business owners, neighbors, stakeholders, and citizens, the City will develop plans for each CFA that can help bring properties into closer alignment with the Sedona Community Plan. The CFA Plans are called "Specific Plans" in Arizona state law, and are intended to provide a way to implement the general plan (i.e. Sedona Community Plan) by providing more detail for specific areas in a community. Many Arizona communities use this planning approach. "Specific Plans" are adopted in public hearings with the Planning and Zoning Commission and City Council. Once these plans are adopted, rezonings may be considered that are consistent with these "Specific Plans". The area surrounding the City's parcel has been identified as a CFA and it make sense to conduct the CFA planning process in conjunction with the site specific master planning process.

Category	Funding Source	Carryover/ New	Prior Yr	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	Total
Design	CFD Funds	Carryover	\$0	\$130,000	\$0	\$0	\$0	\$0	\$0	\$130,000
Construction	CFD Funds	Carryover	\$0	\$0	\$580,000	\$0	\$0	\$0	\$0	\$580,000
Construction/ Environmental	CFD Funds	Carryover	\$0	\$20,000	\$0	\$0	\$0	\$0	\$0	\$20,000
Arts	CFD Funds	Carryover	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget			\$0	\$150,000	\$580,000	\$0	\$0	\$0	\$0	\$730,000

Total Operating						
Personnel Costs	\$0	\$0	\$0	\$0	\$0	\$0
Materials & Supplies	\$0	\$0	\$0	\$0	\$0	\$0
Contractual Services	\$0	\$0	\$0	\$0	\$0	\$0
Totals	\$0	\$0	\$0	\$0	\$0	\$0

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN FY2016 TO FY2021

Project Title: Feasibility Study for a Possible Land Uses at the Wastewater Treatment Plant

Location: WWTP

Project #:

Category:

Project Description

This project would fund a study to explore the various land use options for the approximately 200 additional acres at the City of Sedona Wastewater Treatment Plant that should come available once the City's effluent disposal optimization plan is implemented. A public input process would be included as part of the analysis.

Project Justification

Various land use alternatives for available City-owned land at the Wastewater Treatment Plant were discussed several years ago by the Wastewater Effluent Disposal & Land Use Task Force (WEDLU). However, WEDLU felt that the future land use options at the wastewater treatment plant could not be decided until the City had a better understanding of the amount of land needed for effluent disposal management purposes. City Council has formed a Task Force to review all proposed land use options now that the Effluent Optimization Study findings have been made and the City generally believes it will have approximately 200 developable acres after the effluent disposal strategies are implemented. That would likely be augmented by outside consulting services to conduct economic analyses and other feasibility analyses and to make recommendations regarding the various land-use options. Exact location of that acreage and timing of its availability are yet to be determined. The City of Sedona already owns the land, so the land purchase expense would not be necessary. The re-use of effluent to water the fields could also be included in this project. This project could provide positive economic benefits to the City of Sedona.

Category	Funding Source	Carryover/ New	Prior Yr	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	Total
Study	Capital Reserves	New	\$0	\$0	\$125,000	\$125,000	\$0	\$0	\$0	\$250,000
Total Budget			\$0	\$0	\$125,000	\$125,000	\$0	\$0	\$0	\$250,000

Total Operating Impacts						
Personnel Costs	\$0	\$0	\$0	\$0	\$0	\$0
Materials & Supplies	\$0	\$0	\$0	\$0	\$0	\$0
Contractual Services	\$0	\$0	\$0	\$0	\$0	\$0
Totals	\$0	\$0	\$0	\$0	\$0	\$0

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN FY2016 TO FY2021

Project Title: Posse Grounds Pavilion in Barbara Antonsen Park

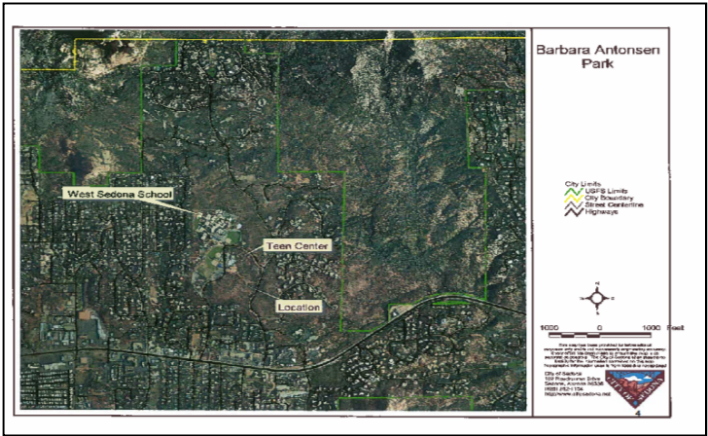
Project #:

Location: Posse Ground Road

Category:

Project Description

This request is for the construction of an amphitheater at Barbara's Park. The original project was planned to be completed in FY13, however during construction the dome structure collapsed and the City Council made the decision to not re-construct the existing design. A new design was selected by City Council and will be complete in FY15. Carryover design budget, to FY16, is for construction administration services and construction is scheduled for FY 16.



Project Justification

The community has expressed strong support for an amphitheater facility at this location and has also expressed its desire to move forward with construction of the new design.

Category	Funding Source	Carryover/ New	Prior Yr	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	Total
Design	CFD Funds	Carryover	\$148,000	\$18,000	\$0	\$0	\$0	\$0	\$0	\$166,000
Construction	CFD Funds	Carryover	\$438,711	\$894,000	\$0	\$0	\$0	\$0	\$0	\$1,332,711
Utility Connections	CFD Funds	Carryover	\$154,401	\$0	\$0	\$0	\$0	\$0	\$0	\$154,401
Study	CFD Funds	Carryover	\$42,675	\$0	\$0	\$0	\$0	\$0	\$0	\$42,675
Arts	CFD Funds	Carryover	\$0	\$8,940	\$0	\$0	\$0	\$0	\$0	\$8,940
Total Budget			\$783,787	\$920,940	\$0	\$0	\$0	\$0	\$0	\$1,704,727

Total Operating Impacts						
Personnel Costs	\$0	\$0	\$0	\$0	\$0	\$0
Materials & Supplies	\$0	\$6,700	\$6,700	\$6,700	\$6,700	\$6,700
Contractual Services	\$0	\$6,900	\$6,900	\$6,900	\$6,900	\$6,900
Totals	\$0	\$13,600	\$13,600	\$13,600	\$13,600	\$13,600

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN FY2016 TO FY2021

Project Title: Sugarloaf Trailhead Parking Lot Expansion

Project #:

Location: Sugarloaf Trailhead

Category:

Project Description

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

Project Justification

There are approximately 6 parking spaces at the Sugarloaf Trailhead that are heavily utilized. Demand exists for additional parking as overflow parks along the residential streets causing safety hazards.



Category	Funding Source	Carryover/ New	Prior Yr	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	Total
Construction	Dev't Impact Fees	New	\$0	\$180,000	\$0	\$0	\$0	\$0	\$0	\$180,000
Study	Dev't Impact Fees	New	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Design	Dev't Impact Fees	New	\$0	\$20,000	\$0	\$0	\$0	\$0	\$0	\$20,000
Arts	Dev't Impact Fees	New	\$0	\$1,800	\$0	\$0	\$0	\$0	\$0	\$1,800
Total Budget			\$0	\$201,800	\$0	\$0	\$0	\$0	\$0	\$201,800

Total Operating Impacts						
Personnel Costs	\$0	\$0	\$0	\$0	\$0	\$0
Materials & Supplies	\$0	\$0	\$0	\$0	\$0	\$0
Contractual Services	\$0	\$0	\$0	\$0	\$0	\$0
Totals	\$0	\$0	\$0	\$0	\$0	\$0

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN FY2016 TO FY2021

Project Title: Parks Land Acquisition

Project #:

Location: TBD

Category:

Project Description

Funding is available through development impact fees for park land acquisition. This funding could be used to purchase various properties for future use as a public park, including possible creekside land, easements or pathways for a creekwalk, a neighborhood park in the Chapel area, etc. Council will be considering various options, this establishes the appropriation authority should Council decide to purchase something. If the funds set aside for park property acquisition are not expended in FY 16, the amounts will likely be re-appropriated in future fiscal years.

Project Justification

According to the 2012 Parks and Recreation Master Plan, there is public interest and support among city residents for additional park sites, including neighborhood and community parks. The distributing of city parks equitably and targeting underserved populations was given as a guideline for choosing capital projects in the future. The City has also collected development impact fees which must be spent on the acquisition of park land. This allocation provides a funding appropriation in the event any of this property acquisition materializes in FY16 or beyond.

Category	Funding Source	Carryover/ New	Prior Yr	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	Total
Land	Devt Impact Fees	Carryover	\$0	\$1,675,000	\$0	\$0	\$0	\$0	\$0	\$1,675,000
Total Budget			\$0	\$1,675,000	\$0	\$0	\$0	\$0	\$0	\$1,675,000

Total Operating Impacts						
Personnel Costs		\$0	\$0	\$0	\$0	\$0
Materials & Supplies		\$0	\$0	\$0	\$0	\$0
Contractual Services		\$0	\$0	\$0	\$0	\$0
Totals		\$0	\$0	\$0	\$0	\$0

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN FY2016 TO FY2021

Project Title: Chapel Area Neighborhood Park

Project #:

Location: Chapel Area

Category:

Project Description

Funding is available through development impact fees for park land acquisition. The budget for land acquisition has been included in the parks land acquisition CIP project and this project assumed land is acquired for a Chapel area park. The estimated cost of land is \$750,000. Per the Master Plan 3-7 year recommendation, the distribution of neighborhood parks is inequitable since all of the City's public parks are currently located in West Sedona. The study found that another neighborhood park, closer to the Chapel area of the City is needed. This project establishes the appropriation authority to fund for future construction of a neighborhood park assuming land is acquired through the parks development impact fee funding for land acquisition.

Project Justification

According to the 2012 Parks and Recreation Master Plan, there is public interest and support among city residents for additional park sites, including neighborhood and community parks. The distributing of city parks equitably and targeting underserved populations was given as a guideline for choosing capital projects in the future. The City has also collected development impact fees which must be spent on the acquisition of park land. This allocation provides a funding appropriation in the event any of this property acquisition materializes in FY15 or beyond.

Category	Funding Source	Carryover/ New	Prior Yr	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	Total
Design	Devt Impact Fees	New	\$0	\$0	\$0	\$0	\$0	\$90,000	\$0	\$90,000
Land**	Devt Impact Fees	New	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	Devt Impact Fees	New	\$0	\$0	\$0	\$0	\$0	\$0	\$900,000	\$900,000
Arts	Devt Impact Fees	New	\$0	\$0	\$0	\$0	\$0	\$0	\$9,000	\$9,000
Total Budget			\$0	\$0	\$0	\$0	\$0	\$90,000	\$909,000	\$999,000

Total Operating Impacts						
Personnel Costs	\$0	\$0	\$0	\$0	\$0	\$55,000
Materials & Supplies	\$0	\$0	\$0	\$0	\$0	\$5,000
Contractual Services	\$0	\$0	\$0	\$0	\$0	\$0
Totals	\$0	\$0	\$0	\$0	\$0	\$60,000

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN FY2016 TO FY2021

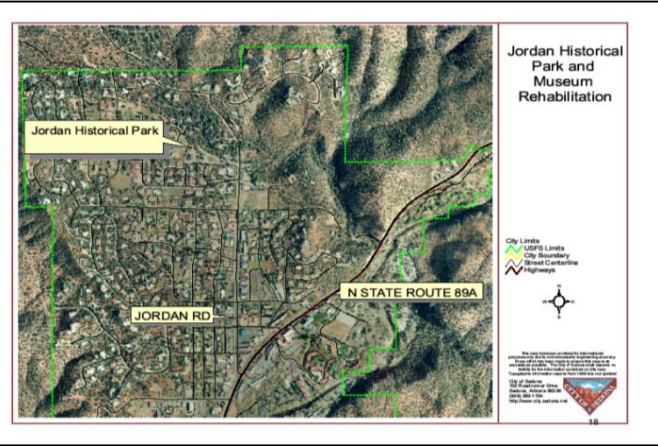
Project Title: Jordan Park Historical Museum & Office Space **Location:** Jordan Historical Park

Project #: **Category:**

Project Description

The Sedona Historical Society has mentioned their interest in fundraising to build a new building at Jordan Historical Park for office space and to showcase and store historical artifacts in appropriate temperature and light controlled facilities. The total project cost is anticipated to be approximately \$2 million. This project could fund a contribution from the City. The remaining funds would be outside sources raised by the Historical Society.

The need for offices is based on the desire to move all administrative/sales functions from the Jordan buildings. They also need additional space to conserve an expanding collection and to have room to host traveling exhibits, ala those that Smithsonian makes available. To host those exhibits requires space with appropriate security as well as temperature and humidity control.



Category	Funding Source	Carryover/ New	Prior Yr	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	Total
Construction		New	\$0	\$0	\$0	\$0	\$0	\$450,000	\$0	\$450,000
Design		New	\$0	\$0		\$0	\$75,000	\$0	\$0	\$75,000
Arts		New	\$0	\$0	\$0	\$0	\$0	\$4,500	\$0	\$4,500
Total Budget			\$0	\$0	\$0	\$0	\$75,000	\$454,500	\$0	\$529,500

Total Operating Impacts						
Personnel Costs	\$0	\$0	\$0	\$0	\$0	\$0
Materials & Supplies	\$0	\$0	\$0	\$0	\$0	\$0
Contractual Services	\$0	\$0	\$0	\$0	\$0	\$0
Totals	\$0	\$0	\$0	\$0	\$0	\$0

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN FY2016 TO FY2021

Project Title: Park/Trail Easement Acquisition

Location: Citywide

Project #:

Category:

Project Description

Funds for Parks & Recreation to acquire land for trail easements and/or park land as requested by City Council as an ongoing budgeted request. Staff and volunteers are continuing work to determine trail heads within City limits that need to be purchased by the City. In FY15 two purchases were made, for easements to complete the Airport Loop Trail which was previously traversing private property. The loop is now complete.

Project Justification

A list of trailheads that need to be purchased and operated by the City are currently under investigation. Should these trailheads not be taken over by the City they may be lost to users because of home owner interference. According to the survey results of the 2012 Parks and Recreation Master Plan, 76% of respondents were supportive of upgrading/expanding existing Forest Service trailheads. Only one other project was higher in percentage.

Category	Funding Source	Carryover/ New	Prior Yr	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	Total
Land	Devt Impact Fees	New	\$7,400	\$50,000	\$0	\$0	\$0	\$0	\$0	\$57,400
Total Budget			\$7,400	\$50,000	\$0	\$0	\$0	\$0	\$0	\$57,400

Total Operating Impacts						
Personnel Costs	\$0	\$0	\$0	\$0	\$0	\$0
Materials & Supplies	\$0	\$0	\$0	\$0	\$0	\$0
Contractual Services	\$0	\$0	\$0	\$0	\$0	\$0
Totals	\$0	\$0	\$0	\$0	\$0	\$0

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN FY2016 TO FY2021

Project Title: Shade Structures and Playgrounds
Project #:
Location: Posse Grounds Park Playground Area & Multiuse Field
Category:

Project Description
 Remove all existing outdated playground equipment and replace with new inclusive and adaptive equipment. Completion of this project will result in 4 new shade structures and 2 new playgrounds. Install a rubberized safety playground surface and install shade structures over both of the new playground areas and over the bleachers on the multiuse field.

Project Justification
 "According to our 2012 Parks and Recreation Master Plan: Capital Maintenance Priorities-Upgrade existing playgrounds at Posse Grounds Community Park and Level of Services Recommendations- Shade structures should be installed on all playgrounds within 1-3 years."
 City projects are more competitive for outside funding sources if the City has already committed to the project by completing the design phase. Our intention is to fund the design utilizing Development Impact Fees. Construction would not take place unless outside funding sources are procured. The new playground design will be "Inclusive" by nature so as to invite children of all abilities to play and imagine together, thereby making them equal through play. The rubberized playground surface will be ADA accessible so as not to eliminate anyone (adult or child) from being able to use the park. By installing this weather/sun protection structure, it will increase the life of the playground equipment by providing protection from inclement weather and sun, as well as providing the same protection to the users of the playground equipment. These are the last two playgrounds that need to be covered in order to accomplish one of the goals in the Master Plan.



Category	Funding Source	Carryover/ New	Prior Yr	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	Total
Design	Dev Impact Fees	New	\$0	\$35,000	\$0	\$0	\$0	\$0	\$0	\$35,000
Construction	Outside funding	New	\$0	\$0	\$0	\$0	\$0	\$438,937	\$0	\$438,937
Contingency	Outside funding	New	\$0	\$0	\$0	\$0	\$0	\$43,893	\$0	\$43,893
Arts	Outside funding	New	\$0	\$0	\$0	\$0	\$0	\$4,389	\$0	\$4,389
Total Budget			\$0	\$35,000	\$0	\$0	\$0	\$487,219	\$0	\$522,219

Total Operating Impacts						
Personnel Costs	\$0	\$0	\$0	\$0	\$0	\$0
Materials & Supplies	\$0	\$0	\$0	\$0	\$0	\$0
Contractual Services	\$0	\$0	\$0	\$0	\$0	\$0
Totals	\$0	\$0	\$0	\$0	\$0	\$0

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN FY2016 TO FY2021

Project Title: Concession Stand

Location: Posse Grounds Park

Project #:

Category:

Project Description

The concession stand and restrooms building (combined) is located in between the softball fields at Posse Grounds Park. An approved budget would allow for concept and development of plans and specification for an entirely new building with restrooms, storage, concession capabilities and improved access.



Project Justification

This building has been in need of repair and remodel for many years, however the demand for the building was not large enough to justify the budget. With the increase of special events at this facility as well as the development of the new bike skills park, the demand on this building has begun to increase and will continue to do so. This is the main public restroom facility for the skate park, basketball court, ball fields, special events and rentals and future bike park. This building also provides storage for little league.

Category	Funding Source	Carryover/ New	Prior Yr	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	Total
Design		New	\$0	\$0	\$0	\$0	\$0	\$65,000	\$0	\$65,000
Construction		New	\$0	\$0	\$0	\$0	\$0	\$0	\$187,000	\$187,000
Arts		New	\$0	\$0	\$0	\$0	\$0	\$0	\$1,870	\$1,870
Total Budget			\$0	\$0	\$0	\$0	\$0	\$65,000	\$188,870	\$253,870

Total Operating Impacts						
Personnel Costs	\$0	\$0	\$0	\$0	\$0	\$0
Materials & Supplies	\$0	\$0	\$0	\$0	\$0	\$0
Contractual Services	\$0	\$0	\$0	\$0	\$0	\$0
Totals	\$0	\$0	\$0	\$0	\$0	\$0

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN FY2016 TO FY2021

Project Title: Fitness Trail

Location: Posse Grounds Park

Project #:

Category:

Project Description

The City is applying for a grant through Arizona State Parks, that if awarded could completely renovate the fitness trail located at Posse Grounds Park. The current fitness trail is outdated, underused and not ADA compliant. The new fitness trail would include removal of the old equipment, installation of new pads, new ADA accessible equipment and signage and potentially shade structures as well.



