

# AGENDA

# 4:30 P.M.

CITY OF SEDONA, SPECIAL CITY COUNCIL MEETING TUESDAY, MAY 16, 2017

## NOTES:

- Meeting room is wheelchair accessible. American Disabilities Act (ADA) accommodations are available upon request. Please phone 928-282-3113 at least two (2) business days in advance.
- City Council Meeting Agenda Packets are available on the City's website at:

[www.SedonaAZ.gov](http://www.SedonaAZ.gov)

## GUIDELINES FOR PUBLIC COMMENT

### PURPOSE:

- To allow the public to provide input to the City Council on a particular subject scheduled on the agenda.
- This is not a question/answer session.
- The decision to receive Public Comment during Work Sessions/Special City Council meetings is at the discretion of the Mayor.

### PROCEDURES:


- Fill out a "Comment Card" and deliver it to the City Clerk.
- When recognized, use the podium/microphone.
- State your:
  1. Name and
  2. City of Residence
- Limit comments to **3 MINUTES**.
- Submit written comments to the City Clerk.

## 1. CALL TO ORDER/PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE

## 2. ROLL CALL

## 3. SPECIAL BUSINESS

LINK TO DOCUMENT = 

- a. AB 2230 Public hearing/discussion/possible action regarding approval of the Tentative City Budget for Fiscal Year 2017-18. 
- b. Discussion/possible action on future meeting/agenda items.

## 4. EXECUTIVE SESSION

If an Executive Session is necessary, it will be held in the Vultee Conference Room at 106 Roadrunner Drive. Upon a public majority vote of the members constituting a quorum, the Council may hold an Executive Session that is not open to the public for the following purposes:

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

## 5. ADJOURNMENT

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

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

Susan L. Irvine, CMC  
City Clerk

Note: Pursuant to A.R.S. § 38-431.02(B) notice is hereby given to the members of the City Council and to the general public that the Council will hold the above open meeting. Members of the City Council will attend either in person or by telephone, video, or internet communications. The Council may vote to go into executive session on any agenda item, pursuant to A.R.S. § 38-431.03(A)(3) and (4) for discussion and consultation for legal advice with the City Attorney. Because various other commissions, committees and/or boards may speak at Council meetings, notice is also given that four or more members of these other City commissions, boards, or committees may be in attendance.

A copy of the packet with material relating to the agenda items is typically available for review by the public in the Clerk's office after 1:00 p.m. the Thursday prior to the Council meeting and on the City's website at [www.SedonaAZ.gov](http://www.SedonaAZ.gov). The Council Chambers is accessible to people with disabilities, in compliance with the Federal 504 and ADA laws. Those with needs for special typeface print, may request these at the Clerk's Office. All requests should be made **forty-eight hours** prior to the meeting.

CITY COUNCIL CHAMBERS  
102 ROADRUNNER DRIVE, SEDONA, AZ

The mission of the City of Sedona government is to provide exemplary municipal services that are consistent with our values, history, culture and unique beauty.

**THIS PAGE INTENTIONALLY LEFT BLANK.**



**CITY COUNCIL  
AGENDA BILL**

**AB 2230  
May 16, 2017  
Special Business**

**Agenda Item:** 3a  
**Proposed Action & Subject:** Public hearing/discussion/possible action regarding approval of the Tentative City Budget for Fiscal Year 2017-2018.

<b>Department</b>	Finance Department/City Manager's Office
<b>Time to Present</b>	15 minutes
<b>Total Time for Item</b>	30 minutes
<b>Other Council Meetings</b>	Budget Work Sessions January 19, 2017 and April 26 & 27, 2017
<b>Exhibits</b>	A. FY 2017-18 Budget Summary (as revised by Council during budget work sessions and including one-time carry forward amounts) B. Summary of Changes from Proposed to Tentative Budget C. PowerPoint Presentation D. FY 2017-18 Tentative Budget Detail

City Attorney Approval	Reviewed 5/10/17 RLP
City Manager's Recommendation	Approve the tentative budget.

<b>Expenditure Required</b>	
	\$ 47,752,118
<b>Amount Budgeted</b>	
	\$ 47,752,118
Account No. (Description)	FY 2017-18 Total Budget
Finance Approval	<input checked="" type="checkbox"/> Expenditures will be made within the total, and may be less

**SUMMARY STATEMENT**

**Background:** The purpose of this item is to hold a public hearing on the Tentative Budget for Fiscal Year (FY) 2017-18 and to request City Council approval of the Tentative Budget, which sets the expenditure limit for FY2017-18. The total budget, after changes made throughout the budget workshops, is \$47,752,118. This represents a \$9.4 million or 24% increase from FY2016-17. The increase is largely due to an increase in capital improvement projects for transportation projects, drainage projects, and wastewater system projects.

The 2017-18 revenue and expenditure budget by fund type are as follows:

<b>Fund</b>	<b>FY2017-18 Tentative Budget</b>	<b>FY2016-17 Adopted Budget</b>	<b>% Change</b>
General Fund	\$21,102,712	\$18,823,460	12%
Streets Fund	1,203,490	1,150,000	5%
Grants and Donations Funds	641,350	420,500	53%
Developer Impact Fee Funds	1,632,300	2,535,058	-36%
Capital Improvements Fund	7,246,669	3,312,786	120%
Art in Public Places Fund	-	-	-%
Wastewater Fund	14,372,991	12,119,062	19%
Information Technology Fund	1,552,606	-	∞%
<b>Total</b>	<b>\$47,752,118</b>	<b>\$38,360,866</b>	<b>24%</b>

Additional detail, including operating budgets and revenue and expenditure budgets by fund, is included in Exhibit A. The adjustments to the original Proposed Budget presented to the Council during the work sessions on April 26<sup>th</sup> and 27<sup>th</sup> are set forth in Exhibit B.

The budget process began in January 2017 with the development of the capital budget and ten-year capital plan. The City Council Budget retreat was held on January 19, 2017 and provided the Council the opportunity to review and begin establishing priorities for the new fiscal year. In January, staff began work on their base budgets for continuing operations. In March, the City Manager and members of the Citizen’s Budget Work Group (Doris Granatowski, Lou Harper, Charlotte Hosseini, Janice Howes, John Martinez, Holli Ploogh, and Jessica Williamson) met with each department and reviewed all base budget requests and supplemental budget requests, i.e. decision package requests, for new funding for additional or increased programs or services. The City Council then held work sessions on the budget on April 26 and 27, 2017. The City Council heard from the City Manager and Department Heads regarding department level of service objectives by service program area, workload indicators, performance measures, and significant expenditure changes. These were work sessions where the public was also provided an opportunity to provide input.

The City of Sedona’s Tentative Annual Budget includes funding to respond to City Council priorities as well as other issues that were identified at the January 2017 Budget Retreat and at subsequent public meetings.

The recommended budget does not include any new tax or fee increases other than the multi-year Wastewater increases that were adopted by City Council on May 27, 2014. Monthly wastewater fees will increase by four percent (4%) on July 1, 2017.

The new budget requests included in the FY 2017-18 Tentative Budget, as discussed and reviewed during the City Council work sessions, include:

- Salary and benefit increases
  - The recommended budget includes a 2.5% cost-of-living adjustment (COLA) and 2.5% merit increases. The COLA is based on the annual Consumer Price Index (CPI) adjustment for the Western Region as of December 2016.
  - Health insurance rates increased approximately 4%.

- The Arizona State Retirement System (ASRS) rates changed slightly from 11.48% of wages to 11.50%.
- The Public Safety Personnel Retirement System (PSPRS) rates changed significantly from 25.83% of wages to 33.97%.
- The City's worker's compensation rates experiences a significant decrease as a result of a drop in our experience modification rating (EMOD). This accounts for approximately \$50,000 in savings.
- New Positions
  - Wastewater Plant Operator position to address increases in workload. \$74,440
  - Administrative Assistant for the Parks & Recreation Department to address increases in service levels. \$69,400
  - Six part-time Traffic Control Assistants. \$126,840
  - Convert existing Police Lieutenant position to Police Commander. \$21,510
  - Increase Administrative Assistant position for the Wastewater Department from part-time to full-time. \$35,060
- The budget includes \$718,000 of General Fund FY17 budgeted projects and \$38,000 of Wastewater Fund FY17 budget projects to be carried over to FY18.
- An indirect cost allocation plan was implemented for FY18. Indirect cost allocations are a commonly used methodology for allocating costs incurred in internal service departments and programs to the programs and services of other departments benefitting from those services. As part of this implementation, the Information Technology Department and related functions are now accounted for in a separate internal service fund for better tracking of this function as a support service to other departments and to track the funding of an information technology equipment replacement reserve. The revenues for this fund are primarily handled with internal charges to other departments. In a consolidation of all City funds, these internal charges (approximately \$1.6 million) are essentially a duplication of the costs they cover in the Information Technology Fund.
- The 10-year Capital Improvement Plan (CIP) includes numerous projects that are identified as unfunded primarily in the years after FY19. Many projects have been identified during the development of the transportation master plan that have been included, but current funding sources would be inadequate to address a majority of these projects. However, once more information is available from the master plan development, Council may not wish to pursue all of these projects presented in the CIP. The unfunded projects have been listed on the summary CIP schedule in gray italics, but have not been included in the summary totals.
- A last minute notice was received in the budget development process that the funding for the FY17 Dog Park improvements of \$180,000 will need carried over as this project will need to be rebid. This amount has been included in the totals here for establishing the cap and in the summary of all funds, but the CIP budget document has not yet been updated to reflect this change.

The Tentative Budget sets the spending cap for the FY 2017-18 at \$47,752,118 including carry forward amounts and transfers between funds. Once the Tentative Budget is approved, changes may only be made within the total amount or to reduce the total amount – no increase to the total budget can be made.

The final budget is scheduled for public hearing and final approval at a required special meeting on June 13, 2017.

As discussed at the budget sessions in April, the Community Facilities District (CFD) budgets associated with capital improvements benefiting those Districts will be treated as a separate process.

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

The Tentative Budget, as proposed, includes a significant investment in the priorities established in the Community Plan, including: transportation improvements; land use planning of Community Focus Areas (CFAs); investment in infrastructure to maintain the City's roads and streets; preservation and expansion of the City's parks, recreation and open spaces; and updating the Land Development Code.

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

**Alternative(s):** Council could elect to make changes to line items and/or increase or decrease the budget cap. After the cap is set, it cannot be increased; however, changes within the approved total cap can be made.

**MOTION**

**I move to:** approve the Tentative Budget for FY2017-18 and thereby set the expenditure limit for the budget at \$47,752,118.

**Exhibit A  
City of Sedona  
FY17-18 Tentative Budget - Consolidated Financial Schedule**

Fund/Department	Beginning Fund Balances	Revenues						Other Financing Sources (Uses)			Ending Fund Balances	
		Taxes	Contingent Revenues	In-Lieu Fees	Intergovernmental	Charges for Services	Other Revenues	Total Revenues	Transfers In	Transfer Out		Expenditures
<b>General Fund</b>												
General Revenues		\$21,410,400		\$445,400	\$2,888,000			\$24,743,800		(\$5,290,789)		
General Government						\$328,100	\$679,050	\$1,007,150			\$3,741,663	
Public Safety					\$26,060		\$41,400	\$67,460			\$7,185,170	
Public Works & Streets								\$0			\$2,773,260	
Transportation								\$0			\$363,090	
Culture & Recreation						\$80,850	\$29,000	\$109,850			\$2,310,249	
Economic Development								\$0			\$2,397,970	
Debt Service								\$0			\$1,431,310	
Contingencies			\$550,000					\$550,000			\$900,000	
<b>Total General Fund</b>	<b>\$10,338,362</b>	<b>\$21,410,400</b>	<b>\$550,000</b>	<b>\$445,400</b>	<b>\$2,914,060</b>	<b>\$408,950</b>	<b>\$749,450</b>	<b>\$26,478,260</b>	<b>\$0</b>	<b>(\$5,290,789)</b>	<b>\$21,102,712</b>	<b>\$10,423,121</b>
<b>Special Revenue Funds</b>												
Streets Fund	\$807,946				\$858,200		\$103,700	\$961,900	\$35,389		\$1,203,490	\$601,745
Grants & Donations Funds	\$594,730		\$300,000		\$91,600	\$5,500	\$81,960	\$479,060			\$641,350	\$432,440
<b>Total Special Revenue Funds</b>	<b>\$1,402,676</b>	<b>\$0</b>	<b>\$300,000</b>	<b>\$0</b>	<b>\$949,800</b>	<b>\$5,500</b>	<b>\$185,660</b>	<b>\$1,440,960</b>	<b>\$35,389</b>	<b>\$0</b>	<b>\$1,844,840</b>	<b>\$1,034,185</b>
<b>Capital Projects Funds</b>												
Development Impact Fees Funds	\$2,285,753						\$225,490	\$225,490			\$1,452,300	\$1,058,943
Capital Improvements Fund	\$11,293,400				\$1,067,657		\$204,200	\$1,271,857	\$1,089,500	(\$26,378)	\$7,246,669	\$6,381,710
Art in Public Places Fund	\$80,420						\$230	\$230	\$26,378		\$0	\$107,028
<b>Total Capital Projects Funds</b>	<b>\$13,659,573</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,067,657</b>	<b>\$0</b>	<b>\$429,920</b>	<b>\$1,497,577</b>	<b>\$1,115,878</b>	<b>(\$26,378)</b>	<b>\$8,698,969</b>	<b>\$7,547,681</b>
<b>Wastewater Enterprise Fund</b>												
Wastewater Administration						\$6,164,200	\$559,350	\$6,723,550	\$4,165,900		\$270,665	
Wastewater Operations								\$0			\$3,073,111	
Departmental Allocations								\$0			\$1,442,430	
Capital Projects								\$0			\$5,077,050	
Debt Service								\$0			\$4,409,735	
Contingencies								\$0			\$100,000	
<b>Total Wastewater Enterprise Fund</b>	<b>\$14,792,117</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$6,164,200</b>	<b>\$559,350</b>	<b>\$6,723,550</b>	<b>\$4,165,900</b>	<b>\$0</b>	<b>\$14,372,991</b>	<b>\$11,308,576</b>
<b>Internal Service Fund</b>												
Information Technology	\$0						\$1,622,130	\$1,622,130			\$1,552,606	\$69,524
<b>Total Internal Service Fund</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,622,130</b>	<b>\$0</b>	<b>\$1,622,130</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,552,606</b>	<b>\$69,524</b>
<b>Total All Funds</b>	<b>\$40,192,728</b>	<b>\$21,410,400</b>	<b>\$850,000</b>	<b>\$445,400</b>	<b>\$4,931,517</b>	<b>\$8,200,780</b>	<b>\$1,924,380</b>	<b>\$37,762,477</b>	<b>\$5,317,167</b>	<b>(\$5,317,167)</b>	<b>\$47,572,118</b>	<b>\$30,383,087</b>

**THIS PAGE INTENTIONALLY LEFT BLANK.**



City of Sedona  
 FY2018 Tentative Budget - Expenditure Changes from Proposed  
 All Funds

Description	General Fund	Streets Fund	Grants & Donation Funds	Development Impact Fees Funds	Capital Improvement Fund	Art in Public Places Fund	Wastewater Fund	Information Technology Fund	Total
<b>Proposed Budgeted Expenditures</b>	<b>\$ 20,802,986</b>	<b>\$ 1,203,490</b>	<b>\$ 641,350</b>	<b>\$ 1,452,300</b>	<b>\$ 8,395,669</b>	<b>\$ -</b>	<b>\$ 14,372,991</b>	<b>\$ 1,552,606</b>	<b>\$ 48,421,392</b>
<u>City Council Adjustments</u>									
Green Team	2,000								2,000
Eliminate support services clerk	(24,900)								(24,900)
Increase P&R admin assistant to FT?	36,880								36,880
Equip vehicle for CBO	3,000								3,000
Sedona Recycles	9,382								9,382
VV Caregivers	8,914								8,914
Environmental sustainability	25,000								25,000
Sub-Total Council Changes	\$ 60,276	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 60,276
<u>Staff Adjustments</u>									
Fuel & maintenance for CBO vehicle	1,400								1,400
Corrections to CIP Scenario linked					(1,149,000)				(1,149,000)
Corrections to links for equipment replacement reserve	238,050								238,050
Carryover for Dog Park CIP project					180,000				180,000
Sub-Total Staff Changes	\$ 239,450	\$ -	\$ -	\$ -	\$ (969,000)	\$ -	\$ -	\$ -	\$ (729,550)
<b>Tentative Budgeted Expenditures</b>	<b>\$ 21,102,712</b>	<b>\$ 1,203,490</b>	<b>\$ 641,350</b>	<b>\$ 1,452,300</b>	<b>\$ 7,426,669</b>	<b>\$ -</b>	<b>\$ 14,372,991</b>	<b>\$ 1,552,606</b>	<b>\$ 47,752,118</b>

**THIS PAGE INTENTIONALLY LEFT BLANK.**



# FY2017-18 Tentative Budget City Council Special Meeting



May 16, 2017

# FY18 Budget Calendar

	Participants	Date
Capital Improvement Program (CIP) Budget Kickoff Meeting	Staff	January 17, 2017
City Council Budget Retreat	Council, Staff	January 19, 2017
Operating Budget Kickoff Meeting	Staff	January 25, 2017
Deadline to Submit CIP Requests	Staff	February 9, 2017
Review of CIP Project Submittals	Staff	February 21, 2017
Operating Base Budgets and Decision Packages Due	Staff	February 23, 2017
Citizens Budget Work Group (CBWG) Kickoff Meeting	CBWG, Staff	March 1, 2017
City Manager Review of CIP Requests by Program Area	Staff, CBWG	March 1-2, 2017
Revenue Forecast Work Group (RFGW) Review of Revenue Projections	RFGW, Staff	<del>March 8, 2017</del> Rescheduled March 30, 2017
Final Review Draft CIP	Staff	March 9, 2017
CIP Funding/Budget Balancing	Staff	March 16, 2017
City Manager Review of Operating Base Budgets and Decision-Package Requests	Staff, CBWG	March 21-22, 2017
City Manager Review of Final Funded CIP	Staff, CBWG	March 23, 2017
Proposed Budget Distributed to City Council	Staff	April 13, 2017
City Council Work Sessions	Council, Staff	April 26-27, 2017
City Council Adoption of Tentative Budget	Council, Staff	<b>May 16, 2017</b>
City Council Adoption of Budget	Council, Staff	June 13, 2017

# Citizens Budget Work Group

## *Special Thanks to Work Group Members*

Doris Granatowski	Lou Harper
Charlotte Hosseini	Janice Howes
John Martinez	Holli Ploogh
Jessica Williamson	



# Revenue Forecast Work Group

## *Special Thanks to Work Group Members*

Kimberly Fisher	Cari Meyer
Emily Griffin	Molly Spangler
Andrea Houchard	Mike Webster
Jennifer Wesselhoff	



# Fiscal Sustainability Work Group

## *Special Thanks to Work Group Members*

Ronald Budnick	Lou Harper
Kurt Gehlbach	Charlotte Hosseini
Doris Granatowski	Kris Kasian
Holli Ploogh	Molly Spangler



# Council Priorities Included

Priority Item	Budget Location	FY2018 Budget Amount <sup>(1)</sup>
Complete various traffic improvements	CIP	\$1,873,720 <sup>(2)</sup>
Land Development Code update	Community Development	\$269,000
Revise City Sign Code		Expect to be complete by June 30, may be some staff time
Sustainable tourism		Staff time only
Explore financial sustainability/long-term revenue options		Staff time only
Update Building Code		Staff time only
Environmental sustainability	City Manager's Office	\$25,000

<sup>(1)</sup> Does not include costs for staff time

<sup>(2)</sup> CIP also includes \$4,975,300 for FY2019 and \$1,691,750 for FY2020



# Council Priorities Included

Priority Item	Budget Location	FY2018 Budget Amount <sup>(1)</sup>
Affordable housing		Staff time only
Manage impacts from short-term rentals		Staff time only
Parks Land acquisition	CIP	\$1,250,000
Construct beautification of 89A	CIP	\$0 (costs in FY2024 and FY2025)
Alternative Expenditure Limitation	Financial Services	\$4,000
Complete Dells Land Use planning		Staff time only

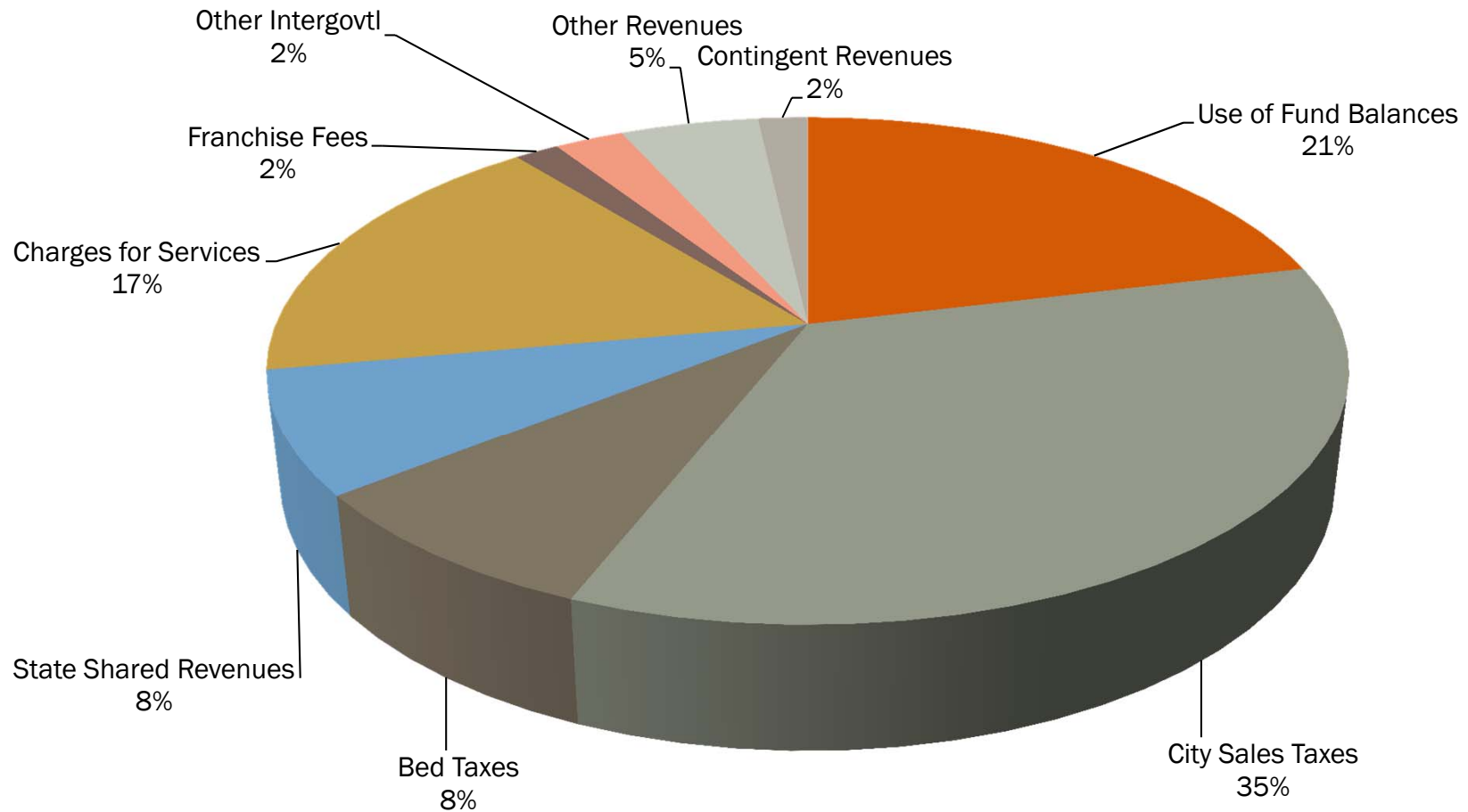
<sup>(1)</sup> Does not include costs for staff time

# Revenues by Fund

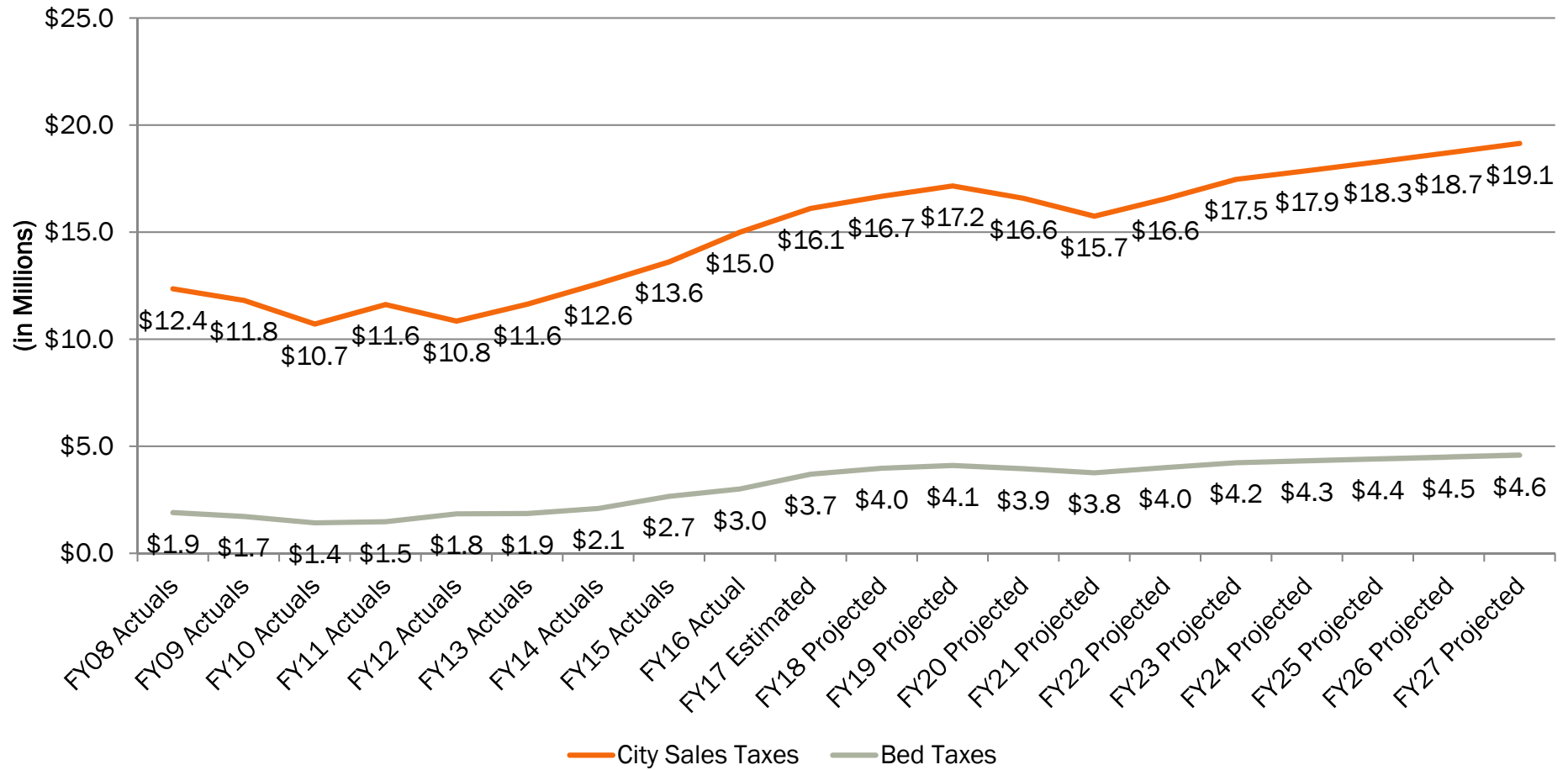
(In Thousands)

Fund	Ongoing Revenues			One-Time & Contingent Revenues			Total Revenues		
	FY18 Estimate	FY17 Budget	% Change	FY18 Estimate	FY17 Budget	% Change	FY18 Estimate	FY17 Budget	% Change
General	\$25,926	\$23,859	9%	\$552	\$550	<1%	\$26,478	\$24,409	8%
Streets	862	799	8%	100	-	∞%	962	799	20%
Grants & Donations	79	91	-13%	400	330	21%	479	421	14%
Development Impact Fees	225	201	12%	-	-	0%	225	201	12%
Capital Improvement	725	575	26%	547	391	40%	1,272	966	32%
Wastewater	6,724	6,404	5%	-	-	0%	6,724	6,404	5%
Information Technology	1,468	-	∞%	154	-	∞%	1,622	-	∞%
Totals	\$36,010	\$31,928	13%	\$1,752	\$1,271	38%	\$37,762	\$33,199	14%

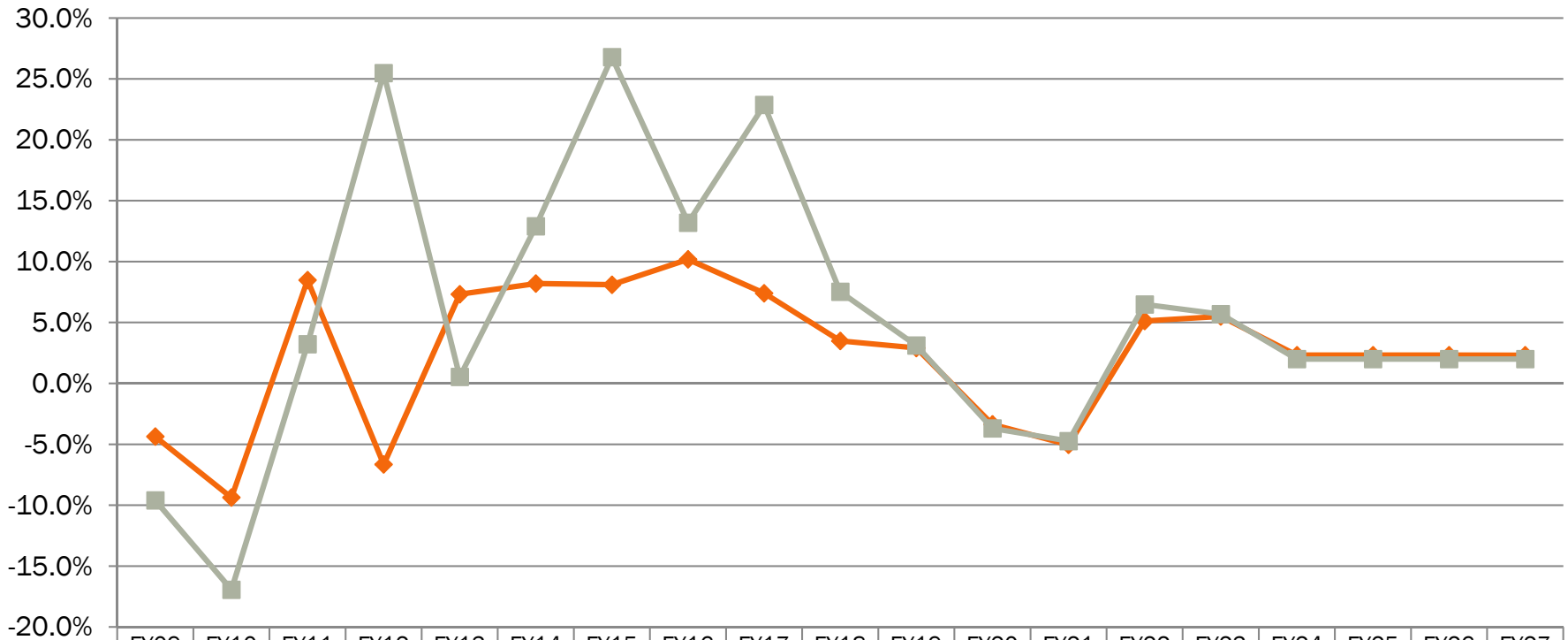
# FY 2017-18 Estimated Revenues



# Sales & Bed Tax Trends



# Sales & Bed Tax % Change



	FY09 Act.	FY10 Act.	FY11 Act.	FY12 Act.	FY13 Act.	FY14 Act.	FY15 Act.	FY16 Actual	FY17 Est.	FY18 Proj.	FY19 Proj.	FY20 Proj.	FY21 Proj.	FY22 Proj.	FY23 Proj.	FY24 Proj.	FY25 Proj.	FY26 Proj.	FY27 Proj.
City Sales Taxes	-4.4%	-9.4%	8.5%	-6.7%	7.3%	8.2%	8.1%	10.2%	7.4%	3.5%	2.9%	-3.4%	-5.0%	5.1%	5.5%	2.3%	2.3%	2.3%	2.3%
Bed Taxes	-9.6%	-16.9%	3.2%	25.5%	0.5%	12.9%	26.8%	13.2%	22.9%	7.5%	3.1%	-3.7%	-4.7%	6.5%	5.7%	2.0%	2.0%	2.0%	2.0%

◆ City Sales Taxes    ■ Bed Taxes

# City Sales & Bed Tax Through February 2017

5%  
Sales Tax Increase  
for Feb YTD  
over Budget

9%  
Sales Tax Increase from  
Prior Year  
Feb YTD Actual

\$800K  
Sales Tax  
Collections to Date  
over Budget

19%  
Bed Tax Increase  
for Feb YTD  
over Budget

24%  
Bed Tax Increase from  
Prior Year  
Feb YTD Actual

\$412K  
Bed Tax  
Collections to Date  
over Budget

3.5%  
Sales Tax  
Projected Increase

7.5%  
Bed Tax  
Projected Increase

# Expenditures by Object Type

(In Thousands)

Fund	FY18 Proposed	FY17 Budget	Increase/ (Decrease)	% Change
Personnel	\$12,648	\$11,128	\$1,520	14%
Operations	13,809	11,492	2,317	20%
Capital Improvement Projects	14,131	8,972	5,159	58%
Debt Service	5,864	5,859	5	<1%
Contingency	1,300	910	390	43%
Totals	\$47,752	\$38,361	\$9,391	24%

# Salary & Benefit Changes

(In Thousands)

<b>FY2017 Budget</b>	<b>\$11,128</b>
2.5% COLA, 2.5% average merit increase	492
Health insurance 4% ↑	50
PSPRS ↑ 30%	150
Placeholder Hall/Parker lawsuits	250
Workers comp rate ↓	-51
Decision Packages	305
Change in vacancy savings offset	200
Other adjustments	124
<b>FY2018 Budget</b>	<b>\$12,648</b>



# Changes in Positions

---

**Added:**

2 Full-Time FTE – WW Plant Operator, P&R Admin Assistant

---

7 Temp – Traffic Control Assistants, Bike Park Maintenance

---

**Reclassifications:**

R-O-W Specialist to R-O-W Supervisor

---

Police Lieutenant to Police Commander

---

Community Service Officer to Police Support Services Clerk

---

**Increases:**

Part-Time Assistant City Attorney to Full-Time

---

Part-Time WW Admin Assistant to Full-Time

---

# Operations Changes

(In Thousands)

<b>FY2017 Budget</b>	<b>\$11,492</b>
Increase in tourism promotion and destination marketing	441
Internal charges reported as revenue in Information Technology Fund	1,622
Community Development Block Grant (CDBG) eliminated	-300
Injection wells maintenance	78
Decision Packages	317
Other adjustments	159
<b>FY2018 Budget</b>	<b>\$13,809</b>

# Contingency Changes

(In Thousands)

<b>FY2017 Budget</b>	<b>\$910</b>
FY2017 general operating contingency transferred to cover emergency drainage project	90
FY2017 contingency for possible start-up of trash/recycling program	-100
FY2017 contingency for grants/donations transferred for CDBG and other grants/donations	300
Judgments	100
<b>FY2018 Budget</b>	<b>\$1,300</b>

# FY2018 Contingency Budget Totals

(In Thousands)

	General Fund	Grants & Donations	Wastewater Enterprise Fund
General operating contingency	\$ 250	\$ -	\$ 100
Unknown grants and donations	-	300	-
Placeholder for unexpected increases in bed tax revenues (55% designated for destination marketing)	300	-	-
Placeholder for unexpected increases in bed tax revenues (45% for City's unrestricted share)	250	-	-
Judgments	100	-	-
<b>FY2018 Budget</b>	<b>\$900</b>	<b>\$300</b>	<b>\$100</b>

# Capital Improvements Plan

2019

# Capital Improvements by Funding Source

Funding Source	FY18 Budget
Unrestricted:	
Capital Reserves	\$ 4,200,685
Restricted:	
Coconino County Flood Control	2,125,705
Yavapai County Flood Control	325,000
Community Facilities Districts (non-City)	120,175
Development Impact Fees Funds	1,609,600
Donations and Other Outside Participation	250,000
Grants and RICO Monies	396,657
Court Restricted Revenues	172,500
Wastewater Revenues	5,077,050
<b>Total</b>	<b>\$14,277,372</b>

# Capital Improvements by Project Type

Project Type	FY18 Budget
Art in Public Places	\$ -
Community Development	120,175
Municipal Court	273,000
Parks and Recreation	1,559,600
Police	1,142,139
Streets & Transportation	2,375,003
Public Works	-
Drainage	3,730,405
Wastewater	5,077,050
Total	\$14,277,372