Project Justification

Park amenities should be maintained and/or replaced when necessary per our maintenance standards for the parks. Seeking outside funding to complete these "nice to have projects" and provide new parks amenities to the public, allows the City to leverage a small contribution (in this case for design and a small construction contribution) and possibly acquire up to \$80,000 of outside sources to fund the majority of the project. This project is also supported by West Sedona School.

Category	Funding Source	Carryover/New	Prior Yr	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	Total
Design	General Fund	New	\$6,000	\$0	\$0	\$0	\$0	\$0	\$0	\$6,000
Construction	Dev Impact Fee	New	\$0	\$3,200	\$0	\$0	\$0	\$0	\$0	\$3,200
Construction	Outside Funding	New	\$0	\$80,000	\$0	\$0	\$0	\$0	\$0	\$80,000
Arts	Dev Impact Fee	New	\$0	\$800	\$0	\$0	\$0	\$0	\$0	\$800
Total Budget			\$6,000	\$84,000	\$0	\$0	\$0	\$0	\$0	\$90,000

Total Operating Impacts							
Personnel Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Materials & Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contractual Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Totals	\$0	\$0	\$0	\$0	\$0	\$0	\$0

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN FY2016 TO FY2021

Project Title: Dog Park Upgrade

Location: Posse Grounds Park

Project #:

Category:

Project Description

Upgrade existing dog park. Remove decomposed granite and add K9 artificial turf. Include K9/human drinking fountains. Create a master plan design of the park to determine other upgrades that can be included to improve the park based on Best Practices and community feedback.



Project Justification

The Parks and Recreation Dept and the Public Works Dept continue to get complaints about the dog park. The dirt is hot, filthy and injures the paws of dogs. The current water situation is a horse trough and hose. Adding artificial K9 grass will not only be beautiful but clean and sanitary as well as injury free. This project will also take into consideration other requests that have been made to Public Works.

Category	Funding Source	Carryover/ New	Prior Yr	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	Total
Design	DIF Fees	New	\$0	\$18,120	\$0	\$0	\$0	\$0	\$0	\$18,120
Construction	DIF Fees	New	\$0	\$0	\$151,000	\$0	\$0	\$0	\$0	\$151,000
Arts	General Fund	New	\$0	\$0	\$1,510	\$0	\$0	\$0	\$0	\$1,510
Total Budget			\$0	\$18,120	\$152,510	\$0	\$0	\$0	\$0	\$170,630

Total Operating Impacts							
Personnel Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Materials & Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contractual Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Totals	\$0	\$0	\$0	\$0	\$0	\$0	\$0

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN FY2016 TO FY2021

Project Title: Bike Skills Park

Location: Posse Grounds Park

Project #:

Category:

Project Description

This project assumed a cost share between the City and fundraising from the users. The users fundraised \$37,000 for design of the park in FY15 and the City subsequently agreed to construct the park. The contributed funds, paid for a complete master plan design of the bike skills park. It included future phases (not currently budgeted) that could be built if additional funding became available. The Sedona Bike Skills Park will provide dirt trails amongst natural landscape for non-riders to be introduced to the healthy sport of mountain biking and a place for current riders of all ages and abilities to safely practice their mountain biking skills. The park will be located within Posse Grounds Park, adjacent to the Jack Malmgren Skate Park and Barbara Antonsen Park.

Project Justification

As \$37,000 was raised by the community to pay for the design of the park, it can be concluded that this amenity is a community need. The Sedona Strategic plan states that the community should be served with a variety of recreational opportunities and the parks should be expanded based on identified community needs. Since a master plan design has been approved by the community, Planning & Zoning Commission and the City Council, it would be in the best interest for our users if the park was completed in its potential entirety. The budgeted amount for FY16 will cover Phase I of the park. If additional funding is procured from outside sources, we would like the City to approve additional funds as a match to complete Phase II of the park in FY17, thus completing the park entirely. The bike park would provide a place for residents and tourists to practice before entering the USFS trail system. Park design, construction and periodic re-construction would offer a creative outlet for people that would like to become involved in trail building activities. The advanced nature of some of the park terrain would offer a place for the riders desiring jumps, and thus help reduce multi-user conflicts of the USFS trail system.

Category	Funding Source	Carryover/New	Prior Yr	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	Total
Design	Outside Sources	Carryover	\$33,765	\$3,331	\$0	\$0	\$0	\$0	\$0	\$37,096
Construction	General Fund	Carryover	\$0	\$110,000	\$0	\$0	\$0	\$0	\$0	\$110,000
Construction	General Fund	New	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	Outside Sources	New	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Arts	General Fund	New	\$0	\$1,600	\$0	\$0	\$0	\$0	\$0	\$1,600
Total Budget			\$33,765	\$114,931	\$0	\$0	\$0	\$0	\$0	\$148,696

Total Operating Impacts						
Personnel Costs	\$0	\$0	\$0	\$0	\$0	\$0
Materials & Supplies	\$0	\$0	\$0	\$0	\$0	\$0
Contractual Services	\$0	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Totals	\$0	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN FY2016 TO FY2021

Project Title: Uptown Parking Meters on Main Street

Location: Uptown

Project #:

Category:

Project Description

The City has pursued a phased implementation of several recommendations from the 2012 Update to the Uptown Parking Management Plan, as completed by Nelson/Nygaard Consulting. The projects have included lot improvements made to create additional public parking on lots that have been 100% private lots (signage, striping, overlay/repaving, and other improvements), pedestrian access improvements, and this project supports the future installation and operation of a paid parking system for the on-street parking stalls along Highway 89A in the Uptown area. In conjunction with the other improvements, this will improve on street parking turnover and availability and facilitate the use of off-highway free public parking instead of creating additional traffic congestion and visitor frustration to obtain an on-street space.

Project Justification

In 2005 a Sedona Parking Management Study was completed for the Uptown area. In 2012 the City Council approved expenditures to conduct an update to that Plan. The study update was prepared by a consultant, Nelson/Nygaard. The study provided recommendations that the City should establish public parking agreements with private property owners for the establishment of a pool of public parking locations throughout the Uptown area, improving wayfinding signage, adding visitor-friendly signage (minimize tow away signs), improving lighting and pedestrian access to more remote lots, and ultimately implementing time restricted and/or paid parking programs. They noted that paid parking would address the high occupancy levels better than any other method of on-street parking management, but that it should be done in conjunction with the other parking management strategies. They also noted that the current parking supply needed to be managed before new parking in Uptown is created and that regulated on-street parking will improve parking management and traffic flow in the Uptown area. Paid parking could also generate revenue for future parking/traffic enhancements or other reinvestment in the Uptown area.

Category	Funding Source	Carryover/ New	Prior Yr	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	Total
Arts	General Fund	Carryover	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	General Fund	Carryover	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	General Fund	New	\$0	\$100,000	\$200,000	\$0	\$0	\$0	\$0	\$300,000
Study	General Fund	New	\$26,000	\$0	\$0	\$0	\$0	\$0	\$0	\$26,000
Total Budget			\$26,000	\$100,000	\$200,000	\$0	\$0	\$0	\$0	\$326,000

Total Operating Impacts						
Personnel Costs	\$0	\$0	\$0	\$0	\$0	\$0
Materials & Supplies	\$0	\$0	\$0	\$0	\$0	\$0
Contractual Services	\$0	\$0	\$0	\$0	\$0	\$0
Totals	\$0	\$0	\$0	\$0	\$0	\$0

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN FY2016 TO FY2021

Project Title: Shooting Range/Training Facility Improvements **Location:** N/A

Project #: **Category:**

Project Description

A study has been completed on the renovation and enhancement of the police shooting range. The study encompassed needed critical safety improvements and enhancements that would provide the department with an effective training facility. The critical safety improvements will be completed in FY 2015. The continuance of this project will focus on the construction of training rooms, restrooms, secured storage areas, parking areas and a new access road to the facility.

Project Justification

The police department shooting range recently underwent specific renovation to address critical safety issues and make minor improvements to enhance its functionality as a training facility. The department is in need of dedicated space and areas in which their training activities can be conducted in a safe, secured and controlled location. The areas adjacent to the shooting range are large enough to accommodate the space needed for the construction of restrooms, training rooms, secured storage areas, and parking areas. Additionally, a new access road to the facility could be designed and constructed to provide an entrance to the facility that would not require travel through sensitive areas within the Waste Water Treatment Plant or the recreational wetlands. Such improvements to the facility would create opportunities to provide training space for other city department and develop revenue generating activities through fee based use by other public and private entities.

Category	Funding Source	Carryover/ New	Prior Yr	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	Total
Study	General Fund		\$20,000	\$0	\$0	\$0	\$0	\$0	\$0	\$20,000
Design	Dev't Impact Fees	New	\$0	\$0	\$15,000	\$0	\$0	\$0	\$0	\$15,000
Arts	General Fund	New	\$3,750	\$0	\$0	\$7,000	\$0	\$0	\$0	\$3,750
Construction	General Fund	New	\$230,000	\$0	\$0	\$700,000	\$0	\$0	\$0	\$930,000
Construction	Dev't Impact Fees		\$95,000	\$0	\$0	\$0	\$0	\$0	\$0	\$95,000
Construction	PD RICO	New	\$30,000	\$0	\$0	\$25,000	\$0	\$0	\$0	\$55,000
Equipment	PANT RICO	New	\$50,000	\$0	\$25,000	\$25,000	\$0	\$0	\$0	\$100,000
Total Budget			\$428,750	\$0	\$40,000	\$757,000	\$0	\$0	\$0	\$1,218,750

Total Operating Impacts						
Personnel Costs	\$0	\$0	\$0	\$0	\$0	\$0
Materials & Supplies	\$0	\$0	\$0	\$5,000	\$5,000	\$5,000
Contractual Services	\$0	\$0	\$0	\$10,000	\$10,000	\$10,000
Totals	\$0	\$0	\$0	\$15,000	\$15,000	\$15,000

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN FY2016 TO FY2021

Project Title: Police Facility Renovations

Location: 100 Roadrunner Drive

Project #:

Category:

Project Description

Space and needs assessment study and estimated construction costs to enhance the building's operational functionality within its existing footprint and/or through cost effective additions to the facility.

Project Justification

The Police Department facility is operated 24 hours a day seven days a week and has been in use since 1998. The building was not designed or built as a public safety facility and therefore does not allow for effective work flow processes, security of confidential/sensitive work areas, locker room privacy, shared public/other city department use, or accomodation of various support functions. A space needs analysis showed that the department should be operating in a facility of 18,000 square feet. The current work space in the building is about 8,100 square feet. The department will continue to make minor modifications and enhancements to the facility to improve its functionality. A long term solution to the department's facility needs to be discussed and developed.

Category	Funding Source	Carryover/ New	Prior Yr	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	Total
Study	RICO	New	\$8,000	\$0	\$0	\$0	\$0	\$0	\$0	\$8,000
Construction	General Fund	New	\$150,000	\$150,000	\$150,000	\$0	\$0	\$9,000,000	\$0	\$9,450,000
Percent for Arts	General Fund	New	\$1,500	\$1,500	\$1,500	\$0	\$0	\$0	\$0	\$4,500
Total Budget			\$159,500	\$151,500	\$151,500	\$0	\$0	\$9,000,000	\$0	\$9,462,500

Total Operating Impacts						
Personnel Costs	\$0	\$0	\$0	\$0	\$0	\$0
Materials & Supplies	\$0	\$0	\$0	\$0	\$0	\$15,000
Contractual Services	\$0	\$0	\$0	\$0	\$0	\$50,000
Totals	\$0	\$0	\$0	\$0	\$0	\$65,000

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN FY2016 TO FY2021

Project Title: Radio Systems Enhancement

Location: 100 Roadrunner Drive

Project #:

Category:

Project Description

Enhance radio system to improve radio transmitting and receiving of police radio communications. Evaluate benefits and costs of adding functionality to provide radio communications for other city government functions such as Parks/Recreations and emergency management. Identify and recommend various alternatives to ensure that the radio system will meet current and future interoperability requirements.

Project Justification

Department personnel have experienced on-going problems with transmitting and receiving radio communications. The police radio communications system partially resides on the Sedona Fire District's radio communications infrastructure and a significant amount of the police radio communications equipment is out dated and in need of replacement or upgrading. An in-depth analysis and assessment of the radio system needs to be conducted to identify the best and most cost effective approach to improvements to the system and the replacement/upgrading of radio equipment. Additionally, alternatives for enhancing the system to ensure its capability to meet current and future interoperability requirements need to be explored and reviewed for future potential costs.

Category	Funding Source	Carryover/ New	Prior Yr	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	Total
Coverage Study	General Fund	Carryover	\$50,000	\$0	\$0	\$0	\$0	\$0	\$0	\$50,000
Equipment	General Fund	Carryover	\$31,000	\$40,000	\$0	\$0	\$0	\$0	\$0	\$71,000
Equipment	General Fund	New	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget			\$81,000	\$40,000	\$0	\$0	\$0	\$0	\$0	\$121,000

Total Operating Impacts

Personnel Costs	\$0	\$0	\$0	\$0	\$0	\$0
Materials & Supplies	\$0	\$0	\$0	\$0	\$0	\$0
Contractual Services	\$0	\$0	\$0	\$0	\$0	\$0
Totals	\$0	\$0	\$0	\$0	\$0	\$0

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN FY2016 TO FY2021

Project Title: Andante Sidewalk SR 89A to Sanborn Drive

Project #:

Location: Andante Road SR 89A to Sanborn Drive

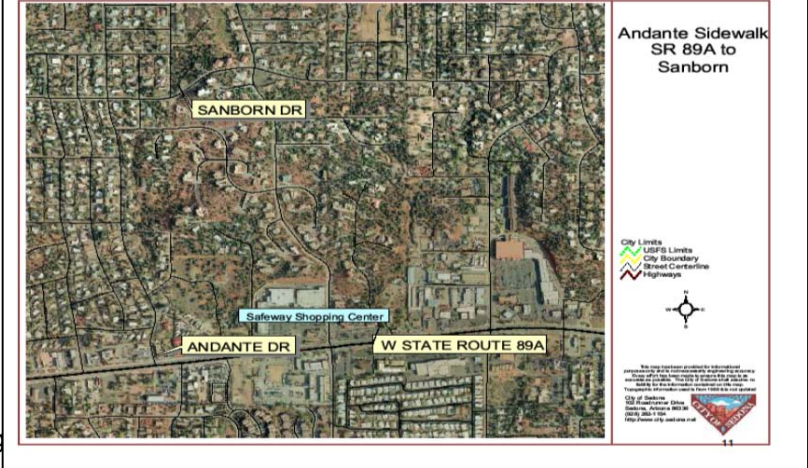
Category:

Project Description

Construct sidewalk and related storm drainage along Andante from SR 89A intersection to Sandborn Road. Project also includes funds for public art to be incorporated into the project.

Project Justification

This sidewalk will provide a safer pedestrian path from a number of residential areas north of SR 89A to the SR 89A business area. The proposed sidewalk location is along the bus route for the Sedona Oak Creek School District. This project would improve a portion of the route shown on the City Trails and Urban Pathway Plan, improving pedestrian safety, and enhancing pedestrian linkages within the City. The road is not believed to be wide enough for a separate bike lane, but can serve as a bike route.



Category	Funding Source	Carryover/ New	Prior Yr	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	Total
Construction Mgmt	General Fund	New	\$0	\$0	\$0	\$0	\$0	\$60,000	\$0	\$60,000
Land	General Fund	New	\$0	\$0	\$0	\$0	\$0	\$10,000	\$0	\$10,000
Design	General Fund	New	\$0	\$0	\$0	\$0	\$175,000	\$0	\$0	\$175,000
Construction	General Fund	New	\$0	\$0	\$0	\$0	\$0	\$1,100,000	\$0	\$1,100,000
Arts	General Fund	New	\$0	\$0	\$0	\$0	\$0	\$11,000	\$0	\$11,000
Total Budget			\$0	\$0	\$0	\$0	\$175,000	\$1,181,000	\$0	\$1,356,000

Total Operating Impacts						
Personnel Costs	\$0	\$0	\$0	\$0	\$0	\$0
Materials & Supplies	\$0	\$0	\$0	\$5,000	\$5,000	\$5,000
Contractual Services	\$0	\$0	\$0	\$0	\$0	\$0
Totals	\$0	\$0	\$0	\$5,000	\$5,000	\$5,000

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN FY2016 TO FY2021

Project Title: Uptown SR 89A Roadway Repaving

Location: SR 89A from Forest Road to Art Barn Road

Project #:

Category:

Project Description

The purpose of this project is to rehabilitate SR 89A in the uptown area, and replace the pavement.

Project Justification

SR 89A is deteriorated and has been in need of repair for several years. The design of the repavement will be completed in FY15 and construction is slated to be completed in FY16.

Category	Funding Source	Carryover/ New	Prior Yr	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	Total
Design	General Fund	Carryover	\$75,000	\$0	\$0	\$0	\$0	\$0	\$0	\$75,000
Construction	General Fund	Carryover	\$145,500	\$745,500	\$0	\$0	\$0	\$0	\$0	\$891,000
Art	General Fund	Carryover	\$1,455	\$7,455	\$0	\$0	\$0	\$0	\$0	\$8,910
Total Budget			\$221,955	\$752,955	\$0	\$0	\$0	\$0	\$0	\$974,910

Total Operating Impacts						
Personnel Costs	\$0	\$0	\$0	\$0	\$0	\$0
Materials & Supplies	\$0	\$30,000	\$0	\$0	\$0	\$0
Contractual Services	\$0	\$0	\$0	\$0	\$0	\$0
Totals	\$0	\$30,000	\$0	\$0	\$0	\$0

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN FY2016 TO FY2021

Project Title: Uptown SR 89A Roadway and Pedestrian Access Improvements **Location:** Uptown

Project #: **Category:**

Project Description

In FY13, the City hired Peak Engineering to conduct a concept study of the area to assess the Uptown merchants/residents interest in various improvements including a median and construction of sidewalks, lights, and other pedestrian access improvements. The concept study recommended that the City construct an improved walkway with ADA access and lighting adjacent to the Wayside Chapel for better pedestrian access from the municipal parking lot to the new Wayside public parking area. This recommendation also came out of the Uptown Parking Study and input from the Uptown Parking Advisory Committee. This project has now been expanded to include the cost to construct a sidewalk, lighting, elevator and 12' wide staircase adjacent to the Wayside Chapel in Uptown. Right-of-way may need to be acquired from the adjacent property owner.

Project Justification

Pedestrian and employee movement in the area was a concern expressed during the 2012 Parking study and by the Uptown Parking Advisory Committee and that portion of the project is budgeted for design in FY15 and construction in FY16.

Category	Funding Source	Carryover/ New	Prior Yr	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	Total
Design	General Fund	Carryover	\$114,000	\$30,000	\$0	\$0	\$0	\$0	\$0	\$144,000
Land Acquisition	General Fund	New	\$0	\$30,000	\$0	\$0	\$0	\$0	\$0	\$30,000
Construction	Devt Impact Fees	New	\$0	\$500,000	\$0	\$0	\$0	\$0	\$0	\$500,000
Construction	General Fund	New	\$0	\$200,000	\$0	\$0	\$0	\$0	\$0	\$200,000
Construction	Outside Sources	New	\$0	\$100,000	\$0	\$0	\$0	\$0	\$0	\$100,000
Art	General Fund	New	\$0	\$8,500	\$0	\$0	\$0	\$0	\$0	\$8,500
Total Budget			\$114,000	\$868,500	\$0	\$0	\$0	\$0	\$0	\$982,500

Total Operating Impacts						
Personnel Costs	\$0	\$0	\$0	\$0	\$0	\$0
Materials & Supplies	\$0	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Contractual Services	\$0	\$12,000	\$12,000	\$12,000	\$12,000	\$12,000
Totals	\$0	\$22,000	\$22,000	\$22,000	\$22,000	\$22,000

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN FY2016 TO FY2021

Project Title: Sanborn Drive Sidewalk

Project #:

Location: See Description

Category:

Project Description

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

Phase 1 Thunder Mountain Subdivision to Andante Drive.

Phase 2 Andante Drive to Rodeo Road

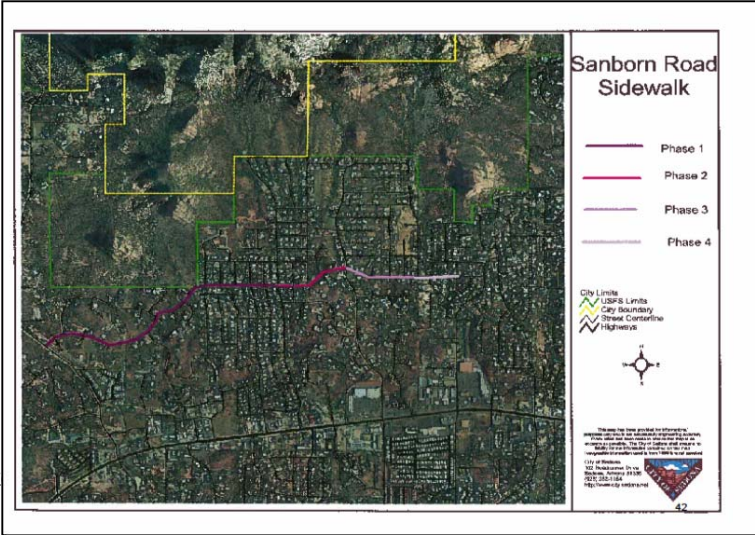
Phase 3 Rodeo Road to Little Elf Drive

Phase 4 Little Elf Drive to Coffee Pot Drive

Contingency is for utility relocations.

Project Justification

This project promotes pedestrian movement along a major roadway in the City. The motorized vehicular traffic along the roadway is among the more heavily travelled roads in the City although it is in a residential area. This road is used by visitors, school children, and residents. Portions of the road are on the City's trails plan. This will improve pedestrian safety. If pedestrian connections to the business centers on SR 89A are constructed, this route could promote walking instead of driving. This improvement would result in a significant change in the look of the area. The City would incur increased maintenance for sweeping and cutting weeds.



Category	Funding Source	Carryover/ New	Prior Yr	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	Total
Contingency	General Fund	New	\$0	\$0	\$0	\$0	\$0	\$0	\$250,000	\$250,000
Design	General Fund	New	\$0	\$0	\$0	\$0	\$225,000	\$225,000	\$0	\$450,000
Construction	General Fund	New	\$0	\$0	\$0	\$0	\$0	\$0	\$3,000,000	\$3,000,000
Arts	General Fund	New	\$0	\$0	\$0	\$0	\$0	\$0	\$30,000	\$30,000
Total Budget			\$0	\$0	\$0	\$0	\$225,000	\$225,000	\$3,280,000	\$3,730,000

Total Operating Impacts						
Personnel Costs	\$0	\$0	\$0	\$0	\$0	\$0
Materials & Supplies	\$0	\$0	\$0	\$0	\$0	\$0
Contractual Services	\$0	\$0	\$0	\$0	\$0	\$0
Totals	\$0	\$0	\$0	\$0	\$0	\$0

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN FY2016 TO FY2021

Project Title: Sanborn Drive - Rodeo Road Sidewalk Project

Project #:

Location: See Description

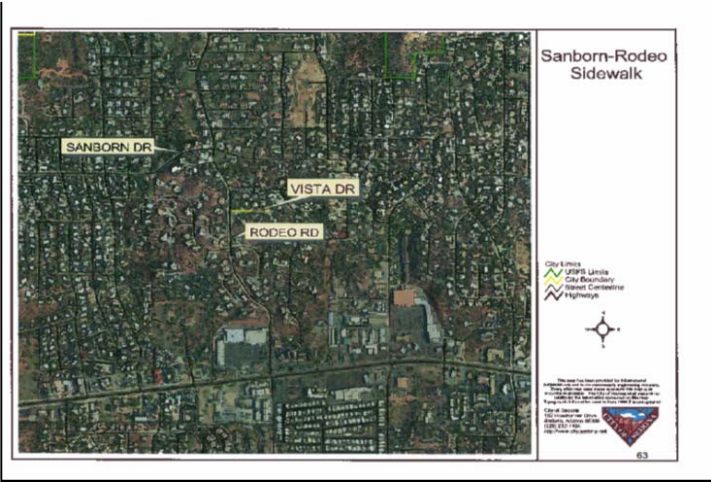
Category:

Project Description

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

Project Justification

In order to encourage pedestrian movement from the residential developments on the north side of SR 89A down to the business area of SR 89A, a safe pedestrian route would be beneficial. Reducing intercity vehicular traffic through encouraging pedestrian trips helps reduce SR 89A volumes. This also enhances the quality of life, provides a safe pedestrian route from the Sanborn area, and identifies a pedestrian route that ends near shopping centers.



Category	Funding Source	Carryover/ New	Prior Yr	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	Total
Design		New	\$0	\$0	\$0	\$0	\$60,000	\$0	\$0	\$60,000
Construction		New	\$0	\$0	\$0	\$0	\$200,000	\$0	\$0	\$200,000
Arts		New	\$0	\$0	\$0	\$0	\$2,000	\$0	\$0	\$2,000
			\$0	\$0	\$0	\$0	\$262,000	\$0	\$0	\$262,000

Total Operating Impacts						
Personnel Costs	\$0	\$0	\$0	\$0	\$0	\$0
Materials & Supplies	\$0	\$0	\$0	\$262,000	\$0	\$0
Contractual Services	\$0	\$0	\$0	\$0	\$0	\$0
Totals	\$0	\$0	\$0	\$262,000	\$0	\$0

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN FY2016 TO FY2021

Project Title: Chapel Road Sidewalk

Location: Chapel Road

Project #:

Category:

Project Description

Provide a sidewalk along Chapel Road for pedestrians to access Chapel of the Holy Cross. Project includes sidewalk, paving, and drainage improvements.

Project Justification

This will provide a safe walkway for tourists and residents between SR 179 and the Chapel of the Holy Cross. This would make it safer for tourists off loading from buses on SR 179 and walking along the roadway. The Public Works Dept plans to rehabilitate the road in FY13/14.

Category	Funding Source	Carryover/ New	Prior Yr	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	Total
Design		New	\$0	\$0	\$0	\$0	\$115,000	\$25,000	\$0	\$140,000
Environmental		New	\$0	\$0	\$0	\$0	\$15,000	\$0	\$0	\$15,000
Arts		New	\$0	\$0	\$0	\$0	\$0	\$10,000	\$0	\$10,000
Construction		New	\$0	\$0	\$0	\$0	\$0	\$1,000,000	\$0	\$1,000,000
Total Budget			\$0	\$0	\$0	\$0	\$130,000	\$1,035,000	\$0	\$1,165,000

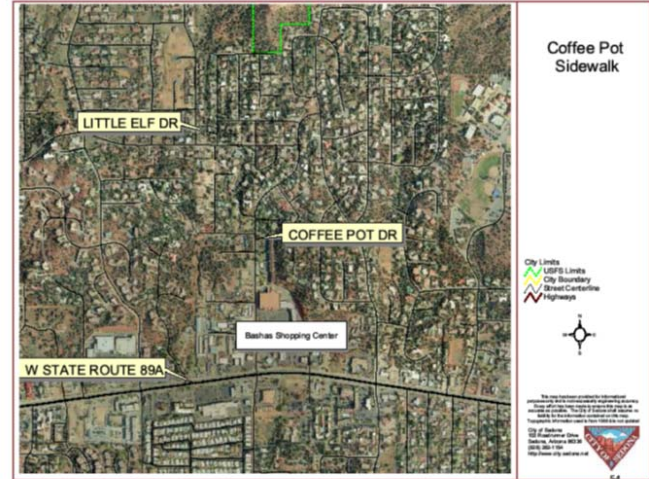
Total Operating Impacts						
Personnel Costs	\$0	\$0	\$0	\$0	\$0	\$0
Materials & Supplies	\$0	\$0	\$0	\$0	\$7,500	\$7,500
Contractual Services	\$0	\$0	\$0	\$0	\$0	\$0
Totals	\$0	\$0	\$0	\$0	\$7,500	\$7,500

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN FY2016 TO FY2021

Project Title: Coffee Pot Sidewalk
Project #:
Location: Little Elf Drive and Sanborn Drive to Coffee Pot Drive
Category:

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

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



Category	Funding Source	Carryover/ New	Prior Yr	FY2016	FY2017	FY2018	FY2019	FY2020	FY2020	Total
Design		New	\$0	\$0	\$0	\$0	\$115,000	\$0	\$0	\$115,000
Construction		New	\$0	\$0	\$0	\$0	\$0	\$600,000	\$0	\$600,000
Arts		New	\$0	\$0	\$0	\$0	\$0	\$6,000	\$0	\$6,000
Total Budget			\$0	\$0	\$0	\$0	\$115,000	\$606,000	\$0	\$721,000

Total Operating Impacts						
Personnel Costs	\$0	\$0	\$0	\$0	\$0	\$0
Materials & Supplies	\$0	\$0	\$0	\$0	\$2,500	\$2,500
Contractual Services	\$0	\$0	\$0	\$0	\$0	\$0
Totals	\$0	\$0	\$0	\$0	\$2,500	\$2,500

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN FY2016 TO FY2021

Project Title: Navoti-Calle del Sol Intersection

Project #:

Location: Navoti-Calle del Sol Intersection

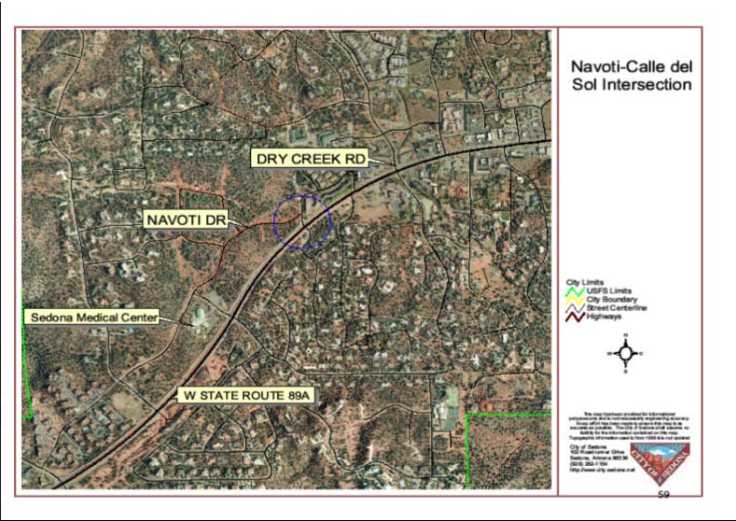
Category:

Project Description

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

Project Justification

When the Cor D' Amor Subdivision (Rimstone) was constructed, Navoti Drive was extended to a point adjacent to Calle del Sol. The intersection was not complete at the time since Calle del Sol was a private street and Navoti Drive is public. This project will complete the intersection. This will improve access to Navoti Dr and complete a parallel route to SR 89A, which will provide capacity relief for this segment of SR 89A. The Cor D'Amor Subdivision (Rimstone) is being developed with new homes, which will make this connection more necessary. FY16 funding is carryover



Category	Funding Source	Carryover/ New	Prior Yr	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	Total
Design	Devt Impact Fees	Carryover	\$75,000	\$5,000	\$0	\$0	\$0	\$0	\$0	\$80,000
Construction	Devt Impact Fees	Carryover	\$150,000	\$150,000	\$0	\$0	\$0	\$0	\$0	\$150,000
Arts	Devt Impact Fees	Carryover	\$1,500	\$1,500	\$0	\$0	\$0	\$0	\$0	\$1,500
Total Budget			\$226,500	\$156,500	\$0	\$0	\$0	\$0	\$0	\$231,500

Total Operating Impacts							
Personnel Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Materials & Supplies	\$0	\$10,000	\$0	\$0	\$0	\$0	\$0
Contractual Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Totals	\$0	\$10,000	\$0	\$0	\$0	\$0	\$0

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN FY2016 TO FY2021

Project Title: SR 89A Landscape Improvements

Location: SR 89A from Airport Road To Dry Creek Road

Project #:

Category:

Project Description

The FY16 construction project involves the installation of a dual-layer weed barrier in the landscaped areas of SR 89A from Airport Road to Dry Creek Road. The dual-layer weed barrier consists of black plastic sheeting covered by a geotextile and would be installed under the existing rock mulch areas. Most landscape areas will need a replenishing of rock mulch and some landscape plants may be replaced. The FY16 design and FY17 construction project includes providing landscape improvements at the western end of the city limits.

Project Justification

For the FY16 project, expected savings from the dual-layer weed barrier installation include reduced water usage for irrigation, due to the barrier limiting evaporation from the soil, and reduced labor and herbicide use. Test results show a 97% reduction in evaporation with the dual-layer weed barrier. This dual-layer weed barrier was installed in some areas during the SR 179 Enhancement Project and have shown a decrease in maintenance required including herbicide use. The FY16/17 project would improve the aesthetic character of the western entrance to the City.

Category	Funding Source	Carryover/ New	Prior Yr	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	Total
Construction	General Fund	New	\$0	\$175,000	\$0	\$0	\$0	\$0	\$0	\$175,000
Arts	General Fund	New	\$0	\$1,750	\$0	\$0	\$0	\$0	\$0	\$1,750
Design	Devt Impact Fees	New	\$0	\$30,000	\$0	\$0	\$0	\$0	\$0	\$30,000
Total Budget			\$0	\$206,750	\$0	\$0	\$0	\$0	\$0	\$206,750

Total Operating Impacts						
Personnel Costs	\$0	\$0	\$0	\$0	\$0	\$0
Materials & Supplies	\$0	-\$10,000	-\$10,000	-\$10,000	-\$10,000	-\$10,000
Contractual Services	\$0	-\$7,000	-\$7,000	-\$7,000	-\$7,000	-\$7,000
Totals	\$0	-\$17,000	-\$17,000	-\$17,000	-\$17,000	-\$17,000

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN FY2016 TO FY2021

Project Title: Jordan Road Sidewalk Extension

Project #:

Location: Jordan Road between Schnebly Road and Mesquite Road intersection (east side)

Category:

Project Description

Install 5-foot wide sidewalk and handicapped ramps along approximately 500 feet of Jordan Road on the east side. Some sidewalk already exists along Jordan Road between Schnebly and Mesquite on the east side. This would fill in gaps. It is anticipated that some work will carry into FY16.

Project Justification

In light of the high tourist volume in this area and the existence of visitor attractions on the east side of Jordan, a continuous sidewalk is being recommended on this side of the road. This provides a more direct pedestrian path for people using the City Parking lot (They will not need to cross Jordan Road to stay on a sidewalk until they reach Mesquite).

Category	Funding Source	Carryover/ New	Prior Yr	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	Total
Construction Mgmt	Devt Impact Fees	New	\$15,000	\$0	\$0	\$0	\$0	\$0	\$0	\$15,000
Design	Devt Impact Fees	New	\$30,000	\$0	\$0	\$0	\$0	\$0	\$0	\$30,000
Construction	Devt Impact Fees	Carryover	\$42,600	\$25,000	\$0	\$0	\$0	\$0	\$0	\$25,000
Arts	Devt Impact Fees	New	\$426	\$250	\$0	\$0	\$0	\$0	\$0	\$250
Total Budget			\$88,026	\$25,250	\$0	\$0	\$0	\$0	\$0	\$70,250

Total Operating Impacts						
Personnel Costs	\$0	\$0	\$0	\$0	\$0	\$0
Materials & Supplies	\$0	\$0	\$0	\$0	\$0	\$0
Contractual Services	\$0	\$0	\$0	\$0	\$0	\$0
Totals	\$0	\$0	\$0	\$0	\$0	\$0

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN FY2016 TO FY2021

Project Title: MS4 Storm Water Sampling
Project #:
Location: Along Oak Creek within the City limits
Category:

Project Description
 Install flow measurement devices at 5 outfall locations to Oak Creek. Perhaps one each near the upstream and down stream ends of Oak Creek. Three locations at outfalls from Sedona urbanized area. This would be part of a larger program requiring testing of stormwaters for e-coli. This is an Arizona Department of Environmental Quality (ADEQ) mandate.

Project Justification
 ADEQ has established Total Maximum Daily Loads for e-coli for Oak Creek under the Clean Water Act. This is required for impaired waters . Oak Creek is an impaired waters. The Sedona area has been assigned a Waste Load Allocation. In order to conduct sampling and make determinations of Sedona's waste load, it will be necessary to determine the flow at various locations.

Category	Funding Source	Carryover/ New	Prior Yr	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	Total
Design	General Fund	New	\$0	\$40,000	\$0	\$0	\$0	\$0	\$0	\$40,000
Construction	General Fund	New	\$0	\$147,500	\$0	\$0	\$0	\$0	\$0	\$147,500
Arts	General Fund	New	\$0	\$1,475	\$0	\$0	\$0	\$0	\$0	\$1,475
Total Budget			\$0	\$188,975	\$0	\$0	\$0	\$0	\$0	\$188,975

Total Operating Impacts						
Personnel Costs	\$0	\$0	\$0	\$0	\$0	\$0
Materials & Supplies	\$0	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Contractual Services	\$0	\$0	\$0	\$0	\$0	\$0
Totals	\$0	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN FY2016 TO FY2021

Project Title: Dry Creek Road Overlay

Project #:

Location: Dry Creek Road

Category:

Project Description

The project will include a mill and overlay, with minor shoulder widening. The segments of Dry Creek Road included are between White Bear Road and Color Cove Road and between Forest Service Road 152 and the city limit boundary.