# Projects Using Capital Reserves

Project	FY18 Capital Reserve Portion	FY18 Other Funding Portion
New Courtroom	\$ 100,500	\$ 172,500
Remodel/Expand Police Facility	20,000	
Police CAD/RMS	551,464	
Police Radio Signal	155,000	
Police Renovation of Current Facility	151,500	
Bathrooms at Shooting Range	169,175	25,000
Modular Classroom at Shooting Range	70,000	
Neighborhood Connection – Tlaquepaque/Ranger/Brewer	763,600	
Pedestrian Crossings – Signal Crossing SR 89A at Arroyo Roble Dr	151,500	
Uptown/SR 179 Improvements – 4-foot median thru Uptown with 2 <sup>nd</sup> SB thru lane and roundabout at Jordan Rd	636,320	
Traffic Information System	151,000	
Uptown Parking & Wayfinding	111,100	
Traffic Signal Operations/Management	60,200	
Dry Creek Road Overlay	53,876	371,657
Sanborn Dr/Thunder Mountain Rd Overlay	75,750	
Coffee Pot Drainage Basin, Grasshopper Lane Area (grant funding may also be available)	979,700	325,000
<b>Total</b>	<b>\$4,200,685</b>	<b>\$ 894,157</b>



# All Capital Funds

	Capital Improvements Fund	Development Impact Fees Funds	Art in Public Places Fund	Totals
<b>Revenues:</b>				
Ongoing	\$ 725,200	\$ 225,490	\$ 230	\$ 950,920
One-Time	546,657			546,657
<b>Total Revenues</b>	<b>1,271,857</b>	<b>225,490</b>	<b>230</b>	<b>1,497,577</b>
<b>Expenditures:</b>				
Capital Projects	7,246,669	1,609,600		8,856,269
Debt Service		22,700		22,700
<b>Total Expenditures</b>	<b>7,246,669</b>	<b>1,632,300</b>		<b>8,878,969</b>
<b>Net Revenues/Expenditures</b>	<b>(5,974,812)</b>	<b>(1,406,810)</b>	<b>230</b>	<b>(7,381,392)</b>
Net Transfers	1,063,122		26,378	1,089,500
Beginning Fund Balances	11,293,400	2,465,753	80,420	13,839,573
<b>Ending Fund Balances</b>	<b>\$ 6,381,710</b>	<b>\$ 1,058,943</b>	<b>\$107,028</b>	<b>\$ 7,547,681</b>

City of Sedona  
 Long-Range Forecast  
 Capital Improvements Fund

Projected as Recessionary  
 Period

	FY16 Actuals	FY17 Estimated	FY18 Projected	FY19 Projected	FY20 Projected	FY21 Projected	FY22 Projected	FY23 Projected	FY24 Projected	FY25 Projected	FY26 Projected	FY27 Projected
<b>Revenues</b>												
Intergovernmental	740,993	695,300	1,067,657	1,056,557	709,900	715,300	370,800	376,400	382,000	387,700	393,500	399,400
Other Revenues	262,740	216,600	204,200	79,200	79,200	179,200	66,700	29,200	104,200	404,200	29,200	29,200
<b>Total Revenues</b>	<b>\$ 1,003,733</b>	<b>\$ 911,900</b>	<b>\$ 1,271,857</b>	<b>\$ 1,135,757</b>	<b>\$ 789,100</b>	<b>\$ 894,500</b>	<b>\$ 437,500</b>	<b>\$ 405,600</b>	<b>\$ 486,200</b>	<b>\$ 791,900</b>	<b>\$ 422,700</b>	<b>\$ 428,600</b>
<b>Expenditures</b>												
Capital Outlay	4,045,969	2,973,192	8,395,669	9,121,296	4,483,500	850,000	400,000	400,000	475,000	775,000	400,000	400,000
<b>Total Expenditures</b>	<b>\$ 4,045,969</b>	<b>\$ 2,973,192</b>	<b>\$ 8,395,669</b>	<b>\$ 9,121,296</b>	<b>\$ 4,483,500</b>	<b>\$ 850,000</b>	<b>\$ 400,000</b>	<b>\$ 400,000</b>	<b>\$ 475,000</b>	<b>\$ 775,000</b>	<b>\$ 400,000</b>	<b>\$ 400,000</b>
<b>Other Financing Sources (Uses)</b>												
Transfers to Art in Public Places Fund	(30,537)	(26,800)	(32,368)	(44,273)	(36,750)							
Transfers from General Fund	6,884,446	2,023,533	2,319,702	3,238,111	2,382,430	848,480	860,375	1,918,525	1,599,570	1,259,440	824,970	3,291,820
<b>Total Other Financing Sources (Uses)</b>	<b>\$ 6,853,909</b>	<b>\$ 1,996,733</b>	<b>\$ 2,287,334</b>	<b>\$ 3,193,838</b>	<b>\$ 2,345,680</b>	<b>\$ 848,480</b>	<b>\$ 860,375</b>	<b>\$ 1,918,525</b>	<b>\$ 1,599,570</b>	<b>\$ 1,259,440</b>	<b>\$ 824,970</b>	<b>\$ 3,291,820</b>
<b>Net Revenues/Expenditures/Other Financing</b>	<b>\$ 3,811,673</b>	<b>\$ (64,559)</b>	<b>\$ (4,836,478)</b>	<b>\$ (4,791,701)</b>	<b>\$ (1,348,720)</b>	<b>\$ 892,980</b>	<b>\$ 897,875</b>	<b>\$ 1,924,125</b>	<b>\$ 1,610,770</b>	<b>\$ 1,276,340</b>	<b>\$ 847,670</b>	<b>\$ 3,320,420</b>
Beginning Fund Balance	8,015,570	11,827,243	11,762,684	6,926,206	2,134,505	785,785	1,678,765	2,576,640	4,500,765	6,111,535	7,387,875	8,235,545
<b>Ending Fund Balance</b>	<b>\$ 11,827,243</b>	<b>\$ 11,762,684</b>	<b>\$ 6,926,206</b>	<b>\$ 2,134,505</b>	<b>\$ 785,785</b>	<b>\$ 1,678,765</b>	<b>\$ 2,576,640</b>	<b>\$ 4,500,765</b>	<b>\$ 6,111,535</b>	<b>\$ 7,387,875</b>	<b>\$ 8,235,545</b>	<b>\$ 11,555,965</b>

# General Fund

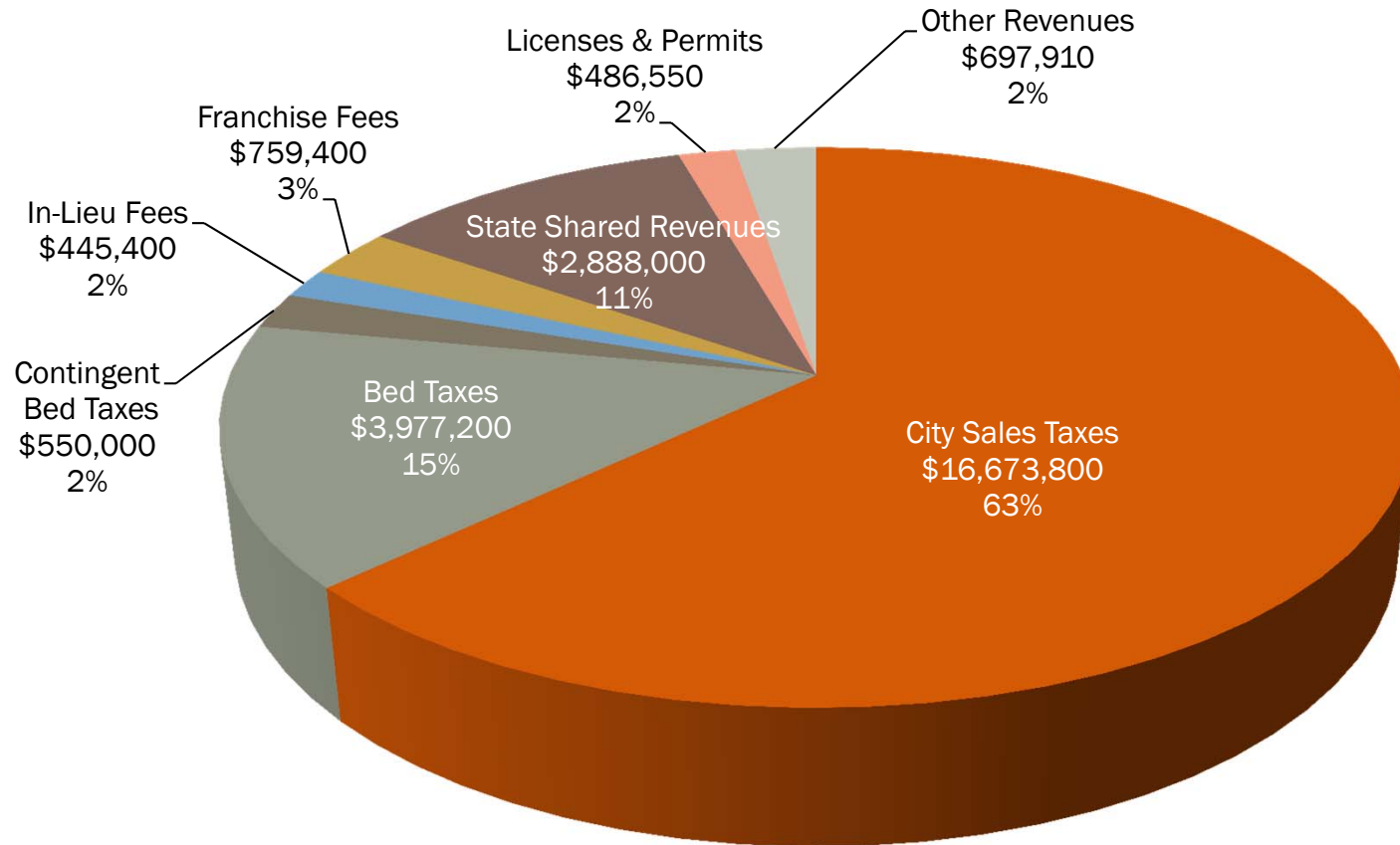
25

# FY2018 Estimated General Fund Revenues

(In Thousands)

Revenue	Ongoing Revenues			One-Time & Contingent Revenues			Total Revenues		
	FY18 Estimate	FY17 Budget	% Change	FY18 Estimate	FY17 Budget	% Change	FY18 Estimate	FY17 Budget	% Change
City sales taxes	\$16,674	\$15,527	7%	\$ -	\$ -	0%	\$16,674	\$15,527	7%
Bed taxes	3,977	3,172	25%	-	-	0%	3,977	3,172	25%
Contingent bed taxes	-	-	0%	550	550	0%	550	550	0%
In lieu fees	445	406	10%	-	-	0%	445	406	10%
Franchise fees	759	816	-7%	-	-	0%	759	816	-7%
State shared sales taxes	967	979	-1%	-	-	0%	967	979	-1%
Urban revenue sharing	1,304	1,273	2%	-	-	0%	1,304	1,273	2%
Vehicle license taxes	618	620	-1%	-	-	0%	618	620	-1%
Other intergovernmental	24	20	21%	2	-	∞%	26	20	30%
Licenses and permits	487	448	9%	-	-	0%	487	448	9%
Charges for services	409	109	275%	-	-	0%	409	109	275%
Fines and forfeitures	142	262	-46%	-	-	0%	142	262	-46%
Other	121	225	-46%	-	-	0%	121	225	-46%
Totals	\$25,926	\$23,859	9%	\$552	\$550	<1%	\$26,478	\$24,409	8%

# FY2018 Estimated General Fund Revenue

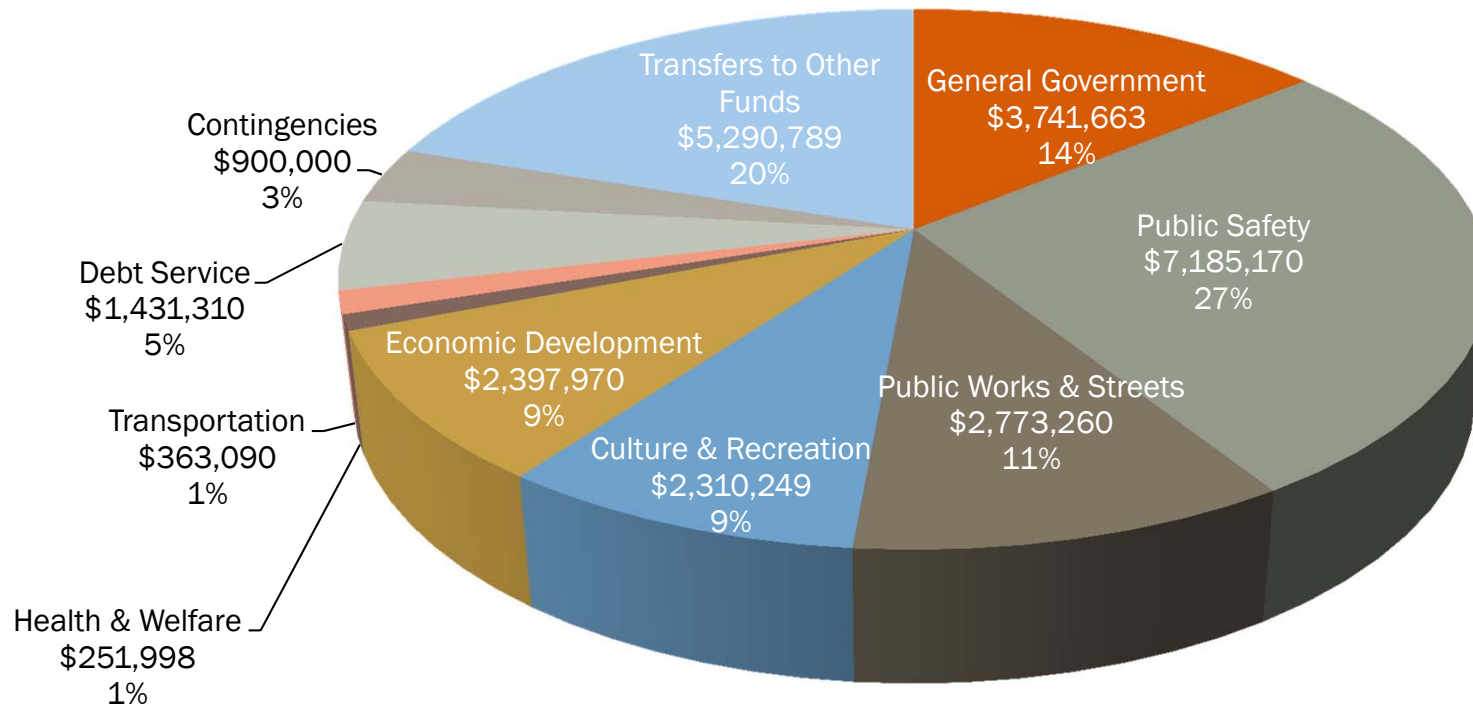


# FY2018 Proposed General Fund Expenditures

(In Thousands)

Expenditures	Ongoing Expenditures			One-Time & Contingent Expenditures			Total Expenditures		
	FY18 Proposed	FY17 Budget	% Change	FY18 Proposed	FY17 Budget	% Change	FY18 Proposed	FY17 Budget	% Change
City Council	\$ 78	\$ 79	-1%	\$ -	\$ -	0%	\$ 78	\$ 79	-1%
City Manager's Office	3,036	952	219%	103	60	72%	3,139	1,012	210%
Human Resources	308	237	30%	-	-	0%	308	237	30%
Financial Services	956	535	79%	5	-	∞%	961	535	80%
Information Technology	-	1,197	-100%	-	-	0%	-	1,197	-100%
City Attorney's Office	631	534	18%	-	-	0%	631	634	18%
City Clerk's Office	260	298	-13%	-	-	0%	260	298	-13%
Parks & Recreation	651	549	19%	-	-	0%	651	549	19%
General Services	1,705	3,269	-48%	250	65	285%	1,955	3,334	-41%
Community Development	1,434	1,372	5%	274	287	-5%	1,708	1,659	3%
Public Works	3,262	3,092	5%	159	154	3%	3,421	3,246	5%
Economic Development	185	-	∞%	-	-	0%	185	-	∞%
Police	4,416	4,085	8%	239	220	9%	4,655	4,305	8%
Municipal Court	360	342	5%	1	1	0%	361	343	5%
Indirect Cost Allocations	457	-	∞%	-	-	0%	457	-	∞%
Debt Service	-	-	0%	1,431	686	109%	1,431	686	109%
Contingencies	900	810	11%	-	-	0%	900	810	11%
Totals	\$19,172	\$17,351	10%	\$2,462	\$1,473	67%	\$21,103	\$18,823	12%

# FY2018 Proposed General Fund Expenditures/Transfers





City of Sedona  
 Long-Range Forecast  
 General Fund

Projected as Recessionary  
 Period

	FY16 Actuals	FY17 Estimated	FY18 Projected	FY19 Projected	FY20 Projected	FY21 Projected	FY22 Projected	FY23 Projected	FY24 Projected	FY25 Projected	FY26 Projected	FY27 Projected
<b>Revenues</b>												
<b>Taxes</b>												
City Sales Tax	\$ 10,222,370	\$ 15,929,500	16,583,800	17,069,400	16,492,300	15,658,100	16,466,100	17,376,900	17,781,900	18,196,100	18,619,800	19,053,100
Bed Tax	3,010,334	3,698,800	3,977,200	4,101,200	3,949,800	3,762,900	4,007,000	4,235,200	4,319,900	4,406,300	4,494,400	4,584,300
Franchise Fees	781,223	783,600	759,400	770,800	747,600	747,600	758,700	770,100	781,700	793,400	805,300	817,300
Audits and Collections	279,692	181,200	90,000	90,000	90,000	90,000	90,000	90,000	90,000	90,000	90,000	90,000
<b>State Shared Revenues</b>												
State Sales Tax	948,696	943,300	966,900	973,800	861,800	847,800	867,300	874,500	881,900	889,500	897,500	905,700
Urban Revenue Sharing	1,207,731	1,271,700	1,303,500	1,312,800	1,161,800	1,142,900	1,169,200	1,178,900	1,188,900	1,199,200	1,210,000	1,221,000
Vehicle License Tax	577,681	608,500	617,600	626,900	608,100	608,100	617,200	626,500	635,900	645,400	655,000	664,900
Other Intergovernmental	73,853	2,550	26,060	26,060	26,010	26,010	26,010	26,010	26,010	26,010	26,010	26,010
In Lieu Fees	450,882	445,400	445,400	452,100	438,500	438,500	445,100	451,800	458,600	465,500	472,500	479,600
Licenses and Permits	496,517	509,070	486,550	499,500	512,700	523,400	536,250	546,250	556,150	568,500	577,600	587,300
Fines and Forfeitures	142,888	117,200	141,900	141,900	141,900	141,900	141,900	141,900	141,900	141,900	141,900	141,900
Charges for Services	105,008	127,400	408,950	445,400	405,900	435,900	412,350	446,950	421,650	458,500	433,500	468,600
Other Revenues	315,863	127,600	121,000	110,500	110,500	110,500	111,100	111,100	111,100	111,700	111,700	111,700
Contingent Revenues	-	-	550,000	-	-	-	-	-	-	-	-	-
<b>Total Revenues</b>	<b>\$ 18,612,738</b>	<b>\$ 24,745,820</b>	<b>\$ 26,478,260</b>	<b>\$ 26,620,360</b>	<b>\$ 25,546,910</b>	<b>\$ 24,533,610</b>	<b>\$ 25,648,210</b>	<b>\$ 26,876,110</b>	<b>\$ 27,395,610</b>	<b>\$ 27,992,010</b>	<b>\$ 28,535,210</b>	<b>\$ 29,151,410</b>
<b>Expenditures</b>												
Salaries and Wages	6,150,678	6,638,044	7,705,240	7,567,100	7,756,300	7,950,200	8,268,200	8,598,900	8,942,900	9,300,600	9,672,600	10,059,500
Employee Benefits	2,515,231	2,644,001	3,400,700	3,387,000	3,641,000	3,914,100	4,207,700	4,523,300	4,862,500	5,227,200	5,619,200	6,040,600
Estimated Vacancy Savings	-	-	(300,000)	(312,000)	(319,800)	(327,800)	(340,900)	(354,500)	(368,700)	(383,400)	(398,700)	(414,600)
Operations	2,614,060	3,787,454	4,311,361	3,993,300	3,993,300	3,993,300	4,053,200	4,114,000	4,175,700	4,238,300	4,301,900	4,366,400
Estimated Under Budget	-	-	(757,331)	(725,170)	(725,170)	(725,170)	(730,800)	(736,510)	(742,310)	(748,190)	(754,170)	(760,230)
Community Contracts	1,288,097	1,472,280	1,478,773	1,501,000	1,501,000	1,501,000	1,523,500	1,546,400	1,569,600	1,593,100	1,617,000	1,641,300
Destination Marketing	1,336,234	1,638,700	1,785,900	1,854,100	1,776,800	1,674,000	1,802,300	1,927,800	1,974,400	2,021,900	2,070,400	2,119,800
Debt Service	776,401	686,168	1,427,500	1,400,600	1,031,500	1,029,300	1,031,800	1,029,000	1,020,900	1,027,500	1,028,700	1,024,500
Capital Outlay	226,661	421,714	155,188	200,000	200,000	200,000	203,000	206,000	209,100	212,200	215,400	218,600
Equipment Replacement Reserve Contributions	-	-	(238,050)	(241,600)	(241,600)	(241,600)	(245,200)	(248,900)	(252,600)	(256,400)	(260,200)	(264,100)
Contingency	-	-	900,000	900,000	900,000	900,000	900,000	900,000	900,000	900,000	900,000	900,000
<b>Total Expenditures</b>	<b>\$ 14,907,362</b>	<b>\$ 17,288,361</b>	<b>\$ 19,869,281</b>	<b>\$ 19,524,330</b>	<b>\$ 19,513,330</b>	<b>\$ 19,867,330</b>	<b>\$ 20,672,800</b>	<b>\$ 21,505,490</b>	<b>\$ 22,291,490</b>	<b>\$ 23,132,810</b>	<b>\$ 24,012,130</b>	<b>\$ 24,931,770</b>
<b>Other Financing Sources (Uses)</b>												
Issuance of Refunding Bonds	8,030,000	-	-	-	-	-	-	-	-	-	-	-
Payment to Refunded Bond Escrow Agent	(7,934,739)	-	-	-	-	-	-	-	-	-	-	-
Transfers to Streets Fund	(506,500)	(351,000)	(35,389)	(329,905)	(355,600)	(390,100)	(402,350)	(414,350)	(426,700)	(439,500)	(452,550)	(465,900)
Transfers to Grants & Donations Fund	(9,777)	-	-	-	-	-	-	-	-	-	-	-
Transfers to Wastewater Enterprise Fund	-	(4,027,700)	(4,168,500)	(4,289,900)	(3,316,500)	(3,149,600)	(3,311,200)	(2,620,000)	(2,680,800)	(2,742,900)	(2,806,500)	-
Transfers to Capital Improvements Fund	(6,884,446)	(2,023,533)	(2,319,702)	(3,238,111)	(2,382,430)	(848,480)	(860,375)	(1,918,525)	(1,599,570)	(1,259,440)	(824,970)	(3,291,820)
<b>Total Other Financing Sources (Uses)</b>	<b>\$ (7,305,462)</b>	<b>\$ (6,402,233)</b>	<b>\$ (6,523,591)</b>	<b>\$ (7,857,916)</b>	<b>\$ (6,054,530)</b>	<b>\$ (4,388,180)</b>	<b>\$ (4,573,925)</b>	<b>\$ (4,952,875)</b>	<b>\$ (4,707,070)</b>	<b>\$ (4,441,840)</b>	<b>\$ (4,084,020)</b>	<b>\$ (3,757,720)</b>
<b>Net Revenues/Expenditures/Other Financing</b>	<b>\$ (3,600,086)</b>	<b>\$ 1,055,226</b>	<b>\$ 85,388</b>	<b>\$ (761,886)</b>	<b>\$ (20,950)</b>	<b>\$ 278,100</b>	<b>\$ 401,485</b>	<b>\$ 417,745</b>	<b>\$ 397,050</b>	<b>\$ 417,360</b>	<b>\$ 439,060</b>	<b>\$ 461,920</b>
<b>Fund Balances</b>												
Beginning Fund Balance	12,883,223	9,283,137	10,338,363	10,423,751	9,661,865	9,640,915	9,919,015	10,320,500	10,738,245	11,135,295	11,552,655	11,991,715
Ending Fund Balance	9,283,137	10,338,363	10,423,751	9,661,865	9,640,915	9,919,015	10,320,500	10,738,245	11,135,295	11,552,655	11,991,715	12,453,635
<b>Fund Balance Reserves</b>												
Operating Reserve - Minimum	7,698,137	8,320,313	9,385,701	9,061,865	9,240,915	9,419,015	9,820,500	10,238,245	10,635,295	11,052,655	11,491,715	11,953,635
Budget Carryovers	285,000	718,050	-	-	-	-	-	-	-	-	-	-
Equipment Replacement Reserve	-	-	238,050	300,000	400,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000
Debt Service Reserve	1,300,000	1,300,000	800,000	300,000	-	-	-	-	-	-	-	-
<b>Total Fund Balance Reserves</b>	<b>9,283,137</b>	<b>10,338,363</b>	<b>10,423,751</b>	<b>9,661,865</b>	<b>9,640,915</b>	<b>9,919,015</b>	<b>10,320,500</b>	<b>10,738,245</b>	<b>11,135,295</b>	<b>11,552,655</b>	<b>11,991,715</b>	<b>12,453,635</b>
<b>Remaining Available Fund Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

City Sales Tax at 2% increase each year				16,258,627	16,583,800	16,915,476	17,253,786	17,598,861	17,950,838	18,309,855	18,676,052	19,049,573
Bed Tax at 2% increase each year				3,899,216	3,977,200	4,056,744	4,137,879	4,220,636	4,305,049	4,391,150	4,478,973	4,568,553
Difference from above				(1,012,757)	118,900	1,551,220	918,564	207,398	154,088	98,605	40,826	(19,274)



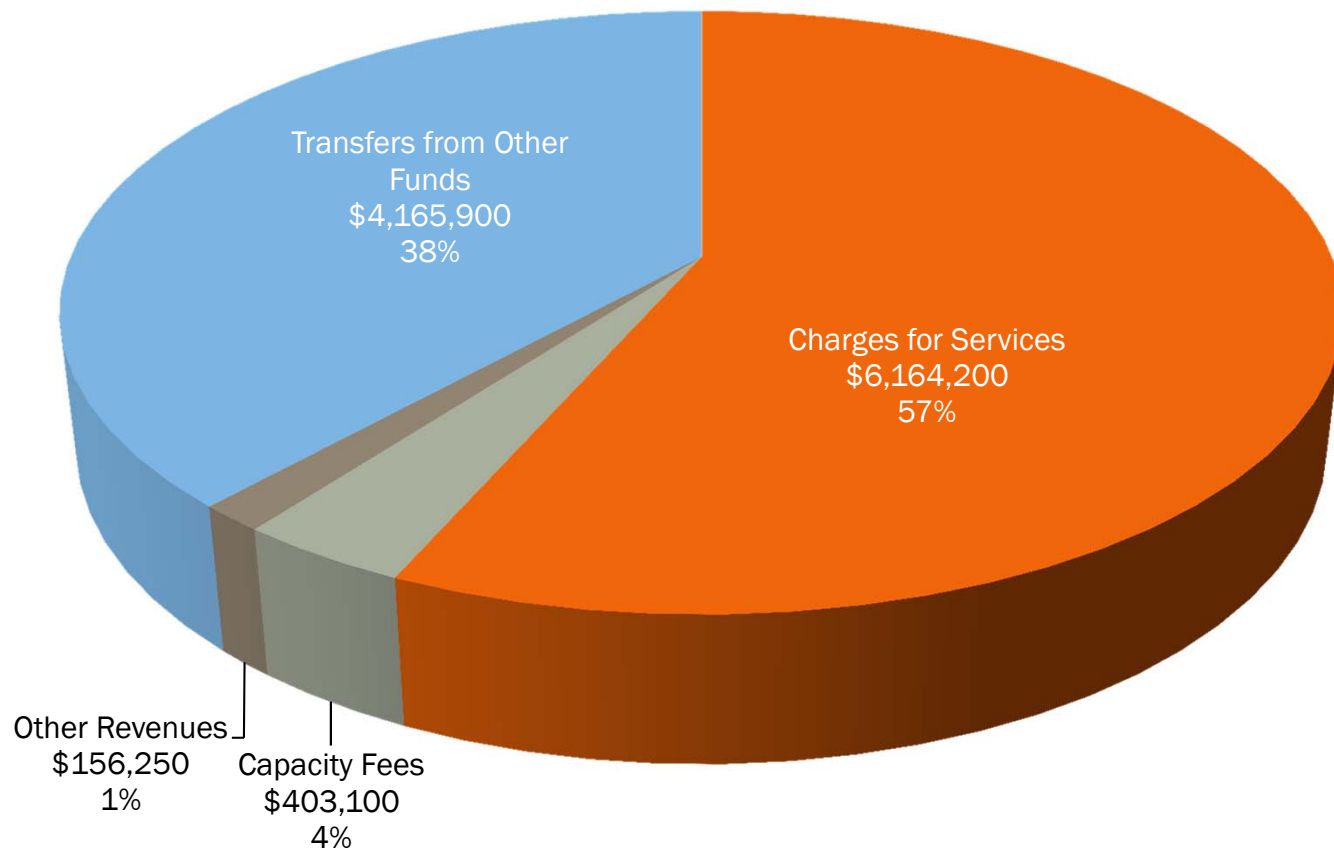
# Wastewater Enterprise Fund

31

# FY2018 Allocations to Components

	Operations	Capital	Debt	Total
Revenues	\$3,866,301	\$ 2,452,824	\$ 404,425	\$ 7,359,200
Expenditures	4,874,316	5,264,920	4,409,855	11,101,436
Net Revenues/Expenditures	(1,008,015)	(2,812,096)	(4,005,430)	(3,742,236)
Sales Tax Subsidy Transfers			4,165,900	4,027,700
Beginning Fund Balances	7,220,702	(4,232,862)	10,895,528	13,883,367
Ending Fund Balances	\$6,212,687	\$(7,044,958)	\$11,055,998	\$10,558,665
Reserves:				
Operating Reserve	\$1,634,102			\$1,294,062
Equipment Replacement Reserve	116,100			
Debt Service Reserve			\$4,581,690	\$4,581,690
Remaining Available Fund Balance	\$4,462,485		\$6,474,308	\$8,007,615

# FY2018 Estimated Funding Sources

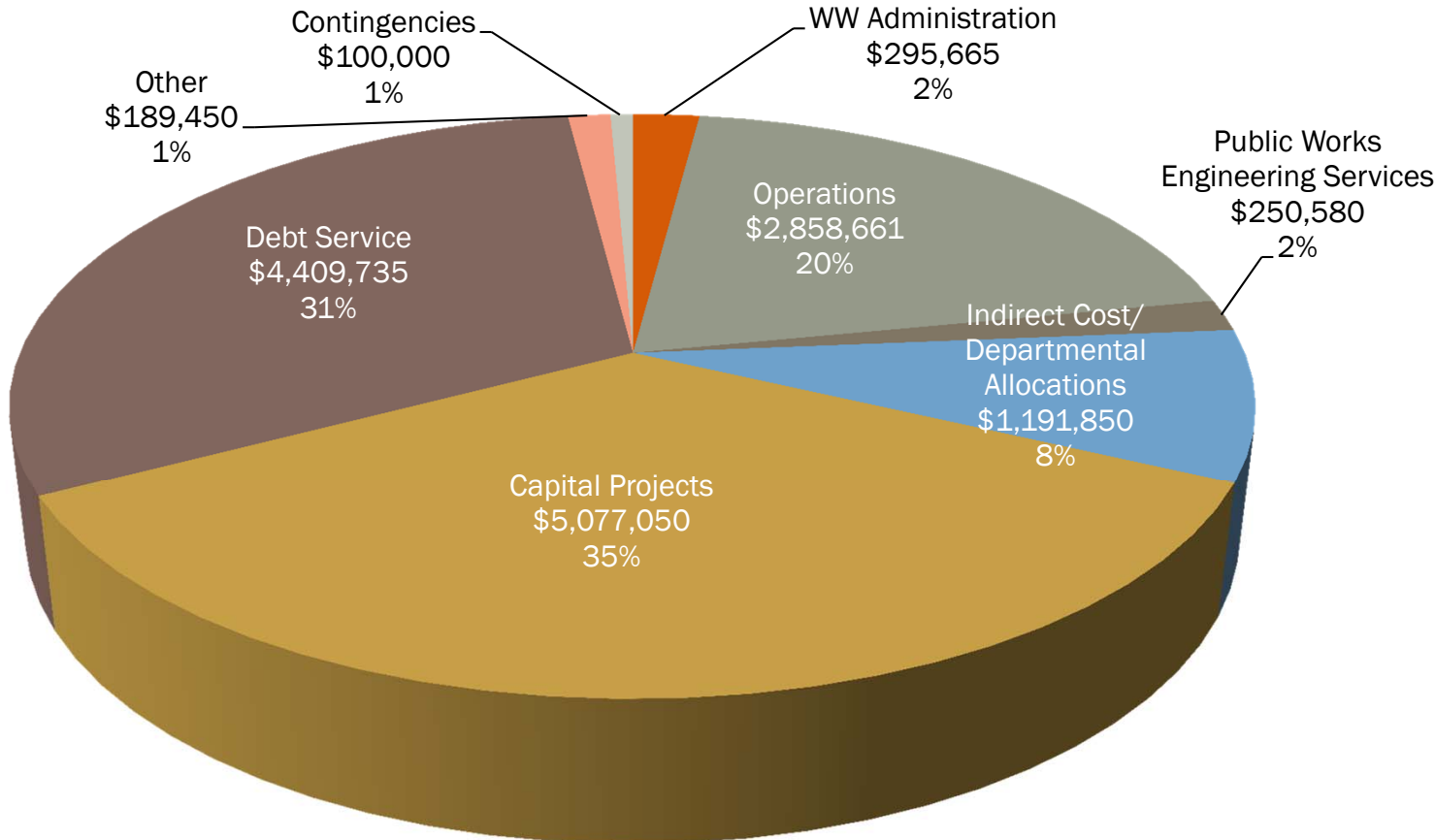


# Wastewater Fund Expenditures

(In Thousands)

Expenditures	Ongoing Expenditures			One-Time & Contingent Expenditures			Total Expenditures		
	FY18 Proposed	FY17 Budget	% Change	FY18 Proposed	FY17 Budget	% Change	FY18 Proposed	FY17 Budget	% Change
Administration	\$ 198	\$ 164	21%	\$ 72	\$ 100	-28%	\$ 270	\$ 264	2%
Operations	2,462	2,184	13%	538	384	40%	3,000	2,568	17%
Public Works Engineering Services	251	197	28%	-	-	0%	251	197	28%
Capital Projects Management	154	149	3%	-	-	0%	154	149	3%
Capital Improvement Projects	-	-	0%	5,077	3,129	62%	5,077	3,129	62%
Debt Service	-	-	0%	4,410	5,151	-14%	4,410	5,151	-14%
Equipment Purchases from Reserve	-	-	0%	60	-	∞%	60	-	∞%
Vacancy Savings Estimate	(25)	(75)	67%	-	-	0%	(25)	(75)	67%
Contingencies	100	100	0%	-	-	0%	100	100	0%
Indirect Cost Allocations/ Departmental Allocations	1,057	669	58%	135	10	249%	1,192	679	75%
Totals	\$4,081	\$3,388	20%	\$10,292	\$8,774	17%	\$14,373	\$12,162	18%