Project Justification

The overlay work is needed based on a standard pavement overlay cycle. The pavement will have degraded by FY18, to the point of overlay being necessary. The majority of the budget will be funded through Surface Transportation Program (STP) funds. These are federal funds administered by the Arizona Department of Transportation (ADOT) through the Northern Arizona Coalition of Governments (NACOG)



Category	Funding Source	Carryover/ New	Prior Yr	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	Total
Design	General Fund	New	\$0	\$121,000	\$0	\$0	\$0	\$0	\$0	\$121,000
Design	Grant	New	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	Grant	New	\$0	\$0	\$0	\$371,657	\$0	\$0	\$0	\$371,657
Construction	General Fund	New	\$0	\$0	\$0	\$57,243	\$0	\$0	\$0	\$57,243
Arts	General Fund	New	\$0	\$0	\$0	\$4,289	\$0	\$0	\$0	\$4,289
Total Budget			\$0	\$121,000	\$0	\$433,189	\$0	\$0	\$0	\$554,189

Total Operating Impacts						
Personnel Costs	\$0	\$0	\$0	\$0	\$0	\$0
Materials & Supplies	\$0	\$0	\$0	\$10,000	\$0	\$0
Contractual Services	\$0	\$0	\$0	\$0	\$0	\$0
Totals	\$0	\$0	\$0	\$10,000	\$0	\$0

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN FY2016 TO FY2021

Project Title: Sanborn Dr/Thunder Mountain Rd Overlay

Project #:

Location: Sanborn Dr/Thunder Mountain Rd

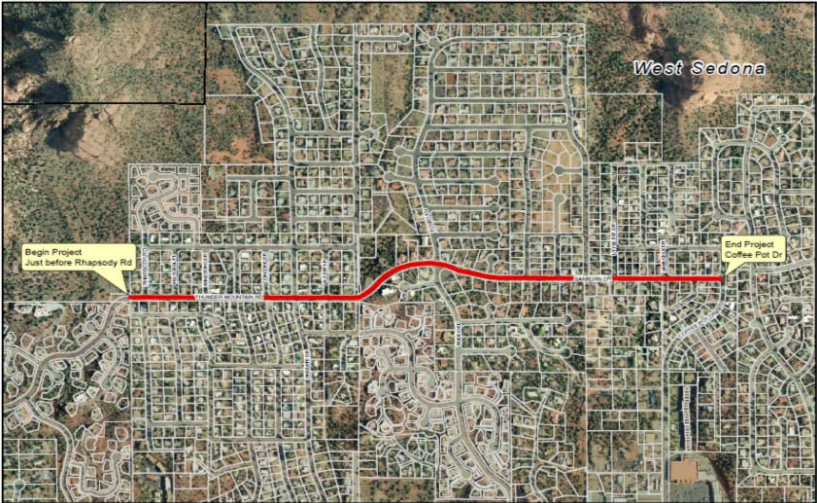
Category:

Project Description

The project will include a mill and overlay, with minor shoulder widening. The segment of Sanborn Dr/Thunder Mountain Rd included is between Rhapsody Road and Coffee Pot Drive.

Project Justification

The overlay work is needed based on a standard pavement overlay cycle. The pavement will have degraded, by FY19, to the point of overlay being necessary. The majority of the budget will be funded through Surface Transportation Program (STP) funds. These are federal funds administered by the Arizona Department of Transportation (ADOT) through the Northern Arizona Coalition of Governments (NACOG).



Category	Funding Source	Carryover/ New	Prior Yr	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	Total
Design	General Fund	New	\$0	\$0	\$151,000	\$0	\$0	\$0	\$0	\$151,000
Construction	Grant	New	\$0	\$0	\$0	\$0	\$371,657	\$0	\$0	\$371,657
Construction	General Fund	New	\$0	\$0	\$0	\$0	\$210,343	\$0	\$0	\$210,343
Arts	General Fund	New	\$0	\$0	\$0	\$0	\$5,820	\$0	\$0	\$5,820
Total Budget			\$0	\$0	\$151,000	\$0	\$587,820	\$0	\$0	\$738,820

Total Operating Impacts						
Personnel Costs	\$0	\$0	\$0	\$0	\$0	\$0
Materials & Supplies	\$0	\$0	\$0	\$0	\$11,000	\$0
Contractual Services	\$0	\$0	\$0	\$0	\$0	\$0
Totals	\$0	\$0	\$0	\$0	\$11,000	\$0

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN FY2016 TO FY2021

Project Title: Ranger Road - Brewer Road - SR 89A Intersection

Project #:

Location: Ranger Road - Brewer Road - SR 89A Intersection

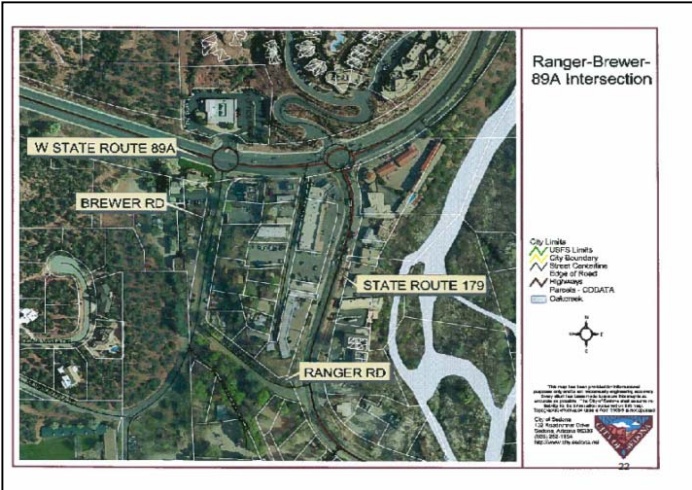
Category:

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 Justification

The improvement of SR 179 has routed additional traffic onto Ranger and Brewer Roads. Also, traffic volumes are nearing the capacity of the Y-Intersection. The current intersection and roadways are not adequate for present traffic and are in need of upgrading. Future increases in traffic will create safety issues, render the intersection ineffective, and create added congestion at adjacent intersections. The intent of the improvements would be to improve the efficiency of the intersection.



Category	Funding Source	Carryover/ New	Prior Yr	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	Total
Environmental		New	\$0	\$0	\$0	\$0	\$50,000	\$0	\$0	\$50,000
Land		New	\$0	\$0	\$0	\$0	\$50,000	\$0	\$0	\$50,000
Design		New	\$0	\$0	\$0	\$0	\$200,000	\$0	\$0	\$200,000
Construction		New	\$0	\$0	\$0	\$0	\$0	\$1,250,000	\$0	\$1,250,000
Arts		New	\$0	\$0	\$0	\$0	\$0	\$12,500	\$0	\$12,500
Total Budget			\$0	\$0	\$0	\$0	\$300,000	\$1,262,500	\$0	\$1,562,500

Total Operating Impacts							
Personnel Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Materials & Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$20,000
Contractual Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Totals	\$0	\$0	\$0	\$0	\$0	\$0	\$20,000

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN FY2016 TO FY2021

Project Title: Uptown Public Restroom Improvements - Uptown Parking Lot

Project #:

Location: Schnebly Road & Cedar Street (260 Schnebly Rd)

Category:

Project Description

This project would add a new public restroom facility to the Uptown Parking Lot property. The facility would include modern fixtures and ADA access. An approved budget would allow for the development of plans and specifications for the new improvements.

Project Justification

Design is underway in FY15 for improving use of the Uptown Parking Lot. With these improvements, more people will pass through the area and support facilities will be needed.



Category	Funding Source	Carryover/ New	Prior Yr	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	Total
Construction Mgmt	Parking Meter Rev	New	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land	Parking Meter Rev	New	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Design	Parking Meter Rev	New	\$0	\$0	\$0	\$0	\$20,000	\$0	\$0	\$20,000
Construction	Parking Meter Rev	New	\$0	\$0	\$0	\$0	\$0	\$100,000	\$0	\$100,000
Arts	Parking Meter Rev	New	\$0	\$0	\$0	\$0	\$0	\$1,000	\$0	\$1,000
Total Budget			\$0	\$0	\$0	\$0	\$20,000	\$101,000	\$0	\$121,000

Total Operating Impacts						
Personnel Costs	\$0	\$0	\$0	\$0	\$0	\$0
Materials & Supplies	\$0	\$0	\$0	\$0	\$0	\$200
Contractual Services	\$0	\$0	\$0	\$0	\$0	\$2,500
Totals	\$0	\$0	\$0	\$0	\$0	\$2,700

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN FY2016 TO FY2021

Project Title: Uptown Public Restroom Improvements - Hitching Post

Project #:

Location: Adjacent to Jordan Road & Mesquite Ave

Category:

Project Description

Improvements are needed at the Hitching Post public restrooms. The existing restrooms are in need of ADA updates, renovations in the existing hardware and mechanical upgrades. An approved budget would allow for the development of plans and specification for improvements to the existing restrooms.

Project Justification

This building has been in need of improvements and repair for a number of years. The demand on the building has increased over the years. The Hitching Post public restrooms are in the heart of the Uptown district and are a needed amenity for the area. The level of maintenance required over the past couple of years has increased significantly.



Category	Funding Source	Carryover/ New	Prior Yr	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	Total
Construction Mgmt	Parking Meter Rev	New	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land	Parking Meter Rev	New	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Design	Parking Meter Rev	New	\$0	\$0	\$0	\$0	\$20,000	\$0	\$0	\$20,000
Construction	Parking Meter Rev	New	\$0	\$0	\$0	\$0	\$0	\$100,000	\$0	\$100,000
Arts	Parking Meter Rev	New	\$0	\$0	\$0	\$0	\$0	\$1,000	\$0	\$1,000
Total Budget			\$0	\$0	\$0	\$0	\$20,000	\$101,000	\$0	\$121,000

Total Operating Impacts						
Personnel Costs	\$0	\$0	\$0	\$0	\$0	\$0
Materials & Supplies	\$0	\$0	\$0	\$0	\$0	\$200
Contractual Services	\$0	\$0	\$0	\$0	\$0	\$2,500
Totals	\$0	\$0	\$0	\$0	\$0	\$2,700

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN FY2016 TO FY2021

Project Title: Coffee Pot Drainage Basin - Casa Bonita Channel

Location: Casa Bonita Condominium Subdivision

Project #:

Category:

Project Description

Design and installation of Storm Drainage Improvements at the Casa Bonita Channel, adjacent to Coffee Pot Road, which was damaged in a storm in September 2009. This includes the inlet to the Basha's Shopping Center Storm Drain System. Design will be completed in FY 15, and construction would be completed in FY 16. The design includes the entire segment of this drainage, from the Casa Bonita Channel through Little Elf. City staff acquired an easement for this drainage facility in FY 2012/2013.

Project Justification

The 2005 Storm Drainage Master Plan did not identify this work, as it was private. This project is proposed as a Capital Improvement Project due to the required improvements upstream and downstream of this area. Storm drainage improvements will reduce damages from flooding, prevent natural erosion from occurring and control silt runoff at the Casa Bonita Channel. These improvements are required to provide downstream capacity, and to allow capacity to be increased for the Coffee Pot Road Crossing. This project is identified in the Storm Water Master Plan as the northern portion of CP-C4.



Category	Funding Source	Carryover/ New	Prior Yr	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	Total
Design	General Fund	Carryover	\$0	\$40,000	\$0	\$0	\$0	\$0	\$0	\$40,000
Design	General Fund	New	\$360,000	\$10,000	\$0	\$0	\$0	\$0	\$0	\$370,000
Arts	General Fund	New	\$0	\$4,500	\$0	\$0	\$0	\$0	\$0	\$4,500
Construction	Yavapai County Flood Control	New	\$0	\$350,000	\$0	\$0	\$0	\$0	\$0	\$350,000
Construction	General Fund	New	\$0	\$100,000	\$0	\$0	\$0	\$0	\$0	\$100,000
Total Budget			\$360,000	\$504,500	\$0	\$0	\$0	\$0	\$0	\$864,500

Total Operating Impacts							
Personnel Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Materials & Supplies	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500
Contractual Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Totals	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN FY2016 TO FY2021

Project Title: Coffee Pot Drainage Basin - Coffee Pot Road Crossing **Location:** Coffee Pot Road

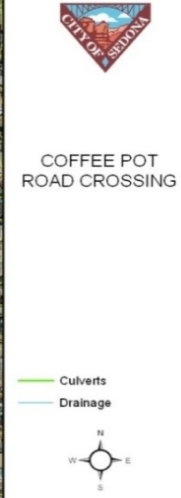
Project #: **Category:**

Project Description

Design and installation of Storm Drainage Improvements at the Coffee Pot Road Crossing. The design in FY17 is for construction phase services. Construction would also be in FY17. In this phase of construction, within the Coffee Pot Drainage Basin, capacity of existing drainage improvements would be increased at the Coffee Pot Road Crossing.

Project Justification

The 2005 Storm Drainage Master Plan identified this work. Storm drainage improvements will reduce damages from flooding, prevent natural erosion from occurring and control silt runoff at the Coffee Pot Road Crossing. These improvements are required to provide downstream capacity, to allow capacity to be increased for the Grasshopper Lane Area and Jackrabbit Lane Crossing improvements. This project is identified in the Storm Water Master Plan as CP-C5.



Category	Funding Source	Carryover/ New	Prior Yr	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	Total
Design	General Fund	New	\$0	\$0	\$15,000	\$0	\$0	\$0	\$0	\$15,000
Arts	General Fund	New	\$0	\$0	\$4,000	\$0	\$0	\$0	\$0	\$4,000
Construction	General Fund	New	\$0	\$0	\$100,000	\$0	\$0	\$0	\$0	\$100,000
Construction	Yavapai County Flood Control	New	\$0	\$0	\$300,000	\$0	\$0	\$0	\$0	\$300,000
Total Budget			\$0	\$0	\$419,000	\$0	\$0	\$0	\$0	\$419,000

Total Operating Impacts						
Personnel Costs	\$0	\$0	\$0	\$0	\$0	\$0
Materials & Supplies	\$0	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500
Contractual Services	\$0	\$0	\$0	\$0	\$0	\$0
Totals	\$0	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN FY2016 TO FY2021

Project Title: Coffee Pot Drainage Basin - Grasshopper Area Drainage **Location:** Grasshopper Lane
Project #: **Category:**

Project Description

Design and installation of Storm Drainage Improvements in the Grasshopper Lane Area. The design in FY18 is for construction phase services. Construction would be in FY18 and 19. In this phase of construction, within the Coffee Pot Drainage Basin, capacity of existing drainage improvements would be increased from the the southern end, at the Grasshopper Lane Crossing, to the upper end of Grasshopper Lane, at South Little Elf Drive.

Project Justification

The 2005 Storm Drainage Master Plan identified this work. The scope of improvements included in this project are greater than what was included in the 2005 Plan, as this project may include acquiring private property and extending the storm drain system through the developed area, rather than only including the public right of way area. Storm drainage improvements will reduce damages from flooding, prevent natural erosion from occurring and control silt runoff in the Grasshopper Lane area. These improvements are required to provide downstream capacity, to allow capacity to be increased for the Little Elf Area improvements. This project is identified in the Storm Water Master Plan as CP-C6,C7, with portions of private property between the two projects.



Category	Funding Source	Carryover/ New	Prior Yr	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	Total
Design	General Fund	New	\$0	\$0	\$0	\$25,000	\$0	\$0	\$0	\$25,000
Arts	General Fund	New	\$0	\$0	\$0	\$6,700	\$6,000	\$0	\$0	\$12,700
Construction	Yavapai County Flood Control	New	\$0	\$0	\$0	\$300,000	\$300,000	\$0	\$0	\$600,000
Construction	General Fund	New	\$0	\$0	\$0	\$370,000	\$300,000	\$0	\$0	\$670,000
Land	General Fund	New	\$0	\$0	\$30,000	\$0	\$0	\$0	\$0	\$30,000
Total Budget			\$0	\$0	\$30,000	\$701,700	\$606,000	\$0	\$0	\$1,337,700

Total Operating Impacts						
Personnel Costs	\$0	\$0	\$0	\$0	\$0	\$0
Materials & Supplies	\$0	\$0	\$1,500	\$1,500	\$1,500	\$1,500
Contractual Services	\$0	\$0	\$0	\$0	\$0	\$0
Totals	\$0	\$0	\$1,500	\$1,500	\$1,500	\$1,500

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN FY2016 TO FY2021

Project Title: Coffee Pot Drainage Basin - Little Elf Area Drainage

Location: Little Elf Drive

Project #:

Category:

Project Description

Design and installation of Storm Drainage Improvements in the Little Elf Drive Area. In this phase of construction, within the Coffee Pot Drainage Basin, capacity of existing drainage improvements would be increased from the area just south of Sanborn Drive, then along Little Elf Drive, to the upper end of the developed portion of this basin, north of Buena Vista Drive.

Project Justification

The 2005 Storm Drainage Master Plan identified this work. The scope of improvements included in this project are much greater than what was included in the 2005 Plan, as this project will include acquiring private property and extending the storm drain system to the upper end of the developed area, rather than only including the public right of way area. Storm drainage improvements will reduce damage potential from flooding, prevent natural erosion from occurring and control silt runoff in the Little Elf Drive area. These improvements are the final major improvements programed in the Coffee Pot Drainage Basin. This project is identified in the Storm Water Master Plan as CP-C8.



LITTLE ELF AREA DRAINAGE

Drainage

Category	Funding Source	Carryover/ New	Prior Yr	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	Total
Design		New	\$0	\$0	\$0	\$0	\$0	\$30,000	\$0	\$30,000
Arts	General Fund	New	\$0	\$0	\$0	\$0	\$0	\$10,000	\$6,200	\$16,200
Construction	Yavapai County Flood Control	New	\$0	\$0	\$0	\$0	\$0	\$300,000	\$300,000	\$600,000
Construction		New	\$0	\$0	\$0	\$0	\$0	\$700,000	\$320,000	\$1,020,000
Total Budget			\$0	\$0	\$0	\$0	\$0	\$1,040,000	\$626,200	\$1,666,200

Total Operating Impacts						
Personnel Costs	\$0	\$0	\$0	\$0	\$0	\$0
Materials & Supplies	\$0	\$0	\$0	\$0	\$1,500	\$1,500
Contractual Services	\$0	\$0	\$0	\$0	\$0	\$0
Totals	\$0	\$0	\$0	\$0	\$1,500	\$1,500

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN FY2016 TO FY2021

Back O' Beyond Road Low Water Crossing

Project Title: Improvements

Location: Back O' Beyond Road

Project #:

Category:

Project Description

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

Project Justification

This project will develop a design and costs to improve public road ingress and egress to the Back O 'Beyond Subdivision. During large monsoon storms, this area is routinely isolated for up to several days. This project provides drainage improvements not shown in the stormwater master plan.

Category	Funding Source	Carryover/ New	Prior Yr	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	Total
Design		New	\$0	\$0	\$0	\$0	\$0	\$300,000	\$0	\$300,000
Land		New	\$0	\$0	\$0	\$0	\$0	\$50,000	\$0	\$50,000
Arts		New	\$0	\$0	\$0	\$0	\$0	\$0	\$15,000	\$15,000
Construction		New	\$0	\$0	\$0	\$0	\$0	\$0	\$1,200,000	\$1,200,000
Construction	Yavapai County Flood Control	New	\$0	\$0	\$0	\$0	\$0	\$0	\$300,000	\$300,000
Total Budget			\$0	\$0	\$0	\$0	\$0	\$350,000	\$1,515,000	\$1,865,000

Total Operating Impacts						
Personnel Costs	\$0	\$0	\$0	\$0	\$0	\$0
Materials & Supplies	\$0	\$0	\$0	\$0	\$0	\$1,500
Contractual Services	\$0	\$0	\$0	\$0	\$0	\$0
Totals	\$0	\$0	\$0	\$0	\$0	\$1,500

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN FY2016 TO FY2021

Project Title: Dry Creek Drainage Basin - SR 89A Crossing **Location:** Dry Creek Rd / SR 89A
Project #: **Category:**

Project Description

Design and installation of Storm Drainage Improvements at the Dry Creek Road / SR 89A Crossing. In this phase of construction, within the Dry Creek Drainage Basin, capacity of existing drainage improvements would be increased at the Dry Creek Road/SR 89A Crossing. This will also include relocating the northeast traffic signal pole and widening of the north side of the intersection for the northbound lane.