# FY2018 Proposed Wastewater Expenditures



City of Sedona  
Long-Range Forecast  
Wastewater Enterprise Fund Totals

Projected as Recessionary  
Period

	FY16 Actuals	FY17 Estimated	FY18 Projected	FY19 Projected	FY20 Projected	FY21 Projected	FY22 Projected	FY23 Projected	FY24 Projected	FY25 Projected	FY26 Projected	FY27 Projected
<b>Revenues</b>												
Charges for Services	\$ 5,611,150	\$ 5,922,200	\$ 6,164,200	\$ 6,398,601	\$ 6,641,499	\$ 6,858,900	\$ 7,093,901	\$ 7,325,900	\$ 7,345,600	\$ 7,365,599	\$ 7,385,300	\$ 7,405,000
Fines and Forfeitures	76,287	73,900	75,750	76,950	78,250	79,250	80,250	81,350	81,350	81,350	81,350	81,350
Capacity Fees	541,045	1,266,100	403,100	414,700	1,211,300	441,700	1,042,100	464,500	475,600	486,500	496,800	507,700
Other Revenues	300,759	97,000	80,500	80,500	80,500	80,500	80,500	80,500	80,500	80,500	80,500	80,500
<b>Total Revenues</b>	<b>\$ 6,529,241</b>	<b>\$ 7,359,200</b>	<b>\$ 6,723,550</b>	<b>\$ 6,970,751</b>	<b>\$ 8,011,549</b>	<b>\$ 7,460,350</b>	<b>\$ 8,296,751</b>	<b>\$ 7,952,250</b>	<b>\$ 7,983,050</b>	<b>\$ 8,013,949</b>	<b>\$ 8,043,950</b>	<b>\$ 8,074,550</b>
<b>Expenditures</b>												
Salaries and Wages	1,109,974	1,062,895	939,990	977,600	1,002,100	1,027,100	1,068,100	1,110,800	1,155,200	1,201,400	1,249,500	1,299,500
Employee Benefits	471,153	446,473	405,930	436,400	469,100	504,200	542,000	582,700	626,400	673,400	723,900	778,200
Estimated Vacancy Savings	-	-	(25,000)	(26,000)	(26,700)	(27,400)	(28,500)	(29,600)	(30,800)	(32,000)	(33,300)	(34,600)
Operations	1,933,389	1,857,993	3,349,386	3,399,620	3,399,620	3,399,620	3,450,620	3,502,320	3,554,920	3,608,320	3,662,520	3,717,400
Estimated Under Budget	-	-	(334,939)	(339,962)	(339,962)	(339,962)	(345,062)	(350,232)	(355,492)	(360,832)	(366,252)	(371,740)
Debt Service	5,412,246	5,151,325	4,409,735	4,438,800	4,696,800	4,696,800	4,696,800	4,696,800	4,696,800	4,491,800	4,492,100	-
Capital Outlay	5,440,705	2,582,750	5,369,050	5,455,800	1,983,500	1,117,000	2,067,000	1,422,000	1,442,000	342,000	862,000	1,542,000
Contingency	-	-	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
<b>Total Expenditures</b>	<b>\$ 14,367,467</b>	<b>\$ 11,101,436</b>	<b>\$ 14,214,152</b>	<b>\$ 14,442,258</b>	<b>\$ 11,284,458</b>	<b>\$ 10,477,358</b>	<b>\$ 11,550,958</b>	<b>\$ 11,034,788</b>	<b>\$ 11,189,028</b>	<b>\$ 10,024,088</b>	<b>\$ 10,690,468</b>	<b>\$ 7,030,760</b>
<b>Other Financing Sources (Uses)</b>												
City Sales Taxes	4,497,550	-	-	-	-	-	-	-	-	-	-	-
Transfers from General Fund	-	4,027,700	4,165,900	4,289,900	3,316,500	3,149,600	3,311,200	2,620,000	2,680,800	2,742,900	2,806,500	-
<b>Total Other Financing Sources (Uses)</b>	<b>\$ 4,497,550</b>	<b>\$ 4,027,700</b>	<b>\$ 4,165,900</b>	<b>\$ 4,289,900</b>	<b>\$ 3,316,500</b>	<b>\$ 3,149,600</b>	<b>\$ 3,311,200</b>	<b>\$ 2,620,000</b>	<b>\$ 2,680,800</b>	<b>\$ 2,742,900</b>	<b>\$ 2,806,500</b>	<b>\$ -</b>
<b>Net Revenues/Expenditures/Other Financing</b>	<b>\$ (3,340,676)</b>	<b>\$ 285,464</b>	<b>\$ (3,324,702)</b>	<b>\$ (3,181,607)</b>	<b>\$ 43,591</b>	<b>\$ 132,592</b>	<b>\$ 56,993</b>	<b>\$ (462,538)</b>	<b>\$ (525,178)</b>	<b>\$ 732,761</b>	<b>\$ 159,982</b>	<b>\$ 1,043,790</b>
<b>Fund Balances</b>												
Beginning Fund Balance	16,938,579	13,597,903	13,883,367	10,558,665	7,377,058	7,420,649	7,553,241	7,610,234	7,147,696	6,622,518	7,355,279	7,515,261
Ending Fund Balance	13,597,903	13,883,367	10,558,665	7,377,058	7,420,649	7,553,241	7,610,234	7,147,696	6,622,518	7,355,279	7,515,261	8,559,051
<b>Fund Balance Reserves</b>												
Operating Reserve	4,015,316	1,294,062	1,478,456	1,515,886	1,534,719	1,554,519	1,595,719	1,638,663	1,683,409	1,730,096	1,778,789	1,829,587
Equipment Replacement Reserve	-	-	116,100	200,000	300,000	400,000	500,000	500,000	500,000	500,000	500,000	500,000
Debt Service Reserve	4,637,253	4,581,690	4,604,309	4,629,243	4,619,488	4,605,830	4,585,344	4,551,200	4,482,913	4,483,050	-	-
<b>Total Fund Balance Reserves</b>	<b>8,652,569</b>	<b>5,875,752</b>	<b>6,198,865</b>	<b>6,345,129</b>	<b>6,454,207</b>	<b>6,560,349</b>	<b>6,681,063</b>	<b>6,689,863</b>	<b>6,666,322</b>	<b>6,713,146</b>	<b>2,278,789</b>	<b>2,329,587</b>
<b>Remaining Available Fund Balance</b>	<b>\$ 4,945,334</b>	<b>\$ 8,007,615</b>	<b>\$ 4,359,800</b>	<b>\$ 1,031,929</b>	<b>\$ 966,441</b>	<b>\$ 992,891</b>	<b>\$ 929,170</b>	<b>\$ 457,833</b>	<b>\$ (43,805)</b>	<b>\$ 642,133</b>	<b>\$ 5,236,471</b>	<b>\$ 6,229,464</b>

**City of Sedona  
Long-Range Forecast  
Wastewater Operations**

Projected as Recessionary  
Period

	FY16 Actuals	FY17 Estimated	FY18 Projected	FY19 Projected	FY20 Projected	FY21 Projected	FY22 Projected	FY23 Projected	FY24 Projected	FY25 Projected	FY26 Projected	FY27 Projected
<b>Revenues</b>												
Charges for Services	\$ 3,441,183	\$ 3,684,817	\$ 3,787,201	\$ 3,883,971	\$ 3,979,664	\$ 4,104,438	\$ 4,240,060	\$ 4,383,231	\$ 4,515,217	\$ 4,661,440	\$ 4,802,801	\$ 4,949,085
Fines and Forfeitures	76,287	73,900	75,750	76,950	78,250	79,250	80,250	81,350	81,350	81,350	81,350	81,350
Capacity Fees	-	-	-	-	-	-	-	-	-	-	-	-
Other Revenues	113,875	21,450	3,350	3,350	3,350	3,350	3,350	3,350	3,350	3,350	3,350	3,350
<b>Total Revenues</b>	<b>\$ 3,631,345</b>	<b>\$ 3,780,167</b>	<b>\$ 3,866,301</b>	<b>\$ 3,964,271</b>	<b>\$ 4,061,264</b>	<b>\$ 4,187,038</b>	<b>\$ 4,323,660</b>	<b>\$ 4,467,931</b>	<b>\$ 4,599,917</b>	<b>\$ 4,746,140</b>	<b>\$ 4,887,501</b>	<b>\$ 5,033,785</b>
<b>Expenditures</b>												
Salaries and Wages	1,004,304	953,545	829,350	862,500	884,100	906,200	942,400	980,100	1,019,300	1,060,100	1,102,500	1,146,600
Employee Benefits	413,855	403,613	364,010	391,300	420,600	452,100	486,000	522,500	561,700	603,800	649,100	697,800
Estimated Vacancy Savings	-	-	(25,000)	(26,000)	(26,700)	(27,400)	(28,500)	(29,600)	(30,800)	(32,000)	(33,300)	(34,600)
Operations	1,964,571	1,857,993	3,313,956	3,363,700	3,363,700	3,363,700	3,414,200	3,465,400	3,517,400	3,570,200	3,623,800	3,678,200
Estimated Under Budget	-	-	(331,396)	(336,370)	(336,370)	(336,370)	(341,420)	(346,540)	(351,740)	(357,020)	(362,380)	(367,820)
Debt Service	-	-	-	-	-	-	-	-	-	-	-	-
Capital Outlay	-	108,000	292,000	292,000	292,000	292,000	292,000	292,000	292,000	292,000	292,000	292,000
Contingency	-	-	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
<b>Total Expenditures</b>	<b>\$ 3,382,730</b>	<b>\$ 3,323,151</b>	<b>\$ 4,542,920</b>	<b>\$ 4,647,130</b>	<b>\$ 4,697,330</b>	<b>\$ 4,750,230</b>	<b>\$ 4,864,680</b>	<b>\$ 4,983,860</b>	<b>\$ 5,107,860</b>	<b>\$ 5,237,080</b>	<b>\$ 5,371,720</b>	<b>\$ 5,512,180</b>
<b>Other Financing Sources (Uses)</b>												
City Sales Taxes	-	-	-	-	-	-	-	-	-	-	-	-
Transfers from General Fund	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Other Financing Sources (Uses)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Net Revenues/Expenditures/Other Financing</b>	<b>\$ 248,615</b>	<b>\$ 457,016</b>	<b>\$ (676,619)</b>	<b>\$ (682,859)</b>	<b>\$ (636,066)</b>	<b>\$ (563,192)</b>	<b>\$ (541,020)</b>	<b>\$ (515,929)</b>	<b>\$ (507,943)</b>	<b>\$ (490,940)</b>	<b>\$ (484,219)</b>	<b>\$ (478,395)</b>
<b>Fund Balances</b>												
Beginning Fund Balance	6,515,071	6,763,686	7,220,702	6,544,083	5,861,224	5,225,158	4,661,966	4,120,946	3,605,017	3,097,074	2,606,134	2,121,915
Ending Fund Balance	6,763,686	7,220,702	6,544,083	5,861,224	5,225,158	4,661,966	4,120,946	3,605,017	3,097,074	2,606,134	2,121,915	1,643,520
Operating Reserve	4,015,316	1,306,190	1,576,930	1,614,377	1,633,210	1,653,010	1,694,227	1,737,187	1,781,953	1,828,660	1,877,373	1,928,227
Equipment Replacement Reserve	116,100	116,100	116,100	200,000	300,000	400,000	500,000	500,000	500,000	500,000	500,000	500,000
Excess	2,748,370	5,914,512	4,851,052	4,046,847	3,291,948	2,608,956	1,926,719	1,367,830	815,120	277,474	(255,459)	(784,707)

**City of Sedona  
Long-Range Forecast  
Wastewater Capital**

Projected as Recessionary  
Period

	FY16 Actuals	FY17 Estimated	FY18 Projected	FY19 Projected	FY20 Projected	FY21 Projected	FY22 Projected	FY23 Projected	FY24 Projected	FY25 Projected	FY26 Projected	FY27 Projected
<b>Revenues</b>												
Charges for Services	\$ 1,240,797	\$ 1,651,952	\$ 2,011,274	\$ 2,212,366	\$ 1,593,882	\$ 1,769,602	\$ 1,952,661	\$ 1,471,495	\$ 1,435,819	\$ 1,584,420	\$ 1,542,690	\$ 2,455,915
Fines and Forfeitures	-	-	-	-	-	-	-	-	-	-	-	-
Capacity Fees	541,045	1,266,100	403,100	414,700	1,211,300	441,700	1,042,100	464,500	475,600	486,500	496,800	507,700
Other Revenues	128,604	37,650	38,450	38,450	38,450	38,450	38,450	38,450	38,450	38,450	38,450	38,450
<b>Total Revenues</b>	<b>\$ 1,910,446</b>	<b>\$ 2,955,702</b>	<b>\$ 2,452,824</b>	<b>\$ 2,665,516</b>	<b>\$ 2,843,632</b>	<b>\$ 2,249,752</b>	<b>\$ 3,033,211</b>	<b>\$ 1,974,445</b>	<b>\$ 1,949,869</b>	<b>\$ 2,109,370</b>	<b>\$ 2,077,940</b>	<b>\$ 3,002,065</b>
<b>Expenditures</b>												
Salaries and Wages	99,186	109,350	110,640	115,100	118,000	120,900	125,700	130,700	135,900	141,300	147,000	152,900
Employee Benefits	39,520	42,860	41,920	45,100	48,500	52,100	56,000	60,200	64,700	69,600	74,800	80,400
Estimated Vacancy Savings	-	-	-	-	-	-	-	-	-	-	-	-
Operations	41,262	-	35,310	35,800	35,800	35,800	36,300	36,800	37,400	38,000	38,600	39,200
Estimated Under Budget	-	-	(3,531)	(3,580)	(3,580)	(3,580)	(3,630)	(3,680)	(3,740)	(3,800)	(3,860)	(3,920)
Debt Service	-	-	-	-	-	-	-	-	-	-	-	-
Capital Outlay	5,542,394	2,474,750	5,077,050	5,163,800	1,691,500	825,000	1,775,000	1,130,000	1,150,000	50,000	570,000	1,250,000
Contingency	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 5,722,362</b>	<b>\$ 2,626,960</b>	<b>\$ 5,261,389</b>	<b>\$ 5,356,220</b>	<b>\$ 1,890,220</b>	<b>\$ 1,030,220</b>	<b>\$ 1,989,370</b>	<b>\$ 1,354,020</b>	<b>\$ 1,384,260</b>	<b>\$ 295,100</b>	<b>\$ 826,540</b>	<b>\$ 1,518,580</b>
<b>Other Financing Sources (Uses)</b>												
City Sales Taxes	-	-	-	-	-	-	-	-	-	-	-	-
Transfers from General Fund	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Other Financing Sources (Uses)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Net Revenues/Expenditures/Other Financing</b>	<b>\$ (3,811,916)</b>	<b>\$ 328,742</b>	<b>\$ (2,808,565)</b>	<b>\$ (2,690,704)</b>	<b>\$ 953,412</b>	<b>\$ 1,219,532</b>	<b>\$ 1,043,841</b>	<b>\$ 620,425</b>	<b>\$ 565,609</b>	<b>\$ 1,814,270</b>	<b>\$ 1,251,400</b>	<b>\$ 1,483,485</b>
<b>Fund Balances</b>												
Beginning Fund Balance	(749,688)	(4,561,604)	(4,232,862)	(7,041,427)	(9,732,131)	(8,778,719)	(7,559,187)	(6,515,346)	(5,894,921)	(5,329,312)	(3,515,042)	(2,263,642)
Ending Fund Balance	(4,561,604)	(4,232,862)	(7,041,427)	(9,732,131)	(8,778,719)	(7,559,187)	(6,515,346)	(5,894,921)	(5,329,312)	(3,515,042)	(2,263,642)	(780,157)



**City of Sedona  
Long-Range Forecast  
Wastewater Debt Service**

Projected as Recessionary  
Period

	FY16 Actuals	FY17 Estimated	FY18 Projected	FY19 Projected	FY20 Projected	FY21 Projected	FY22 Projected	FY23 Projected	FY24 Projected	FY25 Projected	FY26 Projected	FY27 Projected
<b>Revenues</b>												
Charges for Services	\$ 933,134	\$ 585,431	\$ 365,725	\$ 302,264	\$ 1,067,953	\$ 984,860	\$ 901,180	\$ 1,471,174	\$ 1,394,564	\$ 1,119,739	\$ 1,039,809	\$ -
Fines and Forfeitures	-	-	-	-	-	-	-	-	-	-	-	-
Capacity Fees	-	-	-	-	-	-	-	-	-	-	-	-
Other Revenues	44,342	37,900	38,700	38,700	38,700	38,700	38,700	38,700	38,700	38,700	38,700	38,700
<b>Total Revenues</b>	<b>\$ 977,476</b>	<b>\$ 623,331</b>	<b>\$ 404,425</b>	<b>\$ 340,964</b>	<b>\$ 1,106,653</b>	<b>\$ 1,023,560</b>	<b>\$ 939,880</b>	<b>\$ 1,509,874</b>	<b>\$ 1,433,264</b>	<b>\$ 1,158,439</b>	<b>\$ 1,078,509</b>	<b>\$ 38,700</b>
<b>Expenditures</b>												
Salaries and Wages	-	-	-	-	-	-	-	-	-	-	-	-
Employee Benefits	-	-	-	-	-	-	-	-	-	-	-	-
Estimated Vacancy Savings	-	-	-	-	-	-	-	-	-	-	-	-
Operations	-	-	120	120	120	120	120	120	120	120	120	-
Estimated Under Budget	-	-	(12)	(12)	(12)	(12)	(12)	(12)	(12)	(12)	(12)	-
Debt Service	5,412,247	5,151,325	4,409,735	4,438,800	4,696,800	4,696,800	4,696,800	4,696,800	4,696,800	4,491,800	4,492,100	-
Capital Outlay	-	-	-	-	-	-	-	-	-	-	-	-
Contingency	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 5,412,247</b>	<b>\$ 5,151,325</b>	<b>\$ 4,409,843</b>	<b>\$ 4,438,908</b>	<b>\$ 4,696,908</b>	<b>\$ 4,696,908</b>	<b>\$ 4,696,908</b>	<b>\$ 4,696,908</b>	<b>\$ 4,696,908</b>	<b>\$ 4,491,908</b>	<b>\$ 4,492,208</b>	<b>\$ -</b>
<b>Other Financing Sources (Uses)</b>												
City Sales Taxes	4,497,550	-	-	-	-	-	-	-	-	-	-	-
Transfers from General Fund	-	4,027,700	4,165,900	4,289,900	3,316,500	3,149,600	3,311,200	2,620,000	2,680,800	2,742,900	2,806,500	-
<b>Total Other Financing Sources (Uses)</b>	<b>\$ 4,497,550</b>	<b>\$ 4,027,700</b>	<b>\$ 4,165,900</b>	<b>\$ 4,289,900</b>	<b>\$ 3,316,500</b>	<b>\$ 3,149,600</b>	<b>\$ 3,311,200</b>	<b>\$ 2,620,000</b>	<b>\$ 2,680,800</b>	<b>\$ 2,742,900</b>	<b>\$ 2,806,500</b>	<b>\$ -</b>
<b>Net Revenues/Expenditures/Other Financing</b>	<b>\$ 62,779</b>	<b>\$ (500,294)</b>	<b>\$ 160,482</b>	<b>\$ 191,956</b>	<b>\$ (273,755)</b>	<b>\$ (523,748)</b>	<b>\$ (445,828)</b>	<b>\$ (567,034)</b>	<b>\$ (582,844)</b>	<b>\$ (590,569)</b>	<b>\$ (607,199)</b>	<b>\$ 38,700</b>
<b>Fund Balances</b>												
Beginning Fund Balance	11,333,043	11,395,822	10,895,528	11,056,010	11,247,966	10,974,211	10,450,463	10,004,635	9,437,601	8,854,757	8,264,188	7,656,989
Ending Fund Balance	11,395,822	10,895,528	11,056,010	11,247,966	10,974,211	10,450,463	10,004,635	9,437,601	8,854,757	8,264,188	7,656,989	7,695,689
Debt Service Reserve	4,637,253	4,581,690	4,604,309	4,629,243	4,619,488	4,605,830	4,585,344	4,551,200	4,482,913	4,483,050	-	-
Excess	6,758,569	6,313,838	6,451,701	6,618,723	6,354,723	5,844,633	5,419,291	4,886,401	4,371,844	3,781,138	7,656,989	7,695,689

# Questions or Comments?

∞ 40 ∞

# ANNUAL BUDGET

Tentative

Fiscal Year 17-18  
Sedona, AZ



## FUND SUMMARIES - continued

### All Funds

	General Fund	Streets Fund	Grants & Donations	Capital Funds	Wastewater Fund	Information Technology Fund	Totals
<b>Revenues</b>							
Ongoing Revenues	\$25,926,460	\$861,900	\$79,060	\$950,920	\$6,723,550	\$1,468,230	\$36,010,120
One-Time Revenues	\$1,800	\$100,000	\$100,000	\$546,657	\$0	\$153,900	\$902,357
Contingent Revenues	\$550,000	\$0	\$300,000	\$0	\$0	\$0	\$850,000
<b>Total Revenues</b>	<b>\$26,478,260</b>	<b>\$961,900</b>	<b>\$479,060</b>	<b>\$1,497,577</b>	<b>\$6,723,550</b>	<b>\$1,622,130</b>	<b>\$37,762,477</b>
<b>Expenditures</b>							
Ongoing Expenditures	\$17,978,852	\$1,203,490	\$43,850	\$0	\$4,157,016	\$1,488,126	\$24,871,334
One-Time Expenditures	\$1,030,600	\$0	\$100,000	\$0	\$805,290	\$278,600	\$2,214,490
Capital Improvement Projects	\$0	\$0	\$197,500	\$8,856,269	\$5,077,050	\$0	\$14,130,819
Debt Service	\$1,431,310	\$0	\$0	\$22,700	\$4,409,735	\$0	\$5,863,745
Equipment Replacement Reserve Contributions	(\$238,050)	\$0	\$0	\$0	(\$176,100)	(\$214,120)	(\$628,270)
Contingency	\$900,000	\$0	\$300,000	\$0	\$100,000	\$0	\$1,300,000
<b>Total Expenditures</b>	<b>\$21,102,712</b>	<b>\$1,203,490</b>	<b>\$641,350</b>	<b>\$8,878,969</b>	<b>\$14,372,991</b>	<b>\$1,552,606</b>	<b>\$47,752,118</b>
<b>Net Revenues/Expenditures</b>	<b>\$5,375,548</b>	<b>(\$241,590)</b>	<b>(\$162,290)</b>	<b>(\$7,381,392)</b>	<b>(\$7,649,441)</b>	<b>\$69,524</b>	<b>(\$9,989,641)</b>
<b>Transfers</b>							
Transfer from Capital Improvements Fund	\$0	\$0	\$0	\$26,378	\$0	\$0	\$26,378
Transfer from General Fund	\$0	\$35,389	\$0	\$1,089,500	\$4,165,900	\$0	\$5,290,789
Transfer to Wastewater Fund	(\$4,165,900)	\$0	\$0	\$0	\$0	\$0	(\$4,165,900)
Transfer to Streets Fund	(\$35,389)	\$0	\$0	\$0	\$0	\$0	(\$35,389)
Transfer to Capital Improvements Fund	(\$1,089,500)	\$0	\$0	\$0	\$0	\$0	(\$1,089,500)
Transfer to Arts Fund	\$0	\$0	\$0	(\$26,378)	\$0	\$0	(\$26,378)
<b>Net Transfers</b>	<b>(\$5,290,789)</b>	<b>\$35,389</b>	<b>\$0</b>	<b>\$1,089,500</b>	<b>\$4,165,900</b>	<b>\$0</b>	<b>\$0</b>
<b>Beginning Fund Balances</b>	<b>\$10,338,362</b>	<b>\$807,946</b>	<b>\$594,730</b>	<b>\$13,839,573</b>	<b>\$14,792,117</b>	<b>\$0</b>	<b>\$40,372,728</b>
<b>Ending Fund Balances</b>	<b>\$10,423,121</b>	<b>\$601,745</b>	<b>\$432,440</b>	<b>\$7,547,681</b>	<b>\$11,308,576</b>	<b>\$69,524</b>	<b>\$30,383,087</b>



FUND SUMMARIES - continued

General Fund

67% of year completed

	FY18 Proposed	FY17 Budget	FY18 Incr. over FY17 Budget	FY17 Est. Actuals	FY18 Incr. over FY17 Est.	FY17 Est. over/ (under) budget	FY17 Thru Feb	FY17 YTD % of Est.	FY16 Actuals	FY15 Actuals	FY14 Actuals
<b>Ongoing Revenues</b>											
City Sales Taxes*	\$16,673,800	\$15,526,670	7%	\$16,110,700	3%	\$584,030	\$8,714,083	54%	\$10,502,062	\$9,589,003	\$8,114,951
Bed Taxes	\$3,977,200	\$3,172,200	25%	\$3,698,800	8%	\$526,600	\$1,875,043	51%	\$3,010,334	\$2,659,290	\$2,097,290
In Lieu Fees	\$445,400	\$406,000	10%	\$445,400	0%	\$39,400	\$0	0%	\$450,881	\$439,949	\$905,468
Franchise Fees	\$759,400	\$816,060	-7%	\$783,600	-3%	(\$32,460)	\$405,928	52%	\$781,223	\$766,729	\$738,631
State Shared Sales Taxes	\$966,900	\$979,400	-1%	\$943,300	3%	(\$36,100)	\$548,321	58%	\$948,696	\$965,708	\$873,126
Urban Revenue Sharing	\$1,303,500	\$1,273,001	2%	\$1,271,700	3%	(\$1,301)	\$847,806	67%	\$1,207,731	\$1,214,315	\$1,118,082
Vehicle License Taxes	\$617,600	\$620,300	0%	\$608,500	1%	(\$11,800)	\$344,936	57%	\$577,681	\$534,404	\$508,519
Other Intergovernmental	\$24,260	\$20,000	21%	\$2,550	851%	(\$17,450)	\$1,630	64%	\$73,853	\$28,265	\$65,624
Licenses and Permits	\$486,550	\$448,525	8%	\$509,070	-4%	\$60,545	\$311,843	61%	\$508,362	\$473,367	\$434,251
Charges for Services	\$408,950	\$127,400	221%	\$127,400	221%	\$0	\$71,285	56%	\$105,008	\$96,774	\$87,842
Fines and Forfeitures	\$141,900	\$262,300	-46%	\$117,200	21%	(\$145,100)	\$57,979	49%	\$142,888	\$221,541	\$153,047
Other Revenues	\$121,000	\$225,300	-46%	\$127,600	-5%	(\$97,700)	\$60,464	47%	\$304,018	\$264,212	\$438,847
<b>Total Ongoing Revenues</b>	<b>\$25,926,460</b>	<b>\$23,877,156</b>	<b>9%</b>	<b>\$24,745,820</b>	<b>5%</b>	<b>\$868,664</b>	<b>\$13,239,318</b>	<b>54%</b>	<b>\$18,612,738</b>	<b>\$17,253,557</b>	<b>\$15,535,678</b>
<b>Ongoing Expenditures</b>											
City Council	\$80,275	\$78,585	2%	\$76,800	5%	\$1,785	\$39,457	51%	\$63,123	\$66,995	\$53,561
City Manager's Office	\$3,035,700	\$951,859	219%	\$844,458	259%	\$107,401	\$484,597	57%	\$745,235	\$704,983	\$696,483
Human Resources	\$308,275	\$237,045	30%	\$227,045	36%	\$10,000	\$149,818	66%	\$217,867	\$191,432	\$178,106
Financial Services	\$956,355	\$534,765	79%	\$540,385	77%	(\$5,620)	\$311,507	58%	\$450,225	\$416,550	\$448,475
Information Technology	\$0	\$1,197,077	-100%	\$1,022,760	-100%	\$174,317	\$732,312	72%	\$853,746	\$1,058,766	\$713,547
City Attorney's Office	\$631,360	\$534,455	18%	\$446,390	41%	\$88,065	\$280,483	63%	\$496,564	\$490,736	\$458,932
City Clerk's Office	\$260,090	\$297,719	-13%	\$258,593	1%	\$39,126	\$161,670	63%	\$219,942	\$243,829	\$226,818
Parks & Recreation	\$651,474	\$548,757	19%	\$556,017	17%	(\$7,260)	\$337,889	61%	\$465,072	\$454,464	\$331,091
General Services	\$1,711,058	\$3,269,425	-48%	\$3,197,059	-46%	\$72,366	\$2,870,962	90%	\$4,071,781	\$3,869,177	\$3,082,440
Community Development	\$1,440,450	\$1,372,094	5%	\$1,256,446	15%	\$115,648	\$757,420	60%	\$1,180,037	\$1,054,199	\$924,595
Public Works	\$3,332,105	\$3,091,918	8%	\$3,049,998	9%	\$41,920	\$1,642,426	54%	\$2,087,779	\$1,792,584	\$1,842,845
Economic Development	\$184,970	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
Police	\$4,569,360	\$4,084,779	12%	\$3,941,559	16%	\$143,220	\$2,375,103	60%	\$3,749,538	\$3,626,767	\$3,292,220
Municipal Court	\$360,470	\$342,050	5%	\$331,890	9%	\$10,160	\$183,507	55%	\$306,451	\$291,684	\$271,121
Indirect Cost Allocations	\$456,910	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
Contingencies	\$900,000	\$810,000	11%	\$345,511	160%	\$464,489	\$0	0%	\$0	\$0	\$0
<b>Total Ongoing Expenditures</b>	<b>\$18,878,852</b>	<b>\$17,350,528</b>	<b>9%</b>	<b>\$16,094,911</b>	<b>17%</b>	<b>\$1,255,617</b>	<b>\$10,327,151</b>	<b>64%</b>	<b>\$14,907,360</b>	<b>\$14,262,164</b>	<b>\$12,520,234</b>
<b>Net Ongoing</b>	<b>\$7,047,608</b>	<b>\$6,526,628</b>	<b>8%</b>	<b>\$8,650,909</b>	<b>-19%</b>	<b>\$2,511,234</b>	<b>\$2,912,167</b>	<b>34%</b>	<b>\$3,705,378</b>	<b>\$2,991,392</b>	<b>\$3,015,444</b>

FUND SUMMARIES - continued

General Fund

67% of year completed

	FY18 Proposed	FY17 Budget	FY18 Incr. over FY17 Budget	FY17 Est. Actuals	FY18 Incr. over FY17 Est.	FY17 Est. over/ (under) budget	FY17 Thru Feb	FY17 YTD % of Est.	FY16 Actuals	FY15 Actuals	FY14 Actuals
<b>Other</b>											
One-Time Revenues:											
Intergovernmental	\$1,800	\$0	∞	\$7,800	-77%	\$7,800	\$7,800	100%	\$0	\$0	\$0
Charges for Services	\$0	\$0	N/A	\$11,530	-100%	\$11,530	\$11,530	100%	\$0	\$0	\$0
Other Revenues	\$0	\$0	N/A	\$19,100	-100%	\$19,100	\$12,056	63%	\$0	\$0	\$0
Contingent Bed Taxes	\$550,000	\$550,000	0%	\$0	∞	(\$550,000)	\$0	N/A	\$0	\$0	\$0
Refunding Bonds Issued	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$8,030,000	\$0	\$1,879,699
One-Time Expenditures:											
City Manager's Office	(\$103,000)	(\$60,000)	72%	(\$2,000)	5050%	\$58,000	(\$8,386)	419%	\$0	\$0	\$0
Financial Services	(\$4,800)	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
General Services	(\$250,000)	(\$65,000)	285%	\$0	∞	\$65,000	\$0	N/A	\$0	\$0	\$0
Debt Service	(\$1,431,310)	(\$686,168)	109%	(\$686,168)	109%	\$0	(\$230,322)	34%	\$0	\$0	\$0
Community Development	(\$273,950)	(\$287,064)	-5%	(\$164,064)	67%	\$123,000	(\$45,741)	28%	\$0	\$0	\$0
Public Works	(\$159,000)	(\$153,800)	3%	(\$103,800)	53%	\$50,000	(\$40,786)	39%	\$0	\$0	\$0
Police	(\$238,950)	(\$220,000)	9%	(\$275,850)	-13%	(\$55,850)	(\$75,840)	27%	\$0	\$0	\$0
Municipal Court	(\$900)	(\$900)	0%	\$0	∞	\$900	\$0	N/A	\$0	\$0	\$0
Payment to Refunded Bond Escrow Agent	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	(\$7,934,739)	\$0	(\$1,845,000)
<b>Net One-Time Revenues/Expenditures</b>	<b>(\$1,910,110)</b>	<b>(\$922,932)</b>	<b>107%</b>	<b>(\$1,193,452)</b>	<b>60%</b>	<b>(\$270,520)</b>	<b>(\$369,689)</b>	<b>31%</b>	<b>\$95,261</b>	<b>\$0</b>	<b>\$34,699</b>
Transfers:											
Transfer from Other Funds	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$0	\$176,469	\$167,253
Transfer to Wastewater Fund	(\$4,165,900)	(\$3,881,668)	7%	(\$4,027,700)	3%	(\$146,032)	(\$2,178,666)	54%	\$0	\$0	\$0
Transfer to Streets Fund	(\$35,389)	(\$351,000)	-90%	(\$351,000)	-90%	\$0	(\$234,000)	67%	(\$506,500)	\$0	\$0
Transfer to Capital Improvements Fund	(\$1,089,500)	(\$8,291,104)	-87%	(\$2,023,533)	-46%	\$6,267,571	\$0	0%	(\$6,884,446)	(\$7,834,370)	\$0
Transfer to Grants Fund	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	(\$9,777)	\$0	\$0
<b>Net Transfers</b>	<b>(\$5,290,789)</b>	<b>(\$12,523,772)</b>	<b>-58%</b>	<b>(\$6,402,233)</b>	<b>-17%</b>	<b>\$5,542,069</b>	<b>(\$2,412,666)</b>	<b>38%</b>	<b>(\$7,400,723)</b>	<b>(\$7,657,901)</b>	<b>\$167,253</b>
<b>Beginning Fund Balance</b>	<b>\$10,338,362</b>	<b>\$17,650,256</b>	<b>-41%</b>	<b>\$9,283,138</b>	<b>11%</b>	<b>(\$8,367,117)</b>	<b>\$9,283,138</b>	<b>100%</b>	<b>\$12,883,223</b>	<b>\$17,549,731</b>	<b>\$14,332,336</b>
<b>Equipment Replacement Reserve</b>											
Reserve Contributions	\$238,050	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
Equipment Purchases	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$0	\$0	\$0
<b>Net Contribution to Equipment Replacement Reserve</b>	<b>\$238,050</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Ending Fund Balances</b>											
Operating Reserve**	\$9,385,701	\$9,411,730	0%	\$8,320,313	13%	(\$1,091,418)			\$7,698,138		
Debt Service Reserve***	\$800,000	\$1,300,000	-38%	\$1,300,000	-38%	\$0			\$1,300,000		
Equipment Replacement Reserve	\$238,050	\$0	∞	\$0	∞	\$0			\$0		
Budget Carryovers	\$0	\$0	N/A	\$718,050	-100%	\$718,050			\$285,000		
Remaining Available Fund Balance	(\$630)	\$18,450	-103%	\$0	∞	(\$18,450)			\$0		
<b>Total Ending Fund Balances</b>	<b>\$10,423,121</b>	<b>\$10,730,180</b>	<b>-3%</b>	<b>\$10,338,362</b>	<b>1%</b>	<b>(\$391,817)</b>	<b>\$9,412,950</b>	<b>91%</b>	<b>\$9,283,138</b>	<b>\$12,883,223</b>	<b>\$17,549,731</b>

\* Full city sales tax amount to be recorded in General Fund and subsidy to Wastewater Enterprise Fund to be recorded as a transfer in FY17.

\*\* Operating reserve is 50% of operating expenditures.

\*\*\* \$500,000 higher debt service in FY18 and FY19, \$300,000 reserved to adjust for ongoing debt service levels of \$1M for FY20 and after.

FUND SUMMARIES - continued

Streets Fund

67% of year completed

	FY18 Proposed	FY17 Budget	FY18 Incr. over FY17 Budget	FY17 Est. Actuals	FY18 Incr. over FY17 Est.	FY17 Est. over/ (under) budget	FY17 Thru Feb	FY17 YTD % of Est.	FY16 Actuals	FY15 Actuals	FY14 Actuals
<b>Ongoing Revenues</b>											
Intergovernmental	\$858,200	\$799,000	7%	\$907,800	-5%	\$108,800	\$584,286	64%	\$897,406	\$857,363	\$780,913
Other Revenues	\$3,700	\$0	∞	\$3,600	3%	\$3,600	\$1	0%	\$5,588	\$4,736	\$0
<b>Total Ongoing Revenues</b>	<b>\$861,900</b>	<b>\$799,000</b>	<b>8%</b>	<b>\$911,400</b>	<b>-5%</b>	<b>\$112,400</b>	<b>\$584,287</b>	<b>64%</b>	<b>\$902,994</b>	<b>\$862,099</b>	<b>\$780,913</b>
<b>Ongoing Expenditures</b>											
Administration	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$90,225	\$146,094	\$130,895
Road & Drainage Rehab	\$1,150,000	\$1,150,000	0%	\$1,150,000	0%	\$0	\$499,774	43%	\$685,080	\$67,601	\$1,279,869
Right-of-Way Maintenance	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$242,731	\$167,882	\$271,196
Traffic Signals	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$108,191	\$106,496	\$117,380
Internal Charges	\$53,390	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
<b>Total Ongoing Expenditures</b>	<b>\$1,203,390</b>	<b>\$1,150,000</b>	<b>5%</b>	<b>\$1,150,000</b>	<b>5%</b>	<b>\$0</b>	<b>\$499,774</b>	<b>43%</b>	<b>\$1,126,227</b>	<b>\$488,072</b>	<b>\$1,799,340</b>
<b>Net Ongoing</b>	<b>(\$341,490)</b>	<b>(\$351,000)</b>	<b>-3%</b>	<b>(\$238,600)</b>	<b>43%</b>	<b>\$0</b>	<b>\$84,513</b>	<b>-35%</b>	<b>(\$223,233)</b>	<b>\$374,027</b>	<b>(\$1,018,427)</b>
<b>Other</b>											
One-Time Revenues:											
Intergovernmental	\$0	\$0	N/A	\$35,600	-100%	\$35,600	\$35,631	100%	\$0	\$0	\$0
Other	\$100,000	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
<b>Net One-Time Revenues</b>	<b>\$100,000</b>	<b>\$0</b>	<b>∞</b>	<b>\$35,600</b>	<b>181%</b>	<b>\$35,600</b>	<b>\$35,631</b>	<b>100%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Transfer from General Fund**	\$35,239	\$351,000	-90%	\$351,000	-90%	\$0	\$234,000	67%	\$506,500	\$0	\$1,018,427
<b>Beginning Fund Balance</b>	<b>\$807,946</b>	<b>\$378,138</b>	<b>114%</b>	<b>\$659,946</b>	<b>22%</b>	<b>\$281,808</b>	<b>\$376,678</b>	<b>57%</b>	<b>\$376,678</b>	<b>\$2,651</b>	<b>\$2,651</b>
<b>Ending Fund Balances</b>											
Restricted Reserve*	\$601,695	\$378,138	59%	\$575,000	5%	\$196,862	\$575,000	100%	\$659,946	\$376,678	\$2,651
Remaining Available Fund Balance	\$0	\$0	N/A	\$232,946	-100%	\$232,946	\$155,822	67%	\$0	\$0	\$0
<b>Total Ending Fund Balances</b>	<b>\$601,695</b>	<b>\$378,138</b>	<b>59%</b>	<b>\$807,946</b>	<b>-26%</b>	<b>\$429,808</b>	<b>\$730,822</b>	<b>90%</b>	<b>\$659,946</b>	<b>\$376,678</b>	<b>\$2,651</b>

\* Restricted is minimum of 10% and maximum of 50% of budgeted expenditures.

\*\* Transfer from General Fund is based on maintaining 50% reserve balance.

**FUND SUMMARIES - continued**

**Grants & Donations Funds**

	Affordable Housing	Court Restricted Revenues	RICO	Military Park	Park Benches	Special Events	K-9	Explorers	Special Olympics	AWTF	Operating Grants	Capital Grants
<b>Ongoing Revenues</b>												
Intergovernmental	\$0	\$3,000	\$28,600	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Charges for Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,500	\$0	\$0
Fines & Forfeitures	\$0	\$12,800	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contributions & Donations	\$0	\$0	\$0	\$500	\$700	\$20,400	\$0	\$2,500	\$5,000	\$0	\$0	\$0
Other Revenues	\$0	\$60	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Ongoing Revenues</b>	<b>\$0</b>	<b>\$15,860</b>	<b>\$28,600</b>	<b>\$500</b>	<b>\$700</b>	<b>\$20,400</b>	<b>\$0</b>	<b>\$2,500</b>	<b>\$5,000</b>	<b>\$5,500</b>	<b>\$0</b>	<b>\$0</b>
<b>Ongoing Expenditures</b>												
Police	\$0	\$0	\$5,000	\$0	\$0	\$0	\$0	\$11,350	\$5,000	\$0	\$0	\$0
Parks & Recreation	\$0	\$0	\$0	\$2,000	\$0	\$15,000	\$0	\$0	\$0	\$5,500	\$0	\$0
<b>Total Ongoing Expenditures</b>	<b>\$0</b>	<b>\$0</b>	<b>\$5,000</b>	<b>\$2,000</b>	<b>\$0</b>	<b>\$15,000</b>	<b>\$0</b>	<b>\$11,350</b>	<b>\$5,000</b>	<b>\$5,500</b>	<b>\$0</b>	<b>\$0</b>
<b>Net Ongoing</b>	<b>\$0</b>	<b>\$15,860</b>	<b>\$23,600</b>	<b>(\$1,500)</b>	<b>\$700</b>	<b>\$5,400</b>	<b>\$0</b>	<b>(\$8,850)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Other</b>												
One-Time Revenues:												
Contingency Placeholder	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$300,000	\$0
Intergovernmental	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$30,000	\$30,000
Contributions & Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$40,000	\$0	\$0	\$0	\$0	\$0
One-Time Expenditures:												
Police	\$0	\$0	\$0	\$0	\$0	\$0	(\$40,000)	\$0	\$0	\$0	\$0	\$0
Parks & Recreation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	(\$30,000)	(\$30,000)
Capital Improvement Projects	\$0	(\$172,500)	(\$25,000)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency Placeholder	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	(\$300,000)	\$0
<b>Net One-Time Revenues/Expenditures</b>	<b>\$0</b>	<b>(\$172,500)</b>	<b>(\$25,000)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Beginning Fund Balance</b>	<b>\$286,000</b>	<b>\$215,000</b>	<b>\$69,300</b>	<b>\$10,240</b>	<b>\$140</b>	<b>\$1,780</b>	<b>\$0</b>	<b>\$11,520</b>	<b>\$500</b>	<b>\$250</b>	<b>\$0</b>	<b>\$0</b>
<b>Ending Fund Balances</b>	<b>\$286,000</b>	<b>\$58,360</b>	<b>\$67,900</b>	<b>\$8,740</b>	<b>\$840</b>	<b>\$7,180</b>	<b>\$0</b>	<b>\$2,670</b>	<b>\$500</b>	<b>\$250</b>	<b>\$0</b>	<b>\$0</b>



**FUND SUMMARIES - continued**

**Capital Funds**

	Development Impact Fees							Art in Public Places	Totals
	Capital Improvements	Storm Drainage	General Government	Parks & Open Space	Police	Streets			
<b>Ongoing Revenues</b>									
Intergovernmental	\$696,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$696,000
Development Impact Fees	\$0	\$16,580	\$1,800	\$117,400	\$19,100	\$59,000	\$0	\$0	\$213,880
Other Revenues	\$29,200	\$740	\$0	\$7,560	\$0	\$3,310	\$230	\$0	\$41,040
<b>Total Ongoing Revenues</b>	<b>\$725,200</b>	<b>\$17,320</b>	<b>\$1,800</b>	<b>\$124,960</b>	<b>\$19,100</b>	<b>\$62,310</b>	<b>\$230</b>	<b>\$0</b>	<b>\$950,920</b>
<b>Other</b>									
One-Time Revenues:									
Intergovernmental	\$371,657	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$371,657
Contributions & Donations	\$175,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$175,000
One-Time Expenditures:									
Court Project	(\$100,000)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	(\$100,000)
Parks Projects	\$0	\$0	\$0	(\$1,379,600)	\$0	\$0	\$0	\$0	(\$1,379,600)
Police Projects	(\$1,113,964)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	(\$1,113,964)
Streets & Transportation Projects	(\$2,362,000)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	(\$2,362,000)
Storm Drainage Projects	(\$3,670,705)	(\$50,000)	\$0	\$0	\$0	\$0	\$0	\$0	(\$3,720,705)
Debt Service	\$0	\$0	(\$22,700)	\$0	\$0	\$0	\$0	\$0	(\$22,700)
<b>Net One-Time Revenues/Expenditures</b>	<b>(\$6,700,012)</b>	<b>(\$50,000)</b>	<b>(\$22,700)</b>	<b>(\$1,379,600)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$8,152,312)</b>
Transfers:									
Transfer from Capital Improvements Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$26,378	\$0	\$26,378
Transfer from General Fund	\$1,089,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,089,500
Transfer to Arts Fund	(\$26,378)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	(\$26,378)
<b>Net Transfers</b>	<b>\$1,063,122</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$26,378</b>	<b>\$0</b>	<b>\$1,089,500</b>
<b>Beginning Fund Balances</b>	<b>\$11,293,400</b>	<b>\$86,550</b>	<b>(\$57,882)</b>	<b>\$1,948,026</b>	<b>\$37,294</b>	<b>\$271,765</b>	<b>\$80,420</b>	<b>\$0</b>	<b>\$13,659,573</b>
<b>Ending Fund Balances</b>	<b>\$6,381,710</b>	<b>\$53,870</b>	<b>(\$78,782)</b>	<b>\$693,386</b>	<b>\$56,394</b>	<b>\$334,075</b>	<b>\$107,028</b>	<b>\$0</b>	<b>\$7,547,681</b>

FUND SUMMARIES - continued

Wastewater Enterprise Fund

67% of year completed

	FY18 Proposed	FY17 Budget	FY18 Incr. over FY17 Budget	FY17 Est. Actuals	FY18 Incr. over FY17 Est.	FY17 Est. over/ (under) budget	FY17 Thru Feb	FY17 YTD % of Est.	FY16 Actuals	FY15 Actuals	FY14 Actuals
<b>Ongoing Revenues</b>											
Charges for Services	\$6,164,200	\$5,880,844	5%	\$5,916,800	4%	\$35,956	\$3,944,522	67%	\$5,611,150	\$5,431,395	\$5,306,482
Fines and Forfeitures	\$75,750	\$88,420	-14%	\$73,900	3%	(\$14,520)	\$48,841	66%	\$76,287	\$76,140	\$101,486
Capacity Fees	\$403,100	\$275,000	47%	\$396,700	2%	\$121,700	\$215,845	54%	\$541,045	\$533,054	\$484,100
Other Revenues	\$80,500	\$159,600	-50%	\$78,900	2%	(\$80,700)	\$22,369	28%	\$300,759	\$75,593	\$157,972
<b>Total Ongoing Revenues</b>	<b>\$6,723,550</b>	<b>\$6,403,864</b>	<b>5%</b>	<b>\$6,466,300</b>	<b>4%</b>	<b>\$62,436</b>	<b>\$4,231,577</b>	<b>65%</b>	<b>\$6,529,241</b>	<b>\$6,116,182</b>	<b>\$6,050,040</b>
<b>Ongoing Expenditures</b>											
Wastewater Administration	\$223,215	\$164,216	36%	\$242,623	-8%	(\$78,407)	\$163,866	68%	\$367,308	\$431,045	\$364,999
Wastewater Operations	\$2,496,821	\$2,184,472	14%	\$1,925,607	30%	\$258,865	\$1,135,348	59%	\$2,284,561	\$2,120,214	\$2,074,636
Public Works Engineering Services	\$250,580	\$196,523	28%	\$197,723	27%	(\$1,200)	\$116,079	59%	\$14,445	\$0	\$0
Capital Projects Management	\$154,450	\$149,410	3%	\$152,210	1%	(\$2,800)	\$101,386	67%	\$138,707	\$135,227	\$104,228
Vacancy Savings Estimate	(\$25,000)	(\$75,000)	-67%	\$0	∞	(\$75,000)	\$0	N/A	\$0	\$0	\$0
Contingencies	\$100,000	\$100,000	0%	\$0	∞	\$100,000	\$0	N/A	\$0	\$30,010	\$0
Indirect Cost Allocations/Departmental Allocations:											
Information Technology	\$180,040	\$77,578	132%	\$89,075	102%	(\$11,497)	\$53,069	60%	\$0	\$0	\$0
Human Resources	\$51,140	\$19,547	162%	\$19,547	162%	\$0	\$12,383	63%	\$0	\$0	\$0
Financial Services	\$189,420	\$58,940	221%	\$58,940	221%	\$0	\$36,626	62%	\$0	\$0	\$0
Utility Billing	\$370,640	\$347,580	7%	\$317,780	17%	\$29,800	\$194,714	61%	\$415,208	\$402,928	\$387,647
General Services	\$73,470	\$82,500	-11%	\$82,500	-11%	\$0	\$63,168	77%	\$0	\$0	\$0
City Manager	\$68,080	\$48,681	40%	\$48,681	40%	\$0	\$30,492	63%	\$0	\$0	\$0
City Clerk	\$5,650	\$12,650	-55%	\$12,650	-55%	\$0	\$7,955	63%	\$0	\$0	\$0
City Attorney	\$55,100	\$21,090	161%	\$21,090	161%	\$0	\$13,429	64%	\$0	\$0	\$0
Facilities Maintenance	\$63,410	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
Departmental Allocations	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$285,768	\$231,781	\$178,840
Subtotal Allocations	\$1,056,950	\$668,566	58%	\$650,263	63%	\$18,303	\$411,836	63%	\$700,976	\$634,709	\$566,487
<b>Total Ongoing Expenditures</b>	<b>\$4,257,016</b>	<b>\$3,388,187</b>	<b>26%</b>	<b>\$3,168,426</b>	<b>34%</b>	<b>\$238,064</b>	<b>\$1,928,515</b>	<b>61%</b>	<b>\$3,505,998</b>	<b>\$3,351,205</b>	<b>\$3,110,349</b>
<b>Net Ongoing</b>	<b>\$2,466,534</b>	<b>\$3,015,677</b>	<b>-18%</b>	<b>\$3,297,874</b>	<b>-25%</b>	<b>\$295,670</b>	<b>\$2,303,062</b>	<b>70%</b>	<b>\$3,023,244</b>	<b>\$2,764,977</b>	<b>\$2,939,691</b>
<b>Other</b>											
One-Time Revenues:											
Charges for Services	\$0	\$0	N/A	\$5,400	-100%	\$5,400	\$5,382	100%	\$0	\$0	\$0
Capacity Fees	\$0	\$0	N/A	\$869,400	-100%	\$869,400	\$781,677	90%	\$0	\$0	\$0
Other	\$0	\$0	N/A	\$18,100	-100%	\$18,100	\$1,781	10%	\$0	\$0	\$0
Refunding Bonds Issued	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$0	\$10,390,000	\$7,905,301
One-Time Expenditures:											
Wastewater Administration	(\$72,450)	(\$100,000)	-28%	(\$100,000)	-28%	\$0	(\$38,051)	38%	(\$6,868)	(\$4,290)	(\$4,907)
Wastewater Operations	(\$537,940)	(\$384,000)	40%	(\$289,435)	86%	(\$94,565)	(\$105,433)	36%	(\$6,922)	(\$26,484)	(\$5,306)
Public Works Engineering Services	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	(\$1,651)	\$0	\$0
Information Technology	(\$34,900)	(\$10,000)	249%	\$0	∞	(\$10,000)	\$0	N/A	\$0	\$0	\$0
City Attorney	(\$100,000)	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
Capital Improvement Projects	(\$5,077,050)	(\$3,128,590)	62%	(\$2,474,750)	105%	(\$653,840)	(\$1,779,488)	72%	(\$5,433,782)	(\$2,478,550)	(\$1,036,012)
Debt Service	(\$4,409,735)	(\$5,151,325)	-14%	(\$5,151,325)	-14%	\$0	(\$1,715,605)	33%	(\$5,412,246)	(\$5,317,839)	(\$5,728,387)
Payment to Refunded Bond Escrow Agent	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$0	(\$10,290,000)	(\$7,837,477)
<b>Net One-Time Revenues/Expenditures</b>	<b>(\$10,232,075)</b>	<b>(\$8,773,915)</b>	<b>17%</b>	<b>(\$7,122,610)</b>	<b>44%</b>	<b>\$134,495</b>	<b>(\$2,849,737)</b>	<b>40%</b>	<b>(\$10,861,469)</b>	<b>(\$7,727,163)</b>	<b>(\$6,706,788)</b>

FUND SUMMARIES - continued

Wastewater Enterprise Fund

67% of year completed

	FY18 Proposed	FY17 Budget	FY18 Incr. over FY17 Budget	FY17 Est. Actuals	FY18 Incr. over FY17 Est.	FY17 Est. over/ (under) budget	FY17 Thru Feb	FY17 YTD % of Est.	FY16 Actuals	FY15 Actuals	FY14 Actuals
<b>Transfers:</b>											
City Sales Taxes*	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$4,497,550	\$4,024,053	\$4,478,074
Transfer from General Fund	\$4,165,900	\$3,881,668	7%	\$4,027,700	3%	\$146,032	\$2,178,666	54%	\$0	\$0	\$0
Transfers to Other Funds	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$0	(\$88,235)	(\$83,627)
<b>Net Transfers</b>	<b>\$4,165,900</b>	<b>\$3,881,668</b>	<b>7%</b>	<b>\$4,027,700</b>	<b>3%</b>	<b>\$415,022</b>	<b>\$2,178,666</b>	<b>54%</b>	<b>\$4,497,550</b>	<b>\$3,935,819</b>	<b>\$4,394,447</b>
<b>Beginning Fund Balance</b>	<b>\$14,792,117</b>	<b>\$14,792,117</b>	<b>0%</b>	<b>\$13,597,904</b>	<b>9%</b>	<b>(\$1,194,213)</b>	<b>\$13,597,904</b>	<b>100%</b>	<b>\$16,938,579</b>	<b>\$17,964,947</b>	<b>\$17,337,597</b>
<b>Equipment Replacement Reserve</b>											
Reserve Contributions	\$176,100	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
Equipment Purchases	(\$60,000)	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
<b>Net Contribution to Equipment Replacement Reserve</b>	<b>\$116,100</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Ending Fund Balances</b>											
Operating Reserve**	\$1,634,102	\$1,294,062	26%	\$1,294,062	26%	\$0	\$1,294,062	100%	\$4,015,316		
Debt Service Reserve***	\$4,581,690	\$4,637,253	-1%	\$4,637,253	-1%	\$0	\$4,637,253	100%	\$4,637,253		
Equipment Replacement Reserve	\$116,100	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0		
Remaining Available Fund Balance	\$4,976,684	\$6,984,231	-29%	\$7,869,552	-37%	(\$885,321)	\$9,298,579	118%	\$4,945,334		
<b>Total Ending Fund Balances</b>	<b>\$11,308,576</b>	<b>\$12,915,547</b>	<b>-12%</b>	<b>\$13,800,868</b>	<b>-18%</b>	<b>(\$1,235,346)</b>	<b>\$15,229,895</b>	<b>110%</b>	<b>\$13,597,904</b>	<b>\$16,938,579</b>	<b>\$17,964,947</b>

\* Full city sales tax amount to be recorded in General Fund and subsidy to Wastewater Enterprise Fund to be recorded as a transfer in FY17.

\*\* Operating reserve is 33.3% of operating expenditures.

\*\*\* Debt service reserve represents average annual debt service.

FUND SUMMARIES - continued

Information Technology Internal Service Fund\*

67% of year completed

	FY18 Proposed	FY17 Budget	FY18 Incr. over FY17 Budget	FY17 Est. Actuals	FY18 Incr. over FY17 Est.	FY17 Est. over/ (under) budget	FY17 Thru Feb	FY17 YTD % of Est.	FY16 Actuals	FY15 Actuals	FY14 Actuals
<b>Ongoing Revenues</b>											
Internal Cost Charges	\$1,467,580		∞		∞	\$0		N/A			
Charges for Services	\$650	\$600	8%	\$650	0%	\$50	\$445	68%	\$745	\$714	\$400
<b>Total Ongoing Revenues</b>	<b>\$1,468,230</b>	<b>\$600</b>	<b>244605%</b>	<b>\$650</b>	<b>225782%</b>	<b>\$50</b>	<b>\$445</b>	<b>68%</b>	<b>\$745</b>	<b>\$714</b>	<b>\$400</b>
<b>Ongoing Expenditures</b>											
Information Technology Services	\$981,826	\$863,887	14%	\$908,570	8%	(\$44,683)	\$655,579	72%	\$0	\$0	\$0
Geographic Information Systems	\$138,620	\$118,190	17%	\$114,190	21%	\$4,000	\$76,733	67%	\$0	\$0	\$0
I.T. Administration			N/A		N/A	\$0		N/A	\$853,746	\$1,058,766	\$713,547
Indirect Cost Allocations	\$347,780		∞		∞	\$0		N/A			
<b>Total Ongoing Expenditures</b>	<b>\$1,468,226</b>	<b>\$982,077</b>	<b>50%</b>	<b>\$1,022,760</b>	<b>44%</b>	<b>(\$40,683)</b>	<b>\$732,312</b>	<b>72%</b>	<b>\$853,746</b>	<b>\$1,058,766</b>	<b>\$713,547</b>
<b>Net Ongoing</b>	<b>\$4</b>	<b>(\$981,477)</b>	<b>-100%</b>	<b>(\$1,022,110)</b>	<b>-100%</b>	<b>(\$40,683)</b>	<b>(\$731,867)</b>	<b>72%</b>	<b>(\$853,001)</b>	<b>(\$1,058,052)</b>	<b>(\$713,147)</b>
<b>Other</b>											
One-Time Revenues:											
Internal Cost Charges	\$153,900		∞		∞	\$0		N/A			
One-Time Expenditures:											
Information Technology Services	(\$153,900)	(\$215,000)	-28%		∞	(\$215,000)		N/A			
<b>Net One-Time Revenues/Expenditures</b>	<b>\$0</b>	<b>(\$215,000)</b>	<b>-100%</b>	<b>\$0</b>	<b>N/A</b>	<b>(\$215,000)</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Beginning Fund Balance</b>	<b>\$0</b>		<b>N/A</b>		<b>N/A</b>	<b>\$0</b>		<b>N/A</b>			
<b>Equipment Replacement Reserve</b>											
Reserve Contributions	\$214,150	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
Equipment Purchases	(\$144,700)	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
<b>Net Use of Operating Revenues</b>	<b>\$69,450</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Ending Fund Balances</b>											
Equipment Replacement Reserve	\$69,420		∞		∞	\$0		N/A			
Remaining Available Fund Balance	\$34		∞		∞	\$0		N/A			
<b>Total Ending Fund Balances</b>	<b>\$69,454</b>		<b>∞</b>		<b>∞</b>	<b>\$0</b>		<b>N/A</b>			

\* The Information Technology Internal Service Fund is new for FY2018. The data presented for the prior years is comparative information for the accounts being transferred from the General Fund.

**SUMMARY OF CAPITAL PROJECTS - continued**

**FY 2018 - FY 2027 Master Summary Project List by Major Program**

*Project dollar amounts in grey and italics are unfunded.*

*(Click on a Project Page # to navigate to that page)*

Project Name	Funding Sources Type	Page #	Project #	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Totals
<b>AC - Arts &amp; Culture</b>														
Rehabilitate Memorial at the Former Schnebly Home Site	Restricted		AC-1	\$0	\$0	\$0	\$0	\$50,000	\$0	\$0	\$0	\$0	\$0	\$50,000
Art in the Roundabouts	Restricted		AC-2	\$0	\$75,000	\$0	\$0	\$75,000	\$0	\$0	\$75,000	\$0	\$0	\$225,000
<b>AC - Arts &amp; Culture Subtotal</b>				<b>\$0</b>	<b>\$75,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$125,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$75,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$275,000</b>
<b>Budgeted Funding as Capital Reserves</b>				<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Projects Not Funded</b>				<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>CD - Community Development</b>														
Improvements at Ranger Station	Restricted		CD-1	\$120,175	\$0	\$0	\$0	\$0	\$0	\$0	\$923,000	\$595,000	\$165,000	\$1,803,175
<b>CD - Community Development Subtotal</b>				<b>\$120,175</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$923,000</b>	<b>\$595,000</b>	<b>\$165,000</b>	<b>\$1,803,175</b>
<b>Budgeted Funding as Capital Reserves</b>				<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Projects Not Funded</b>				<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>MC - Municipal Court</b>														
New Courtroom - Remodel OR New Construction	Restricted & Capital Reserves		MC-1	\$273,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$273,000
<b>MC - Municipal Court Subtotal</b>				<b>\$273,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$273,000</b>
<b>Budgeted Funding as Capital Reserves</b>				<b>\$100,500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$100,500</b>
<b>Projects Not Funded</b>				<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>PR - Parks &amp; Recreation</b>														
Park/Open Space Land Acquisition	Restricted		PR-1	\$1,250,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,250,000
New Concession Stand	Restricted		PR-2	\$0	\$270,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$270,000
Playground Surface Replacement	Restricted		PR-3	\$0	\$0	\$160,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$160,000
Shade Structures and Playground Equipment Replacement	Restricted		PR-4	\$0	\$0	\$0	\$532,830	\$0	\$0	\$0	\$0	\$0	\$0	\$532,830
Bike Skills Park - Phase II	Restricted & Unidentified		PR-5	\$49,600	\$0	\$0	\$0	<i>\$150,000</i>	\$0	\$0	<i>\$140,000</i>	\$0	\$0	\$339,600
New Toddler Pool	Restricted		PR-6	\$0	\$0	\$0	\$0	\$0	\$75,000	\$0	\$0	\$0	\$0	\$75,000
Dog Park Improvements	Restricted		PR-7	\$80,000	\$0	\$0	\$0	\$0	\$0	\$330,000	\$0	\$0	\$0	\$410,000
New Event Venue	Restricted		PR-8	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$535,000	\$0	\$535,000
<b>PR - Parks &amp; Recreation Subtotal (excluding projects not funded)</b>				<b>\$1,379,600</b>	<b>\$270,000</b>	<b>\$160,000</b>	<b>\$532,830</b>	<b>\$0</b>	<b>\$75,000</b>	<b>\$330,000</b>	<b>\$0</b>	<b>\$535,000</b>	<b>\$0</b>	<b>\$3,282,430</b>
<b>Budgeted Funding as Capital Reserves</b>				<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Projects Not Funded</b>				<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$150,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$140,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$290,000</b>

**SUMMARY OF CAPITAL PROJECTS - continued**

**FY 2018 - FY 2027 Master Summary Project List by Major Program**

*Project dollar amounts in grey and italics are unfunded.*

(Click on a Project Page # to navigate to that page)

Project Name	Funding Sources Type	Page #	Project #	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Totals
<b>PD - Police Department</b>														
Remodel/Expand Police Facility	Restricted & Capital Reserves		PD-1	\$20,000	\$832,190	\$757,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,609,690
Replace Computer Aided Dispatch/Records Management System (CAD/RMS)	Capital Reserves		PD-2	\$551,464	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$551,464
Strengthen Radio Signal	Capital Reserves		PD-3	\$155,000	<i>\$600,000</i>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$755,000
Renovation of Current Police Facility	Capital Reserves		PD-4	\$151,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$151,500
Construct Bathrooms at Shooting Range	Restricted & Capital Reserves		PD-5	\$194,175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$194,175
Modular Classroom at Shooting Range	Capital Reserves		PD-6	\$70,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$70,000
<b>PD - Police Department Subtotal (excluding projects not funded)</b>				<b>\$1,142,139</b>	<b>\$832,190</b>	<b>\$757,500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,331,829</b>
<b>Budgeted Funding as Capital Reserves</b>				<b>\$1,117,139</b>	<b>\$726,140</b>	<b>\$757,500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,600,779</b>
<b>Projects Not Funded</b>				<b>\$0</b>	<b>\$600,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$600,000</b>

**SUMMARY OF CAPITAL PROJECTS - continued**

**FY 2018 - FY 2027 Master Summary Project List by Major Program**

*Project dollar amounts in grey and italics are unfunded.*

*(Click on a Project Page # to navigate to that page)*

Project Name	Funding Sources Type	Page #	Project #	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Totals
<b>Streets &amp; Transportation</b>														
Create Neighborhood Connections	Capital Reserves & Unidentified		ST-1	\$763,600	\$521,200	\$808,000	\$392,400	\$431,800	\$296,450	\$412,600	\$246,450	\$563,600	\$1,066,600	\$5,502,700
New Pedestrian Crossings	Capital Reserves & Unidentified		ST-2	\$151,500	\$1,201,900	\$883,750	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,237,150
Uptown/SR 179 Street Improvements	Capital Reserves & Unidentified		ST-3	\$636,320	\$3,141,100	\$1,388,790	\$3,275,000	\$4,343,000	\$2,523,000	\$0	\$0	\$0	\$0	\$15,307,210
Enhance Transit Services - Fixed Route	Unidentified		ST-4	\$0	\$0	\$0	\$440,000	\$811,060	\$811,060	\$0	\$0	\$0	\$0	\$2,062,120
New Neighborhood Electric Vehicle (NEV) Fleet	Unidentified		ST-5	\$0	\$0	\$0	\$0	\$340,000	\$0	\$0	\$0	\$0	\$0	\$340,000
Oak Creek Canyon Management Plan	Unidentified		ST-6	\$0	\$0	\$0	\$0	\$0	\$0	\$575,000	\$0	\$0	\$0	\$575,000
New Pedestrian Pathways	Unidentified		ST-7	\$0	\$0	\$0	\$121,200	\$838,000	\$1,100,700	\$444,200	\$1,308,000	\$2,393,700	\$823,000	\$7,028,800
New Bicycle Lanes	Unidentified		ST-8	\$0	\$0	\$0	\$0	\$504,000	\$2,080,600	\$707,000	\$2,020,000	\$0	\$0	\$5,311,600
Travel Information System	Capital Reserves & Unidentified		ST-9	\$151,000	\$0	\$0	\$0	\$0	\$0	\$1,010,000	\$2,525,000	\$2,525,000	\$0	\$6,211,000
SR 89A/West Sedona Access Management	Restricted & Unidentified		ST-10	\$0	\$0	\$0	\$808,000	\$4,100,600	\$358,550	\$428,500	\$753,750	\$0	\$0	\$6,449,400
Uptown Parking & Wayfinding	Capital Reserves & Unidentified		ST-11	\$111,100	\$111,100	\$0	\$0	\$0	\$1,414,000	\$8,070,000	\$0	\$0	\$0	\$9,706,200
Traffic Signal Operations/Management	Capital Reserves		ST-12	\$60,200	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$60,200
SR 89A Weed Barrier and Landscape Improvements	Restricted & Unidentified		ST-13	\$0	\$0	\$0	\$0	\$0	\$0	\$292,600	\$303,000	\$0	\$0	\$595,600
Dry Creek Road Overlay	Restricted & Capital Reserves		ST-14	\$425,533	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$425,533
Sanborn Dr/Thunder Mountain Rd Overlay	Restricted & Capital Reserves		ST-15	\$75,750	\$501,283	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$577,033
Improve Ranger Rd/Brewer Rd Intersection	Capital Reserves		ST-16	\$0	\$302,000	\$1,262,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,564,500
<b>Streets &amp; Transportation Subtotal (excluding projects not funded)</b>				<b>\$2,375,003</b>	<b>\$5,778,583</b>	<b>\$2,954,250</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$11,107,836</b>
<b>Budgeted Funding as Capital Reserves Projects Not Funded</b>				<b>\$2,003,346</b>	<b>\$5,406,926</b>	<b>\$2,954,250</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$10,364,522</b>
				<b>\$0</b>	<b>\$0</b>	<b>\$1,388,790</b>	<b>\$5,036,600</b>	<b>\$11,368,460</b>	<b>\$8,584,360</b>	<b>\$11,939,900</b>	<b>\$7,156,200</b>	<b>\$5,482,300</b>	<b>\$1,889,600</b>	<b>\$52,846,210</b>
<b>PW - Public Works</b>														
Improve Uptown Restrooms	Unidentified		PW-1	\$0	\$0	\$0	\$0	\$121,200	\$121,200	\$0	\$0	\$0	\$0	\$242,400
<b>PW - Public Works Subtotal (excluding projects not funded)</b>				<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Budgeted Funding as Capital Reserves Projects Not Funded</b>				<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
				<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$121,200</b>	<b>\$121,200</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$242,400</b>

**SUMMARY OF CAPITAL PROJECTS - continued**

**FY 2018 - FY 2027 Master Summary Project List by Major Program**

*Project dollar amounts in grey and italics are unfunded.*

[\(Click on a Project Page # to navigate to that page\)](#)

Project Name	Funding Sources Type	Page #	Project #	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Totals
<b>SD - Storm Drainage</b>														
Coffee Pot Drainage Basin, Grasshopper Lane Area (Yavapai County)	Restricted & Capital Reserves		SD-1	\$1,304,700	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,304,700
Coffee Pot Drainage Basin, Little Elf Drive Area (Yavapai County)	Restricted & Capital Reserves		SD-2	\$0	\$2,011,300	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,011,300
Improvements to Back O' Beyond Road, Low Water Crossing (Yavapai County)	Restricted & Capital Reserves		SD-3	\$0	\$0	\$370,000	\$350,000	\$0	\$0	\$0	\$0	\$0	\$0	\$720,000
View Drive Area Drainage Improvements (Yavapai County)	Restricted & Unidentified		SD-4	\$0	\$0	\$0	\$0	\$200,000	\$1,460,750	\$0	\$0	\$0	\$0	\$1,660,750
Saddlerock Area Drainage Improvements (Yavapai County)	Restricted & Unidentified		SD-5	\$0	\$0	\$0	\$0	\$175,000	\$0	\$1,309,250	\$0	\$0	\$0	\$1,484,250
Brewer Road/Tlaquepaque Drainage Area Improvements (Coconino County)	Restricted		SD-6	\$1,418,805	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,418,805
Improvements to Soldier Wash Crossing of Brewer Road (Coconino County)	Restricted		SD-7	\$856,900	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$856,900
Juniper Hills Area Drainage Improvements (Coconino County)	Restricted & Capital Reserves		SD-8	\$100,000	\$601,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$701,000
Mystic Hills Lift Station Access Improvements (Coconino County)	Restricted		SD-9	\$0	\$0	\$240,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$240,000
Stormwater Drainage Easements Acquisition	Restricted		SD-10	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$500,000
Stormwater Master Plan Update & Project Implementations	Restricted & Unidentified		SD-11	\$0	\$0	\$250,000	\$475,000	\$475,000	\$400,000	\$400,000	\$775,000	\$775,000	\$775,000	\$4,325,000
<b>SD - Storm Drainage Subtotal (excluding projects not funded)</b>				<b>\$3,730,405</b>	<b>\$2,662,300</b>	<b>\$660,000</b>	<b>\$400,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$7,752,705</b>
<b>Budgeted Funding as Capital Reserves</b>				<b>\$979,700</b>	<b>\$1,747,300</b>	<b>\$20,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,747,000</b>
<b>Projects Not Funded</b>				<b>\$0</b>	<b>\$0</b>	<b>\$250,000</b>	<b>\$475,000</b>	<b>\$850,000</b>	<b>\$1,860,750</b>	<b>\$1,709,250</b>	<b>\$775,000</b>	<b>\$775,000</b>	<b>\$775,000</b>	<b>\$7,470,000</b>
<b>Subtotal Non-Wastewater Projects (excluding projects not funded)</b>				<b>\$9,020,322</b>	<b>\$9,618,073</b>	<b>\$4,531,750</b>	<b>\$932,830</b>	<b>\$175,000</b>	<b>\$125,000</b>	<b>\$380,000</b>	<b>\$1,048,000</b>	<b>\$1,180,000</b>	<b>\$215,000</b>	<b>\$27,825,975</b>



**SUMMARY OF CAPITAL PROJECTS - continued**

**FY 2018 - FY 2027 Master Summary Project List by Major Program**

*Project dollar amounts in grey and italics are unfunded.*

*(Click on a Project Page # to navigate to that page)*

Project Name	Funding Sources Type	Page #	Project #	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Totals
<b>WW - Wastewater</b>														
Rebuild Wastewater Headworks	WW Revenues		WW-1	\$456,775	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$456,775
SCADA System & Configuration Upgrade	WW Revenues		WW-2	\$160,000	\$25,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$185,000
Skid Steer & Concrete Driveway for Air Drying Beds	WW Revenues		WW-3	\$50,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$50,000
Construction of Wastewater Recharge/Injection Wells - Wells 3 & 4	WW Revenues		WW-4	\$1,990,275	\$2,155,000	\$1,381,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,526,775
Wastewater Collections System Improvements	WW Revenues		WW-5	\$1,170,000	\$2,278,800	\$275,000	\$275,000	\$275,000	\$550,000	\$550,000	\$0	\$0	\$0	\$5,373,800
Replace WWRP Bar Screens and Tertiary Filters	WW Revenues		WW-6	\$1,225,000	\$520,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,745,000
WWRP Remodel and/or Expand Operations Building	WW Revenues		WW-7	\$25,000	\$0	\$35,000	\$400,000	\$0	\$0	\$0	\$0	\$0	\$0	\$460,000
Replace Existing WWRP Drying Beds	WW Revenues		WW-8	\$0	\$0	\$0	\$150,000	\$1,500,000	\$0	\$0	\$0	\$0	\$0	\$1,650,000
Upgrade WWRP Treatment Processes	WW Revenues		WW-9	\$0	\$0	\$0	\$0	\$0	\$60,000	\$600,000	\$50,000	\$570,000	\$1,250,000	\$2,530,000
Upgrade Existing WWRP Odor Control Unit	WW Revenues		WW-10	\$0	\$185,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$185,000
Update Wastewater Master Plan for Collection Systems	WW Revenues		WW-11	\$0	\$0	\$0	\$0	\$0	\$100,000	\$0	\$0	\$0	\$0	\$100,000
Paving of WWRP Asphalt Roads	WW Revenues		WW-12	\$0	\$0	\$0	\$0	\$0	\$420,000	\$0	\$0	\$0	\$0	\$420,000
<b>WW - Wastewater Subtotal</b>				<b>\$5,077,050</b>	<b>\$5,163,800</b>	<b>\$1,691,500</b>	<b>\$825,000</b>	<b>\$1,775,000</b>	<b>\$1,130,000</b>	<b>\$1,150,000</b>	<b>\$50,000</b>	<b>\$570,000</b>	<b>\$1,250,000</b>	<b>\$18,682,350</b>
<b>TOTAL ALL PROJECTS (excluding projects not funded)</b>				<b>\$14,097,372</b>	<b>\$14,781,873</b>	<b>\$6,223,250</b>	<b>\$1,757,830</b>	<b>\$1,950,000</b>	<b>\$1,255,000</b>	<b>\$1,530,000</b>	<b>\$1,098,000</b>	<b>\$1,750,000</b>	<b>\$1,465,000</b>	<b>\$46,508,325</b>
<b>Total Projects Not Funded</b>				<b>\$0</b>	<b>\$600,000</b>	<b>\$1,638,790</b>	<b>\$5,511,600</b>	<b>\$12,489,660</b>	<b>\$10,566,310</b>	<b>\$13,649,150</b>	<b>\$8,071,200</b>	<b>\$6,257,300</b>	<b>\$2,664,600</b>	<b>\$61,448,610</b>
<b>Grand Totals Funded and Unfunded</b>				<b>\$14,097,372</b>	<b>\$15,381,873</b>	<b>\$7,862,040</b>	<b>\$7,269,430</b>	<b>\$14,439,660</b>	<b>\$11,821,310</b>	<b>\$15,179,150</b>	<b>\$9,169,200</b>	<b>\$8,007,300</b>	<b>\$4,129,600</b>	<b>\$107,356,935</b>
<b>Funding Sources Summary</b>														
1% for Arts				\$0	\$75,000	\$0	\$0	\$125,000	\$0	\$0	\$75,000	\$0	\$0	\$275,000
Capital Reserves				\$4,200,685	\$7,880,366	\$3,731,750	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$15,812,801
Coconino County Flood Control				\$2,125,705	\$500,000	\$365,000	\$400,000	\$400,000	\$400,000	\$400,000	\$400,000	\$400,000	\$400,000	\$5,790,705
Court Restricted Revenues				\$172,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$172,500
Development Impact Fees				\$1,429,600	\$466,050	\$210,000	\$482,830	\$50,000	\$125,000	\$410,000	\$50,000	\$585,000	\$50,000	\$3,858,480
Donations				\$0	\$0	\$0	\$100,000	\$0	\$0	\$0	\$0	\$0	\$0	\$100,000
Fairfield CFD				\$120,175	\$0	\$0	\$0	\$0	\$0	\$0	\$483,000	\$530,000	\$100,000	\$1,233,175
Grant				\$371,657	\$371,657	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$743,314
Outside Participation				\$250,000	\$0	\$0	\$0	\$0	\$0	\$75,000	\$375,000	\$0	\$0	\$700,000
RICO Monies				\$25,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$25,000
Summit CFD				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$440,000	\$65,000	\$65,000	\$570,000
Unidentified				\$0	\$600,000	\$1,513,790	\$5,111,600	\$11,714,660	\$9,791,310	\$12,769,150	\$6,921,200	\$5,482,300	\$1,889,600	\$55,793,610
Wastewater Revenues				\$5,077,050	\$5,163,800	\$1,691,500	\$825,000	\$1,775,000	\$1,130,000	\$1,150,000	\$50,000	\$570,000	\$1,250,000	\$18,682,350
Yavapai County Flood Control				\$325,000	\$325,000	\$350,000	\$350,000	\$375,000	\$375,000	\$375,000	\$375,000	\$375,000	\$375,000	\$3,600,000
<b>TOTAL FUNDING SOURCES</b>				<b>\$14,097,372</b>	<b>\$15,381,873</b>	<b>\$7,862,040</b>	<b>\$7,269,430</b>	<b>\$14,439,660</b>	<b>\$11,821,310</b>	<b>\$15,179,150</b>	<b>\$9,169,200</b>	<b>\$8,007,300</b>	<b>\$4,129,600</b>	<b>\$107,356,935</b>

**SUMMARY OF CAPITAL PROJECTS - continued**

**FY 2018 - FY 2027 Master Summary Project List by Major Program**

*Project dollar amounts in grey and italics are unfunded.*

*(Click on a Project Page # to navigate to that page)*

Project Name	Funding Sources Type	Page #	Project #	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Totals
--------------	----------------------	--------	-----------	--------	--------	--------	--------	--------	--------	--------	--------	--------	--------	--------

**Operating Impacts Summary**

**Revenues**

New Revenues				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Increase to Existing Revenues				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Revenue Impacts</b>				<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

NOTE: Projects with revenue impacts to be determined: PR-8, ST-5.