Project Justification

The 2005 Storm Drainage Master Plan identified this work. Storm drainage improvements at this location will reduce damages from flooding, prevent natural erosion from occurring and control silt runoff. The intersection improvements, including relocating the northeast traffic signal pole and widening the northbound lane will improve safety. The arm of this traffic signal pole has been hit by trucks on numerous occasions. This project is identified in the Storm Water Master Plan as DC-C2.




**DRY CREEK/SR89A
STORM DRAIN
CROSSING**

— Culverts
— Drainage



Category	Funding Source	Carryover/ New	Prior Yr	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	Total
Design		New	\$0	\$0	\$0	\$0	\$0	\$0	\$100,000	\$100,000
Arts	General Fund	New	\$0	\$0	\$0	\$0	\$0	\$0	\$4,500	\$4,500
Construction	Yavapai County Flood Control	New	\$0	\$0	\$0	\$0	\$0	\$0	\$300,000	\$300,000
Construction		New	\$0	\$0	\$0	\$0	\$0	\$0	\$150,000	\$150,000
Land		New	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget			\$0	\$0	\$0	\$0	\$0	\$0	\$554,500	\$554,500

Total Operating Impacts							
Personnel Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Materials & Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$1,500
Contractual Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Totals	\$0	\$0	\$0	\$0	\$0	\$0	\$1,500

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN FY2016 TO FY2021

Project Title: View Drive Drainage Improvements

Location: View Drive Area

Project #:

Category:

Project Description

This project funds design and construction of storm drainage improvements for View Drive area per the 2005 Storm Drain Master Plan.



VIEW DRIVE DRAINAGE IMPROVEMENTS

Project Justification

This project was identified in the 2005 Storm Drain Master Plan as a high priority project. This project is identified as VD-CO1 - VD-C17 & VD-D01 - VD-D16 in the master plan.

Category	Funding Source	Carryover/ New	Prior Yr	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	Total
Design		New	\$0	\$0	\$0	\$0	\$0	\$0	\$350,000	\$350,000
Construction	Yavapai County Flood Control	New	\$0	\$0	\$0	\$0	\$0	\$0	\$300,000	\$300,000
Construction		New	\$0	\$0	\$0	\$0	\$0	\$0	\$1,150,000	\$1,150,000
Arts	General Fund	New	\$0	\$0	\$0	\$0	\$0	\$0	\$14,500	\$14,500
Total Budget			\$0	\$0	\$0	\$0	\$0	\$0	\$1,814,500	\$1,814,500

Total Operating Impacts						
Personnel Costs	\$0	\$0	\$0	\$0	\$0	\$0
Materials & Supplies	\$0	\$0	\$0	\$0	\$0	\$1,500
Contractual Services	\$0	\$0	\$0	\$0	\$0	\$0
Totals	\$0	\$0	\$0	\$0	\$0	\$1,500

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN FY2016 TO FY2021

Project Title: Saddle Rock Drainage Improvements

Location: Saddle Rock Area

Project #:

Category:

Project Description

This project funds design and construction of storm drainage improvements for Saddle Rock area per the 2005 Storm Drain Master Plan.



SADDLEROCK DRAINAGE IMPROVEMENTS

Project Justification

This project was identified in the 2005 Storm Drain Master Plan as a high priority project. This project is identified as SC-CO1 - SC-C08 & SC-D01 - SC-D05 in the master plan.

Category	Funding Source	Carryover/ New	Prior Yr	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	Total
Design		New	\$0	\$0	\$0	\$0	\$0	\$0	\$300,000	\$300,000
Construction	Yavapai County Flood Control	New	\$0	\$0	\$0	\$0	\$0	\$0	\$300,000	\$300,000
Construction		New	\$0	\$0	\$0	\$0	\$0	\$0	\$1,000,000	\$1,000,000
Arts	General Fund	New	\$0	\$0	\$0	\$0	\$0	\$0	\$13,000	\$13,000
Total Budget			\$0	\$0	\$0	\$0	\$0	\$0	\$1,613,000	\$1,613,000

Total Operating Impacts						
Personnel Costs	\$0	\$0	\$0	\$0	\$0	\$0
Materials & Supplies	\$0	\$0	\$0	\$0	\$0	\$1,500
Contractual Services	\$0	\$0	\$0	\$0	\$0	\$0
Totals	\$0	\$0	\$0	\$0	\$0	\$1,500

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN FY2016 TO FY2021

Project Title: Brewer/Tlaquepaque Drainage Improvements

Project #:

Location: Brewer/Tlaquepaque Area

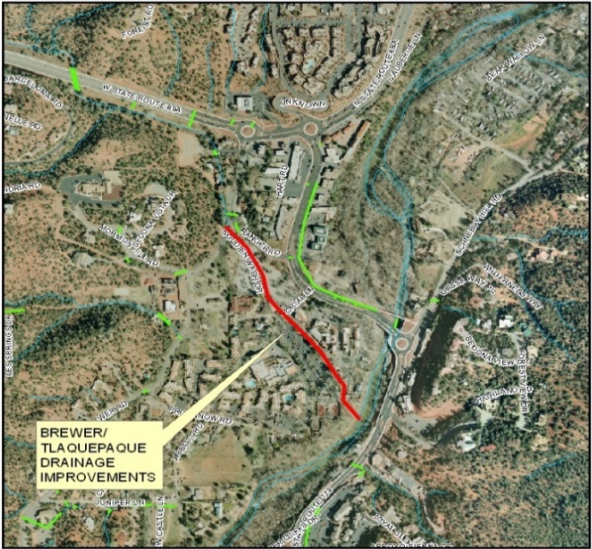
Category:

Project Description

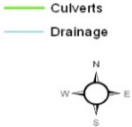
This project funds design and construction of storm drainage improvements for the Brewer Road/Tlaquepaque area per the 2005 Storm Drain Master Plan. 2015 costs represent Phase II, 2016 represents Phase III (crossings/bridges), and 2017 includes the remainder of the channel. 2/3 of FY15 costs and 1/3 of FY16 and FY17 costs are reflected as coming from outside sources, due to anticipated cost-sharing with the property owners who will directly benefit from these improvements.

Project Justification

A portion of this project was identified in the 2005 Storm Drain Master Plan as a high priority. This project is identified in the Storm Water Master Plan as SP-C1,C2. Portions of this project also include improvements on private property.



BREWER/ TLAQUEPAQUE DRAINAGE IMPROVEMENTS



Category	Funding Source	Carryover/ New	Prior Yr	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	Total
Design	Coconino County Flood Control	New	\$184,340	\$250,000	\$0	\$0	\$0	\$0	\$0	\$250,000
Design	Coconino County Flood Control	Carryover	\$0	\$20,000	\$0	\$0	\$0	\$0	\$0	\$20,000
Construction	Coconino County Flood Control	New	\$186,677	\$426,667	\$866,666	\$0	\$0	\$0	\$0	\$1,293,333
Construction	Outside Sources	New	\$116,677	\$213,333	\$216,667	\$0	\$0	\$0	\$0	\$430,000
Construction	Outside Sources	New	\$116,677	\$0	\$216,667	\$0	\$0	\$0	\$0	\$216,667
Arts	General Fund	New	\$4,200	\$6,400	\$13,000	\$0	\$0	\$0	\$0	\$19,400
Total Budget			\$608,571	\$916,400	\$1,313,000	\$0	\$0	\$0	\$0	\$2,229,400

Total Operating Impacts						
Personnel Costs	\$0	\$0	\$0	\$0	\$0	\$0
Materials & Supplies	\$0	\$500	\$1,500	\$1,500	\$1,500	\$1,500
Contractual Services	\$0	\$0	\$0	\$0	\$0	\$0
Totals	\$0	\$500	\$1,500	\$1,500	\$1,500	\$1,500

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN FY2016 TO FY2021

Project Title: Brewer Road Crossing Improvements

Location: Brewer Road at Soldier Wash

Project #:

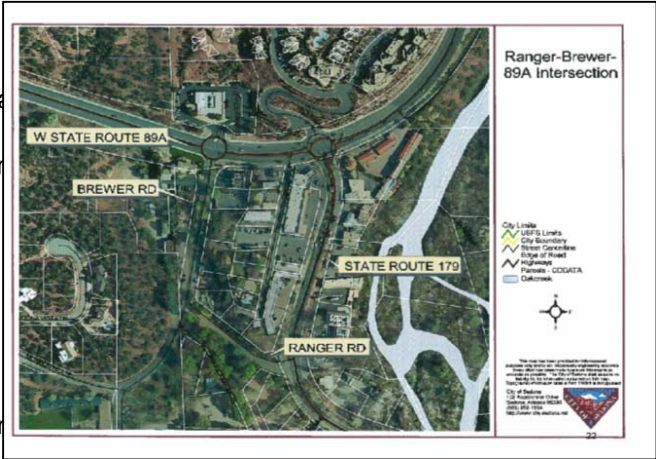
Category:

Project Description

This project includes design and installation of Storm Drainage Improvements at the Soldier Wash crossing of Brewer Road. The capacity of the existing drainage improvements would be increased to pass the 25-year design storm. These improvements will be in the Coconino County Flood Control area.

Project Justification

The 2005 Storm Drainage Master Plan identified this project as a needed improvement. Storm drainage improvements will reduce damages from flooding, prevent natural erosion from occurring, and control silt runoff in the Brewer Road crossing area. This is the last project planned in the Soldier Wash Area.



Category	Funding Source	Carryover/ New	Prior Yr	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	Total
Design	Coconino County Flood Control	New	\$0	\$0	\$150,000	\$0	\$0	\$0	\$0	\$150,000
Arts	General Fund	New	\$0	\$0	\$0	\$7,000	\$0	\$0	\$0	\$7,000
Construction	Coconino County Flood Control	New	\$0	\$0	\$0	\$700,000	\$0	\$0	\$0	\$700,000
Construction		New	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget			\$0	\$0	\$150,000	\$707,000	\$0	\$0	\$0	\$857,000

Total Operating Impacts						
Personnel Costs	\$0	\$0	\$0	\$0	\$0	\$0
Materials & Supplies	\$0	\$0	\$1,500	\$1,500	\$1,500	\$1,500
Contractual Services	\$0	\$0	\$0	\$0	\$0	\$0
Totals	\$0	\$0	\$1,500	\$1,500	\$1,500	\$1,500

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN FY2016 TO FY2021

Project Title: Juniper Hills Area Drainage Improvements

Location: Juniper Lane

Project #:

Category:

Project Description

Design and installation of Storm Drainage Improvements in the Juniper Lane Area. Capacity of existing drainage improvements would be increased from a point along Juniper Lane, just north of Cindy Lane, to an outlet just south of New Castle Lane. These improvements have been identified in the budget to occur after the completion of the majority of the improvements in the Brewer/Tlaquepaque area. These improvements will be in the Coconino County Flood Control area.

Project Justification

The 2005 Storm Drainage Master Plan did not identify this work. However, community representatives have communicated their concerns, to City staff, with the lack of storm drainage improvements in this area. In addition, projects in the Yavapai County Flood Control area, identified in the 2005 Storm Drainage Master Plan, do not compete with this project for Coconino County Flood Control funds. Storm drainage improvements will reduce damages from flooding, prevent natural erosion from occurring, and control silt runoff in the Juniper Lane area.



Category	Funding Source	Carryover/ New	Prior Yr	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	Total
Design	Coconino County Flood Control	New	\$0	\$0	\$0	\$100,000	\$0	\$0	\$0	\$100,000
Arts	General Fund	New	\$0	\$0	\$0	\$0	\$6,000	\$0	\$0	\$6,000
Construction	Coconino County Flood Control	New	\$0	\$0	\$0	\$0	\$600,000	\$0	\$0	\$600,000
Construction		New	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget			\$0	\$0	\$0	\$100,000	\$606,000	\$0	\$0	\$706,000

Total Operating Impacts						
Personnel Costs	\$0	\$0	\$0	\$0	\$0	\$0
Materials & Supplies	\$0	\$0	\$0	\$1,500	\$1,500	\$1,500
Contractual Services	\$0	\$0	\$0	\$0	\$0	\$0
Totals	\$0	\$0	\$0	\$1,500	\$1,500	\$1,500

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN FY2016 TO FY2021

Project Title: Mystic Hills Lift Station Access Improvement
Project #:
Location: West Mallard Drive
Category:

Project Description
 Development of plans, specifications and cost estimate to improve the low water crossing at the west end of West Mallard Drive, for the driveway leading to the Mallard Wastewater Lift Station. Corps of Engineer requirements will be determined and right of way needs will be defined. Coconino County Flood Control District Funds may be considered for this project.

Project Justification
 This project will develop a design and costs to improve public road ingress and egress to the Mallard Wastewater Lift Station during the summer monsoon season. During summer monsoon storms this area has been isolated at times and road embankment is undermined and requires repair. This project provides drainage improvements not shown in the storm drainage master plan, and mainly benefits access to the wastewater lift station, as such it would be considered primarily a wastewater improvement project.



Category	Funding Source	Carryover/ New	Prior Years	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	Total
Design	Coconino County Flood Control	New	\$0	\$0	\$0	\$0	\$20,000	\$0	\$0	\$20,000
Construction	Coconino County Flood Control	New	\$0	\$0	\$0	\$0	\$100,000	\$0	\$0	\$100,000
Arts	General Fund	New	\$0	\$0	\$0	\$0	\$1,000	\$0	\$0	\$1,000
Total Budget			\$0	\$0	\$0	\$0	\$121,000	\$0	\$0	\$121,000

Total Operating Impacts						
Personnel Costs	\$0	\$0	\$0	\$0	\$0	\$0
Materials & Supplies	\$0	\$0	\$0	\$1,500	\$1,500	\$1,500
Contractual Services	\$0	\$0	\$0	\$0	\$0	\$0
Totals	\$0	\$0	\$0	\$1,500	\$1,500	\$1,500

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN FY2016 TO FY2021

Project Title: Storm Drainage Master Plan Update

Location: City-Wide

Project #:

Category:

Project Description

Complete an update of the 2005 Storm Water Master Plan. This will include looking at the hydrology, and facility improvements and priorities. This will also account for the infrastructure completed since the 2005 plan was complete.

Project Justification

Master plans are typically updated every 5 to 10 years. Since the 2005 plan was complete, major infrastructure has been added to the City's storm drainage system. To program improvement projects, it is necessary to account for the improvements and changes to the storm drainage system, that have occurred since the last update. In addition, since the 2005 plan was complete, priorities for storm drainage construction may have changed, new priorities will be reflected by updating the plan. In FY20, the master plan would be again updated to include remapping the floodplains changed by previous storm drainage improvement projects.

Category	Funding Source	Carryover/ New	Prior Yr	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	Total
Study	General Fund	New	\$0	\$0	\$0	\$175,000	\$0	\$0	\$75,000	\$250,000
Study	Coconino County Flood Control	New	\$0	\$0	\$0	\$175,000	\$0	\$0	\$75,000	\$250,000
Total Budget			\$0	\$0	\$0	\$350,000	\$0	\$0	\$150,000	\$500,000

Total Operating Impacts						
Personnel Costs	\$0	\$0	\$0	\$0	\$0	\$0
Materials & Supplies	\$0	\$0	\$0	\$0	\$0	\$0
Contractual Services	\$0	\$0	\$0	\$0	\$0	\$0
Totals	\$0	\$0	\$0	\$0	\$0	\$0

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN FY2016 TO FY2021

Project Title: Storm Drainage Easement Acquisition

Location: City-Wide

Project #:

Category:

Project Description

Acquisition of drainage easements throughout City. It is proposed that initially the City begin acquiring drainage easements for the major drainage ways for the Coffee Pot, Dry Creek (designated together as the Carol Canyon subbasin). Project would require identification of drainage ways to be acquired, sizing of easements, appraisal of easements, and offers to purchase easements in the City's name. This assumes work is contracted out.

Project Justification

There are major drainage ways throughout the City that are identified only as Public Drainage Easements. The primary responsibility for maintenance of these drainage ways lies with the property owner. For public safety, and maintenance resources it may be better for the City of Sedona to own and maintain these drainage ways. City ownership will help to assure more uniform maintenance of major drainage ways, which should reduce the adverse impact of major storms on areas throughout the City. In FY12 these funds were used for survey related to AAA Industrial Area drainage, in FY13 funding was used for acquisition of a drainage channel along Coffee Pot Drive adjacent to the Casita Bonita Condos development.

Category	Funding Source	Carryover/ New	Prior Yr	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	Total
Land	Devt Impact Fees	Carryover	\$19,855	\$50,000	\$0	\$0	\$0	\$0	\$0	\$69,855
Total Budget			\$19,855	\$50,000	\$0	\$0	\$0	\$0	\$0	\$69,855

Total Operating Impacts						
Personnel Costs		\$0	\$0	\$0	\$0	\$0
Materials & Supplies		\$0	\$0	\$0	\$0	\$0
Contractual Services		\$0	\$0	\$0	\$0	\$0
Totals		\$0	\$0	\$0	\$0	\$0

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN FY2016 TO FY2021

Project Title: Wastewater Effluent Management

Project #:

Location: Wastewater Treatment Plant

Category: 1

Project Description

Projects in FY2016 include Equipping Wells #1 & #2, and Drilling and Equipping of Injection Well #3. An additional 3 wells are scheduled for design and construction in FY2016 and FY2017, for a total of 6 injection wells.

Project Justification

The City of Sedona has historically disposed of wastewater effluent through flood and spray irrigation on 300 acres of land surrounding the WWTP. In 2012, 27 acres of wetlands were constructed to determine the effectiveness of wetlands as part of a management strategy. In 2013, a pilot injection well was constructed and tested to determine if injection was a viable component of an effluent management strategy. In 2013, based on evaluation of wetlands, spray irrigation, and injection, the Effluent Management Optimization Plan was completed. The plan evaluated the optimum combination of effluent management strategies at build-out, or 2.0 MGD. Based on the plan, the optimum combination of effluent disposal methods includes a total of 6 injection wells, 27 acres of existing wetlands, and reduction of spray irrigation to 100 acres.