**Expenditures**

Personnel Costs				\$0	\$0	\$9,710	\$9,710	\$9,710	\$25,710	\$25,710	\$25,710	\$25,710	\$25,710	\$157,680
Materials & Supplies				\$14,950	\$33,350	\$51,140	\$52,140	\$35,140	\$32,170	\$32,170	\$32,470	\$32,770	\$32,770	\$349,070
Contractual Services				\$18,750	-\$5,287	\$11,213	\$17,213	\$17,213	\$82,363	\$87,363	\$93,843	\$36,483	\$36,483	\$395,637
<b>Total Expenditure Impacts</b>				<b>\$33,700</b>	<b>\$28,063</b>	<b>\$72,063</b>	<b>\$79,063</b>	<b>\$62,063</b>	<b>\$140,243</b>	<b>\$145,243</b>	<b>\$152,023</b>	<b>\$94,963</b>	<b>\$94,963</b>	<b>\$902,387</b>

NOTE: Does not include operating impacts of unfunded projects. Projects with expenditure impacts to be determined: PR-1, PR-4, PR-8, PD-5, PD-6, ST-9, WW-2, WW-6, WW-9.

<b>NET EXPENDITURE/(REVENUE) (excluding projects not funded)</b>				<b>\$33,700</b>	<b>\$28,063</b>	<b>\$72,063</b>	<b>\$79,063</b>	<b>\$62,063</b>	<b>\$140,243</b>	<b>\$145,243</b>	<b>\$152,023</b>	<b>\$94,963</b>	<b>\$94,963</b>	<b>\$902,387</b>
------------------------------------------------------------------	--	--	--	-----------------	-----------------	-----------------	-----------------	-----------------	------------------	------------------	------------------	-----------------	-----------------	------------------

**Project Funding Status Summary**

Carryover				\$7,332,838	\$501,283	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,834,121
New Appropriation				\$6,764,534	\$6,729,800	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$13,494,334
Future Estimate				\$0	\$7,550,790	\$6,223,250	\$1,757,830	\$1,950,000	\$1,255,000	\$1,530,000	\$1,098,000	\$1,750,000	\$1,465,000	\$24,579,870
Not Funded				\$0	\$600,000	\$1,638,790	\$5,511,600	\$12,489,660	\$10,566,310	\$13,649,150	\$8,071,200	\$6,257,300	\$2,664,600	\$61,448,610
<b>TOTALS BY FUNDING STATUS</b>				<b>\$14,097,372</b>	<b>\$15,381,873</b>	<b>\$7,862,040</b>	<b>\$7,269,430</b>	<b>\$14,439,660</b>	<b>\$11,821,310</b>	<b>\$15,179,150</b>	<b>\$9,169,200</b>	<b>\$8,007,300</b>	<b>\$4,129,600</b>	<b>\$107,356,935</b>

**Category Summary**

Arts Transfer				\$26,378	\$73,073	\$46,540	\$36,600	\$103,660	\$90,310	\$109,150	\$61,200	\$52,300	\$14,600	\$613,811
Construction				\$8,953,990	\$12,640,600	\$6,626,500	\$4,013,937	\$11,875,000	\$8,772,000	\$11,575,000	\$7,843,000	\$7,385,000	\$3,290,000	\$82,975,027
Contingency				\$571,060	\$235,000	\$0	\$43,893	\$0	\$30,000	\$0	\$0	\$0	\$0	\$879,953
Design				\$1,417,480	\$1,168,200	\$444,000	\$1,675,000	\$1,316,000	\$2,109,000	\$1,775,000	\$550,000	\$320,000	\$360,000	\$11,134,680
Environmental				\$90,000	\$75,000	\$25,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$190,000
Equipment				\$903,464	\$625,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,528,464
Evaluation				\$45,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$45,000
Land Acquisition				\$1,900,000	\$500,000	\$470,000	\$950,000	\$730,000	\$720,000	\$1,220,000	\$650,000	\$250,000	\$465,000	\$7,855,000
Master Plan				\$0	\$0	\$0	\$0	\$0	\$100,000	\$0	\$0	\$0	\$0	\$100,000
Public Art Purchase				\$0	\$65,000	\$0	\$0	\$65,000	\$0	\$0	\$65,000	\$0	\$0	\$195,000
Study				\$15,000	\$0	\$250,000	\$150,000	\$150,000	\$0	\$0	\$0	\$0	\$0	\$565,000
Technology				\$175,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$175,000
Vehicles				\$0	\$0	\$0	\$400,000	\$200,000	\$0	\$500,000	\$0	\$0	\$0	\$1,100,000
<b>TOTALS BY CATEGORY</b>				<b>\$14,097,372</b>	<b>\$15,381,873</b>	<b>\$7,862,040</b>	<b>\$7,269,430</b>	<b>\$14,439,660</b>	<b>\$11,821,310</b>	<b>\$15,179,150</b>	<b>\$9,169,200</b>	<b>\$8,007,300</b>	<b>\$4,129,600</b>	<b>\$107,356,935</b>





**CAPITAL PROJECTS DETAILS - continued**

**Project Summary**

**Project Title:**  
Improvements at Ranger Station

**Location:**  
250 Brewer Road

**Phase:** 1A of 4 **Project #:** CD-1  
(If Applicable)

	Original	Revised (if applicable)
Start Date	August 2017	
Estimated Completion Date	January 2018	

**Project Description:**

Continued development and construction of improvements approved in the Ranger Station Master Plan:  
**FY2017:** The master plan was completed, hazardous material was removed from the site, one building and three sheds removed, and Phase 1 of the master plan was designed.  
**FY2018:** Phase 1A funding supports the completion of underground utilities and rough grading which also utilizes available resources from the Soldier Wash project. This creates efficiencies and cost saving opportunities.  
**FY2025:** Phase 1B funding supports the construction of the parking lot, restrooms, lawn, playground, and central seating areas.  
**FY2026 & FY2027:** Funding supports Phase 2 (the plaza, landscape barn and house areas), Phase 3 (perimeter trail and landscaping), and Phase 4 (the pickleball court and gardens).



**Project Justification:**

The City purchased the "Old Ranger Station" at 250 Brewer Road in 2014 and has now developed a master plan for the site. This master plan reflects the future community vision for this property as a community park. Detailed design needs to be developed, for all phases of the Master Plan, to allow construction of the approved master plan concepts.

**For Continuing Projects**

**Estimated Project Status as of June 30, 2017:**

Site environmental work is complete, site structure removal (as previously specified) will be complete, and Phase 1 design will be complete.

Project Balance	
Original Approved Project Budget	\$261,600
Approved Budget Increases/Decreases	
<b>Current Approved Total Project Budget</b>	<b>\$261,600</b>
Requested Budget Increase/Decrease	
<b>Requested Total Project Budget</b>	<b>\$261,600</b>
Estimated Expenditures through June 30, 2017	\$141,425
<b>Budget Balance Remaining</b>	<b>\$120,175</b>

**Explanation for Revised Project Start Date and/or Project Budget (if applicable):**

The Project Estimate Detail reflects the approved Master Plan cost estimates and design data. Phase 1 is divided into Phase 1A for FY2018 and Phase 1B for FY2025. Phase 1B is scheduled for FY2025 to allow for the accumulation of CFD monies. Phases 2, 3, and 4 are planned for FY2026 & FY2027.

**Budget Detail**

**Project Estimate Detail:**

Category	Funding Source	Funding Status	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals
Master Plan	Summit CFD	Carryover	\$5,000											\$5,000
Design	Summit CFD	Carryover	\$56,600											\$56,600
Environmental	Fairfield CFD	Carryover	\$49,825											\$49,825
Demolition/Site Prep	Summit CFD	Carryover	\$30,000											\$30,000
Construction	Fairfield CFD	Carryover		\$120,175										\$120,175
Design	Summit CFD	Future Estimate									\$25,000			\$25,000
Design	Fairfield CFD	Future Estimate										\$35,000		\$35,000
Construction	Summit CFD	Future Estimate									\$415,000	\$65,000	\$65,000	\$545,000
Construction	Fairfield CFD	Future Estimate									\$483,000	\$495,000	\$100,000	\$1,078,000
<b>Totals</b>				\$141,425	\$120,175	\$0	\$0	\$0	\$0	\$0	\$923,000	\$595,000	\$165,000	\$1,944,600

**Explanation of Outside Funding Sources (Donations, Outside Participation, Grants):**

May be an opportunity to use Development Impact Fees toward this project.

**Total Operating Impacts:**

	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
<b>Revenues</b>										
New Revenues										
Increase to Existing Revenues										
Total Revenue Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Expenditures</b>										
Personnel Costs										
Materials & Supplies								\$300	\$600	\$600
Contractual Services								\$6,480	\$9,120	\$9,120
Total Expenditure Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$6,780	\$9,720	\$9,720

**Explanation of Operating Impacts:**

There will be impacts to the operating budget due to additional demands for event planning, parks maintenance, utilities, commodities, etc.

**CAPITAL PROJECTS DETAILS - continued**

**Project Summary**

**Project Title:**

New Courtroom - Remodel OR New Construction

**Location:**

55 Sinagua Drive (if remodel) --OR-- To Be Determined (if new construction)

**Phase:**  of  **Project #:**   
(If Applicable)

	Original	Revised (if applicable)
Start Date	FY2018	
Estimated Completion Date	4-6 months	

**Project Description:**

Establish a separate courtroom, office space for 3 clerks, court administrator office, judge's chambers, jury room, lawyer conference room, file room, bathroom facilities and kitchen area.

**FYs 2018-2019 Option (Remodel):**

Remodel costs are for design and construction at 55 Sinagua Drive and includes funding for both the Court and City Attorney.

**Alternate Option (New Construction):**

New build costs are for design and construction at a location to be determined (land acquisition costs are not included in estimate). Total New Build Project Estimate is \$1,035,000.



**Project Justification:**

The court and City Council compete for use of the council chambers due to respective schedules. The judge conducts in-court business Monday through Wednesday. There are only 10 actual days out of the month during which to schedule in-court business. As work of the court increases, this limitation becomes more acute. There have already been instances where time sensitive matters have been redirected to other courts because the courtroom was not available. The courtroom itself would require 600 to 800 sq. feet. The jury room and judge's chamber would require approx. 216 sq. feet each. The clerks' office and court supervisor would need about 360 sq. feet. The conference room would need 64 to 80 sq. feet. The file room would need about 72 sq. feet. Bathrooms and kitchen space accordingly. In total, the estimated square foot requirements would be between 1,312 and 1,528. A long-term solution for the court's requirements should be discussed, and a plan developed.

**For Continuing Projects**

**Estimated Project Status as of June 30, 2017:**

Project Balance	
Original Approved Project Budget	
Approved Budget Increases/Decreases	
<b>Current Approved Total Project Budget</b>	<b>\$0</b>
Requested Budget Increase/Decrease	\$273,000
<b>Requested Total Project Budget</b>	<b>\$273,000</b>
Estimated Expenditures through June 30, 2017	\$0
<b>Budget Balance Remaining</b>	<b>\$273,000</b>

**Explanation for Revised Project Start Date and/or Project Budget (if applicable):**

**Budget Detail**

**Project Estimate Detail:**

Category	Funding Source	Funding Status	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals
Design	Court Restricted Revenues	New Appropriation		\$22,500										\$22,500
Construction	Court Restricted Revenues	New Appropriation		\$150,000										\$150,000
Technology	Capital Reserves	New Appropriation		\$50,000										\$50,000
Construction	Capital Reserves	New Appropriation		\$50,000										\$50,000
Arts Transfer	Capital Reserves	New Appropriation		\$500										\$500
														\$0
														\$0
<b>Totals</b>				\$0	\$273,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$273,000

**Explanation of Outside Funding Sources (Donations, Outside Participation, Grants):**

**Total Operating Impacts:**

	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
<b>Revenues</b>										
New Revenues										
Increase to Existing Revenues										
<b>Total Revenue Impacts</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Expenditures</b>										
Personnel Costs										
Materials & Supplies		\$300	\$300	\$300	\$300	\$300	\$300	\$300	\$300	\$300
Contractual Services		\$1,200	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200
<b>Total Expenditure Impacts</b>	\$0	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500

**Explanation of Operating Impacts:**





**CAPITAL PROJECTS DETAILS - continued**

**Project Summary**

**Project Title:**  
New Concession Stand

**Location:**  
Posse Grounds Park

**Phase:**  of  **Project #:**   
(If Applicable)

	Original	Revised (if applicable)
Start Date	FY2019	
Estimated Completion Date	FY2019	

**Project Description:**  
The concession stand and restrooms building (combined) is located 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. The original building will be torn down.



**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 and Pavilion, 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, rentals, and bike park. This restroom will support any Pavilion rentals as well during the fall/winter seasons since those restrooms are closed. This building also provides storage for Little League.

**For Continuing Projects**

**Estimated Project Status as of June 30, 2017:**

Project Balance	
Original Approved Project Budget	
Approved Budget Increases/Decreases	
<b>Current Approved Total Project Budget</b>	<b>\$0</b>
Requested Budget Increase/Decrease	
<b>Requested Total Project Budget</b>	<b>\$0</b>
Estimated Expenditures through June 30, 2017	\$0
<b>Budget Balance Remaining</b>	<b>\$0</b>

**Explanation for Revised Project Start Date and/or Project Budget (if applicable):**

**Budget Detail**

**Project Estimate Detail:**

Category	Funding Source	Funding Status	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals
Design	Development Impact Fees	Future Estimate			\$30,000									\$30,000
Construction	Development Impact Fees	Future Estimate			\$220,000									\$220,000
Contingency	Development Impact Fees	Future Estimate			\$20,000									\$20,000
														\$0
														\$0
														\$0
														\$0
														\$0
<b>Totals</b>				\$0	\$0	\$270,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$270,000

**Explanation of Outside Funding Sources (Donations, Outside Participation, Grants):**

**Total Operating Impacts:**

	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
<b>Revenues</b>										
New Revenues										
Increase to Existing Revenues										
Total Revenue Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Expenditures</b>										
Personnel Costs										
Materials & Supplies										
Contractual Services										
Total Expenditure Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

**Explanation of Operating Impacts:**  
A new building will replace the currently existing building so operating expenses are already accounted for.





**CAPITAL PROJECTS DETAILS - continued**

**Project Summary**

**Project Title:**  
Shade Structures and Playground Equipment Replacement

**Location:**  
Posse Grounds Park Playground Area

**Phase:**  of  **Project #:** PR-4  
(If Applicable)

	Original	Revised (if applicable)
Start Date	FY2021	
Estimated Completion Date	FY2021	

**Project Description:**  
Remove all existing outdated playground equipment, and replace with new inclusive and adaptive equipment. Completion of this project will result in two new shade structures and two new playgrounds. Includes installation of a rubberized safety playground surface, new equipment, water feature, and shade structures over both of the new playground areas.



**Project Justification:**  
According to the 2012 Parks and Recreation Master Plan: Capital Maintenance Priorities - Upgrade Existing Playgrounds at Posse Grounds Community Park, shade structures should be installed on all playgrounds within 1-3 years.  
  
A design was completed in 2015 that would replace both playgrounds at Posse Grounds Park. Construction will not take place unless outside funding sources are procured for a significant portion of the project. The new playground design will be "inclusive" by nature so as to invite children of all abilities to play and imagine together. 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 and protect 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.

**For Continuing Projects**

**Estimated Project Status as of June 30, 2017:**

Project Balance	
Original Approved Project Budget	\$30,630
Approved Budget Increases/Decreases	
<b>Current Approved Total Project Budget</b>	<b>\$30,630</b>
Requested Budget Increase/Decrease	
<b>Requested Total Project Budget</b>	<b>\$30,630</b>
Estimated Expenditures through June 30, 2017	\$30,630
<b>Budget Balance Remaining</b>	<b>\$0</b>

**Explanation for Revised Project Start Date and/or Project Budget (if applicable):**

**Budget Detail**

Project Estimate Detail:														
Category	Funding Source	Funding Status	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals
Design	Development Impact Fees	Carryover	\$30,630											\$30,630
Construction	Development Impact Fees	Future Estimate					\$388,937							\$388,937
Construction	Donations	Future Estimate					\$100,000							\$100,000
Contingency	Development Impact Fees	Future Estimate					\$43,893							\$43,893
														\$0
														\$0
														\$0
														\$0
Totals			\$30,630	\$0	\$0	\$0	\$532,830	\$0	\$0	\$0	\$0	\$0	\$0	\$563,460

**Explanation of Outside Funding Sources (Donations, Outside Participation, Grants):**  
Will seek outside funding through community donations and sponsorships.

Total Operating Impacts:										
	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
<b>Revenues</b>										
New Revenues										
Increase to Existing Revenues										
<b>Total Revenue Impacts</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Expenditures</b>										
Personnel Costs										
Materials & Supplies										
Contractual Services										
<b>Total Expenditure Impacts</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

**Explanation of Operating Impacts:**  
There is already a playground here so it would not increase the level of work that Maintenance is already providing. It may decrease costs, however, since wood chips would not have to be replaced annually.

**CAPITAL PROJECTS DETAILS - continued**

**Project Summary**

**Project Title:**

Bike Skills Park - Phase II

**Location:**

Posse Grounds Park

**Phase:**  of  **Project #:**   
(If Applicable)

	Original	Revised (if applicable)
Start Date	March 2017	
Estimated Completion Date	June 2018	

**Project Description:**

The bicycle community fundraised \$37,000 for the design of the park in FY2015, and the City subsequently agreed to construct the park. The contributed funds paid for a complete master plan design. It included future phases (not currently budgeted) that could be built, if additional funding becomes available. Phase One (Pump Park, Flow Train, and Tech Flow) is complete. Phase Two was originally set to be built in FY2017, and a portion will be carried over to FY2018. The additional funding will build Phases Two through Four, which include six additional features including dual slalom, dirt jump park, tot loop, skills zone, and bump & jump flow trail. Phases Three and Four are projected as FY2022 and FY2025, but are currently unfunded.



**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 City's 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, the 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. In FY2016, Phase One of the park was completed. A second phase (Dual Slalom) was programmed for FY2017 and scheduled for start in early March after the Sedona Mountain Bike Festival. The final phases Three and Four are currently unfunded.

**For Continuing Projects**

**Estimated Project Status as of June 30, 2017:**

Phase Two - the dual slalom will be substantially complete.

Project Balance	
Original Approved Project Budget	\$274,296
Approved Budget Increases/Decreases	\$1,500
<b>Current Approved Total Project Budget</b>	<b>\$275,796</b>
Requested Budget Increase/Decrease	
<b>Requested Total Project Budget</b>	<b>\$275,796</b>
Estimated Expenditures through June 30, 2017	\$226,196
<b>Budget Balance Remaining</b>	<b>\$49,600</b>

**Explanation for Revised Project Start Date and/or Project Budget (if applicable):**

**Budget Detail**

**Project Estimate Detail:**

Category	Funding Source	Funding Status	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals
Design	Outside Participation	Carryover	\$37,096											\$37,096
Construction	Grant	Carryover	\$20,600											\$20,600
Construction	Capital Reserves	Carryover	\$110,000											\$110,000
Construction	Development Impact Fees	Carryover	\$54,400	\$49,600										\$104,000
Construction	Donations	New Appropriation	\$3,000											\$3,000
Construction	Unidentified	Not Funded						\$150,000			\$140,000			\$290,000
Arts Transfer	Capital Reserves	Carryover	\$1,100											\$1,100
<b>Totals</b>				\$226,196	\$49,600	\$0	\$0	\$0	\$150,000	\$0	\$0	\$140,000	\$0	\$565,796

**Explanation of Outside Funding Sources (Donations, Outside Participation, Grants):**

Community members and businesses raised the money for the design. There was also a private donation for \$3,000 after the design was complete.

**Total Operating Impacts:**

	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
<b>Revenues</b>										
New Revenues										
Increase to Existing Revenues										
Total Revenue Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Expenditures</b>										
Personnel Costs										
Materials & Supplies										
Contractual Services	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Total Expenditure Impacts	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000

**Explanation of Operating Impacts:**

The trails must be maintained on a continued basis. We would like to work with an independent contractor to perform maintenance on the trails and organize volunteer efforts. A Decision Package has been submitted as part of the Parks & Recreation operating budget, but was only partially approved by the City Manager for \$10,000.









**CAPITAL PROJECTS DETAILS - continued**

**Project Summary**

**Project Title:**  
Remodel/Expand Police Facility

**Location:**  
City Hall

**Phase:**  of  **Project #:**   
(If Applicable)

	Original	Revised (if applicable)
Start Date	FY 2019	
Estimated Completion Date	FY 2020	

**Project Description:**

Design, construct, furnish, and equip a 18,721 sq. ft. police station (based on Police Facility Study). Project estimates assume utilizing existing city-owned land, and therefore, does not include costs for land acquisition.

The request for FY2018 is to perform an evaluation of possible options, such as utilization of currently owned city facilities, or construction of new facility. The FY2019 and FY2020 amounts assume a complete remodel of existing space contingent upon approval of Project MC-1.



**Project Justification:**

The current police station was never designed as a critical, public safety facility and does not allow for effective workflow processes, security of confidential/sensitive work areas, locker room privacy, shared public/other City department use, or accommodation for various support functions. Since the station opened in 1998, it has been operating as a 24/7 police facility, 365 days-a-year, which significantly wears a facility much more rapidly than an office building with limited hours of operation. The current building is lacking an interview room, proper storage areas, sergeants and officers work stations. The communication center and evidence storage rooms flood due to water seeping through the walls, and the garage leaks. Of critical importance, there are many negative safety factors associated with prisoner processing. A 2016 Police Station Study confirmed many shortcomings of the overcrowded facility, particularly that the current 6,021 sq. ft. space (7,530 sq. ft. including the parking garage) was inadequate and lacked many FEMA requirements for critical facilities. The proposed project does not include land acquisition.

**For Continuing Projects**

**Estimated Project Status as of June 30, 2017:**

Project Balance	
Original Approved Project Budget	
Approved Budget Increases/Decreases	
<b>Current Approved Total Project Budget</b>	<b>\$0</b>
Requested Budget Increase/Decrease	\$20,000
<b>Requested Total Project Budget</b>	<b>\$20,000</b>
Estimated Expenditures through June 30, 2017	\$0
<b>Budget Balance Remaining</b>	<b>\$20,000</b>

**Explanation for Revised Project Start Date and/or Project Budget (if applicable):**

**Budget Detail**

**Project Estimate Detail:**

Category	Funding Source	Funding Status	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals
Evaluation	Capital Reserves	New Appropriation		\$20,000										\$20,000
Design	Capital Reserves	Future Estimate			\$75,000									\$75,000
Construction	Capital Reserves	Future Estimate			\$643,950	\$750,000								\$1,393,950
Construction	Development Impact Fees	Future Estimate			\$106,050									\$106,050
Arts Transfer	Capital Reserves	Future Estimate			\$7,190	\$7,500								\$14,690
														\$0
														\$0
														\$0
<b>Totals</b>				\$0	\$20,000	\$832,190	\$757,500	\$0	\$0	\$0	\$0	\$0	\$0	\$1,609,690

**Explanation of Outside Funding Sources (Donations, Outside Participation, Grants):**

Development impact fees could potentially be used for a portion of the costs.

**Total Operating Impacts:**

	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
<b>Revenues</b>										
New Revenues										
Increase to Existing Revenues										
Total Revenue Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Expenditures</b>										
Personnel Costs										
Materials & Supplies										
Contractual Services										
Total Expenditure Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

**Explanation of Operating Impacts:**





**CAPITAL PROJECTS DETAILS - continued**

**Project Summary**

**Project Title:**  
Strengthen Radio Signal

**Location:**  
100 Roadrunner Drive and Airport Mesa

**Phase:**  of  **Project #:** PD-3  
(If Applicable)

	Original	Revised (if applicable)
Start Date	July 2017	
Estimated Completion Date	June 2018	

**Project Description:**

Enhance radio system to improve radio transmitting and receiving of police radio communications. Identify and recommend various alternatives to ensure that the radio system will meet current and future interoperability requirements.

The airport is changing the antenna locations at the southeast end of the field. We included a cost estimate of \$100,000 in FY2018 in case emergency repeaters or antennas are needed, due to the airports actions.



**Project Justification:**

A vital and critical resource to any public safety entity is reliable and effective radio communications. For the past several years, police personnel have experienced on-going problems with transmitting and receiving radio communications, including dead spots (inability to communicate based on terrain or infrastructure blockage) and frequent inaudible or garbled transmissions. This is a public safety issue that impacts our ability to keep our employees and the public safe. Slight improvements have been made to the system based on recommendations from the previous system assessment study along with the planned upgrading of other system components. A complete evaluation of improved radio transmitting and receiving communication is scheduled to be completed during FY2018. Should radio communications problems persist, the alternative recommendation of implementing a digital/analog P25 radio system will need to be considered for funding in FY2019.

**For Continuing Projects**

**Estimated Project Status as of June 30, 2017:**

The High School antenna addition was placed on hold until the FAA gives approval to move the Airport antenna to a higher level than its current location. A decision on this antenna movement request is pending, and we are hopeful to receive a decision before the end of this fiscal year.

Project Balance	
Original Approved Project Budget	\$40,000
Approved Budget Increases/Decreases	
<b>Current Approved Total Project Budget</b>	<b>\$40,000</b>
Requested Budget Increase/Decrease	\$115,000
<b>Requested Total Project Budget</b>	<b>\$155,000</b>
Estimated Expenditures through June 30, 2017	\$0
<b>Budget Balance Remaining</b>	<b>\$155,000</b>

**Explanation for Revised Project Start Date and/or Project Budget (if applicable):**

In 2016, the Sedona Fire District was told by the Airport Commission that the airport will be moving all radio antennas on the southeast side of the airport to the southwest end of the airport. This may cause radio communications along SR 179 to be negatively impacted. The Fire District has since transitioned to another radio system; however, the movement of these antennas will affect the Police Department's radio system.

**Budget Detail**

**Project Estimate Detail:**

Category	Funding Source	Funding Status	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals
Equipment	Capital Reserves	Carryover		\$40,000										\$40,000
Equipment	Capital Reserves	New Appropriation		\$100,000										\$100,000
Study	Capital Reserves	New Appropriation		\$15,000										\$15,000
Equipment	Unidentified	Not Funded			\$600,000									\$600,000
														\$0
														\$0
														\$0
<b>Totals</b>				\$0	\$155,000	\$600,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$755,000

**Explanation of Outside Funding Sources (Donations, Outside Participation, Grants):**

Since the need for the digital/analog P25 radio system is unknown at this time, it is not considered funded until further information is available.

**Total Operating Impacts:**

	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
<b>Revenues</b>										
New Revenues										
Increase to Existing Revenues										
<b>Total Revenue Impacts</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Expenditures</b>										
Personnel Costs										
Materials & Supplies										
Contractual Services										
<b>Total Expenditure Impacts</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

**Explanation of Operating Impacts:**

**CAPITAL PROJECTS DETAILS - continued**

**Project Summary**

**Project Title:**

Renovation of Current Police Facility

**Location:**

100 Roadrunner Drive

**Phase:**  of  **Project #:**   
(If Applicable)

	Original	Revised (if applicable)
Start Date	July 2017	
Estimated Completion Date	June 2018	

**Project Description:**

1. Expand the Women's restroom/locker area to meet the basic needs of current female employees while planning for the needs of future female employees within the Police Department;
2. Create a recordable interview room;
3. Add a secured equipment supply room;
4. Convert the old armory into a volunteer room.

The design for these renovations will be completed internally through the Public Works Department.



**Project Justification:**

1. The police station opened in 1998; it has been operating as a 24/7 facility, 365 days-a-year. This building was originally designed as an office building and not a police department. The Sedona Police Department (SPD) currently has 12 females working within the department, not including the volunteers. Our female employees have to share a small restroom space that has two toilet stalls and only seven lockers; the other lockers are located in the records area. This funding will convert and merge two small rooms into additional space for the female locker room.
2. There is no dedicated area within the SPD to conduct a proper, recorded interview with a suspect. This funding will convert an unused room into an interview room.
3. There is no secure area to store police equipment and supplies. This funding will convert a closet area adjacent to the report writing room into an equipment/supply area.
4. The armory was previously moved to the lower parking garage, so this funding will convert the newly freed space into an office for our volunteers.

**For Continuing Projects**

**Estimated Project Status as of June 30, 2017:**

Project Balance	
Original Approved Project Budget	
Approved Budget Increases/Decreases	
<b>Current Approved Total Project Budget</b>	<b>\$0</b>
Requested Budget Increase/Decrease	\$151,500
<b>Requested Total Project Budget</b>	<b>\$151,500</b>
Estimated Expenditures through June 30, 2017	\$0
<b>Budget Balance Remaining</b>	<b>\$151,500</b>

**Explanation for Revised Project Start Date and/or Project Budget (if applicable):**

**Budget Detail**

**Project Estimate Detail:**

Category	Funding Source	Funding Status	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals
Construction	Capital Reserves	New Appropriation		\$145,000										\$145,000
Equipment	Capital Reserves	New Appropriation		\$5,000										\$5,000
Arts Transfer	Capital Reserves	New Appropriation		\$1,500										\$1,500
														\$0
														\$0
														\$0
<b>Totals</b>				\$0	\$151,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$151,500

**Explanation of Outside Funding Sources (Donations, Outside Participation, Grants):**

**Total Operating Impacts:**

	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
<b>Revenues</b>										
New Revenues										
Increase to Existing Revenues										
<b>Total Revenue Impacts</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Expenditures</b>										
Personnel Costs										
Materials & Supplies										
Contractual Services										
<b>Total Expenditure Impacts</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

**Explanation of Operating Impacts:**

**CAPITAL PROJECTS DETAILS - continued**

**Project Summary**

**Project Title:**

Construct Bathrooms at Shooting Range

**Location:**

Wastewater Treatment Plant/Shooting Range

**Phase:**  of  **Project #:**   
(If Applicable)

	Original	Revised (if applicable)
Start Date	July 2016	
Estimated Completion Date	June 2018	

**Project Description:**

A few years ago, a study detailing the renovation and enhancement of the police shooting range was completed. Most of the improvements have been completed within the past year, except for the installation of a bathroom and a classroom. The completion of this project will result in a fully functioning bathroom with the ability to flush toilets and wash hands.



**Project Justification:**

The Police Department shooting range is used throughout the year by the Sedona Police Department and 17 surrounding law enforcement agencies. When the range is in session, there are approximately 15-20 persons participating, and currently only one Porta-Potty, which does not have running water to wash hands. Funding for this project will provide two separate bathrooms with potable water for the toilets, and fresh water to wash hands and faces.

**For Continuing Projects**

**Estimated Project Status as of June 30, 2017:**

The restroom design is in process, and the construction should begin in August 2017. From the prior years, we have spent \$453,750 to improve the protection berms for both the handgun and rifle side, chip seal the handgun side, extend the rifle's 100-yard shooting pad, and replace the large rocks in the parking lots with small rocks to avoid injuries.

Project Balance	
Original Approved Project Budget	\$726,250
Approved Budget Increases/Decreases	
<b>Current Approved Total Project Budget</b>	<b>\$726,250</b>
Requested Budget Increase/Decrease	-\$46,747
<b>Requested Total Project Budget</b>	<b>\$679,503</b>
Estimated Expenditures through June 30, 2017	\$485,328
<b>Budget Balance Remaining</b>	<b>\$194,175</b>

**Explanation for Revised Project Start Date and/or Project Budget (if applicable):**

**Budget Detail**

**Project Estimate Detail:**

Category	Funding Source	Funding Status	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals
Study	Capital Reserves	Carryover	\$19,900											\$19,900
Design	Capital Reserves	Carryover	\$38,885	\$5,500										\$44,385
Construction	Capital Reserves	Carryover	\$290,154	\$162,000										\$452,154
Construction	RICO Monies	Carryover	\$2,015	\$25,000										\$27,015
Construction	Development Impact Fees	Carryover	\$95,000											\$95,000
Equipment	RICO Monies	Carryover	\$39,374											\$39,374
Arts Transfer	Capital Reserves	Carryover		\$1,675										\$1,675
<b>Totals</b>				\$485,328	\$194,175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$679,503

**Explanation of Outside Funding Sources (Donations, Outside Participation, Grants):**

**Total Operating Impacts:**

	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
<b>Revenues</b>										
New Revenues										
Increase to Existing Revenues										
Total Revenue Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Expenditures</b>										
Personnel Costs										
Materials & Supplies										
Contractual Services		-\$7,500	-\$7,500	-\$7,500	-\$7,500	-\$7,500	-\$7,500	-\$7,500	-\$7,500	-\$7,500
Total Expenditure Impacts	\$0	-\$7,500	-\$7,500	-\$7,500	-\$7,500	-\$7,500	-\$7,500	-\$7,500	-\$7,500	-\$7,500

**Explanation of Operating Impacts:**

Currently, the Police Department is paying \$625 per month, totaling \$7,500 per year, to clean the Porta-Potty. The waste removal and portable water costs are to be determined.



**CAPITAL PROJECTS DETAILS - continued**

**Project Summary**

**Project Title:**  
Create Neighborhood Connections

**Location:**  
Citywide

**Phase:** 1 of 10 **Project #:** ST-1  
(If Applicable)

	Original	Revised (if applicable)
Start Date	July 2017	
Estimated Completion Date	June 2018	

**Project Description:**

Construct various improvements related to connectivity throughout the City:  
 FY2018: Tlaquepaque/Ranger/Brewer      FY2024: Panorama Blvd/Rockridge Dr  
 FY2019&2020: Forest Rd/SR 89A (ADOT)      FY2025: Panorama Blvd/Birch Blvd  
 FY2021: Northview Rd/Sunset Dr      FY2026: Contractors Rd/Goodrow Ln\*  
 FY2022: Southwest Dr/Navajo Dr/Cantabile St Ctr\*      FY2027: Tranquil Ave/Madole Rd/Safeway Shopping Ctr\*  
 FY2023: Willow Wy/Rockridge Dr      FY2028: White Bear Rd/Calle del Sol/Navoti Dr\*

\* = Pending development outside City right-of-way.

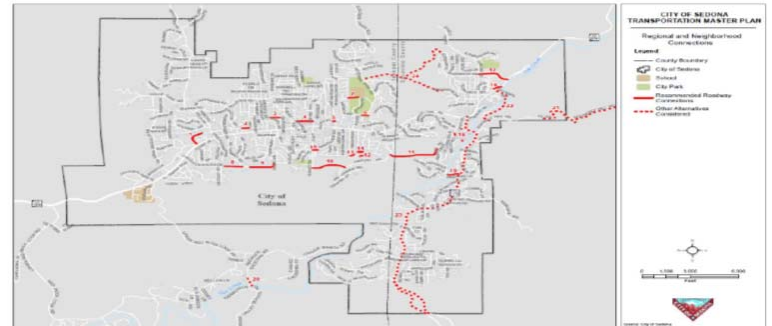


Figure 17: Regional and Neighborhood Roadway Connections

**Project Justification:**

The Transportation Master Plan, Strategy 1 Neighborhood and Regional Roadway Connections, states communities that are well-connected within their own boundaries make better use of thoroughfares for through-travel by offering parallel, and alternate routes for local trips.