Category	Funding Source	Carryover/ New	Prior Years	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	Total
Chargebacks	WW Revenue	Carryover	\$48,125	\$20,000	\$0	\$0	\$0	\$0	\$0	\$68,125
Chargebacks	WW Revenue	New	\$0	\$17,000	\$55,000	\$0	\$0	\$0	\$0	\$72,000
Construction	WW Revenue	Carryover	\$2,057,686	\$1,340,389	\$0	\$0	\$0	\$0	\$0	\$3,398,075
Construction	WW Revenue	New	\$0	\$2,000,000	\$2,000,000	\$0	\$0	\$0	\$0	\$4,000,000
Environmental	WW Revenue	Carryover	\$3,355	\$100,000	\$50,000	\$0	\$0	\$0	\$0	\$153,355
Design	WW Revenue	Carryover	\$703,871	\$0	\$0	\$0	\$0	\$0	\$0	\$703,871
Design	WW Revenue	New	\$0	\$250,000	\$250,000	\$0	\$0	\$0	\$0	\$500,000
Wetlands	WW Revenue		\$1,657,999	\$0	\$0	\$0	\$0	\$0	\$0	\$1,657,999
Contingency	WW Revenue	Carryover	\$0	\$281,200	\$287,500	\$0	\$0	\$0	\$0	\$568,700
Total Budget			\$4,471,036	\$4,008,589	\$2,642,500	\$0	\$0	\$0	\$0	\$11,122,125

Total Operating Impacts						
Personnel Costs	\$0	\$0	\$0	\$0	\$0	\$0
Materials & Supplies	\$0	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN FY2016 TO FY2021

Project Title: WWTP Capacity Enhancements - Upgrades

Project #:

Location: Wastewater Treatment Plant

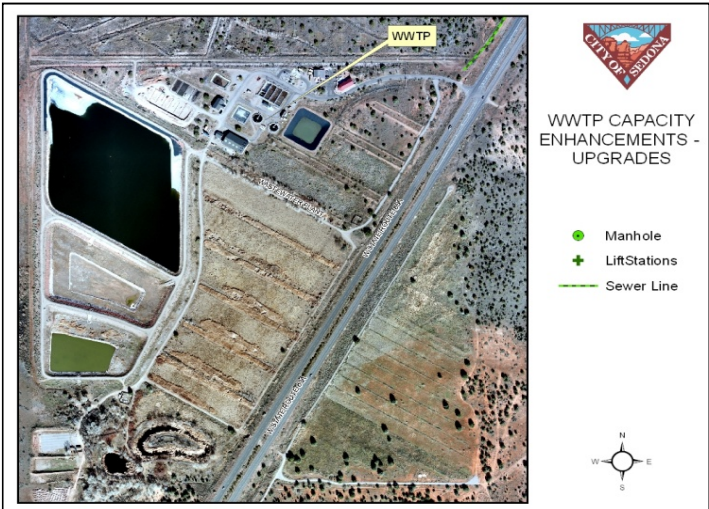
Category:

Project Description

This project will upgrade treatment plant capacity from a 1.4 MGD capacity to be able to achieve adequate treatment of 1.63 million gallons per day (MGD) with appropriate system redundancy and operational flexibility. Projects planned are an additional secondary clarifier, replacing aeration blowers, and a new aerobic digester. Design for these upgrades were completed in FY2014. These upgrades will allow the plant to operate up to process the expected 1.63 MGD through year 2027.

Project Justification

In 2010 Carollo Engineers conducted an evaluation of the plant processes. Based upon influent strengths it was determined that the current reliable capacity of the plant is 1.4 MGD rather than the 2.0 MGD it had been designed for. Currently, sewer areas constitute a 1.5 MGD service commitment when they are built out. Construction of the aerobic digester was originally planned in FY2018, however it was included as a bid alternate in the Upgrades Project and the bids resulted in nearly \$1M of saving by constructing the digester at the same time as the clarifier. Thus the funding for the digester has been moved to FY2016.



Category	Funding Source	Carryover/ New	Prior Yr	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	Total
Chargebacks	WW Revenue	New	\$22,250	\$50,000	\$25,000	\$0	\$0	\$0	\$0	\$97,250
Construction	WW Revenue	Carryover	\$0	\$825,000	\$0	\$0	\$0	\$0	\$0	\$825,000
Construction	WW Revenue	New	\$826,500	\$4,005,000	\$0	\$0	\$0	\$0	\$0	\$4,831,500
Design	WW Revenue	Carryover	\$544,738	\$186,034	\$0	\$0	\$0	\$0	\$0	\$730,772
Design	WW Revenue	New	\$0	\$85,000	\$130,000	\$0	\$0	\$0	\$0	\$215,000
Contingency	WW Revenue	New	\$0	\$185,000	\$100,000	\$0	\$0	\$0	\$0	\$285,000
Total Budget			\$1,393,488	\$5,336,034	\$255,000	\$0	\$0	\$0	\$0	\$6,984,522

Total Operating Impacts						
Personnel Costs	\$0	\$0	\$0	\$0	\$0	\$0
Materials & Supplies	\$0	\$0	\$40,000	\$40,000	\$40,000	\$40,000
Increased Electric Utility	\$0	\$60,000	\$120,000	\$120,000	\$120,000	\$120,000
Totals	\$0	\$60,000	\$160,000	\$160,000	\$160,000	\$160,000

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN FY2016 TO FY2021

Project Title: WW Master Plan

Project #:

Location: Citywide

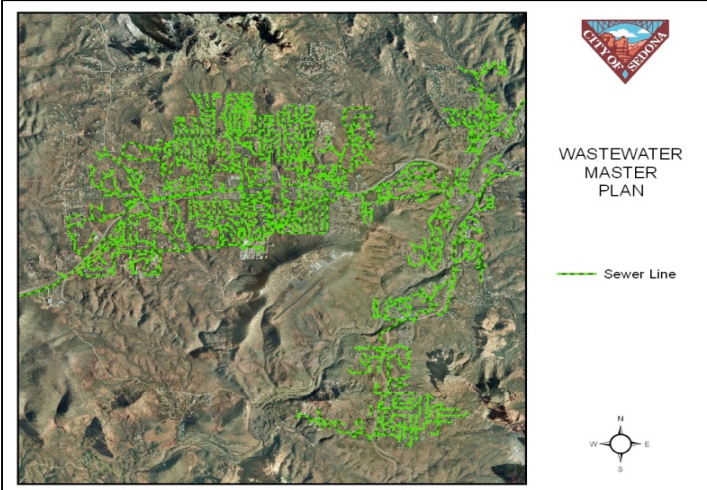
Category:

Project Description

This project would update the wastewater master plan for the collection system

Project Justification

The existing master plan is over 10 years old - the collection system has expanded and the long term plans for further expansion of the system have changed. In addition, since the 2002 plan was completed, the City is no longer under a consent decree by ADEQ and therefore the City's priorities have changed. This update will reflect the new priorities and help plan future projects and budgeting for the 10 year CIP. The funds allocated in FY2020 are for a 5-year update to the master plan, which will be minor.



Category	Funding Source	Carryover/ New	Prior Years	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	Total
Master Plan	WW Revenue	New	\$0	\$200,000	\$0	\$0	\$0	\$100,000	\$0	\$300,000
			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget			\$0	\$200,000	\$0	\$0	\$0	\$100,000	\$0	\$300,000

Total Operating Impacts						
Personnel Costs	\$0	\$0	\$0	\$0	\$0	\$0
Materials & Supplies	\$0	\$0	\$0	\$0	\$0	\$0
Contractual Services	\$0	\$0	\$0	\$0	\$0	\$0
Totals	\$0	\$0	\$0	\$0	\$0	\$0

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN FY2016 TO FY2021

Project Title: WWTP Bar Screen and Filter System Upgrades
Project #:
Location: Wastewater Treatment Plant
Category:

Project Description
 The project provides design and installation of new bar screens and filters.

Project Justification
 Wastewater is requesting that the design and construction of the barscreen project be moved to FY2016, which was originally anticipated for FY2018. Replacement parts for the existing headworks are becoming more difficult to find because it is obsolete. This results in long down times a couple of times a year (2 months each time) when the equipment fails. In addition, the headworks structure is deteriorated from hydrogen sulfide gases produced by raw wastewater. The accelerated replacement of bar screens and the headworks structure will reduce costly equipment repairs and further deterioration. This project also includes an upgrade to the existing sand filter system in FY2018 and FY2019. The filters currently operating are the original to the WWTP construction. Recently, wastewater operation has seen a decrease in the efficiency of the filters. The design will look at different technologies when choosing a replacement for the filters.



Category	Funding Source	Carryover/ New	Prior Yr	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	Total
Design	WW Revenue	New	\$0	\$50,000	\$0	\$50,000	\$0	\$0	\$0	\$100,000
Construction	WW Revenue	New	\$0	\$400,000	\$0	\$0	\$1,300,000	\$0	\$0	\$1,700,000
Contingency	WW Revenue	New	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget			\$0	\$450,000	\$0	\$50,000	\$1,300,000	\$0	\$0	\$1,800,000

Total Operating Impacts						
Personnel Costs	\$0	\$0	\$0	\$0	\$0	\$0
Materials & Supplies	\$0	\$0	\$0	\$0	\$0	\$0
Contractual Services	\$0	\$0	\$0	\$0	\$0	\$0
Totals	\$0	\$0	\$0	\$0	\$0	\$0

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN FY2016 TO FY2021

Project Title: 2016 Northview Sewerline Rehab

Project #:

Location: Northview Subdivision

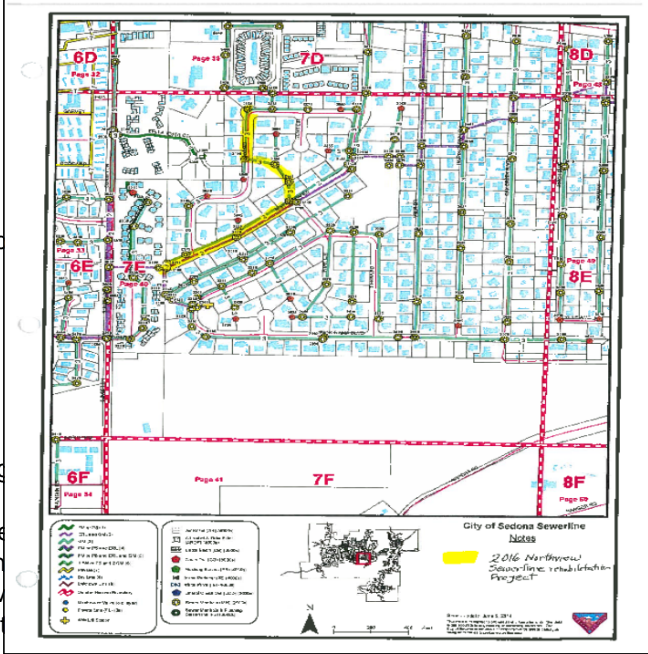
Category:

Project Description

This project consists of replacement of approximately 1,750 feet of sewerline between MH 7E2160 in Ross Road and MH 7E2180 at the west end of Northview Road in the Northview Subdivision.

Project Justification

The Wastewater Department Collection System Division spends a significant amount of time maintaining sewerline located in Ross and Northview Roads in the Northview Subdivision. (5 cleaning trips and 1 -2 incidents per year) The line has dips in the line that slow the flow and allow grease and grit to settle in the line. This results in blockage of the line unless it is cleaned frequently. Rehabilitating this segment of line will allow the crews to spend more time on routine preventative maintenance tasks and help reduce service calls to this area of the City. The impact is anticipated to be equal to almost 1/5 operator/year salary cost at the SG-10 entry level.



Category	Funding Source	Carryover/ New	Prior Years	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	Total
Design		New	\$0	\$0	\$0	\$50,000	\$0	\$0	\$0	\$50,000
Construction		New	\$0	\$0	\$0	\$525,000	\$0	\$0	\$0	\$525,000
			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget			\$0	\$0	\$0	\$575,000	\$0	\$0	\$0	\$575,000

Total Operating Impacts						
Materials & Supplies	\$0	\$0	\$0	\$0	\$0	\$0
Contractual Services	\$0	-\$5,500	-\$5,775	-\$6,064	-\$6,367	-\$6,685
Totals	\$0	-\$5,500	-\$5,775	-\$6,064	-\$6,367	-\$6,685

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN FY2016 TO FY2021

Project Title: Mystic Hills Lift Station Access Improvement
Project #:
Location: West Mallard Drive
Category:

Project Description

Development of plans, specifications and cost estimate to improve the low water crossing at the west end of West Mallard Drive, for the driveway leading to the Mallard Wastewater Lift Station. Corps of Engineer requirements will be determined and right of way needs will be defined. Coconino County Flood Control District Funds may be considered for this project.

Project Justification

This project will develop a design and costs to improve public road ingress and egress to the Mallard Wastewater Lift Station during the summer monsoon season. During summer monsoon storms this area has been isolated at times and road embankment is undermined and requires repair. This project provides drainage improvements not shown in the storm drainage master plan, and mainly benefits access to the wastewater lift station, as such it would be considered primarily a wastewater improvement project.



Category	Funding Source	Carryover/New	Prior Years	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	Total
Design		New	\$0	\$0	\$0	\$20,000	\$0	\$0	\$0	\$20,000
Chargebacks		New	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction		New	\$0	\$0	\$0	\$100,000	\$0	\$0	\$0	\$100,000
Contingency		New	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget			\$0	\$0	\$0	\$120,000	\$0	\$0	\$0	\$120,000

Total Operating Impacts							
Personnel Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Materials & Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contractual Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Totals	\$0	\$0	\$0	\$0	\$0	\$0	\$0

CITY OF SEDONA CAPITAL IMPROVEMENT PLAN FY2016 TO FY2021

Project Title: Centrifuge #1 Upgrade
Project #:
Location: WWTP
Category:

Project Description

This project consists in upgrading the controls for centrifuge #1. This project replaces an outdated control system and allows interface with the Wastewater Plant's central control system (SCADA).

Project Justification

The centrifuge is a facility used to dewater the sludge produced as part of the treatment process. This reduces the cost of disposing of the sludge which is charged based on weight. This facility is critical to operation of the plant during the cooler months of the year, when the drying beds are not effective. The City has two centrifuge units. The control system for the older one, unit#1, is outdated and the parts are becoming difficult to obtain. Also connection to the Plant's central control system is not feasible. Upgrading the system will allow more efficient future operations of Centrifuge #1. As AlfaLaval has looked at this project the cost for the work has risen from the initial \$70,850 , due to complications of retrofitting the existing cabinet. On 9/29/2014 the estimate for materials and startup was raised to \$109,745. This did not include installation. Wastewater staff is in the process of obtaining updated costs for material, startup, and installation. Due to contracting

Category	Funding Source	Carryover/New	Prior Yr	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	Total
Design		New	\$0	\$25,000	\$0	\$0	\$0	\$0	\$0	\$25,000
Construction		New	\$0	\$150,000	\$0	\$0	\$0	\$0	\$0	\$150,000
			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget			\$0	\$175,000	\$0	\$0	\$0	\$0	\$0	\$175,000

Total Operating Impacts								Total
Personnel Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Materials & Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contractual Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Totals	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Totals	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Project Title: Reservoir 3 Drainage Study
Project #:
Location: WWTP
Category: Plant Operations

Project Description
 Develop a conceptual plan and cost for drainage of Reservoir 3 when Area 4 irrigation is eliminated. This plan will include the possibility of draining Reservoir 3 to the Sedona Wetlands Preserve.

Project Justification
 When treated effluent can not be immediately sent to the wetlands or spray irrigation it is put into Reservoir 3 for future disposal. The water from Reservoir 3 is currently sprayed onto Area 4 through the Area 4 pump station. As future injection wells are installed, the area of irrigation will be eliminated and thus a way to drain Reservoir 3 is needed. Management of the effluent stored in Reservoir 3 was not in the scope of the Effluent Management Optimization Plan.

This project will look at alternatives for draining Reservoir 3, including rerouting the spray irrigation to areas of the plant other than Area 4. The project will also explore the possibility of draining Reservoir 3 into the existing wetlands, which would require an APP Permit Amendment through ADEQ.

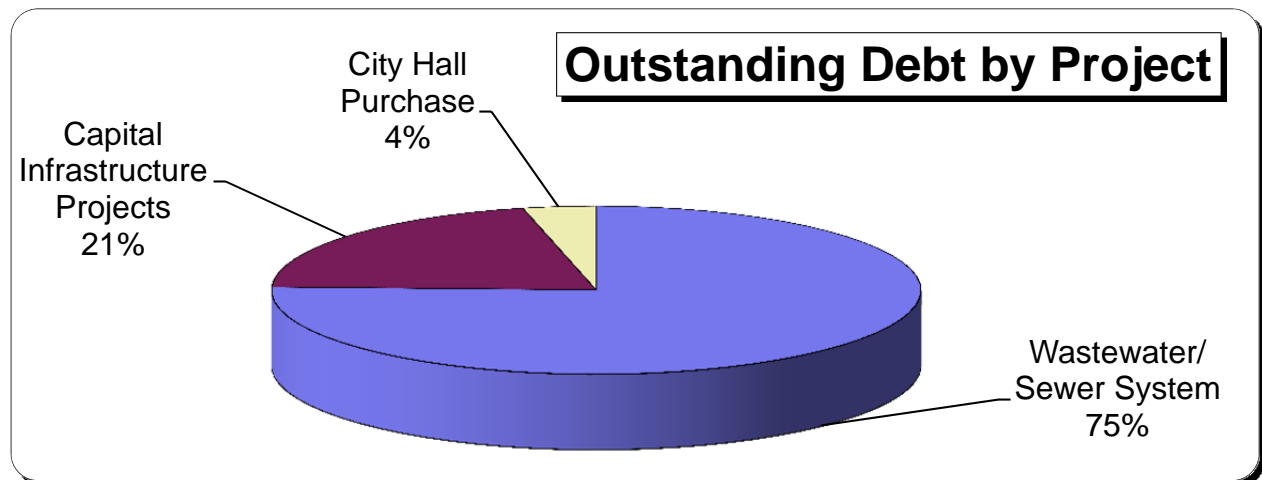
Category	Funding Source	Carryover/New	Prior Yr	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	Total
Design		New	\$0	\$50,000	\$0	\$0	\$0	\$0	\$0	\$50,000
Construction		New	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Budget			\$0	\$50,000	\$0	\$0	\$0	\$0	\$0	\$50,000

Total Operating Impacts								Total
Personnel Costs			\$0	\$0	\$0	\$0	\$0	\$0
Materials & Supplies			\$0	\$0	\$0	\$0	\$0	\$0
Contractual Services			\$0	\$0	\$0	\$0	\$0	\$0
Totals			\$0	\$0	\$0	\$0	\$0	\$0



DEBT SERVICE

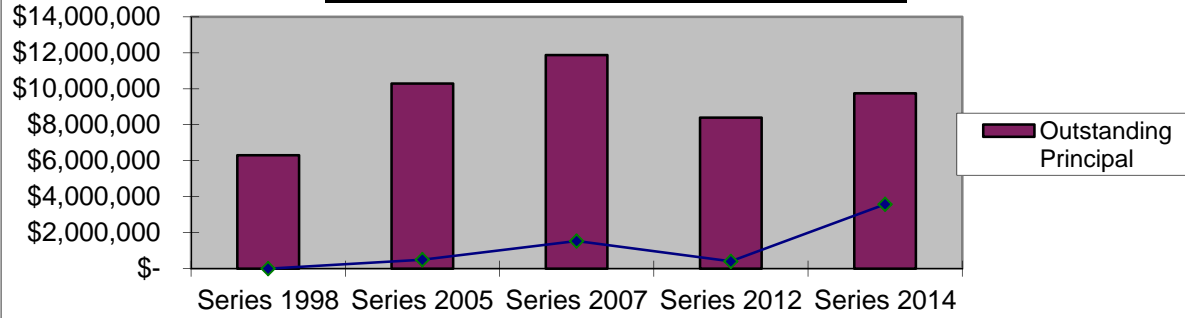
While the City of Sedona has been using pay-as-you go funding for capital projects in recent years, the City has assumed debt in the past to fund the construction of capital projects. The majority of prior year's debt issuance has been for construction of the wastewater treatment system. A small percentage of the outstanding debt comes from the purchase of the City Hall campus. The chart below represents the percentage of outstanding debt for various categories of projects as of June 30, 2015.



The Arizona Constitution limits the City's bonded debt capacity (outstanding principal) to a certain percentage of the City's secondary assessed valuation for General Obligation (G.O.) bonds. The City of Sedona has approximately \$42 Million in outstanding debt. The Constitution states that for general municipal purposes, the City cannot incur a debt exceeding 6% of the assessed valuation of taxable property. Additional bonds amounting to 20% of the assessed valuation of taxable property can be issued for water, lighting and sewer projects, and for the acquisition and development of land for open space preserves, parks, playgrounds and recreational facilities. The City's current bond holdings do not include G.O. bonds and, therefore, are not subject to debt limitation.

The below information summarizes the total outstanding principle and interest on current City debt obligations for the next twelve years, which is when all current outstanding debt will be retired.

Debt Schedule Summary



The table below summarizes the principal and interest payments for the current 2015-2016 fiscal year:

	2015-16 Principal	2015-16 Interest	Total 2015-16 Debt Service Requirement
Series 1998	\$ -	\$ -	\$ -
Series 2007	\$ 1,020,000	\$ 509,356	\$ 1,529,356
Series 2012	\$ -	\$ 377,775	\$ 377,775
Series 2014	\$ 3,500,000	\$ 71,577	\$ 3,571,577
Series 2015	\$ 170,000	\$ 140,698	\$ 310,698
Total Annual Payment	\$ 4,690,000	\$ 1,099,407	\$ 5,789,407

The following tables detail each outstanding debt issue, including type of debt instrument, dates of issuance and/or refinance, principle and interest payments, and purpose of the debt.

**Wastewater Municipal Property Corporation
Series 1998**

(Dated August 1, 1998)

Fiscal Year	Principal	CIB's	CAB's	Total Debt Service Requirements
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	-	219,331	-	219,331
2012/13	-	-	-	-
2013/14	-	-	-	-
2014/15	-	-	-	-
2015/16	-	-	-	-
2016/17	-	-	-	-
2017/18	-	-	-	-
2018/19	-	-	-	-
2019/20	1,400,000		2,910,000	4,310,000
2020/21	1,330,000		2,980,000	4,310,000
2021/22	1,255,000		3,055,000	4,310,000
2022/23	1,190,000		3,120,000	4,310,000
2023/24	1,130,000		3,180,000	4,310,000
Total:	6,870,000	13,435,115	15,245,000	35,550,115

The above table (i) refinances all of the City's outstanding Certificate of Participation, Series 1993 (ii) refinances all of the outstanding Series 1995 (iii) refinances all of the outstanding Series 1997 and (iv) approximately \$29.8 million new money for Wastewater system.

The Second Series 2004 Excise Tax Revenue Bonds were Refunded on May 22, 2014. The new issue is presented in the Series 2014 Refunding table.

**Wastewater Fund
Series 2007**

Fiscal Year	Principal	Interest	Total WW Debt Service Requirements
7/1/08	895,000.00	228,205.83	1,123,205.83
1/1/09	-	174,950.00	174,950.00
7/1/09	775,000.00	174,950.00	949,950.00
1/1/10	-	159,450.00	159,450.00
7/1/10	805,000.00	159,450.00	964,450.00
1/1/11	-	143,350.00	143,350.00
7/1/11	840,000.00	143,350.00	983,350.00
1/1/12	-	126,550.00	126,550.00
7/1/12	875,000.00	126,550.00	1,001,550.00
1/1/13	-	109,050.00	109,050.00
7/1/13	910,000.00	109,050.00	1,019,050.00
1/1/14	-	90,850.00	90,850.00
7/1/14	945,000.00	90,850.00	1,035,850.00
1/1/15	-	71,950.00	71,950.00
7/1/15	985,000.00	71,950.00	1,056,950.00
1/1/16	-	52,250.00	52,250.00
7/1/16	1,020,000.00	52,250.00	1,072,250.00
1/1/17	-	26,750.00	26,750.00
7/1/17	1,070,000.00	26,750.00	1,096,750.00
Total:	9,120,000.00	2,138,505.83	11,258,505.83

Wastewater Improvements:

Projects included Chapel area sewer installation, State Route 179 utility relocation, and Major pump stations.

**Capital/General Fund
Series 2007**

Fiscal Year	Principal	Interest	Total GF Debt Service Requirements
7/1/08	-	239,539.95	239,539.95
1/1/09	-	202,428.13	202,428.13
7/1/09	-	202,428.13	202,428.13
1/1/10	-	202,428.13	202,428.13
7/1/10	-	202,428.13	202,428.13
1/1/11	-	202,428.13	202,428.13
7/1/11	-	202,428.13	202,428.13
1/1/12	-	202,428.13	202,428.13
7/1/12	-	202,428.13	202,428.13
1/1/13	-	202,428.13	202,428.13
7/1/13	-	202,428.13	202,428.13
1/1/14	-	202,428.13	202,428.13
7/1/14	-	202,428.13	202,428.13
1/1/15	-	202,428.13	202,428.13
7/1/15	-	202,428.13	202,428.13
1/1/16	-	202,428.13	202,428.13
7/1/16	-	202,428.13	202,428.13
1/1/17	-	202,428.13	202,428.13
7/1/17	-	202,428.13	202,428.13
1/1/18	-	202,428.13	202,428.13
7/1/18	715,000.00	202,428.13	917,428.13
1/1/19	-	188,128.13	188,128.13
7/1/19	745,000.00	188,128.13	933,128.13
1/1/20	-	172,762.50	172,762.50
7/1/20	780,000.00	172,762.50	952,762.50
1/1/21	-	156,187.50	156,187.50
7/1/21	810,000.00	156,187.50	966,187.50
1/1/22	-	135,937.50	135,937.50
7/1/22	850,000.00	135,937.50	985,937.50
1/1/23	-	114,687.50	114,687.50
7/1/23	890,000.00	114,687.50	1,004,687.50
1/1/24	-	92,437.50	92,437.50
7/1/24	930,000.00	92,437.50	1,022,437.50
1/1/25	-	69,187.50	69,187.50
7/1/25	980,000.00	69,187.50	1,049,187.50
1/1/26	-	47,137.50	47,137.50
7/1/26	1,025,000.00	47,137.50	1,072,137.50
1/1/27	-	24,075.00	24,075.00
7/1/27	1,070,000.00	24,075.00	1,094,075.00
Total:	8,795,000.00	6,289,183.81	15,084,183.81

Capital Infrastructure:

Project included Chapel area drainage, State Route 179, Improvements (pedestrian bridge, landscaping, lighting, etc.), Harmony-Windsong drainage project (partial)

Excise Tax Revenue Bonds
Series 2012
(Dated May 1, 2005)

Fiscal Year	Principal	Interest	Total Debt Service Requirements
2012	-	150,061	150,061
2013	-	377,775	377,775
2014	-	377,775	377,775
2015	-	377,775	377,775
2016	-	377,775	377,775
2017	-	377,775	377,775
2018	-	377,775	377,775
2019	-	377,775	377,775
2020	-	377,775	377,775
2021	-	377,775	377,775
2022	-	377,775	377,775
2023	-	377,775	377,775
2024	-	377,775	377,775
2025	4,105,000	377,775	4,482,775
2026	4,290,000	193,050	4,483,050
Total:	8,395,000	525,4186	13,649,186

Partial refinancing of Series 1998.

Wastewater Fund
Series 2014 Refunding
(Dated May 22, 2014)

Fiscal Year	Principal	Interest	Total WW Debt Service Requirements
2015	2,790,000	359,850	3,149,850
2016	3,585,000	220,350	3,805,350
2017	1,385,000	55,400	1,440,400
2018	-	-	-
Total:	7,760,000	635,600	8,395,600

Refunding of the Second Series 2004.

General Fund Series 2014 Refunding
(Dated May 22, 2014)

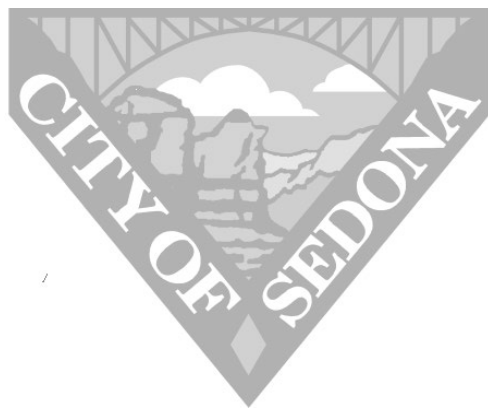
Fiscal Year	Principal	Interest	Total WW Debt Service Requirements
2015	345,000	79,910	424,910
2016	345,000	62,660	407,660
2017	380,000	45,410	425,410
2018	395,000	30,210	425,210
2019	380,000	15,200	395,200
Total:	1,845,000	233,390	2,078,390

Refunding of the Second Series 2004.

Excise Tax Revenue Bonds
Series 2015
(Dated June 16, 2015)

Fiscal Year	Principal	Interest	Total Debt Service Requirements
2016	170,000	140,698	310,698
2017	2,300,000	132,860	2,432,860
2018	3,920,000	102,960	4,022,960
2019	4,000,000	52,000	4,052,000
Total:	10,390,000	428,518	10,818,518

Refunding of the Second Series 2005



GLOSSARY

ACCRUAL BASIS OF ACCOUNTING - A method of accounting in which revenues are recorded when measurable and earned, and expenditures (or expenses) are recognized when a good or service is used.

ACTIVITY - The purpose/activity or group of subactivities within a function/program for which the city is responsible.

ADOPTED BUDGET - Formal action made by City Council that sets the spending limits for the fiscal year.

ALLOCATION - Assigning one or more items of cost or revenue to one or more segments of an organization according to benefits received, responsibilities, or other logical measures of use.

ANNUALIZED COSTS - Operating costs incurred at annual rates for a portion of the prior fiscal year and which must be incurred at similar rates for the entire 12 months of the succeeding fiscal year.

APPROPRIATION - An authorization granted by the City Council to make expenditures and to incur obligations for purposes specified in the Appropriation Ordinance.

BALANCED BUDGET - A budget in which current revenues equal current expenditures. The State or local government may set the legal requirements for a balanced budget.

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.

BOND - A written promise to pay a specified sum of money, called the face value or principal amount, at a specified date or dates in the future, called the maturity date(s), together with periodic interest at a specific rate.

BONDS PROCEEDS - Debt issuances derived from the sale of bonds for the purpose of constructing major capital facilities.

BUDGET - A financial plan consisting of an estimate of proposed expenditures and their purposes for a given period and the proposed means of financing them.

BUDGETARY CONTROL - The control of management of a governmental unit or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of authorized appropriations and available revenues.

BUDGET MESSAGE - The opening section of the budget that provides the City Council and the public with a general summary of the most important aspects of the budget, changes from the current and previous fiscal years, and recommendations regarding the financial policy for the coming period.

CAPITAL FUND - The fund that accounts for the City's major capital and engineering studies. The Capital Fund



revenue is provided by a transfer of Sales Tax from the General Fund.

CAPITAL OUTLAY - Expenditures that result in the acquisition of or addition to fixed assets.

CAPITAL PROJECT - Any project having assets of significant value and having a useful life of three years or over. Capital projects include the purchase of land for design, engineering and construction of buildings and infrastructure items such as streets, bridges, drainage, street lighting, water system, etc. Capital projects are permanent attachments intended to remain to the land.

COMMODITIES - Expendable items used by operating or construction activities. Examples include office supplies, repair and replacement parts for equipment, fuels and lubricants, etc. Appendix G - Glossary

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

CONTINGENCY - Monies budgeted in the General Fund to be used to finance unforeseen expenditures.

CONTRACTUAL SERVICES - Contracted service used for operating or construction activities. Examples include Legal Fees, Postage & Freight, Rents, Utilities, and Debt Service costs.

DEBT SERVICE - Payment of principal, interest, and related service charges on obligations resulting from the issuance of bonds.

DEPARTMENT - A major administrative division of the City that indicates overall management responsibility for an operation or group of related operations within a functional area.

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.

ENCUMBRANCES - Obligations in the form of purchase orders, or contracts, which are chargeable to an appropriation and for which a part of the appropriation is reserved. They cease to be encumbered when the obligations are paid or otherwise liquidated.

ENTERPRISE FUND - An Accounting entity established to account for the acquisition, operation and maintenance of governmental facilities, and services which are entirely or predominately self-supporting.

ESTIMATED REVENUE - The amount of projected revenue to be collected during the fiscal year.

EXPENDITURE/EXPENSE - This term refers to the outflow of funds paid for an asset obtained or goods and services obtained.

EXPENDITURE LIMITATION - The Arizona State Legislature imposed constitutional amendment that limits the annual expenditures of all municipalities. The Economic Estimates Commission, based on population growth and inflation, sets this limit.

FISCAL YEAR - A 12-month period of time to which the Annual Budget applies and at the end of which a governmental unit determines its financial position and the results of its operations. For the City of Sedona, it is July 1, through June 30.

FIXED ASSETS - Assets of a long-term character that is intended to continue to be held or used, such as land, buildings, machinery, furniture and other equipment.

FRANCHISE TAX - The franchise tax is based on the gross sales of REVENUE 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%).

FUND - An independent fiscal and accounting entity with a self-balancing set of accounts recording cash and/or other resources, together with all related liabilities, for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations.

FUND BALANCE - Fund balance is the excess of assets over liabilities and reserves and is, therefore, also known as surplus funds.

GENERAL FUND - A fund used to account for all general-purpose transactions of the City that do not require a special type of fund.

GENERAL GOVERNMENT REVENUE - The revenues of a government other than those derived from and retained in an enterprise fund.

GOAL - A statement of broad direction, purpose or intent based on the needs of the community. A goal is general and timeless; that is, it is not concerned with a specific achievement in a specific time period.

GRANT - A contribution by the state or federal government or other agency to support a particular function.

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.

INTERFUND TRANSFER - Amounts transferred from one fund to another.

LINE ITEMS - Account for specific expenditures and revenues in departments.

MODIFIED ACCRUAL ACCOUNTING - Basis of accounting required for use by governmental funds in which revenues are recognized in the period in which they become available and measurable, and expenditures are recognized at the time a liability is incurred.

NON-RECURRING REVENUE - Revenue which is a one-time receipt or which is not received on a continual basis.

OBJECTIVES - A statement of specific measurable outcomes that contribute toward accomplishing the departmental mission.

OPERATING REVENUE - Resources derived from recurring revenue sources used to finance recurring operating expenditures.

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

PERSONNEL SERVICES - Expenditures for salaries, wages and fringe benefits of a government's employees.

PROGRAM - A group of related functions or activities performed by a division where there is a desire to budget and identify expenditures independently of other activities within the division.

RECURRING REVENUES - Revenue sources available on a constant basis to support operating and capital budgetary needs.

RESERVES - Account that records a portion of the fund equity that must be segregated for some future use and that is, therefore, not available for further appropriation or expenditure.

RESTRICTED REVENUES - Are legally restricted for a specific purpose by the Federal, State, and local government.

REVENUES - Amounts estimated to be received from taxes and other sources during the fiscal year.

SPECIAL REVENUE FUND - Fund used to account for revenues from specific taxes or other earmarked revenue sources that by law are designated to finance particular functions or activities of government. The City of Sedona's Special Revenue Fund includes Highway User Revenues (HURF) and grants.

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 currently 6 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 - A 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, 1.95 percent supports the General Fund and 1.05 percent supports the Wastewater Debt.

WASTEWATER CAPACITY FEES These fees are a one-time charge when a resident or business connects to the wastewater system.

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.