While Thunder Mountain Road provides a limited alternative to SR 89A, north of SR 89A, additional connections will further enhance connectivity. Mobility pattern data shows 1,200 daily internal trips in West Sedona north of SR 89A. Connectivity will enable use of routes other than SR 89A. A parallel route south of SR 89A will establish connectivity between subdivisions south of SR 89A. Connectivity should also be pursued to provide an alternative route connecting West Sedona to SR 179 destinations.

**For Continuing Projects**

**Estimated Project Status as of June 30, 2017:**

--

Project Balance	
Original Approved Project Budget	
Approved Budget Increases/Decreases	
<b>Current Approved Total Project Budget</b>	<b>\$0</b>
Requested Budget Increase/Decrease	\$763,600
<b>Requested Total Project Budget</b>	<b>\$763,600</b>
Estimated Expenditures through June 30, 2017	\$0
<b>Budget Balance Remaining</b>	<b>\$763,600</b>

**Explanation for Revised Project Start Date and/or Project Budget (if applicable):**

--

**Budget Detail**

**Project Estimate Detail:**

Category	Funding Source	Funding Status	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals	
Land Acquisition	Capital Reserves	New Appropriation		\$400,000										\$400,000	
Design	Capital Reserves	New Appropriation		\$60,000										\$60,000	
Construction	Capital Reserves	New Appropriation		\$300,000										\$300,000	
Arts Transfer	Capital Reserves	New Appropriation		\$3,600										\$3,600	
Land Acquisition	Capital Reserves	Future Estimate			\$400,000									\$400,000	
Design	Capital Reserves	Future Estimate			\$120,000									\$120,000	
Construction	Capital Reserves	Future Estimate				\$800,000								\$800,000	
Arts Transfer	Capital Reserves	Future Estimate			\$1,200	\$8,000								\$9,200	
Land Acquisition	Unidentified	Not Funded					\$150,000	\$250,000	\$150,000	\$150,000	\$100,000	\$200,000	\$400,000	\$1,400,000	
Design	Unidentified	Not Funded					\$40,000	\$30,000	\$25,000	\$45,000	\$25,000	\$60,000	\$110,000	\$335,000	
Construction	Unidentified	Not Funded					\$200,000	\$150,000	\$120,000	\$215,000	\$120,000	\$300,000	\$550,000	\$1,655,000	
Arts Transfer	Unidentified	Not Funded					\$2,400	\$1,800	\$1,450	\$2,600	\$1,450	\$3,600	\$6,600	\$19,900	
<b>Totals</b>				\$0	\$763,600	\$521,200	\$808,000	\$392,400	\$431,800	\$296,450	\$412,600	\$246,450	\$563,600	\$1,066,600	\$5,502,700

**Explanation of Outside Funding Sources (Donations, Outside Participation, Grants):**

Would look into partnership with surrounding property owners when applicable.

**Total Operating Impacts:**

	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
<b>Revenues</b>										
New Revenues										
Increase to Existing Revenues										
Total Revenue Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Expenditures</b>										
Personnel Costs										
Materials & Supplies										
Contractual Services		\$3,000	\$3,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000
Total Expenditure Impacts	\$0	\$3,000	\$3,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000

**Explanation of Operating Impacts:**

Operating costs include crack sealing, fog seal, pavement markings, drainage, and signs. These costs are cumulative for each project beginning the year after construction. For the projects not yet funded, the annual operating costs would increase by \$3,000 at the completion of each project.

**CAPITAL PROJECTS DETAILS - continued**

**Project Summary**

**Project Title:**

New Pedestrian Crossings

**Location:**

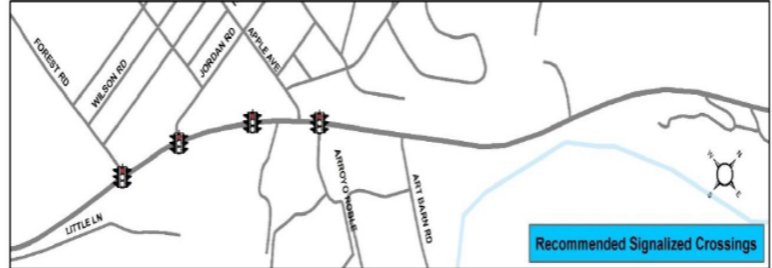
Uptown Sedona and SR 179

**Phase:**  of  **Project #:**   
(If Applicable)

	Original	Revised (if applicable)
Start Date	FY2018	
Estimated Completion Date	FY2018	

**Project Description:**

Construct pedestrian controlled street crossings:  
**FY2018:** Signal Crossing SR 89A at Arroyo Roble Rd  
**FY2019 & FY2020:** Pedestrian over crossing SR 89A - Wayside



**Project Justification:**

The Transportation Master Plan, Strategy 2 Pedestrian Crossings, states "... (at) uncontrolled (crosswalks) pedestrians cross upon arrival at the crosswalk. This can lead to numerous interruptions to through traffic ... during peak pedestrian times as pedestrians continually arrive at the crosswalk... The stop-and-go traffic ... backs up traffic."

**For Continuing Projects**

**Estimated Project Status as of June 30, 2017:**

Project Balance	
Original Approved Project Budget	
Approved Budget Increases/Decreases	
<b>Current Approved Total Project Budget</b>	<b>\$0</b>
Requested Budget Increase/Decrease	\$151,500
<b>Requested Total Project Budget</b>	<b>\$151,500</b>
Estimated Expenditures through June 30, 2017	\$0
<b>Budget Balance Remaining</b>	<b>\$151,500</b>

**Explanation for Revised Project Start Date and/or Project Budget (if applicable):**

**Budget Detail**

**Project Estimate Detail:**

Category	Funding Source	Funding Status	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals
Design	Capital Reserves	New Appropriation		\$25,000										\$25,000
Construction	Capital Reserves	New Appropriation		\$125,000										\$125,000
Arts Transfer	Capital Reserves	New Appropriation		\$1,500										\$1,500
Design	Capital Reserves	Future Estimate			\$315,000									\$315,000
Construction	Capital Reserves	Future Estimate			\$875,000	\$875,000								\$1,750,000
Arts Transfer	Capital Reserves	Future Estimate			\$11,900	\$8,750								\$20,650
														\$0
														\$0
<b>Totals</b>				\$0	\$151,500	\$1,201,900	\$883,750	\$0	\$0	\$0	\$0	\$0	\$0	\$2,237,150

**Explanation of Outside Funding Sources (Donations, Outside Participation, Grants):**

**Total Operating Impacts:**

	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
<b>Revenues</b>										
New Revenues										
Increase to Existing Revenues										
<b>Total Revenue Impacts</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Expenditures</b>										
Personnel Costs										
Materials & Supplies										
Contractual Services	\$1,500	\$6,500	\$6,500	\$6,500	\$6,500	\$6,500	\$6,500	\$6,500	\$6,500	\$6,500
<b>Total Expenditure Impacts</b>	\$1,500	\$6,500	\$6,500	\$6,500	\$6,500	\$6,500	\$6,500	\$6,500	\$6,500	\$6,500

**Explanation of Operating Impacts:**

Operating costs include signal maintenance, bridge structure maintenance (deck, paint, elevator etc.). These costs are cumulative for each project beginning the year of construction.



**CAPITAL PROJECTS DETAILS - continued**

**Project Summary**

**Project Title:**  
Uptown/SR 179 Street Improvements

**Location:**  
Uptown Sedona

**Phase:** 1 of 4 **Project #:** ST-3  
(If Applicable)

	Original	Revised (if applicable)
Start Date	July 2017	
Estimated Completion Date	June 2018	

**Project Description:**

Construct Uptown/SR 179 Street Improvement Projects:  
**FY2018 & FY2019:** 4-foot median through Uptown with 2nd southbound thru lane (including roundabout at Jordan Road)  
**FY2019:** Minor projects  
**FY2020:** Y bypass lanes (northbound and southbound)  
**FY2021&2022:** Widen Schnebly Roundabout to two lanes and widen SR 179 from Schnebly to the "Y" to two lanes in each direction; include a grade-separated pedestrian crossing at Tlaquepaque (pedestrians going under the roadway)  
**FY2023:** Roundabout at north end of Uptown



**Project Justification:**

The Transportation Master Plan, Strategy 3 Uptown Sedona Street Improvements, indicates traffic congestion in Uptown Sedona represents a primary source of frustration for residents and visitors. Traffic delays result from pedestrian crossing activity, parking maneuvers, and vehicles turning to and from side streets. A typical traffic lane, under ideal conditions, has a capacity of approximately 1,900 vehicles/hour. Traffic signals, on-street parking, pedestrian crossings, and turning vehicles all reduce the capacity of the roadway, and traffic volumes during peak season – which is primarily comprised of through travelers and visitors – exceed the capacity of the roadway. Southbound SR 89A consists of a single travel lane. A second southbound travel lane would improve traffic flow and reduce conflicts caused by vehicles turning and parking. Median improvements and controlled pedestrian crossings would also improve capacity. Y bypass - separating turning movements from through traffic would improve intersection operations.

Improvements to SR 179 Schnebly Roundabout and SR 179 from Schnebly to the "Y" to two lanes in each direction, and a grade-separated pedestrian crossing at Tlaquepaque (pedestrians going under the roadway), will improve efficiency and improve travel time along the SR 179 corridor.

**For Continuing Projects**

**Estimated Project Status as of June 30, 2017:**

[Empty box for estimated project status]

Project Balance	
Original Approved Project Budget	
Approved Budget Increases/Decreases	
<b>Current Approved Total Project Budget</b>	<b>\$0</b>
Requested Budget Increase/Decrease	\$3,545,120
<b>Requested Total Project Budget</b>	<b>\$3,545,120</b>
Estimated Expenditures through June 30, 2017	\$0
<b>Budget Balance Remaining</b>	<b>\$3,545,120</b>

**Explanation for Revised Project Start Date and/or Project Budget (if applicable):**

[Empty box for explanation]

**Budget Detail**

**Project Estimate Detail:**

Category	Funding Source	Funding Status	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals
Land Acquisition	Capital Reserves	New Appropriation		\$200,000										\$200,000
Design	Capital Reserves	New Appropriation		\$432,000										\$432,000
Construction	Capital Reserves	New Appropriation			\$2,880,000									\$2,880,000
Arts Transfer	Capital Reserves	New Appropriation		\$4,320	\$28,800									\$33,120
Design	Capital Reserves	Future Estimate			\$30,000									\$30,000
Construction	Capital Reserves	Future Estimate			\$200,000									\$200,000
Arts Transfer	Capital Reserves	Future Estimate			\$2,300									\$2,300
Land Acquisition	Unidentified	Not Funded				\$400,000	\$750,000		\$200,000					\$1,350,000
Design	Unidentified	Not Funded				\$119,000	\$500,000		\$300,000					\$919,000
Construction	Unidentified	Not Funded				\$860,000	\$2,000,000	\$4,300,000	\$2,000,000					\$9,160,000
Arts Transfer	Unidentified	Not Funded				\$9,790	\$25,000	\$43,000	\$23,000					\$100,790
<b>Totals</b>				\$0	\$636,320	\$3,141,100	\$1,388,790	\$3,275,000	\$4,343,000	\$2,523,000	\$0	\$0	\$0	\$15,307,210

**Explanation of Outside Funding Sources (Donations, Outside Participation, Grants):**

[Empty box for explanation]

**Total Operating Impacts:**

	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
<b>Revenues</b>										
New Revenues										
Increase to Existing Revenues										
Total Revenue Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Expenditures</b>										
Personnel Costs										
Materials & Supplies										
Contractual Services			\$11,500	\$14,500	\$14,500	\$19,500	\$24,500	\$24,500	\$24,500	\$24,500
Total Expenditure Impacts	\$0	\$0	\$11,500	\$14,500	\$14,500	\$19,500	\$24,500	\$24,500	\$24,500	\$24,500

**Explanation of Operating Impacts:**

Operating costs include crack sealing, fog seal, pavement markings, drainage, signs. These costs are cumulative for each project beginning the year after construction. For the projects not yet funded, the annual operating costs would increase by \$3,000 at the completion of the Y bypass lanes, \$5,000 at the completion of the Schnebly roundabout widening, and \$5,000 at the completion of the north Uptown roundabout.

**CAPITAL PROJECTS DETAILS - continued**

**Project Summary**

**Project Title:**

Enhance Transit Services - Fixed Route

**Location:**

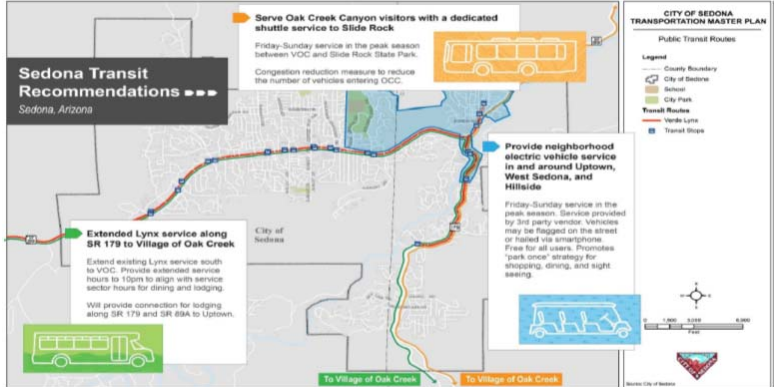
Citywide

**Phase:**  of  **Project #:**   
(If Applicable)

	Original	Revised (if applicable)
Start Date	FY2021	
Estimated Completion Date	FY2021	

**Project Description:**

Enhance Transit Service:  
**FY2021:** Extend Verde Lynx to the Village of Oak Creek (VOC)  
**FY2022 & FY2023:** Provide park-and-ride lots



**Project Justification:**

The Transportation Master Plan, Strategy 4 Enhanced Transit Service - Fixed Route, states that transit is most efficient when a series of high demand activity centers are linked via linear corridors. This allows for high visibility of available transit routes as well as a clear understanding of where the transit goes and how to access the service. Sedona's two major thoroughfares, SR 89A and SR 179, are ideal opportunities for transit service "trunk" lines. These two main routes throughout the region serve employment centers, schools, visitor attractions, and civic spaces. This allows destinations to be served with a minimum of out-of-direction travel for passengers, creating a more efficient system and a more desirable customer experience. The Verde Lynx service, operated by Cottonwood Area Transit (CAT), does not extend south to the VOC.

**For Continuing Projects**

**Estimated Project Status as of June 30, 2017:**

Project Balance	
Original Approved Project Budget	
Approved Budget Increases/Decreases	
<b>Current Approved Total Project Budget</b>	<b>\$0</b>
Requested Budget Increase/Decrease	
<b>Requested Total Project Budget</b>	<b>\$0</b>
Estimated Expenditures through June 30, 2017	\$0
<b>Budget Balance Remaining</b>	<b>\$0</b>

**Explanation for Revised Project Start Date and/or Project Budget (if applicable):**

**Budget Detail**

**Project Estimate Detail:**

Category	Funding Source	Funding Status	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals
Land Acquisition	Unidentified	Not Funded						\$300,000	\$300,000					\$600,000
Design	Unidentified	Not Funded					\$40,000	\$66,000	\$66,000					\$172,000
Construction	Unidentified	Not Funded						\$440,000	\$440,000					\$880,000
Vehicles	Unidentified	Not Funded					\$400,000							\$400,000
Arts Transfer	Unidentified	Not Funded						\$5,060	\$5,060					\$10,120
														\$0
														\$0
														\$0
<b>Totals</b>				\$0	\$0	\$0	\$440,000	\$811,060	\$811,060	\$0	\$0	\$0	\$0	\$2,062,120

**Explanation of Outside Funding Sources (Donations, Outside Participation, Grants):**

There is potential to use up to \$120,000 of Federal Transit Authority (FTA) grant monies to pay for the study.

**Total Operating Impacts:**

	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
<b>Revenues</b>										
New Revenues										
Increase to Existing Revenues										
Total Revenue Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Expenditures</b>										
Personnel Costs										
Materials & Supplies										
Contractual Services										
Total Expenditure Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

**Explanation of Operating Impacts:**

The operating expense for expanded transit includes extending the hours of operation and providing the new service to the Village of Oak Creek. These costs are cumulative for each project beginning the year after construction. For the projects not yet funded, the annual operating costs would increase by \$500,000 at the completion of the VOC extension and \$3,000 at the completion of each park-and-ride lot.





**CAPITAL PROJECTS DETAILS - continued**

**Project Summary**

**Project Title:**  
Oak Creek Canyon Management Plan

**Location:**  
Uptown Sedona - Oak Creek Canyon

**Phase:**  of  **Project #:**   
(If Applicable)

	Original	Revised (if applicable)
Start Date	FY2024	
Estimated Completion Date	FY2024	

**Project Description:**

Traffic congestion is common in Oak Creek Canyon (OCC) during peak tourism season. While OCC is outside of City of Sedona incorporated boundaries, traffic in Sedona is inextricably connected to traffic in OCC since SR 89A through Uptown is the main route to and from OCC. Traffic congestion in Oak Creek Canyon can be addressed by:  
 1. Managing demand (reducing the number of people visiting the Canyon),  
 2. By more efficiently managing supply (trips to and from OCC).  
  
 FY2024 includes a budget allocation for a shuttle system. Total startup capital cost is estimated to be \$2 million. Since this would be a multijurisdictional effort, the FY2024 capital costs only account for 25% of the total estimated cost.



**Project Justification:**

The Transportation Master Plan, Strategy 6 Oak Creek Canyon Management Plan, states nearly 13,000 daily person trips are made to and from OCC on an average weekday in peak season. Approximately 1/2 of these trips originate or terminate outside of the City of Sedona (i.e., individuals do not stop in Sedona going to or from OCC).

**For Continuing Projects**

**Estimated Project Status as of June 30, 2017:**

Project Balance	
Original Approved Project Budget	
Approved Budget Increases/Decreases	
<b>Current Approved Total Project Budget</b>	<b>\$0</b>
Requested Budget Increase/Decrease	
<b>Requested Total Project Budget</b>	<b>\$0</b>
Estimated Expenditures through June 30, 2017	\$0
<b>Budget Balance Remaining</b>	<b>\$0</b>

**Explanation for Revised Project Start Date and/or Project Budget (if applicable):**

**Budget Detail**

**Project Estimate Detail:**

Category	Funding Source	Funding Status	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals
Design	Unidentified	Not Funded								\$75,000				\$75,000
Vehicles	Unidentified	Not Funded								\$500,000				\$500,000
														\$0
														\$0
														\$0
														\$0
														\$0
														\$0
														\$0
<b>Totals</b>				\$0	\$0	\$0	\$0	\$0	\$0	\$575,000	\$0	\$0	\$0	\$575,000

**Explanation of Outside Funding Sources (Donations, Outside Participation, Grants):**

**Total Operating Impacts:**

	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
<b>Revenues</b>										
New Revenues										
Increase to Existing Revenues										
<b>Total Revenue Impacts</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Expenditures</b>										
Personnel Costs										
Materials & Supplies										
Contractual Services										
<b>Total Expenditure Impacts</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

**Explanation of Operating Impacts:**

Total operating costs are estimated to be \$500,000 per year. Since this would be a multijurisdictional effort, the FY2024 operating costs only account for 25% of the total estimated cost. For the projects not yet funded, the annual operating costs would increase by \$125,000 at the time the project is started.

**CAPITAL PROJECTS DETAILS - continued**

**Project Summary**

**Project Title:**

New Pedestrian Pathways

**Location:**

Citywide

**Phase:**  of  **Project #:**   
(If Applicable)

	Original	Revised (if applicable)
Start Date	FY2021	
Estimated Completion Date	FY2022	

**Project Description:**

Construct various improvements related to improving walkability throughout the City:  
**FY2021 & FY2022:** Posse Grounds Overflow/Trailheads Parking Lot  
**FY2022 & FY2023:** Sanborn/Thunder Mountain Multi-Use Path  
**FY2023 & FY2024:** Northview Road Sidewalk  
**FY2024 & FY2025:** Airport Road Sidewalk  
**FY2025 & FY2026:** Uptown/West Sedona Multi-Use Path  
**FY2026 & FY2027:** Coffee Pot Rd Sidewalk  
**FY2027 & FY2028:** Chapel Rd Sidewalk  
**FY2028 & FY2029:** Rodeo Rd Sidewalk  
**FY2029 & FY2030:** Andante Rd Sidewalk



**Project Justification:**

The Transportation Master Plan, Strategy 7, Walking and Bicycling Facilities, indicates that these improvements collectively encourage use of alternative modes of travel in Sedona, and support a park-once culture where visitors are encouraged to leave their vehicles at their place of lodging. Some of the projects in FYs 2022-27 may be considered to be more of a multi-use path rather than typical sidewalks.

For the FY2021 & FY2022 project, the lot would serve as an overflow lot with connections to the Sugarloaf and Soldiers Pass trailheads. It would also serve as a much needed overflow lot for Posse Grounds Park. With the park now hosting several large events throughout the year and the addition of the Bike Park and Barbara's Park, overflow parking will be needed on a more regular basis.

**For Continuing Projects**

**Estimated Project Status as of June 30, 2017:**

Project Balance	
Original Approved Project Budget	
Approved Budget Increases/Decreases	
<b>Current Approved Total Project Budget</b>	<b>\$0</b>
Requested Budget Increase/Decrease	
<b>Requested Total Project Budget</b>	<b>\$0</b>
Estimated Expenditures through June 30, 2017	\$0
<b>Budget Balance Remaining</b>	<b>\$0</b>

**Explanation for Revised Project Start Date and/or Project Budget (if applicable):**

**Budget Detail**

**Project Estimate Detail:**

Category	Funding Source	Funding Status	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals
Land Acquisition	Unidentified	Not Funded						\$30,000	\$20,000	\$20,000	\$500,000		\$15,000	\$585,000
Design	Unidentified	Not Funded					\$120,000	\$200,000	\$70,000	\$70,000	\$450,000	\$120,000	\$200,000	\$1,230,000
Construction	Unidentified	Not Funded						\$600,000	\$1,000,000	\$350,000	\$350,000	\$2,250,000	\$600,000	\$5,150,000
Arts Transfer	Unidentified	Not Funded					\$1,200	\$8,000	\$10,700	\$4,200	\$8,000	\$23,700	\$8,000	\$63,800
														\$0
														\$0
														\$0
<b>Totals</b>				\$0	\$0	\$0	\$121,200	\$838,000	\$1,100,700	\$444,200	\$1,308,000	\$2,393,700	\$823,000	\$7,028,800

**Explanation of Outside Funding Sources (Donations, Outside Participation, Grants):**

**Total Operating Impacts:**

	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
<b>Revenues</b>										
New Revenues										
Increase to Existing Revenues										
Total Revenue Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Expenditures</b>										
Personnel Costs										
Materials & Supplies										
Contractual Services										
Total Expenditure Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

**Explanation of Operating Impacts:**

Materials and supplies would include seal coating of paths/parking lot, patching, replacing of concrete panels, striping, etc. For the projects not yet funded, the annual operating costs would increase by \$5,000 at the completion of each project.

**CAPITAL PROJECTS DETAILS - continued**

**Project Summary**

**Project Title:**  
New Bicycle Lanes

**Location:**  
Citywide

**Phase:** 1 of 4 **Project #:** ST-8  
(If Applicable)

	Original	Revised (if applicable)
Start Date	FY2022	
Estimated Completion Date	FY2023	

**Project Description:**  
Construct various improvements related to improving bikeability throughout the City:  
**FY2022 & FY2023:** Bicycle Boulevard parallel to SR 89A in West Sedona  
**FY2023 & FY2024:** Bike Lane on Posse Grounds Road  
**FY2024 & FY2025:** Bike Lane on Dry Creek Road between Thunder Mountain Road and Long Canyon Road



**Project Justification:**  
The Transportation Master Plan, Strategy 7, Walking and Bicycling Facilities, indicates that these improvements collectively encourage use of alternative modes of travel in Sedona, and support a park- once culture where visitors are encouraged to leave their vehicles at their place of lodging. To have a measurable impact on traffic congestion, incentives such as limited parking availability in Uptown, would be required.

**For Continuing Projects**

**Estimated Project Status as of June 30, 2017:**

Project Balance	
Original Approved Project Budget	
Approved Budget Increases/Decreases	
<b>Current Approved Total Project Budget</b>	<b>\$0</b>
Requested Budget Increase/Decrease	
<b>Requested Total Project Budget</b>	<b>\$0</b>
Estimated Expenditures through June 30, 2017	\$0
<b>Budget Balance Remaining</b>	<b>\$0</b>

**Explanation for Revised Project Start Date and/or Project Budget (if applicable):**

**Budget Detail**

Category	Funding Source	Funding Status	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals
Land Acquisition	Unidentified	Not Funded						\$100,000						\$100,000
Design	Unidentified	Not Funded						\$400,000	\$60,000	\$400,000				\$860,000
Construction	Unidentified	Not Funded							\$2,000,000	\$300,000	\$2,000,000			\$4,300,000
Arts Transfer	Unidentified	Not Funded						\$4,000	\$20,600	\$7,000	\$20,000			\$51,600
														\$0
														\$0
														\$0
														\$0
<b>Totals</b>				\$0	\$0	\$0	\$0	\$504,000	\$2,080,600	\$707,000	\$2,020,000	\$0	\$0	\$5,311,600

**Explanation of Outside Funding Sources (Donations, Outside Participation, Grants):**

**Total Operating Impacts:**

	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
<b>Revenues</b>										
New Revenues										
Increase to Existing Revenues										
<b>Total Revenue Impacts</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Expenditures</b>										
Personnel Costs										
Materials & Supplies										
Contractual Services										
<b>Total Expenditure Impacts</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

**Explanation of Operating Impacts:**  
Materials and supplies would include seal coating of paths, patching, curb replacement, striping, etc. For the projects not yet funded, the annual operating costs would increase by \$5,000 at the completion of each project.

**CAPITAL PROJECTS DETAILS - continued**

**Project Summary**

**Project Title:**

Travel Information System

**Location:**

Various

**Phase:**  of  **Project #:**   
(If Applicable)

	Original	Revised (if applicable)
Start Date	August 2017	
Estimated Completion Date	February 2018	

**Project Description:**

Construct various improvements related to providing travel time data and multimodal/information centers:

**FY2018:** Travel information technology on corridors leading to Sedona - Implement advanced Intelligent Transportation System (ITS) technology and infrastructure on the corridors leading to Sedona, at alternate routes' decision points such as SR 260/SR 89A in Camp Verde and at SR 89A/I-17 in Flagstaff. The technology will have the capability of communicating real-time travel times to inbound Sedona travelers, via advanced highway signing and dynamic travel time information, allowing travelers to make a decision based on their preferred travel time. Data will be obtained either by private data providers, or through a system developed collaboratively with ADOT. This would also include development of a smartphone app to provide travel time, transit and parking information.

**FY2025:** Information Center/Multimodal Transportation Center in Uptown Sedona

**FY2026:** Travel Information Center on SR 179 near the Red Rock Ranger Station



**Project Justification:**

The Transportation Master Plan, Strategy 8, Travel Information System, indicates real-time traveler information will maximize the efficiency and capacity of SR 179 and SR 260. Travelers who choose to use SR 260, based on real-time travel information, would arrive in Sedona quicker and under less-congested routes. The mobility pattern data shows that approximately 4,000 weekend trips, and 2,500 weekend trips could potentially be diverted from SR 179 to SR 260/SR 89A to access Sedona.

**For Continuing Projects**

**Estimated Project Status as of June 30, 2017:**

**Explanation for Revised Project Start Date and/or Project Budget (if applicable):**

Project Balance	
Original Approved Project Budget	
Approved Budget Increases/Decreases	
<b>Current Approved Total Project Budget</b>	<b>\$0</b>
Requested Budget Increase/Decrease	\$151,000
<b>Requested Total Project Budget</b>	<b>\$151,000</b>
Estimated Expenditures through June 30, 2017	\$0
<b>Budget Balance Remaining</b>	<b>\$151,000</b>

**Budget Detail**

**Project Estimate Detail:**

Category	Funding Source	Funding Status	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals
Technology	Capital Reserves	New Appropriation		\$50,000										\$50,000
Construction	Capital Reserves	New Appropriation		\$100,000										\$100,000
Arts Transfer	Capital Reserves	New Appropriation		\$1,000										\$1,000
Design	Unidentified	Not Funded								\$1,000,000				\$1,000,000
Construction	Unidentified	Not Funded									\$2,500,000	\$2,500,000		\$5,000,000
Arts Transfer	Unidentified	Not Funded								\$10,000	\$25,000	\$25,000		\$60,000
														\$0
														\$0
<b>Totals</b>				\$0	\$151,000	\$0	\$0	\$0	\$0	\$1,010,000	\$2,525,000	\$2,525,000	\$0	\$6,211,000

**Explanation of Outside Funding Sources (Donations, Outside Participation, Grants):**

**Total Operating Impacts:**

	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
<b>Revenues</b>										
New Revenues										
Increase to Existing Revenues										
Total Revenue Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Expenditures</b>										
Personnel Costs										
Materials & Supplies										
Contractual Services	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
Total Expenditure Impacts	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000

**Explanation of Operating Impacts:**

Contractual services would include monthly fees to data providers and maintenance of a smartphone app. Operating impacts for Travel Information Centers can not be quantified at this time.

**CAPITAL PROJECTS DETAILS - continued**

**Project Summary**

**Project Title:**  
SR 89A/West Sedona Access Management

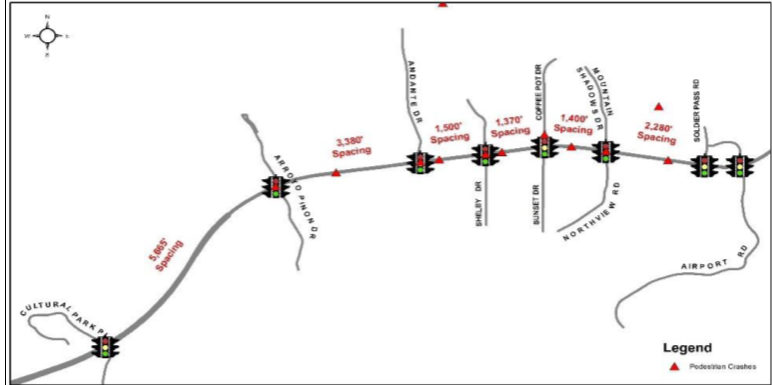
**Location:**  
SR 89A in West Sedona

**Phase:**  of  **Project #:**   
(If Applicable)

	Original	Revised (if applicable)
Start Date	FY2021	
Estimated Completion Date	FY2022	

**Project Description:**

This project would include:  
**FY2021 & FY2022:** Construction of a continuous raised median on SR 89A with median breaks at every 1/4 mile between Arroyo Pinon and Airport Road. Project would also include shared use path (or buffered bike lane) on SR 89A.  
**FY2022 & FY2023:** Identification of redundant driveways that can be consolidated and closed.  
**FY2023 & FY2024:** Installation of signalized Pedestrian Hybrid Beacons (PHB) to improve pedestrian safety. Anticipated that 2 beacons would be needed.  
**FY2024 & FY2025:** Signal at Foothills South and SR 89A once further development in that area occurs.



**Project Justification:**

The Transportation Master Plan, Strategy 9, SR 89A/West Sedona Access Management, states that the Federal Highway Administration (FHWA) estimates a 39% crash reduction for all crash types and severities with the implementation of a raised median and access management. Other studies have shown that medians improve lane capacity by up to 30%. Poor access spacing and design can reduce speeds by 10 mph. Consolidation of driveways can provide more room for sidewalks and landscaping, improving corridor aesthetics in addition to providing mobility and safety benefits.

**For Continuing Projects**

**Estimated Project Status as of June 30, 2017:**

Project Balance	
Original Approved Project Budget	
Approved Budget Increases/Decreases	
<b>Current Approved Total Project Budget</b>	<b>\$0</b>
Requested Budget Increase/Decrease	
<b>Requested Total Project Budget</b>	<b>\$0</b>
Estimated Expenditures through June 30, 2017	\$0
<b>Budget Balance Remaining</b>	<b>\$0</b>

**Explanation for Revised Project Start Date and/or Project Budget (if applicable):**

**Budget Detail**

**Project Estimate Detail:**

Category	Funding Source	Funding Status	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals
Design	Unidentified	Not Funded					\$800,000	\$60,000	\$55,000	\$75,000				\$990,000
Construction	Unidentified	Not Funded						\$4,000,000	\$300,000	\$275,000	\$375,000			\$4,950,000
Arts Transfer	Unidentified	Not Funded					\$8,000	\$40,600	\$3,550	\$3,500	\$3,750			\$59,400
Construction	Outside Participation	Not Funded								\$75,000	\$375,000			\$450,000
														\$0
														\$0
														\$0
														\$0
<b>Totals</b>				\$0	\$0	\$0	\$808,000	\$4,100,600	\$358,550	\$428,500	\$753,750	\$0	\$0	\$6,449,400

**Explanation of Outside Funding Sources (Donations, Outside Participation, Grants):**

Outside source is ADOT.

**Total Operating Impacts:**

	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
<b>Revenues</b>										
New Revenues										
Increase to Existing Revenues										
<b>Total Revenue Impacts</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Expenditures</b>										
Personnel Costs										
Materials & Supplies										
Contractual Services										
<b>Total Expenditure Impacts</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

**Explanation of Operating Impacts:**

Materials and supplies would be for curb replacement, striping, etc. Contractual services would be for annual traffic signal maintenance. For the projects not yet funded, the annual operating costs would increase by \$10,000 at the completion of the SR 89A median and \$2,000 at the completion of each of the signals.



**CAPITAL PROJECTS DETAILS - continued**

**Project Summary**

**Project Title:**  
Uptown Parking & Wayfinding

**Location:**  
Uptown

**Phase:**  of  **Project #:**   
(If Applicable)

	Original	Revised (if applicable)
Start Date	August 2017	
Estimated Completion Date	December 2017	

**Project Description:**

**FY2018:** The first phase of this project would include improving the branding and wayfinding throughout the Uptown area to become more standardized or consistent in terms of placement, visual appearance, and navigational guidance. Parking branding signage should be coordinated with marketing and education materials, which should also be distributed to business owners to communicate with customers. It would include conversion of Wilson Road and Smith Road to one-way streets to maximize parking efficiency and safety.

**FY2019:** Expand off street parking areas, designate off-street lot locations for tour bus parking and employee parking, and add paid on-street parking on Jordan Road.

**FY2023 & FY2024:** Multi-level parking structure



**Project Justification:**

The Transportation Master Plan, Strategy 10 Uptown Parking and Wayfinding, indicates that these improvements will provide better balance within the parking system, with off-street utilization more closely matching on-street utilization, higher customer satisfaction and reduced complaints, and reduced congestion related to searching for parking.

**For Continuing Projects**

**Estimated Project Status as of June 30, 2017:**

Wayfinding and informational signage will have been provided as part of the implementation of the paid parking kiosks on main street. The next phase of wayfinding and signage will be for the purpose of expanding this to the off-street lots.

Project Balance		
Original Approved Project Budget		
Approved Budget Increases/Decreases		
<b>Current Approved Total Project Budget</b>		<b>\$0</b>
Requested Budget Increase/Decrease		\$111,100
<b>Requested Total Project Budget</b>		<b>\$111,100</b>
Estimated Expenditures through June 30, 2017		\$0
<b>Budget Balance Remaining</b>		<b>\$111,100</b>

**Explanation for Revised Project Start Date and/or Project Budget (if applicable):**

**Budget Detail**

**Project Estimate Detail:**

Category	Funding Source	Funding Status	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals
Design	Capital Reserves	New Appropriation		\$10,000										\$10,000
Construction	Capital Reserves	New Appropriation		\$100,000										\$100,000
Arts Transfer	Capital Reserves	New Appropriation		\$1,100										\$1,100
Design	Capital Reserves	Future Estimate			\$10,000									\$10,000
Construction	Capital Reserves	Future Estimate			\$100,000									\$100,000
Arts Transfer	Capital Reserves	Future Estimate			\$1,100									\$1,100
Land Acquisition	Unidentified	Not Funded								\$1,000,000				\$1,000,000
Design	Unidentified	Not Funded							\$1,400,000					\$1,400,000
Construction	Unidentified	Not Funded								\$7,000,000				\$7,000,000
Arts Transfer	Unidentified	Not Funded							\$14,000	\$70,000				\$84,000
<b>Totals</b>				\$0	\$111,100	\$111,100	\$0	\$0	\$0	\$1,414,000	\$8,070,000	\$0	\$0	\$0

**Explanation of Outside Funding Sources (Donations, Outside Participation, Grants):**

**Total Operating Impacts:**

	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
<b>Revenues</b>										
New Revenues										
Increase to Existing Revenues										
Total Revenue Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Expenditures</b>										
Personnel Costs			\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Materials & Supplies	\$10,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000
Contractual Services	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
Total Expenditure Impacts	\$10,000	\$15,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000

**Explanation of Operating Impacts:**

Materials are for annual cost for outreach, marketing collateral, and social media outreach related to branding/signage, and parking meters on Jordan Road. Personnel costs are for meters on Jordan Road, and parking garage. Contractual services are for meters and for maintenance of parking garage. For the projects not yet funded, the annual operating costs would increase by \$25,000 at the completion of the parking structure.