ACRONYMS

<u>Acronym</u>	<u>Description</u>
3CMA	City-County Communications & Marketing Association
AACOP	Arizona Association Chief of Police
ACMA	Arizona City/County Management Association
ACO	Animal Control Officer
ADA	Americans with Disabilities Act
ADEQ	Arizona Department of Environmental Quality
ADOH	Arizona Department of Housing
ADOR	Arizona Department of Revenue
ADOT	Arizona Department of Transportation
ADWR	Arizona Department of Water Resources
AFMA	Arizona Floodplain Management Association
AG	Attorney General
AMCA	Arizona Municipal Clerks Association
APA	American Planning Association
APP	Aquifer Protection Program
APS	Arizona Public Service
APWA	American Public Works Association
ARS	Arizona Revised Statutes
ASRS	Arizona State Retirement System
AWTF	Anti Work Task Force
AZ	Arizona
AZ-PRIMA	Arizona Public Risk Management Association
BL	Business License
CAFR	Comprehensive Annual Financial Report
CAP	Capacity
CAT	Cottonwood Area Transit
CD	Community Development
CDBG	Community Development Block Grant
CDL	Commercial Drivers License
CELA	Code Enforcement League of Arizona
CFD	Community Facility District
CIP	Capital Improvement Program
CM	City Manager
CO	Certificate of Occupancy
COP	Certificate of Participation
COS	Cost of Service
DIF	Development Impact Fees
DUI	Driving Under the Influence
EEOC	Equal Employment Opportunity Commission
EIS	Environmental Impact Statement
EOC	Emergency Operations Center
FARE	Fines/Fees and Restitution

ACRONYMS

<u>Acronym</u>	<u>Description</u>
FLSA	Fair Labor Standards Act
FTE	Full Time Equivalent
FY	Fiscal Year (July 1 - Jun 30)
GFOA	Government Finance Officers Association
GFOAZ	Government Finance Officers Association of Arizona
GO	General Obligation
GOHS	Governor's Office of Highway Safety
HB	House Bill
HPC	Historic Preservation Commission
HR	Human Resources
HSIP	Highway Safety Improvement Program
HURF	Highway User Revenues Fund
HVAC	Heating, Ventilation, Air Conditioning
IACP	International Association of Chief of Police
IAPE	International Association of Property/Evidence
IBC	International Building Code
ICC	International Code Council
ICMA	International City/County Management Association
IFMA	International Facility Management Association
IGA	Intergovernmental Agreement
IIMC	International Institute of Municipal Clerks
IPMA-HR	International Public Management Association for Human Resources
IT	Information Technology
K9	Canine
KSB	Keep Sedona Beautiful
LDC	Land Development Code
LGIP	Local Government Investment Pool
LS	Lift Station
LTD	Long-Term Disability
MADD	Mothers Against Drunk Driving
MDC	Mobile Data Computers
MGD	Million Gallons per Day
NA	Not Applicable
NACOG	Northern Arizona Council of Government
NAU	Northern Arizona University
NFPA	National Fire Protection Association
NSF	Non-Sufficient Funds
OMB	Office of Management and Budget
OSHA	Occupational, Safety and Health Administration
P&Z	Planning and Zoning
PANT	Partners Against Narcotics Trafficking
PD	Police Department

ACRONYMS

<u>Acronym</u>	<u>Description</u>
PE	Professional Engineer
POST	Peace Officer Standards and Training
PSPRS	Public Safety Personnel Retirement System
PW	Public Works
RDS	Revenue Discovery Systems
RFP	Request for Proposal
RICO	Racketeer Influenced and Corrupt Organizations
ROW	Right of Way
SB	Senate Bill
SR	State Route
SRO	School Resource Officer
STD	Short-Term Disability
STEP	Sedona Traffic Enforcement Program
SUV	Sport Utility Vehicle
T-BILL	Treasury Bill
T-NOTE	Treasury Note
TPT	Transaction Privilege Tax (Sales Tax)
USFS	United States Forest Service
VLT	Vehicle License Tax
VPN	Virtual Private Network
WIFA	Water Infrastructure Financing Authority
WQ	Water Quality
WRP	Wastewater Reclamation Plant
WW	Wastewater
WWTP	Wastewater Treatment Plant

CITY OF SEDONA
Summary Schedule of Estimated Revenues and Expenditures/Expenses
Fiscal Year 2016

Fiscal Year	S c h	FUNDS								
		General Fund	Special Revenue Fund	Debt Service Fund	Capital Projects Fund	Permanent Fund	Enterprise Funds Available	Internal Service Funds	Total All Funds	
2015	Adopted/Adjusted Budgeted Expenditures/Expenses*	E	14,829,308	1,854,845	0	8,242,361	0	13,458,640	0	38,385,154
2015	Actual Expenditures/Expenses**	E	14,290,167	1,020,200	0	3,735,000	0	11,147,141	0	30,192,508
2016	Fund Balance/Net Position at July 1***		12,590,000	115,000	0	10,020,000	0	17,290,000		40,015,000
2016	Primary Property Tax Levy	B	0	0	0	0		0	0	0
2016	Secondary Property Tax Levy	B	0	0	0	0		0	0	0
2016	Estimated Revenues Other than Property Taxes	C	25,831,831	1,894,738	0	1,795,592	0	10,449,350	0	39,971,511
2016	Other Financing Sources	D	9,300,000	0	0	0	0	0	0	9,300,000
2016	Other Financing (Uses)	D	9,300,000	0	0	0	0	0	0	9,300,000
2016	Interfund Transfers In	D	286,000	506,500	0	41,000	0	0	0	833,500
2016	Interfund Transfers (Out)	D	506,500	0	0	237,000	0	90,000	0	833,500
2016	Reduction for Amounts Not Available:									
2016	LESS: Amounts for Future Debt Retirement:									0
										0
										0
										0
2016	Total Financial Resources Available		38,201,331	2,516,238	0	11,619,592	0	27,649,350	0	79,986,511
2016	Budgeted Expenditures/Expenses	E	25,176,512	2,494,238	0	7,499,313	0	17,647,412	0	52,817,475

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 expenditure limitation

	2015	2016
1. Budgeted expenditures/expenses	\$ 38,385,154	\$ 52,817,475
2. Add/subtract: estimated net reconciling items		
3. Budgeted expenditures/expenses adjusted for reconciling items	38,385,154	52,817,475
4. Less: estimated exclusions		
5. Amount subject to the expenditure limitation	\$ 38,385,154	\$ 52,817,475
6. EEC expenditure limitation	\$ 38,385,154	\$ 52,817,475

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 the 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 on this line represent Fund Balance/Net Position amounts except for amounts not in spendable form (e.g., prepaids and inventories) or legally or contractually required to be maintained intact (e.g., principal of a permanent fund).

CITY OF SEDONA
Revenues Other Than Property Taxes
Fiscal Year 2016

SOURCE OF REVENUES	ESTIMATED REVENUES 2015	ACTUAL REVENUES* 2015	ESTIMATED REVENUES 2016
GENERAL FUND			
Local taxes			
Bed Tax	\$ 2,120,000	\$ 2,330,000	\$ 2,422,000
Sales Tax	8,162,000	8,892,000	9,172,000
Recovery of Sales Tax	93,000	93,000	105,000
Franchise Fees	757,000	757,000	772,000
Licenses and permits			
Community Development	218,000	279,200	244,200
Public Works	4,000	4,000	4,000
Financial Services	75,000	85,000	90,000
City Clerk			
Intergovernmental			
State Sales Tax	906,000	950,000	958,000
State Urban Revenue Sharing	1,214,232	1,214,000	1,207,731
Vehicle License Tax - County	553,660	555,000	594,500
Charges for services			
Parks & Recreation	56,000	59,350	56,900
Planning & Zoning	15,000	1,500	15,100
GIS	2,000	1,500	1,500
Police Department	11,000	6,000	11,000
Fines and forfeits			
Municipal Court	142,000	142,000	141,000
S.T.E.P. (Sedona Traffic Enforcement Prog.)	15,000	20,000	23,000
Interest on investments			
Local Government Investment Pool	225,000	169,000	94,000
Treasury Notes	15,000		
Other			28,500
In-lieu property taxes			
Contributions			
Voluntary contributions			
Miscellaneous			
Bond Proceeds for 2007 Refunding			9,300,000
Miscellaneous	560,000	606,450	591,400
Total General Fund	\$ 15,143,892	\$ 16,165,000	\$ 25,831,831

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

CITY OF SEDONA
Revenues Other Than Property Taxes
Fiscal Year 2016

SOURCE OF REVENUES	ESTIMATED REVENUES 2015	ACTUAL REVENUES* 2015	ESTIMATED REVENUES 2016
SPECIAL REVENUE FUNDS			
Streets/HURF Funds	\$ 747,140	\$ 775,000	\$ 782,238
Interest	18,000	775,000	782,238
	<u>\$ 765,140</u>	<u>\$ 775,000</u>	<u>\$ 782,238</u>
Grants Fund	\$ 550,000	\$ 218,160	\$ 1,112,500
	<u>\$ 550,000</u>	<u>\$ 218,160</u>	<u>\$ 1,112,500</u>
Total Special Revenue Funds	<u>\$ 1,315,140</u>	<u>\$ 993,160</u>	<u>\$ 1,894,738</u>

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

DEBT SERVICE FUNDS

	\$ _____	\$ _____	\$ _____
	<u>\$ _____</u>	<u>\$ _____</u>	<u>\$ _____</u>
Total Debt Service Funds	<u>\$ _____</u>	<u>\$ _____</u>	<u>\$ _____</u>

CAPITAL PROJECTS FUNDS

Capital Improvement Funds	\$ 1,054,387	\$ 1,125,000	\$ 1,576,667
Art in Public Places	100	50	125
Development Impact Fees Fund	214,845	214,250	218,800
	<u>\$ 1,269,332</u>	<u>\$ 1,339,300</u>	<u>\$ 1,795,592</u>
Total Capital Projects Funds	<u>\$ 1,269,332</u>	<u>\$ 1,339,300</u>	<u>\$ 1,795,592</u>

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

PERMANENT FUNDS

	\$ _____	\$ _____	\$ _____
	<u>\$ _____</u>	<u>\$ _____</u>	<u>\$ _____</u>
Total Permanent Funds	<u>\$ _____</u>	<u>\$ _____</u>	<u>\$ _____</u>

ENTERPRISE FUNDS

Wastewater - Operations/Plant/Debt	\$ 10,061,916	\$ 10,261,500	\$ 10,449,350
Wastewater - Construction	_____	_____	_____
	<u>\$ 10,061,916</u>	<u>\$ 10,261,500</u>	<u>\$ 10,449,350</u>
Total Enterprise Funds	<u>\$ 10,061,916</u>	<u>\$ 10,261,500</u>	<u>\$ 10,449,350</u>

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

INTERNAL SERVICE FUNDS

	\$ _____	\$ _____	\$ _____
Total Internal Service Funds	<u>\$ _____</u>	<u>\$ _____</u>	<u>\$ _____</u>

TOTAL ALL FUNDS \$ 27,790,280 \$ 28,758,960 \$ 39,971,511

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

CITY OF SEDONA
Other Financing Sources/<Uses> and Interfund Transfers
Fiscal Year 2016

FUND	OTHER FINANCING 2016		INTERFUND TRANSFERS 2016	
	SOURCES	<USES>	IN	<OUT>
GENERAL FUND				
General Services	\$	\$	\$	\$ 506,500
Public Works			286,000	
Refunding 2007 Bond Series	9,300,000	9,300,000		
Total General Fund	\$ 9,300,000	\$ 9,300,000	\$ 286,000	\$ 506,500
SPECIAL REVENUE FUNDS				
Streets	\$	\$	\$ 506,500	\$
Total Special Revenue Funds	\$	\$	\$ 506,500	\$
DEBT SERVICE FUNDS				
	\$	\$	\$	\$
Total Debt Service Funds	\$	\$	\$	\$
CAPITAL PROJECTS FUNDS				
Capital Fund	\$	\$	\$ 41,000	\$ 237,000
Arts in Public Places Fund				
Total Capital Projects Funds	\$	\$	\$ 41,000	\$ 237,000
PERMANENT FUNDS				
	\$	\$	\$	\$
Total Permanent Funds	\$	\$	\$	\$
ENTERPRISE FUNDS				
Wastewater Fund - Capital Construction	\$	\$	\$	\$ 90,000
Total Enterprise Funds	\$	\$	\$	\$ 90,000
INTERNAL SERVICE FUNDS				
	\$	\$	\$	\$
Total Internal Service Funds	\$	\$	\$	\$
TOTAL ALL FUNDS	\$ 9,300,000	\$ 9,300,000	\$ 833,500	\$ 833,500

CITY OF SEDONA
Expenditures/Expenses by Fund
Fiscal Year 2016

FUND/DEPARTMENT	ADOPTED BUDGETED EXPENDITURES/ EXPENSES 2015	EXPENDITURE/ EXPENSE ADJUSTMENTS APPROVED 2015	ACTUAL EXPENDITURES/ EXPENSES* 2015	BUDGETED EXPENDITURES/ EXPENSES 2016
GENERAL FUND				
City Council	\$ 71,276	\$	\$ 70,500	\$ 77,543
City Manager	790,854		775,000	854,638
Human Resources	193,966		186,000	209,213
Financial Services	460,678		438,000	460,954
Information Technology	1,146,051		1,090,946	959,037
Legal	481,027		481,027	504,523
City Clerk	280,498		255,000	218,770
Parks & Recreation	466,510		458,000	484,324
General Services	3,577,556		3,590,002	3,790,206
Contingency	200,000		50,000	250,000
Community Development	1,183,336		1,065,002	1,469,385
Engineering/Public Works	1,918,181		1,824,024	2,345,922
Police	3,756,494		3,718,929	3,946,488
Municipal Court	302,881		287,737	305,509
Refunding 2007 Debt Issue				9,300,000
Total General Fund	\$ 14,829,308	\$	\$ 14,290,167	\$ 25,176,512
SPECIAL REVENUE FUNDS				
Streets Fund	\$ 1,275,140	\$	\$ 818,200	\$ 1,374,489
Grant Funds	579,705		202,000	1,119,749
Total Special Revenue Funds	\$ 1,854,845	\$	\$ 1,020,200	\$ 2,494,238
DEBT SERVICE FUNDS				
	\$	\$	\$	\$
Total Debt Service Funds	\$	\$	\$	\$
CAPITAL PROJECTS FUNDS				
Capital Improvement Fund	\$ 5,693,269	\$	\$ 3,200,000	\$ 4,325,143
Art in Public Places Fund	75,000		35,000	80,000
Development Impact Fees Fund	2,474,092		500,000	3,094,170
Total Capital Projects Funds	\$ 8,242,361	\$	\$ 3,735,000	\$ 7,499,313
PERMANENT FUNDS				
	\$	\$	\$	\$
Total Permanent Funds	\$	\$	\$	\$
ENTERPRISE FUNDS				
Wastewater - Operations/Plant/Debt	\$ 8,860,774	\$	\$ 8,621,000	\$ 9,248,867
Wastewater - Construction	4,477,866		2,526,141	8,298,545
Wastewater Contingency	120,000			100,000
Total Enterprise Funds	\$ 13,458,640	\$	\$ 11,147,141	\$ 17,647,412
INTERNAL SERVICE FUNDS				
	\$	\$	\$	\$
Total Internal Service Funds	\$	\$	\$	\$
TOTAL ALL FUNDS	\$ 38,385,154	\$	\$ 30,192,508	\$ 52,817,475

* 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.

CITY OF SEDONA
Expenditures/Expenses by Department
Fiscal Year 2016

DEPARTMENT/FUND	ADOPTED BUDGETED EXPENDITURES/ EXPENSES 2015	EXPENDITURE/ EXPENSE ADJUSTMENTS APPROVED 2015	ACTUAL EXPENDITURES/ EXPENSES* 2015	BUDGETED EXPENDITURES/ EXPENSES 2016
City Council				
General Fund	\$ 71,276	\$	\$ 70,500	\$ 77,543
Department Total	\$ 71,276	\$	\$ 70,500	\$ 77,543
City Manager:				
General Fund	\$ 790,854	\$	\$ 775,000	\$ 854,638
Art Fund	75,000		35,000	80,000
Grant Fund	300,000			
Wastewater Operations	98,758		95,000	98,463
Department Total	\$ 1,264,612	\$	\$ 905,000	\$ 1,033,101
Human Resources:				
General Fund	\$ 193,966	\$	\$ 186,000	\$ 209,213
Wastewater Operations	17,833		17,500	17,639
Department Total	\$ 211,799	\$	\$ 203,500	\$ 226,852
Financial Services:				
General Fund	\$ 460,678	\$	\$ 438,000	\$ 460,954
Wastewater Operations	398,956		380,000	395,539
Department Total	\$ 859,634	\$	\$ 818,000	\$ 856,493
Information Technology:				
General Fund	\$ 1,146,051	\$	\$ 1,090,946	\$ 959,037
Wastewater Operations	33,000		33,000	43,970
Department Total	\$ 1,179,051	\$	\$ 1,123,946	\$ 1,003,007
Legal:				
General Fund	\$ 481,027	\$	\$ 481,027	\$ 504,523
Wastewater Operations	78,601		78,601	185,361
Department Total	\$ 559,628	\$	\$ 559,628	\$ 689,884
City Clerk:				
General Fund	\$ 280,498	\$	\$ 255,000	\$ 218,770
Wastewater Operations	11,366		11,366	12,125
Department Total	\$ 291,864	\$	\$ 266,366	\$ 230,895
Parks and Recreation:				
General Fund	\$ 466,510	\$	\$ 458,000	\$ 484,324
Grant Fund	129,705		104,205	198,749
Capital Improvement Fund	980,000		80,000	544,621
Development Impact Fees Fund	1,700,000		10,000	1,979,920
Department Total	\$ 3,276,215	\$	\$ 652,205	\$ 3,207,614
General Services/Contingency				
General Fund	\$ 3,577,556	\$	\$ 3,605,002	\$ 3,790,206
Contingency	200,000		35,000	250,000
Refunding 2007 Debt Issue				9,300,000
Development Impact Fees Fund				
Capital Improvements Fund				
Wastewater Operations	5,501,762		5,622,000	5,601,465
Wastewater Contingency	120,000			100,000
Department Total	\$ 9,399,318	\$	\$ 9,262,002	\$ 19,041,671

CITY OF SEDONA
Expenditures/Expenses by Department
Fiscal Year 2016

DEPARTMENT/FUND	ADOPTED BUDGETED EXPENDITURES/ EXPENSES 2015	EXPENDITURE/ EXPENSE ADJUSTMENTS APPROVED 2015	ACTUAL EXPENDITURES/ EXPENSES* 2015	BUDGETED EXPENDITURES/ EXPENSES 2016
Community Development:				
General Fund	\$ 1,183,336	\$	\$ 1,065,002	\$ 1,469,385
Grant Fund				399,000
Capital Improvement Fund				
Wastewater - Operations	3,482		3,480	4,246
Department Total	\$ 1,186,818	\$	\$ 1,068,482	\$ 1,872,631
Public Work:				
General Fund	\$ 1,918,181	\$	\$ 1,824,024	\$ 2,345,922
Streets Fund	1,275,140		818,200	1,374,489
Grants Fund				275,000
Development Impact Fees Fund	679,092		395,000	1,114,250
Capital Improvement Fund	3,835,519		2,789,000	3,338,022
Wastewater Operations	2,717,016		2,380,053	160,195
Wastewater Construction	4,477,866		2,526,141	7,561,869
Department Total	\$ 14,902,814	\$	\$ 10,732,418	\$ 16,169,747
Police Department:				
General Fund	\$ 3,756,494	\$	\$ 3,718,929	\$ 3,946,488
Grants Fund	150,000		97,795	247,000
Capital Improvements Fund	877,750		331,000	442,500
Development Impact Fees Fund	95,000		95,000	
Department Total	\$ 4,879,244	\$	\$ 4,242,724	\$ 4,635,988
Municipal Court:				
General Fund	\$ 302,881	\$	\$ 287,737	\$ 305,509
Department Total	\$ 302,881	\$	\$ 287,737	\$ 305,509
Wastewater:				
Wastewater Operations				2,729,864
Wastewater Construction				736,676
Department Total	\$	\$	\$	\$ 3,466,540

CITY OF SEDONA
Full-Time Employees and Personnel Compensation
Fiscal Year 2016

FUND	Full-Time Equivalent (FTE) 2016	Employee Salaries and Hourly Costs 2016	Retirement Costs 2016	Healthcare Costs 2016	Other Benefit Costs 2016	Total Estimated Personnel Compensation 2016
GENERAL FUND	107	\$ 6,090,641	\$ 1,014,833	\$ 1,178,728	\$ 601,474	\$ 8,885,676
SPECIAL REVENUE FUNDS						
_____		\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
_____		\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
Total Special Revenue Funds		\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
DEBT SERVICE FUNDS						
_____		\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
_____		\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
Total Debt Service Funds		\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
CAPITAL PROJECTS FUNDS						
_____		\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
_____		\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
Total Capital Projects Funds		\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
PERMANENT FUNDS						
_____		\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
_____		\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
Total Permanent Funds		\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
ENTERPRISE FUNDS						
Wastewater Operations	17	\$ 922,639	\$ 117,603	\$ 208,972	\$ 116,526	\$ 1,365,740
Wastewater Construction	1	94,239	11,213	19,203	11,772	136,427
Total Enterprise Funds	18	\$ 1,016,878	\$ 128,816	\$ 228,175	\$ 128,298	\$ 1,502,167
INTERNAL SERVICE FUND						
_____		\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
_____		\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
Total Internal Service Fund		\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
TOTAL ALL FUNDS	125	\$ 7,107,519	\$ 1,143,649	\$ 1,406,903	\$ 729,772	\$ 10,387,843