**CAPITAL PROJECTS DETAILS - continued**

**Project Summary**

**Project Title:**  
Traffic Signal Operations/Management

**Location:**  
City-wide

**Phase:**  of  **Project #:**   
(If Applicable)

	Original	Revised (if applicable)
Start Date	December 2017	
Estimated Completion Date	February 2018	

**Project Description:**

ADOT is currently planning to install fiber and wireless radios on SR 89A in West Sedona. This project would include partnering with ADOT to provide IT support and devices that would allow for managing, monitoring, and coordinating traffic signals, along with collecting signal performance measures and travel times in real-time. It will also include the signals that are owned and maintained by the City in the Uptown area, to be tied in to the overall network. These metrics would provide important information to be able to develop day-of-week, and seasonal traffic timing and signal coordination plans. This project would also include providing video traffic monitoring, and travel time data for the SR 179 corridor.



**Project Justification:**

The Transportation Master Plan, Strategy 11 Traffic Signal Operations / Management, indicates that traffic signal timing plans were last updated in 2013, and do not vary by day of the week or by month in order to accommodate peak tourist seasons/weekends. Time-of-day and seasonal signal timing plans are a proactive approach to managing seasonal traffic fluctuation. A communications system with video detection will continuously collect traffic volume data, which can be used to develop seasonal or day-of-week traffic signal timing plans. Enabling local monitoring of the traffic signal system's operations will improve response to over-congested conditions and incidents. Traffic signal timing plans represent a very simple, cost-effective technique to maximize operational efficiency of a corridor. FHWA estimates that regular evaluation of traffic signal timing plans can lead to reductions in traffic delay ranging from 15% to 40%.

**For Continuing Projects**

**Estimated Project Status as of June 30, 2017:**

Staff has begun the coordination process with ADOT to determine how the City could be coordinated within ADOT's network.

Project Balance	
Original Approved Project Budget	
Approved Budget Increases/Decreases	
<b>Current Approved Total Project Budget</b>	<b>\$0</b>
Requested Budget Increase/Decrease	\$60,200
<b>Requested Total Project Budget</b>	<b>\$60,200</b>
Estimated Expenditures through June 30, 2017	\$0
<b>Budget Balance Remaining</b>	<b>\$60,200</b>

**Explanation for Revised Project Start Date and/or Project Budget (if applicable):**

**Budget Detail**

**Project Estimate Detail:**

Category	Funding Source	Funding Status	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals
Design	Capital Reserves	New Appropriation		\$10,000										\$10,000
Construction	Capital Reserves	New Appropriation		\$10,000										\$10,000
Arts Transfer	Capital Reserves	New Appropriation		\$200										\$200
Technology	Capital Reserves	New Appropriation		\$40,000										\$40,000
														\$0
														\$0
														\$0
<b>Totals</b>				\$0	\$60,200	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$60,200

**Explanation of Outside Funding Sources (Donations, Outside Participation, Grants):**

**Total Operating Impacts:**

	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
<b>Revenues</b>										
New Revenues										
Increase to Existing Revenues										
Total Revenue Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Expenditures</b>										
Personnel Costs										
Materials & Supplies										
Contractual Services	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
Total Expenditure Impacts	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000

**Explanation of Operating Impacts:**

Services would be for communication utilities and monthly data fees for video monitoring.



**CAPITAL PROJECTS DETAILS - continued**

**Project Summary**

**Project Title:**  
SR 89A Weed Barrier and Landscape Improvements

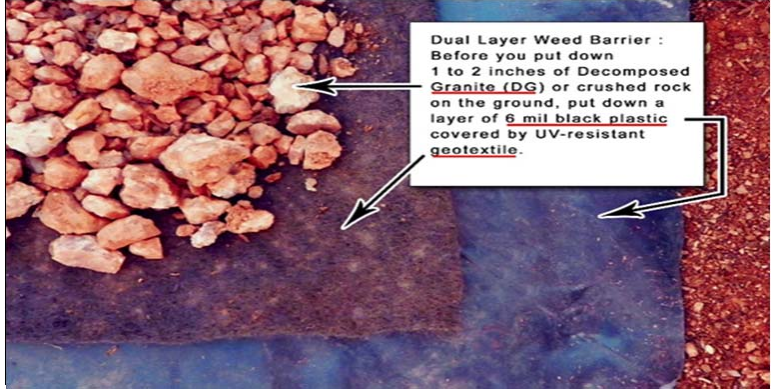
**Location:**  
SR 89A from Dry Creek Road to just west of Arts Village Drive

**Phase:**  of  **Project #:**   
(If Applicable)

	Original	Revised (if applicable)
Start Date	FY2024	
Estimated Completion Date	FY2025	

**Project Description:**

This project involves the installation of a dual-layer weed barrier in the medians and behind the curb of SR 89A from Dry Creek Road to Upper Red Rock Loop 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 FY2024 design and FY2025 construction includes providing landscape improvements at the western end of City limits between Upper Red Rock Loop Road and just west of Arts Village Drive.



**Project Justification:**

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 on SR 89A between Airport Road and Dry Creek Road, and has shown a decrease in maintenance required including herbicide use. The overall project will be aimed at the beautification of the western gateway to the City.

**For Continuing Projects**

**Estimated Project Status as of June 30, 2017:**

FY2016 construction is complete. Next phase of design is on hold due to low priority.

Project Balance	
Original Approved Project Budget	\$201,857
Approved Budget Increases/Decreases	
<b>Current Approved Total Project Budget</b>	<b>\$201,857</b>
Requested Budget Increase/Decrease	
<b>Requested Total Project Budget</b>	<b>\$201,857</b>
Estimated Expenditures through June 30, 2017	\$201,857
<b>Budget Balance Remaining</b>	<b>\$0</b>

**Explanation for Revised Project Start Date and/or Project Budget (if applicable):**

**Budget Detail**

**Project Estimate Detail:**

Category	Funding Source	Funding Status	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals
Construction	Capital Reserves	Carryover	\$199,858											\$199,858
Arts Transfer	Capital Reserves	Carryover	\$1,999											\$1,999
Design	Development Impact Fees	Not Funded								\$30,000				\$30,000
Construction	Unidentified	Not Funded								\$260,000	\$300,000			\$560,000
Arts Transfer	Unidentified	Not Funded								\$2,600	\$3,000			\$5,600
														\$0
														\$0
														\$0
<b>Totals</b>				\$201,857	\$0	\$0	\$0	\$0	\$0	\$292,600	\$303,000	\$0	\$0	\$797,457

**Explanation of Outside Funding Sources (Donations, Outside Participation, Grants):**

**Total Operating Impacts:**

	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
<b>Revenues</b>										
New Revenues										
Increase to Existing Revenues										
Total Revenue Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Expenditures</b>										
Personnel Costs										
Materials & Supplies										
Contractual Services										
Total Expenditure Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

**Explanation of Operating Impacts:**

Materials and supplies related to maintaining new landscaping and irrigation. For the projects not yet funded, the annual operating costs would increase by \$400 at the completion of the improvements.

**CAPITAL PROJECTS DETAILS - continued**

**Project Summary**

**Project Title:**  
Dry Creek Road Overlay

**Location:**  
Dry Creek Road

**Phase:**  of  **Project #:**   
(If Applicable)

	Original	Revised (if applicable)
Start Date	September 2017	
Estimated Completion Date	December 2017	

**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. The City partnered with Yavapai County to combine this project with their Boynton Pass Road project.



**Project Justification:**  
The overlay work is needed based on a standard pavement overlay cycle. The pavement will have degraded by FY2018, 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 Council of Governments (NACOG).

**For Continuing Projects**

**Estimated Project Status as of June 30, 2017:**  
Design will be near completion and construction is expected to begin in late summer or early fall 2017.

Project Balance	
Original Approved Project Budget	\$605,399
Approved Budget Increases/Decreases	
<b>Current Approved Total Project Budget</b>	<b>\$605,399</b>
Requested Budget Increase/Decrease	-\$107,570
<b>Requested Total Project Budget</b>	<b>\$497,829</b>
Estimated Expenditures through June 30, 2017	\$72,296
<b>Budget Balance Remaining</b>	<b>\$425,533</b>

**Explanation for Revised Project Start Date and/or Project Budget (if applicable):**  
Based on preliminary estimates during the current design, we are able to reduce the construction budget by approximately \$100,000.

**Budget Detail**

Category	Funding Source	Funding Status	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals
Design	Capital Reserves	Carryover	\$71,580											\$71,580
Construction	Grant	Carryover		\$371,657										\$371,657
Construction	Capital Reserves	Carryover		\$53,343										\$53,343
Arts Transfer	Capital Reserves	Carryover	\$716	\$533										\$1,249
														\$0
														\$0
														\$0
														\$0
<b>Totals</b>				\$72,296	\$425,533	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$497,829

**Explanation of Outside Funding Sources (Donations, Outside Participation, Grants):**  
Federal grant through NACOG

Total Operating Impacts:	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
<b>Revenues</b>										
New Revenues										
Increase to Existing Revenues										
Total Revenue Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Expenditures</b>										
Personnel Costs										
Materials & Supplies			\$20,000							
Contractual Services										
Total Expenditure Impacts	\$0	\$0	\$20,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0

**Explanation of Operating Impacts:**  
Typical practice is to provide a seal coat approximately two years after placement of new asphalt.

**CAPITAL PROJECTS DETAILS - continued**

**Project Summary**

**Project Title:**  
Sanborn Dr/Thunder Mountain Rd Overlay

**Location:**  
Sanborn Drive/Thunder Mountain Road

**Phase:**  of  **Project #:**   
(If Applicable)

	Original	Revised (if applicable)
Start Date	July 2018	
Estimated Completion Date	August 2018	

**Project Description:**  
The project will include a mill and overlay, with minor shoulder widening. The segment of Sanborn Drive/Thunder Mountain Road 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 FY2019, 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).

**For Continuing Projects**

**Estimated Project Status as of June 30, 2017:**  
Design will be approximately 50% complete.

Project Balance	
Original Approved Project Budget	\$738,820
Approved Budget Increases/Decreases	
<b>Current Approved Total Project Budget</b>	<b>\$738,820</b>
Requested Budget Increase/Decrease	-\$56,646
<b>Requested Total Project Budget</b>	<b>\$682,174</b>
Estimated Expenditures through June 30, 2017	\$105,141
<b>Budget Balance Remaining</b>	<b>\$577,033</b>

**Explanation for Revised Project Start Date and/or Project Budget (if applicable):**  
Based on preliminary cost estimate on the Dry Creek Road Project, we are able to reduce the construction budget by approximately \$56,000.

**Budget Detail**

Category	Funding Source	Funding Status	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals
Design	Capital Reserves	Carryover	\$104,100	\$75,000										\$179,100
Construction	Grant	Carryover			\$371,657									\$371,657
Construction	Capital Reserves	Carryover			\$128,343									\$128,343
Arts Transfer	Capital Reserves	Carryover	\$1,041	\$750	\$1,283									\$3,074
														\$0
														\$0
														\$0
														\$0
<b>Totals</b>				\$105,141	\$75,750	\$501,283	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$682,174

**Explanation of Outside Funding Sources (Donations, Outside Participation, Grants):**  
Federal grant through NACOG

**Total Operating Impacts:**

	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
<b>Revenues</b>										
New Revenues										
Increase to Existing Revenues										
Total Revenue Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Expenditures</b>										
Personnel Costs										
Materials & Supplies				\$20,000						
Contractual Services										
Total Expenditure Impacts	\$0	\$0	\$0	\$20,000	\$0	\$0	\$0	\$0	\$0	\$0

**Explanation of Operating Impacts:**  
Typical practice is to provide a seal coat approximately two years after placement of new asphalt.

**CAPITAL PROJECTS DETAILS - continued**

**Project Summary**

**Project Title:**  
 Improve Ranger Rd/Brewer Rd Intersection

**Location:**  
 Ranger Road - Brewer Road - SR 89A Intersection

**Phase:**  of  **Project #:**   
 (If Applicable)

	Original	Revised (if applicable)
Start Date	FY2019	
Estimated Completion Date	FY2020	

**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.

**For Continuing Projects**

**Estimated Project Status as of June 30, 2017:**

Project Balance	
Original Approved Project Budget	
Approved Budget Increases/Decreases	
<b>Current Approved Total Project Budget</b>	<b>\$0</b>
Requested Budget Increase/Decrease	
<b>Requested Total Project Budget</b>	<b>\$0</b>
Estimated Expenditures through June 30, 2017	\$0
<b>Budget Balance Remaining</b>	<b>\$0</b>

**Explanation for Revised Project Start Date and/or Project Budget (if applicable):**

**Budget Detail**

Project Estimate Detail:														
Category	Funding Source	Funding Status	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals
Land Acquisition	Capital Reserves	Future Estimate			\$50,000									\$50,000
Environmental	Capital Reserves	Future Estimate			\$50,000									\$50,000
Design	Capital Reserves	Future Estimate			\$200,000									\$200,000
Construction	Capital Reserves	Future Estimate				\$1,250,000								\$1,250,000
Arts Transfer	Capital Reserves	Future Estimate			\$2,000	\$12,500								\$14,500
														\$0
														\$0
														\$0
<b>Totals</b>				\$0	\$0	\$302,000	\$1,262,500	\$0	\$0	\$0	\$0	\$0	\$0	\$1,564,500

**Explanation of Outside Funding Sources (Donations, Outside Participation, Grants):**

**Total Operating Impacts:**

	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
<b>Revenues</b>										
New Revenues										
Increase to Existing Revenues										
Total Revenue Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Expenditures</b>										
Personnel Costs										
Materials & Supplies					\$3,000					
Contractual Services										
Total Expenditure Impacts	\$0	\$0	\$0	\$0	\$3,000	\$0	\$0	\$0	\$0	\$0

**Explanation of Operating Impacts:**  
 Typical practice is to provide a seal coat approximately two years after placement of new asphalt.



**CAPITAL PROJECTS DETAILS - continued**

**Project Summary**

**Project Title:**  
Improve Uptown Restrooms

**Location:**  
Schnebly Road & Cedar Street (260 Schnebly Rd)

**Phase:** 1 of 2 **Project #:** PW-1  
(If Applicable)

	Original	Revised (if applicable)
Start Date	FY2022	
Estimated Completion Date	FY2022	

**Project Description:**

**FY2022:** 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.

**FY2023:** 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 specifications for improvements to the existing restrooms.



**Project Justification:**

**FY2022:** The Uptown Pedestrian Access Improvements project, which was completed in FY2017, is intended to improve the use of the Uptown Parking Lot. In addition, the implementation of paid parking kiosks on Main Street will promote use of the Uptown Parking lot. With these improvements, more people will pass through the area, and support facilities will be needed.

**FY2023:** 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.

**For Continuing Projects**

**Estimated Project Status as of June 30, 2017:**

Project Balance	
Original Approved Project Budget	
Approved Budget Increases/Decreases	
<b>Current Approved Total Project Budget</b>	<b>\$0</b>
Requested Budget Increase/Decrease	
<b>Requested Total Project Budget</b>	<b>\$0</b>
Estimated Expenditures through June 30, 2017	\$0
<b>Budget Balance Remaining</b>	<b>\$0</b>

**Explanation for Revised Project Start Date and/or Project Budget (if applicable):**

**Budget Detail**

**Project Estimate Detail:**

Category	Funding Source	Funding Status	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals
Design	Unidentified	Not Funded						\$20,000	\$20,000					\$40,000
Construction	Unidentified	Not Funded						\$100,000	\$100,000					\$200,000
Arts Transfer	Unidentified	Not Funded						\$1,200	\$1,200					\$2,400
														\$0
														\$0
														\$0
														\$0
														\$0
<b>Totals</b>				\$0	\$0	\$0	\$0	\$121,200	\$121,200	\$0	\$0	\$0	\$0	\$242,400

**Explanation of Outside Funding Sources (Donations, Outside Participation, Grants):**

Could be potentially be funded with parking meter revenue.

**Total Operating Impacts:**

	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
<b>Revenues</b>										
New Revenues										
Increase to Existing Revenues										
<b>Total Revenue Impacts</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Expenditures</b>										
Personnel Costs										
Materials & Supplies										
Contractual Services										
<b>Total Expenditure Impacts</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

**Explanation of Operating Impacts:**

Regular stocking of bathroom supplies and janitorial services. For the projects not yet funded, the annual operating costs would increase by \$2,700 at the completion of each project.

**CAPITAL PROJECTS DETAILS - continued**

**Project Summary**

**Project Title:**  
Coffee Pot Drainage Basin, Grasshopper Lane Area (Yavapai County)

**Location:**  
Grasshopper Lane

**Phase:** 3 of 4 **Project #:** SD-1  
(If Applicable)

	Original	Revised (if applicable)
Start Date	September 2017	
Estimated Completion Date	April 2018	

**Project Description:**  
Design and installation of storm drainage improvements in the Grasshopper Lane area. The design in FY2018 is for construction phase services. Construction would also be in FY2018. In this phase of construction within the Coffee Pot Drainage Basin, existing drainage capacity will be increased.



**Project Justification:**  
The 2005 Stormwater Master Plan identified this work. 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 increasing improvements in the Little Elf area. This project is identified in the Stormwater Master Plan as CP-C6,C7, with portions of private property between the two projects.

**For Continuing Projects**

**Estimated Project Status as of June 30, 2017:**

Project Balance	
Original Approved Project Budget	\$2,646,450
Approved Budget Increases/Decreases	\$41,691
<b>Current Approved Total Project Budget</b>	<b>\$2,688,141</b>
Requested Budget Increase/Decrease	
<b>Requested Total Project Budget</b>	<b>\$2,688,141</b>
Estimated Expenditures through June 30, 2017	\$1,383,441
<b>Budget Balance Remaining</b>	<b>\$1,304,700</b>

**Explanation for Revised Project Start Date and/or Project Budget (if applicable):**

**Budget Detail**

**Project Estimate Detail:**

Category	Funding Source	Funding Status	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals
Design	Capital Reserves	Carryover	\$465,465	\$25,000										\$490,465
Construction	Yavapai County Flood Control	Carryover	\$675,000	\$325,000										\$1,000,000
Construction	Grant	New	\$0	\$0										\$0
Construction	Capital Reserves	Carryover	\$235,962	\$945,000										\$1,180,962
Arts Transfer	Capital Reserves	Carryover	\$7,014	\$9,700										\$16,714
														\$0
														\$0
														\$0
<b>Totals</b>			\$1,383,441	\$1,304,700	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,688,141

**Explanation of Outside Funding Sources (Donations, Outside Participation, Grants):**  
Grant funding may be available for this project; however, since it is unknown if the an award will be made, it is assumed that the portion not covered by flood control monies will be covered with capital reserves.

**Total Operating Impacts:**

	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
<b>Revenues</b>										
New Revenues										
Increase to Existing Revenues										
Total Revenue Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Expenditures</b>										
Personnel Costs										
Materials & Supplies		\$1,600	\$1,600	\$1,600	\$1,600	\$1,600	\$1,600	\$1,600	\$1,600	\$1,600
Contractual Services										
Total Expenditure Impacts	\$0	\$1,600	\$1,600	\$1,600	\$1,600	\$1,600	\$1,600	\$1,600	\$1,600	\$1,600

**Explanation of Operating Impacts:**  
The operating expenditures account for costs related to weed control, debris removal, erosion repair, etc.

**CAPITAL PROJECTS DETAILS - continued**

**Project Summary**

**Project Title:**  
Coffee Pot Drainage Basin, Little Elf Drive Area (Yavapai County)

**Location:**  
Little Elf Drive

**Phase:** 4 of 4 **Project #:** SD-2  
(If Applicable)

	Original	Revised (if applicable)
Start Date	September 2018	
Estimated Completion Date	May 2019	

**Project Description:**

Design and installation of storm drainage improvements in the Little Elf Drive area. The design in FY2019 is for construction phase services. Construction would also be in FY2019. In this phase of construction within the Coffee Pot Drainage Basin, existing drainage capacity will be increased. A sediment basin will also be constructed as part of this project to protect the downstream infrastructure.



**Project Justification:**

The 2005 Stormwater Master Plan identified this work. Storm drainage improvements will reduce damages from flooding, prevent natural erosion from occurring and control silt runoff in the Little Elf Drive area. These improvements are required to provide downstream capacity to allow capacity increasing improvements in the Little Elf area. These improvements are the final major improvements programed in the Coffee Pot Drainage Basin. This project is identified in the Stormwater Master Plan as CP-C8.

**For Continuing Projects**

**Estimated Project Status as of June 30, 2017:**

Project Balance	
Original Approved Project Budget	
Approved Budget Increases/Decreases	
<b>Current Approved Total Project Budget</b>	<b>\$0</b>
Requested Budget Increase/Decrease	
<b>Requested Total Project Budget</b>	<b>\$0</b>
Estimated Expenditures through June 30, 2017	\$0
<b>Budget Balance Remaining</b>	<b>\$0</b>

**Explanation for Revised Project Start Date and/or Project Budget (if applicable):**

**Budget Detail**

**Project Estimate Detail:**

Category	Funding Source	Funding Status	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals
Design	Capital Reserves	Future Estimate			\$30,000									\$30,000
Construction	Yavapai County Flood Control	Future Estimate			\$325,000									\$325,000
Construction	Development Impact Fees	Future Estimate			\$40,000									\$40,000
Construction	Capital Reserves	Future Estimate			\$1,600,000									\$1,600,000
Arts Transfer	Capital Reserves	Future Estimate			\$16,300									\$16,300
														\$0
														\$0
														\$0
<b>Totals</b>				\$0	\$0	\$2,011,300	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,011,300

**Explanation of Outside Funding Sources (Donations, Outside Participation, Grants):**

**Total Operating Impacts:**

	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
<b>Revenues</b>										
New Revenues										
Increase to Existing Revenues										
Total Revenue Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Expenditures</b>										
Personnel Costs										
Materials & Supplies			\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500
Contractual Services										
Total Expenditure Impacts	\$0	\$0	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500

**Explanation of Operating Impacts:**  
The operating expenditures account for costs related to weed control, debris removal, removal of sediment from the sediment basin, maintenance of trash rack at the system inlet, erosion repair, etc.





**CAPITAL PROJECTS DETAILS - continued**

**Project Summary**

**Project Title:**  
View Drive Area Drainage Improvements (Yavapai County)

**Location:**  
View Drive Area

**Phase:**  of  **Project #:**   
(If Applicable)

	Original	Revised (if applicable)
Start Date	July 2021	
Estimated Completion Date	June 2023	

**Project Description:**  
This project funds design and construction of storm drainage improvements for the View Drive area per the 2005 Stormwater Master Plan.



**Project Justification:**  
This project was identified in the 2005 Stormwater Master Plan as a high priority project. This project is identified as VD-CO1 - VD-C17 & VD-D01 - VD-D16 in the Master Plan.

**For Continuing Projects**

**Estimated Project Status as of June 30, 2017:**

Project Balance	
Original Approved Project Budget	
Approved Budget Increases/Decreases	
<b>Current Approved Total Project Budget</b>	<b>\$0</b>
Requested Budget Increase/Decrease	
<b>Requested Total Project Budget</b>	<b>\$0</b>
Estimated Expenditures through June 30, 2017	\$0
<b>Budget Balance Remaining</b>	<b>\$0</b>

**Explanation for Revised Project Start Date and/or Project Budget (if applicable):**

**Budget Detail**

Project Estimate Detail:														
Category	Funding Source	Funding Status	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals
Design	Yavapai County Flood Control	Not Funded						\$200,000						\$200,000
Construction	Yavapai County Flood Control	Not Funded							\$375,000					\$375,000
Construction	Unidentified	Not Funded							\$1,075,000					\$1,075,000
Arts Transfer	Unidentified	Not Funded							\$10,750					\$10,750
														\$0
														\$0
														\$0
														\$0
<b>Totals</b>				\$0	\$0	\$0	\$0	\$200,000	\$1,460,750	\$0	\$0	\$0	\$0	\$1,660,750

**Explanation of Outside Funding Sources (Donations, Outside Participation, Grants):**

**Total Operating Impacts:**

	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
<b>Revenues</b>										
New Revenues										
Increase to Existing Revenues										
<b>Total Revenue Impacts</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Expenditures</b>										
Personnel Costs										
Materials & Supplies										
Contractual Services										
<b>Total Expenditure Impacts</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

**Explanation of Operating Impacts:**  
The operating expenditures account for costs related to weed control, debris removal, erosion repair, etc. For the projects not yet funded, the annual operating costs would increase by \$3,200 at the completion of the improvements.















**CAPITAL PROJECTS DETAILS - continued**

**Project Summary**

**Project Title:**  
Stormwater Master Plan Update & Project Implementations

**Location:**  
City-Wide

**Phase:**  of  **Project #:**   
(If Applicable)

	Original	Revised (if applicable)
Start Date	July 2017	July 2019
Estimated Completion Date	June 2022	June 2022

**Project Description:**

Complete an update of the 2005 Stormwater 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.

In FY2021, the Master Plan would be continually updated to include remapping the floodplains changed by previous storm drainage improvement projects.

The FY2021-2027 construction funds are allocated to accommodate projects recommended in the study, in the Coconino and Yavapai County areas. This is due to already having projects designated from the current Stormwater Master Plan for this time period. At this time, we expect these projects to be small in scope.



**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. For 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, and new priorities will be reflected by updating the Plan.

**For Continuing Projects**

**Estimated Project Status as of June 30, 2017:**

Project Balance	
Original Approved Project Budget	
Approved Budget Increases/Decreases	
<b>Current Approved Total Project Budget</b>	<b>\$0</b>
Requested Budget Increase/Decrease	
<b>Requested Total Project Budget</b>	<b>\$0</b>
Estimated Expenditures through June 30, 2017	\$0
<b>Budget Balance Remaining</b>	<b>\$0</b>

**Explanation for Revised Project Start Date and/or Project Budget (if applicable):**

**Budget Detail**

**Project Estimate Detail:**

Category	Funding Source	Funding Status	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals
Study	Unidentified	Not Funded				\$125,000	\$75,000	\$75,000						\$275,000
Study	Coconino County Flood Control	Not Funded				\$125,000	\$75,000	\$75,000						\$275,000
Construction	Coconino County Flood Control	Not Funded					\$325,000	\$325,000	\$400,000	\$400,000	\$400,000	\$400,000	\$400,000	\$2,650,000
Construction	Yavapai County Flood Control	Not Funded									\$375,000	\$375,000	\$375,000	\$1,125,000
														\$0
														\$0
														\$0
<b>Totals</b>				\$0	\$0	\$0	\$250,000	\$475,000	\$475,000	\$400,000	\$400,000	\$775,000	\$775,000	\$4,325,000

**Explanation of Outside Funding Sources (Donations, Outside Participation, Grants):**

**Total Operating Impacts:**

	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
<b>Revenues</b>										
New Revenues										
Increase to Existing Revenues										
Total Revenue Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Expenditures</b>										
Personnel Costs										
Materials & Supplies										
Contractual Services										
Total Expenditure Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

**Explanation of Operating Impacts:**



**CAPITAL PROJECTS DETAILS - continued**

**Project Summary**

**Project Title:**

Rebuild Wastewater Headworks

**Location:**

Wastewater Reclamation Plant (WWRP)

**Phase:**  of  **Project #:**   
(If Applicable)

	Original	Revised (if applicable)
Start Date	July 2016	
Estimated Completion Date	June 2017	August 2017

**Project Description:**

This project provides design and construction for rebuilding the concrete headworks channels and coating the Parshall Flume metering station at the headworks.



**Project Justification:**

The headworks Parshall Flume metering station and concrete channels were a part of the original construction of the WWRP. The area receives an average daily flow of raw wastewater influent of 1.2 million gallons per day. Influent is naturally high in hydrogen sulfide gas, which is highly corrosive. The concrete channels have been deteriorating for many years. In 2014, the damaged concrete channels were patched and coated to preserve the life of the channels. The coating is now separating, and further deterioration is occurring. This project will include rebuilding the concrete channels and providing new coating to prevent/slow future deterioration. The coatings on the Parshall Flume appear to be in good condition; however, this project will further evaluate the coatings at the metering station, and any repairs needed will be implemented.

**For Continuing Projects**

**Estimated Project Status as of June 30, 2017:**

The design is 100% complete, and the construction is estimated to be 30% complete by June 30, 2017.

Project Balance	
Original Approved Project Budget	\$480,000
Approved Budget Increases/Decreases	
<b>Current Approved Total Project Budget</b>	<b>\$480,000</b>
Requested Budget Increase/Decrease	
<b>Requested Total Project Budget</b>	<b>\$480,000</b>
Estimated Expenditures through June 30, 2017	\$23,225
<b>Budget Balance Remaining</b>	<b>\$456,775</b>

**Explanation for Revised Project Start Date and/or Project Budget (if applicable):**

There were no bids received for the project when it was bid out in late 2016. The project was re-bid in February 2017, resulting in a delay in the start of construction and carryover of the project into FY2018.

**Budget Detail**

**Project Estimate Detail:**

Category	Funding Source	Funding Status	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals
Design	Wastewater Revenues	Carryover	\$23,225	\$16,775										\$40,000
Construction	Wastewater Revenues	Carryover		\$400,000										\$400,000
Contingency	Wastewater Revenues	Carryover		\$40,000										\$40,000
														\$0
														\$0
														\$0
														\$0
														\$0
<b>Totals</b>				\$23,225	\$456,775	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$480,000

**Explanation of Outside Funding Sources (Donations, Outside Participation, Grants):**

**Total Operating Impacts:**

	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
<b>Revenues</b>										
New Revenues										
Increase to Existing Revenues										
Total Revenue Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Expenditures</b>										
Personnel Costs										
Materials & Supplies										
Contractual Services										
Total Expenditure Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

**Explanation of Operating Impacts:**

**CAPITAL PROJECTS DETAILS - continued**

**Project Summary**

**Project Title:**  
SCADA System & Configuration Upgrade

**Location:**  
Wastewater Reclamation Plant (WWRP)

**Phase:** 1 of 1 **Project #:** WW-2  
(If Applicable)

	Original	Revised (if applicable)
Start Date	July 2017	
Estimated Completion Date	June 2019	

**Project Description:**

SCADA (Supervisory Control And Data Acquisition) is our computerized control system for operating and monitoring plant processes. Upgrades to the SCADA system components ensures long-term functionality and security for this critical system. Functionality involves upgrading PLCs (Programmable Logic Controllers) to devices supported by the manufacturer and for which parts are readily available. It also involves making repairs to the existing fiber optic system. The security aspect is concerned with configuring the system to reduce unauthorized system access from outside the City. Only planning to pursue priorities 1 as part of this project budget. FY2018 is for Appendix B work except Area 4 and Blower, Appendix C, and Appendix D. FY2019 is for Area 4 if the pump station will remain part of the system in the long term. This decision is dependent upon the Dells land-use decisions.

Product ID	Product Description	Start/End Date	Responsible Personnel
1781-ASC	PLC's Controller I/O Processor	June 2017	ControlLogic Processor
1781-ASB	PLC's Processor	June 2017	ControlLogic Processor
1781-ASC	PLC's Controller I/O Processor	June 2017	ControlLogic Processor
1781-ASB	PLC's Processor	June 2017	ControlLogic Processor
1781-ASC	PLC's Controller I/O Processor	June 2017	ControlLogic Processor
1781-ASB	PLC's Processor	June 2017	ControlLogic Processor

**Project Justification:**

A 2016 study noted that a number of system control devices (Programmable Logic Controllers - PLCs) were no longer supported by the manufacturer and parts would become more difficult to obtain. In order to reduce the SCADA failure without an available repair, recommendations were made to upgrade the PLCs and associated devices. In addition, the fiber optic system has been compromised by rodent damage. The current SCADA system has security issues. FY2018 will focus on Priority #1 repairs. If this project is not pursued, the City can expect failures of the SCADA system. This would mean that staff would monitor and control more of the process manually. The system operates 24 hours per day. The existing staff level would not be able to do this and likely more violations of our permit with ADEQ would occur. Failure to maintain the system can result in fines of up to \$25,000/day for the first violation and \$50,000/day for the second. The current compensation for a wastewater operator level 2 at the City is about \$44,500 per year.

**For Continuing Projects**

**Estimated Project Status as of June 30, 2017:**

A study identifying needs has been completed. Captured operating data (a historian) was completed in June 2016. FY2016 expenditures authorized Computer System Upgrades funding. PLCs for blowers were installed in FY 2017 as part of plant upgrade project.

Project Balance	
Original Approved Project Budget	
Approved Budget Increases/Decreases	
<b>Current Approved Total Project Budget</b>	<b>\$0</b>
Requested Budget Increase/Decrease	\$185,000
<b>Requested Total Project Budget</b>	<b>\$185,000</b>
Estimated Expenditures through June 30, 2017	\$0
<b>Budget Balance Remaining</b>	<b>\$185,000</b>

**Explanation for Revised Project Start Date and/or Project Budget (if applicable):**

**Budget Detail**

**Project Estimate Detail:**

Category	Funding Source	Funding Status	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals
Equipment	Wastewater Revenues	New Appropriation		\$160,000										\$160,000
Equipment	Wastewater Revenues	New Appropriation			\$25,000									\$25,000
														\$0
														\$0
														\$0
Totals				\$0	\$160,000	\$25,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$185,000

**Explanation of Outside Funding Sources (Donations, Outside Participation, Grants):**

**Total Operating Impacts:**

	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
<b>Revenues</b>										
New Revenues										
Increase to Existing Revenues										
Total Revenue Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Expenditures</b>										
Personnel Costs										
Materials & Supplies										
Contractual Services										
Total Expenditure Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

**Explanation of Operating Impacts:**

To be determined

**CAPITAL PROJECTS DETAILS - continued**

**Project Summary**

**Project Title:**  
 Skid Steer & Concrete Driveway for Air Drying Beds

**Location:**  
 Wastewater Reclamation Plant (WWRP)

**Phase:**  of  **Project #:**   
 (If Applicable)

	Original	Revised (if applicable)
Start Date	August 2017	
Estimated Completion Date	October 2017	

**Project Description:**  
 Purchase of a Skid Steer and construction of a concrete driveway along the southerly edge of air drying beds constructed in 2011.



**Project Justification:**  
 In order to improve the efficiency of the air drying beds constructed in 2011 (drying beds 5-10), it is necessary to turn the wet sludge to improve the squeezing of water out of the sludge. The hindrance to doing this has been that sludge would get on the wheels of the tractor turning the sludge. This would constitute a source of stormwater runoff pollution as the tractor travelled along a plant roadway, because the sludge would drop on the road. This is a concern because of the City's Multi-sector stormwater permit identifies the beds as a potential pollutant source for which the identified practice is to contain the sludge in the drying beds until dry. The most recent operating permit issued to the City (January 18, 2017) requires that the sludge drying beds have a one-foot freeboard. The older drying beds (1-4 per permit identification) are about 16 inches deep. They had been operating with a freeboard of about 4 inches. The reduction in sludge drying capacity in beds 1-4 requires that operational and structural changes be implemented. The measures considered are:  
 1) Installation of an auger in beds 5-10 estimated \$200,000+  
 2) Purchase Skid Steer and construct concrete drive along beds 5-10 estimated \$50,000  
 3) Reconstruct bed 1-4 similar to beds 5-10 estimated \$2+ million design/construction based on 2010 costs for beds 5-10  
 4) Do not improve beds but increase use of the centrifuge by 2 days a month during months of May-October (6 months) estimated annualized cost of \$4,900

**For Continuing Projects**

**Estimated Project Status as of June 30, 2017:**

Project Balance	
Original Approved Project Budget	
Approved Budget Increases/Decreases	
<b>Current Approved Total Project Budget</b>	<b>\$0</b>
Requested Budget Increase/Decrease	\$50,000
<b>Requested Total Project Budget</b>	<b>\$50,000</b>
Estimated Expenditures through June 30, 2017	\$0
<b>Budget Balance Remaining</b>	<b>\$50,000</b>

**Explanation for Revised Project Start Date and/or Project Budget (if applicable):**

**Budget Detail**

**Project Estimate Detail:**

Category	Funding Source	Funding Status	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals
Construction	Wastewater Revenues	New Appropriation		\$38,000										\$38,000
Equipment	Wastewater Revenues	New Appropriation		\$12,000										\$12,000
														\$0
														\$0
														\$0
														\$0
<b>Totals</b>				\$0	\$50,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$50,000

**Explanation of Outside Funding Sources (Donations, Outside Participation, Grants):**

**Total Operating Impacts:**

	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
<b>Revenues</b>										
New Revenues										
Increase to Existing Revenues										
<b>Total Revenue Impacts</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Expenditures</b>										
Personnel Costs										
Materials & Supplies	\$1,250	\$1,250	\$1,250	\$1,250	\$1,250	\$1,250	\$1,250	\$1,250	\$1,250	\$1,250
Contractual Services	\$250	\$250	\$250	\$250	\$250	\$400	\$400	\$400	\$400	\$400
<b>Total Expenditure Impacts</b>	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,650	\$1,650	\$1,650	\$1,650	\$1,650

**Explanation of Operating Impacts:**  
 Estimated 5,000 hour life for Skid Steer equipment. One with about 1,400 hours can be purchased used. Estimated usage is about 160-200 hours per year, so 2,000 hours in 10 years. New Skid Steer estimated to cost more than \$50,000.

**CAPITAL PROJECTS DETAILS - continued**

**Project Summary**

**Project Title:**

Construction of Wastewater Recharge/Injection Wells - Wells 3 & 4

**Location:**

Wastewater Reclamation Plant (WWRP)

**Phase:**  of  **Project #:**   
(If Applicable)

	Original	Revised (if applicable)
Start Date	FY2010	
Estimated Completion Date	FY2020	

**Project Description:**

The project represents the construction of up to 6 recharge (injection) wells for the disposal of up to 2.0 million gallons per day of treated effluent:  
**Wetlands:** Shown under the demolition/site prep category, included the addition of 27 acres of wetlands and was completed in FY2012.  
**Recharge Well No. 1 and No. 2:** Design, construction (drilling and equipping) completed in FY2017.  
**Recharge Well No. 3 and No. 4:** Includes design beginning in FY2017 and complete in FY2018. The construction (drilling/equipping) portion is shown in FY2018 and FY2019.  
**Recharge Well No. 5:** Includes design, beginning in FY2019 and complete in FY2020, and drilling/equipping in FY2020. The construction (drilling/equipping) portion is shown in FY2020.  
**NOTE:** Six recharge wells were identified in the Effluent Management Optimization Plan; however, water demand from future land uses in the area, and/or efficiency of wells 1-5 may result in Recharge Well No. 6 not being necessary.



**Project Justification:**

In 2013, based on evaluation of wetlands, spray irrigation, and aquifer recharge, the Effluent Management Optimization Plan was completed. The plan evaluated the optimum combination of effluent management strategies at build-out flows, or 2.0 million gallons per day (MGD). The recommended effluent management strategy includes 27 acres of wetlands, 100 acres of spray irrigation (reduced from 300 acres), and up to 6 recharge wells.

**For Continuing Projects**

**Estimated Project Status as of June 30, 2017:**

The construction of Recharge Well No. 3 and No. 4 is expected to be 100% complete by June 30, 2017.

**Explanation for Revised Project Start Date and/or Project Budget (if applicable):**

Project Balance		
Original Approved Project Budget		\$7,878,258
Approved Budget Increases/Decreases		
<b>Current Approved Total Project Budget</b>		<b>\$7,878,258</b>
Requested Budget Increase/Decrease		\$3,275,000
<b>Requested Total Project Budget</b>		<b>\$11,153,258</b>
Estimated Expenditures through June 30, 2017		\$7,137,983
<b>Budget Balance Remaining</b>		<b>\$4,015,275</b>

**Budget Detail**

**Project Estimate Detail:**

Category	Funding Source	Funding Status	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals
Design	Wastewater Revenues	New Appropriation	\$989,221	\$250,000										\$1,239,221
Construction	Wastewater Revenues	Carryover	\$4,412,268	\$434,215										\$4,846,483
Construction	Wastewater Revenues	New Appropriation		\$1,000,000	\$2,000,000									\$3,000,000
Environmental	Wastewater Revenues	Carryover	\$13,355	\$90,000										\$103,355
Environmental	Wastewater Revenues	New Appropriation			\$25,000									\$25,000
Demolition/Site Prep	Wastewater Revenues	Carryover	\$1,657,999											\$1,657,999
Contingency	Wastewater Revenues	Carryover	\$65,140	\$216,060										\$281,200
Design	Wastewater Revenues	Future Estimate			\$130,000	\$100,000								\$230,000
Construction	Wastewater Revenues	Future Estimate				\$1,256,500								\$1,256,500
Environmental	Wastewater Revenues	Future Estimate				\$25,000								\$25,000
<b>Totals</b>			\$7,137,983	\$1,990,275	\$2,155,000	\$1,381,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$12,664,758

**Explanation of Outside Funding Sources (Donations, Outside Participation, Grants):**

**Total Operating Impacts:**

	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
<b>Revenues</b>										
New Revenues										
Increase to Existing Revenues										
Total Revenue Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Expenditures</b>										
Personnel Costs										
Materials & Supplies		\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Contractual Services		\$22,000	\$22,000	\$22,000	\$22,000	\$82,000	\$82,000	\$82,000	\$22,000	\$22,000
Total Expenditure Impacts	\$0	\$32,000	\$32,000	\$32,000	\$32,000	\$92,000	\$92,000	\$92,000	\$32,000	\$32,000

**Explanation of Operating Impacts:**

Maintenance and repairs of pumps, filters, and purchase of salt for the chlorine generation system. Also well rehabilitation every 4-5 years.

**CAPITAL PROJECTS DETAILS - continued**

**Project Summary**

**Project Title:**

Wastewater Collections System Improvements

**Location:**

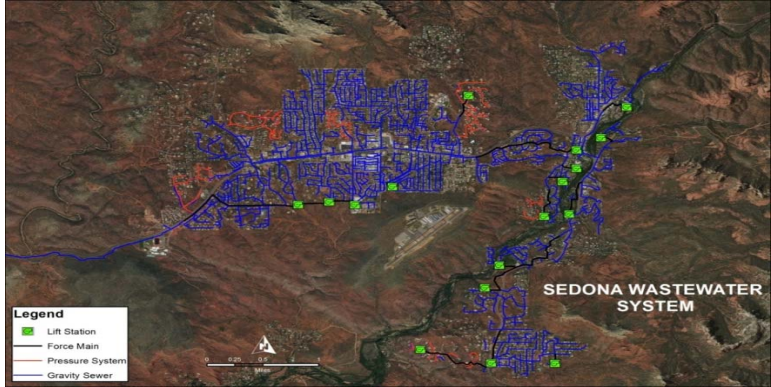
Citywide

**Phase:**  of  **Project #:**   
(If Applicable)

	Original	Revised (if applicable)
Start Date	July 2017	
Estimated Completion Date	June 2024	

**Project Description:**

This project is a multi-phase project as a result of the Wastewater Master Plan update completed in FY2017: FY2018 includes improvements to the Mystic Hills and Chapel lift stations to increase wet well capacity and upgrade pumps. FY2019 includes rehabilitation to the Brewer Road force main to add capacity to reduce surcharging at the Brewer Road lift station. In addition, FY2019 will include repairs to the 8-inch sewer main along the SR 179 bridge. Projects in FY2020 and beyond include repairs to fractured or deteriorating pipe citywide and converting cluster system connections into standard sewer connections, and a comprehensive study for condition assessment of the sewer main that runs from the Carroll Canyon lift station to the Wastewater Reclamation Plant (WWRP).



**Project Justification:**

The Wastewater Master Plan Update, completed in FY2017, included both condition assessments of existing sewer infrastructure and capacity analysis of the sewer collection system. The Master Plan identified several areas of pipe citywide that were in poor condition, having either deterioration from hydrogen sulfide gases or pipe failures/fractures. In addition, the Master Plan evaluated the operation of the City's 17 lift stations and identified improvements that are required for proper function of the lift stations. Finally, the Master Plan evaluated the need to remove cluster systems from the collections system, converting them to a standard sewer connection.

**For Continuing Projects**

**Estimated Project Status as of June 30, 2017:**

Project Balance	
Original Approved Project Budget	
Approved Budget Increases/Decreases	\$0
<b>Current Approved Total Project Budget</b>	<b>\$0</b>
Requested Budget Increase/Decrease	\$1,820,000
<b>Requested Total Project Budget</b>	<b>\$1,820,000</b>
Estimated Expenditures through June 30, 2017	\$0
<b>Budget Balance Remaining</b>	<b>\$1,820,000</b>

**Explanation for Revised Project Start Date and/or Project Budget (if applicable):**

**Budget Detail**

**Project Estimate Detail:**

Category	Funding Source	Funding Status	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals
Design	Wastewater Revenues	New Appropriation		\$250,000										\$250,000
Construction	Wastewater Revenues	New Appropriation		\$650,000	\$650,000									\$1,300,000
Contingency	Wastewater Revenues	New Appropriation		\$270,000										\$270,000
Design	Wastewater Revenues	Future Estimate			\$208,200	\$25,000	\$25,000	\$25,000	\$50,000	\$50,000				\$383,200
Construction	Wastewater Revenues	Future Estimate			\$1,220,600	\$250,000	\$250,000	\$250,000	\$500,000	\$500,000				\$2,970,600
Contingency	Wastewater Revenues	Future Estimate			\$200,000									\$200,000
														\$0
														\$0
<b>Totals</b>				\$0	\$1,170,000	\$2,278,800	\$275,000	\$275,000	\$275,000	\$550,000	\$550,000	\$0	\$0	\$5,373,800

**Explanation of Outside Funding Sources (Donations, Outside Participation, Grants):**

**Total Operating Impacts:**

	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
<b>Revenues</b>										
New Revenues										
Increase to Existing Revenues										
Total Revenue Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Expenditures</b>										
Personnel Costs										
Materials & Supplies										
Contractual Services										
Total Expenditure Impacts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

**Explanation of Operating Impacts:**



**CAPITAL PROJECTS DETAILS - continued**

**Project Summary**

**Project Title:**  
 Replace WWRP Bar Screens and Tertiary Filters

**Location:**  
 Wastewater Reclamation Plant (WWRP)

**Phase:**  of  **Project #:**   
 (If Applicable)

	Original	Revised (if applicable)
Start Date	Fall 2016	March 2017
Estimated Completion Date	June 2017	August 2018

**Project Description:**  
 This project provides design and installation of new bar screens and tertiary filters.



**Project Justification:**  
 Replacement parts for the existing headworks are becoming more difficult to find because the equipment is obsolete. This results in long down times of approximately 2 months, a couple times a year when equipment fails. In addition, the headworks influent flow channel has experienced deterioration from hydrogen sulfide gases produced by raw wastewater. The project will replace 2 bar screens with more modern equipment and re-coat the portion of the influent flow channel that has deterioration. In addition, design for the tertiary filter upgrades is scheduled for FY2018. The construction of the tertiary filter upgrades has been accelerated to FY2018 and FY2019 in order to improve efficiency of the existing filters and to avoid costly replacement of sand media that is currently being used for filtration. The design will look at different technologies when choosing a replacement for the filters.

**For Continuing Projects**

**Estimated Project Status as of June 30, 2017:**  
 The bar screen replacement project is anticipated to be approximately 50% complete.

Project Balance	
Original Approved Project Budget	\$500,000
Approved Budget Increases/Decreases	
<b>Current Approved Total Project Budget</b>	<b>\$500,000</b>
Requested Budget Increase/Decrease	\$1,400,000
<b>Requested Total Project Budget</b>	<b>\$1,900,000</b>
Estimated Expenditures through June 30, 2017	\$155,000
<b>Budget Balance Remaining</b>	<b>\$1,745,000</b>

**Explanation for Revised Project Start Date and/or Project Budget (if applicable):**  
 There were no bids received for the project when it was bid out in late 2016. The project was re-bid in February 2017, resulting in a delay in the start of construction and carryover of the project into FY2018.

**Budget Detail**

Project Estimate Detail:														
Category	Funding Source	Funding Status	Prior Years Estimate	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Project Totals
Design	Wastewater Revenues	New Appropriation	\$50,000	\$100,000										\$150,000
Construction	Wastewater Revenues	New Appropriation		\$780,000	\$520,000									\$1,300,000
Construction	Wastewater Revenues	Carryover	\$100,000	\$300,000										\$400,000
Contingency	Wastewater Revenues	Carryover	\$5,000	\$45,000										\$50,000
														\$0
														\$0
														\$0
														\$0
<b>Totals</b>			\$155,000	\$1,225,000	\$520,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,900,000

**Explanation of Outside Funding Sources (Donations, Outside Participation, Grants):**

**Total Operating Impacts:**

	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
<b>Revenues</b>										
New Revenues										
Increase to Existing Revenues										
<b>Total Revenue Impacts</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Expenditures</b>										
Personnel Costs										
Materials & Supplies		\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
Contractual Services		\$1,200	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200
<b>Total Expenditure Impacts</b>	\$0	\$2,200	\$2,200	\$2,200	\$2,200	\$2,200	\$2,200	\$2,200	\$2,200	\$2,200

**Explanation of Operating Impacts:**  
 Materials & Supplies includes lubrication for gears and replacement parts. Contractual services includes an additional weekly trash pickup, if needed. Any savings to personnel costs will be determined.















## CITY COUNCIL

<b>Program Expenditures:</b>	<b>\$181,895</b>
<b>Personnel Costs:</b>	<b>\$ 48,100 (26%)</b>
<b>Supplies &amp; Services:</b>	<b>\$ 29,675 (17%)</b>
<b>Internal Charges:</b>	<b>\$104,120 (57%)</b>
<b>Employee Time Allocation:</b>	<b>7.00 FTEs</b>

### 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.

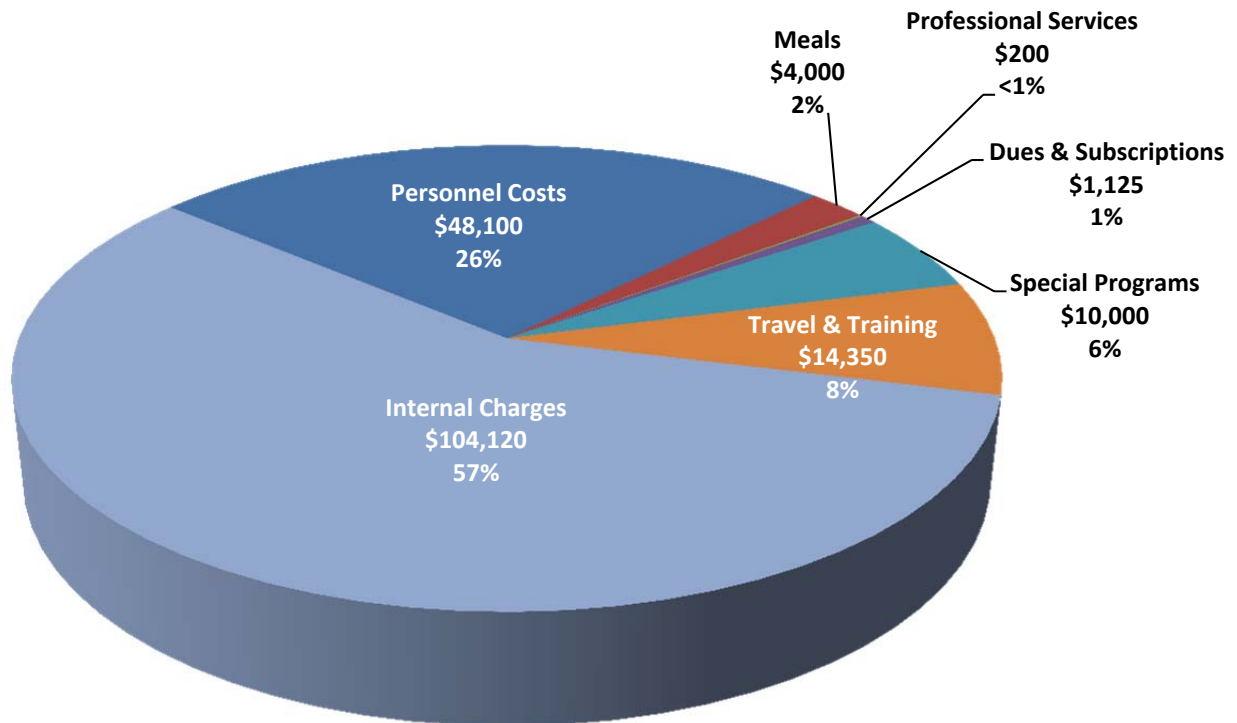
### Description

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 is mostly responsible for policies and appoints a City Manager who is responsible for the day-to-day operations of the City.

### Significant Changes

- Elected/Reelected 4 Councilors and the Mayor, with 2 new Councilors seated.

## FY 2018 EXPENDITURES



## CITY COUNCIL - continued

### FY 17 Accomplishments

- Approved a balanced budget.
- Continued accelerated improvements to storm water drainage system.
- Hosted the 7<sup>th</sup> Annual Citizens Academy.
- Continued outreach through social media (Facebook and Twitter) and enhancements to the City's website.
- Approved contract for a Comprehensive, Citywide, Multi-modal Transportation Study.
- Completed construction of Barbara Antonsen Memorial Park.
- Approved contract for a Citywide Wireless Master Plan.
- Approved Soldiers Pass, Western Gateway, and Schnebly Hill Community Focus Areas.
- Approved Brewer Road Master Plan.
- Assessed the feasibility of franchising trash hauling and recycling services.

### FY 18 Objectives

- Continue to work toward achievements within the Council's top priorities.
- Mitigation of traffic and parking issues in Sedona.
- Accelerate storm water management.
- Continue efforts at outreach through social media, website, written reports, and other means.
- Implement Economic Development Plan.
- Uptown Community Focus Area.
- Citywide Wireless Master Plan.
- Comprehensive, Citywide, Multi-modal Transportation Study.
- Land Development Code Update.
- Revise City Sign Code.
- Sustainable Tourism.
- Explore Financial Sustainability/ Long Term Revenue Options.
- Update the Building Code.

WORKLOAD INDICATORS	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Projection
City council communications reviewed	158	160	140	140
Public meetings held	54	70	48	48



CITY COUNCIL - continued

**Program Summary**

67% of year completed

Program	FY2018 Proposed	FY2017 Budget	FY2018 Incr. over FY2017 Budget	FY2017 Est. Actuals	FY2018 Incr. over FY2017 Est.	FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals
<b>General Fund</b>											
10-5210-01 - Administration	\$181,895	\$78,585	131%	\$76,800	137%	\$1,785	\$39,457	51%	\$63,123	\$66,995	\$53,561
<b>General Fund Total</b>	<b>\$181,895</b>	<b>\$78,585</b>	<b>131%</b>	<b>\$76,800</b>	<b>137%</b>	<b>\$1,785</b>	<b>\$39,457</b>	<b>51%</b>	<b>\$63,123</b>	<b>\$66,995</b>	<b>\$53,561</b>

**Expenditure Summary**

Cost Category	FY2018 Proposed	FY2017 Budget	FY2018 Incr. over FY2017 Budget	FY2017 Est. Actuals	FY2018 Incr. over FY2017 Est.	FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	Explanation of Changes
<b>General Fund</b>												
<b>10-5210-01 - Administration</b>												
Personnel	\$48,100	\$48,210	0%	\$46,425	4%	\$1,785	\$26,604	57%	\$46,121	\$44,382	\$43,992	
Supplies & Services (ongoing)	\$29,675	\$30,375	-2%	\$30,375	-2%	\$0	\$12,853	42%	\$17,002	\$22,613	\$9,569	
<b>Administration Direct Costs Subtotal</b>	<b>\$77,775</b>	<b>\$78,585</b>	<b>-1%</b>	<b>\$76,800</b>	<b>1%</b>	<b>\$0</b>	<b>\$39,457</b>	<b>51%</b>	<b>\$63,123</b>	<b>\$66,995</b>	<b>\$53,561</b>	
Internal Charges	\$104,120	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Indirect cost allocation plan implemented for FY2018
<b>General Fund Total</b>	<b>\$181,895</b>	<b>\$78,585</b>	<b>131%</b>	<b>\$76,800</b>	<b>137%</b>	<b>\$0</b>	<b>\$39,457</b>	<b>51%</b>	<b>\$63,123</b>	<b>\$66,995</b>	<b>\$53,561</b>	

**Positions/Allocations Summaries**

Position	FY18	FY17	Org Unit	Org Description	FY18	FY17
	FTE	FTE			FTE	FTE
Councillor	6.00	6.00				
Mayor	1.00	1.00				
<b>Total</b>	<b>7.00</b>	<b>7.00</b>				
<b>General Fund</b>						
			10-5210-01	Administration	7.00	7.00
			<b>General Fund Total</b>		<b>7.00</b>	<b>7.00</b>

## CITY MANAGER'S OFFICE

### Mission Statement

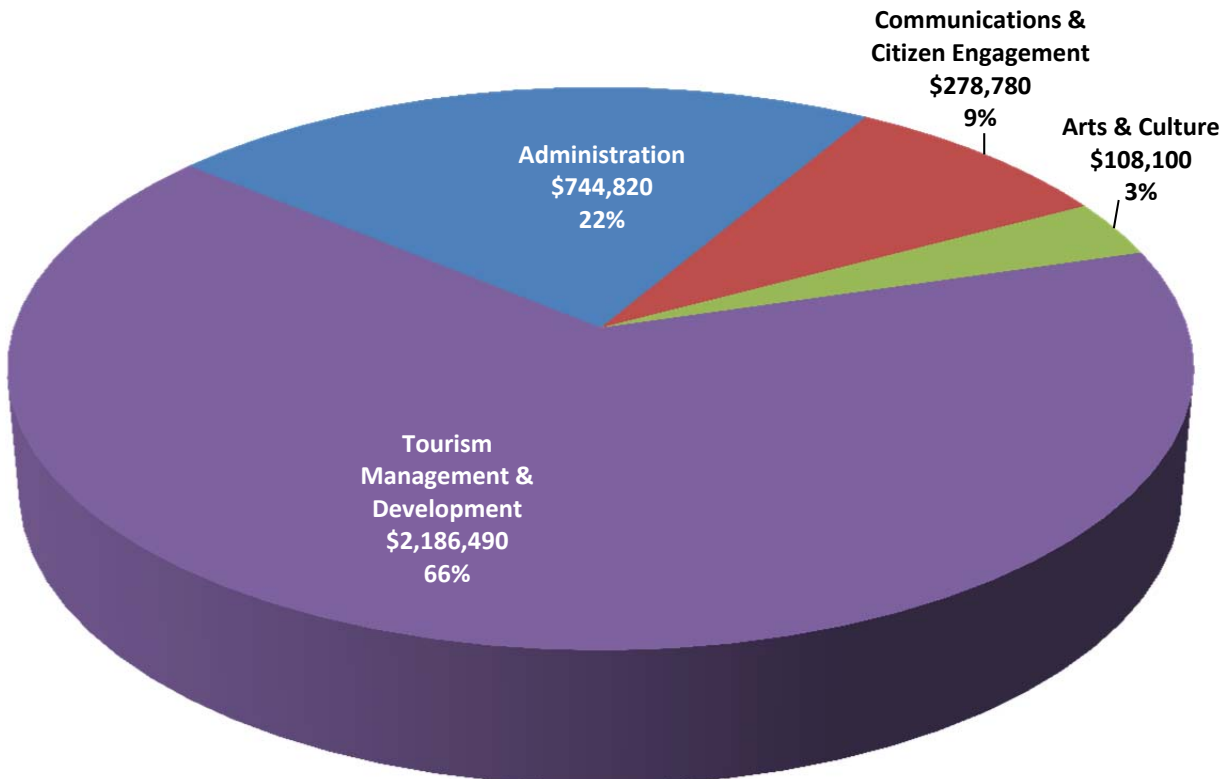
To assist departments and City Council in meeting performance goals by fostering an organizational environment that encourages a commitment to teamwork and delivery of quality municipal services to external customers (residents) and internal customers (employees).

### Description

The City Manager's Office is responsible for the following program areas:

- Administration
- Communications & Citizen Engagement
- Arts & Culture

### FY 2018 PROGRAM EXPENDITURES: \$3,328,080



## CITY MANAGER'S OFFICE - Administration

<b>Program Expenditures:</b>	<b>\$744,820</b>
<b>Personnel Costs:</b>	<b>\$523,600 (70%)</b>
<b>Supplies &amp; Services:</b>	<b>\$119,120 (16%)</b>
<b>Internal Charges:</b>	<b>\$102,100 (14%)</b>
<b>Employee Time Allocation:</b>	<b>3.40 FTEs</b>

<b>Charges Allocated to Other Departments:</b>	<b>\$646,800</b>
------------------------------------------------	------------------

The Administration program consists of the City Manager and Assistant City Manager, who are responsible for the implementation of City Council policy and work plans and directing all department head positions.

### FY 17 Accomplishments

- Oversaw and/or directly led 24 City Council Priorities.
- Worked with merchants and other stakeholders to implement paid parking on Main Street in Uptown.
- Initiated a Citizen Work Group to look at long-term capital needs and funding options.
- Continued development of a citywide wireless master plan.
- Worked with consultants and community stakeholders to complete a comprehensive traffic and circulation study.

### FY 18 Objectives

- Continued development and implementation of strategies to mitigate traffic and parking issues in Uptown. **Council Priority**
- Work with Sedona Chamber of Commerce & Tourism Bureau to develop a Sustainable Tourism Plan/Program to guide future tourism activities. **Council Priority**
- Initiate efforts to pursue public/private partnerships to address the lack of availability of affordable housing. **Council Priority**
- Put the "Home Rule" alternative expenditure limitation on the August ballot for a public vote, in accordance with Arizona state law. **Council Priority**

WORKLOAD INDICATORS	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Projection
City Council agenda bill items reviewed	158	200	140	140
Total number of adopted Council Priorities	29	30	24	24

PERFORMANCE MEASURES	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Target
Percent of City Council annual priority goals completed by the established deadlines	80%	80%	80%	80%
Citizen favorability rating: quality of all government services	N/A	N/A	N/A	N/A
Percent of citizens satisfied with the value received for tax dollars	N/A	N/A	N/A	N/A
Employee favorability rating: job satisfaction	N/A	N/A	N/A	N/A

## CITY MANAGER'S OFFICE - Communications & Citizen Engagement

<b>Program Expenditures:</b>	<b>\$288,670</b>
<b>Personnel Costs:</b>	<b>\$181,500 (63%)</b>
<b>Supplies &amp; Services:</b>	<b>\$ 51,550 (18%)</b>
<b>Internal Charges:</b>	<b>\$ 55,620 (19%)</b>
<b>Employee Time Allocation:</b>	<b>1.88 FTEs</b>

The Communications and Citizen Engagement program is responsible for keeping Sedona citizens informed and involved. Program areas and services include the Citizen Engagement Program, annual reports and newsletters, media relations, and social media activities.

### FY 17 Accomplishments

- Produced a 2016 Annual Community Report and a Community Connection newsletter, which were mailed to residents and posted on the City's website.
- Coordinated 24 City Talk articles for publication.
- Held the 2017 Citizens Academy with 22 participants.
- Continued to develop online and real-time polling opportunities to engage residents.
- Hosted a volunteer luncheon and awards program for Citizens Engagement Program (CEP) participants and other volunteers.
- Communicated City Council's priorities to residents.

### FY 18 Objectives

- Continue to offer meaningful work group opportunities for citizens.
- Conduct a survey on citizen communication awareness and preferences.
- Create a performance improvement plan for website content management.
- Coordinate and participate in the 2018 Citizens Academy.

WORKLOAD INDICATORS	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Projection
Number of citizens participating in City work groups	81	75	75	75
New citizen workgroups created	6	8	8	8
Number of active work groups	11	10	11	10
Total followers on social media (Facebook, Twitter, Instagram)	N/A	600	600	700

PERFORMANCE MEASURES	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Target
Increase digital reach and open rates of city issued news releases	N/A	N/A	3,000 subscribers/ 34% open rate	3,500 subscribers/ 40% open rate
Participants rating their work group experience as good or excellent	N/A	N/A	N/A	N/A
Participants rating the Citizen's Academy as good or excellent	N/A	90%	90%	90%
Citizen awareness with how the City keeps the public informed	N/A	N/A	N/A	N/A

## CITY MANAGER'S OFFICE - Arts & Culture

<b>Program Expenditures:</b>	<b>\$108,100</b>
<b>Personnel Costs:</b>	<b>\$ 68,180 (63%)</b>
<b>Supplies &amp; Services:</b>	<b>\$ 18,350 (17%)</b>
<b>Internal Charges:</b>	<b>\$ 21,570 (20%)</b>
<b>Employee Time Allocation:</b>	<b>0.75 FTEs</b>

Being a city animated by the arts, the Arts & Culture program supports and facilitates numerous quality programs that generate creative growth for our community. This division is responsible for overlooking seven major areas: Art in Public Places, Art in Private Development, the City Hall Art Rotation Program, the Artist in the Classroom Program, the Street Performers Program, the Mayor's Arts Awards, and the monthly Moment of Art presentations to City Council.

### FY 17 Accomplishments

- Restructured the City Hall Art Rotation program to function more like a gallery by exhibiting all artists within each location.
- Hosted the Mayor's Arts Award event.
- Continued the "Moment of Art" at the first Council meeting of every month.

### FY 18 Objectives

- Coordinate a mural project at the wastewater reclamation plant.
- Increase artist assignments through the Artist in the Classroom program.

PERFORMANCE MEASURES	<b>FY 16 Actual</b>	<b>FY 17 Target</b>	<b>FY 17 Estimate</b>	<b>FY 18 Target</b>
Artist in the Classroom # of assignments per year	30	40	20	30
City Hall Art Rotation Program # of artists exhibited per year	12	12	12	12
Moment of Art for City Council # of months artists performed	12	12	12	12
Arts & Culture Press Releases + artist assignments to cover	48	53	50	50
Artist in the Classroom # of students reached	1,906+	2,500	1,000	1,500
City Hall Art Rotation Program # of appointments plus # of attendees for Artist Receptions	50+ showings	60+ showings	150	150
Moment of Art for City Council # of artists receiving positive feedback	6	8	10	10

## CITY MANAGER'S OFFICE – Tourism Management & Development

<b>Program Expenditures:</b>	<b>\$2,186,490</b>
<b>Supplies &amp; Services:</b>	<b>\$2,176,400 (100%)</b>
<b>Internal Charges:</b>	<b>\$ 10,090 (&lt;1%)</b>

With tourism being the primary economic engine in Sedona, the City contracts with the Sedona Chamber of Commerce and Tourism Bureau SCC&TB to initiate, implement, and administer a comprehensive sales and marketing program designed to attract visitors and meeting delegates to the City, thereby gaining revenues to the community and contributing to the overall economic growth of the Sedona business community and the City in general. This contract also funds their operation of the visitor center and tourism product development initiatives which can help enhance and expand the destination's appeal to visitors and/or improve the quality of life for residents by mitigating some of the unintended consequences of a robust tourist economy.

### FY 17 Accomplishments

- Developed and launched the Walk Sedona Google-based webmap.
- Completed the Global Sustainable Tourism Assessment.
- Raised \$25,000 from private sponsors for the Sedona Trail Keepers matching funds program to support the maintenance and development of trails in the USFS Red Rock Ranger District.
- Developed Sedona's Secret 7 campaign which was awarded \$100,000 worth of ad value from the Arizona Office of Tourism's Grand Pitch Contest.
- Over 306,000 visitors assisted in-person at the visitor center, via email, via telephone and via text.

### FY 18 Objectives

- Focus on quality of visitor, not quantity including targeting visitors with an annual household income of \$150,000+, out of state and international visitors, and longer length of stays.
- Continue to focus on attracting visitors during slow periods including summer & winter, and weekday visitors.
- Accelerate sales efforts in group and international markets.
- Elevate the Arts and Wellness as reasons visitors come to Sedona.
- Develop a Sustainable Tourism Plan to facilitate sustaining a healthy balance between tourism and the quality of life in Sedona.

PERFORMANCE MEASURES	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Target
Sales tax collections (in millions)	\$15.0	\$15.5	\$16.2	\$16.7
Bed tax collections (in millions)	\$3.0	\$3.2	\$3.4	\$3.5
Annual daily room rate for hotels (ADR)	\$198.45	N/A	\$212.94	\$219.33
Hotel occupancy rate	68.7%	N/A	68.8%	68.8%
Number of visitors assisted at the visitor center, via email, via telephone and via text.	306,000	N/A	306,000	306,000
Visitor service satisfaction measured by survey at the Visitor Center, and/or electronically	N/A	N/A	N/A	95%

CITY MANAGER'S OFFICE - continued

Program Summary

67% of year completed

Program	FY2018 Proposed	FY2017 Budget	FY2018 Incr. over FY2017 Budget	FY2017 Est. Actuals	FY2018 Incr. over FY2017 Est.	FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals
<b>General Fund</b>											
10-5220-01 - Administration	\$98,020	\$491,669	-80%	\$463,378	-79%	\$28,291	\$295,212	64%	\$745,235	\$704,983	\$696,483
10-5220-03 - Communications/Citizen Engagement	\$288,670	\$249,150	16%	\$130,465	121%	\$118,685	\$58,128	45%	\$0	\$0	\$0
10-5220-41 - Arts & Culture	\$108,100	\$92,940	16%	\$78,390	38%	\$14,550	\$43,744	56%	\$0	\$0	\$0
10-5220-72 - Tourism Management & Development	\$2,186,490	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
10-5220-76 - Economic Development	\$0	\$178,100	-100%	\$174,225	-100%	\$3,875	\$95,899	55%	\$0	\$0	\$0
<b>General Fund Total</b>	<b>\$2,681,280</b>	<b>\$1,011,859</b>	<b>165%</b>	<b>\$846,458</b>	<b>217%</b>	<b>\$165,401</b>	<b>\$492,983</b>	<b>58%</b>	<b>\$745,235</b>	<b>\$704,983</b>	<b>\$696,483</b>
<b>Wastewater Fund</b>											
59-5220-01 - Administration	\$0	\$48,681	-100%	\$48,681	-100%	\$0	\$30,492	63%	\$0	\$0	\$0
<b>Wastewater Fund Total</b>	<b>\$0</b>	<b>\$48,681</b>	<b>-100%</b>	<b>\$48,681</b>	<b>-100%</b>	<b>\$0</b>	<b>\$30,492</b>	<b>63%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>GRAND TOTALS</b>											
Administration	\$98,020	\$540,350	-82%	\$512,059	-81%	\$28,291	\$325,704	64%	\$745,235	\$704,983	\$696,483
Communications/Citizen Engagement	\$288,670	\$249,150	16%	\$130,465	121%	\$118,685	\$58,128	45%	\$0	\$0	\$0
Arts & Culture	\$108,100	\$92,940	16%	\$78,390	38%	\$14,550	\$43,744	56%	\$0	\$0	\$0
Tourism Management & Development	\$2,186,490	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
Economic Development	\$0	\$178,100	-100%	\$174,225	-100%	\$3,875	\$95,899	55%	\$0	\$0	\$0
<b>Grand Totals</b>	<b>\$2,681,280</b>	<b>\$1,060,540</b>	<b>153%</b>	<b>\$895,139</b>	<b>200%</b>	<b>\$165,401</b>	<b>\$523,475</b>	<b>58%</b>	<b>\$745,235</b>	<b>\$704,983</b>	<b>\$696,483</b>
<b>Grand Totals (excluded charges allocated to other departments)</b>	<b>\$3,328,080</b>	<b>\$1,060,540</b>	<b>214%</b>	<b>\$895,139</b>	<b>272%</b>	<b>\$165,401</b>	<b>\$523,475</b>	<b>58%</b>	<b>\$745,235</b>	<b>\$704,983</b>	<b>\$696,483</b>



CITY MANAGER'S OFFICE - continued

Expenditure Summary

67% of year completed

Cost Category	FY2018 Proposed	FY2017 Budget	FY2018 Incr. over FY2017 Budget	FY2017 Est. Actuals	FY2018 Incr. over FY2017 Est.	FY2017 Est. (over)/under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	Explanation of Changes
<b>General Fund</b>												
<b>10-5220-01 - Administration</b>												
Personnel	\$523,600	\$444,374	18%	\$440,683	19%	\$3,691	\$277,979	63%	\$601,211	\$620,208	\$664,132	<b>Budget Increase:</b> Change in allocations between programs
Supplies & Services (ongoing)	\$46,120	\$17,295	167%	\$20,695	123%	(\$3,400)	\$8,847	43%	\$144,024	\$84,776	\$32,351	<b>Budget Increase:</b> Environmental sustainability (\$25k) (Decision Package - Partial Recommendation)
<b>Administration Direct Costs Subtotal</b>	<b>\$569,720</b>	<b>\$461,669</b>	<b>23%</b>	<b>\$461,378</b>	<b>23%</b>	<b>\$291</b>	<b>\$286,826</b>	<b>62%</b>	<b>\$745,235</b>	<b>\$704,983</b>	<b>\$696,483</b>	
Internal Charges	(\$544,700)	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Indirect cost allocation plan implemented for FY2018
<b>Administration (Ongoing) Total</b>	<b>\$25,020</b>	<b>\$461,669</b>	<b>-95%</b>	<b>\$461,378</b>	<b>-95%</b>	<b>\$291</b>	<b>\$286,826</b>	<b>62%</b>	<b>\$745,235</b>	<b>\$704,983</b>	<b>\$696,483</b>	
Supplies & Services (one-time)	\$73,000	\$30,000	143%	\$2,000	3550%	\$28,000	\$8,386	419%	\$0	\$0	\$0	<b>Budget:</b> Development Impact Fee study update and wireless master plan
<b>Administration Total</b>	<b>\$98,020</b>	<b>\$491,669</b>	<b>-80%</b>	<b>\$463,378</b>	<b>-79%</b>	<b>\$28,291</b>	<b>\$295,212</b>	<b>64%</b>	<b>\$745,235</b>	<b>\$704,983</b>	<b>\$696,483</b>	
<b>10-5220-03 - Communications/Citizen Engagement</b>												
Personnel	\$181,500	\$192,350	-6%	\$105,895	71%	\$86,455	\$48,940	46%	\$0	\$0	\$0	<b>Current Year Under Budget:</b> Estimated vacancy savings
Supplies & Services (ongoing)	\$21,550	\$26,800	-20%	\$24,570	-12%	\$2,230	\$9,188	37%	\$0	\$0	\$0	<b>Budget Decrease:</b> Reduced Commissions/Citizen Engagement Support (\$5k)
<b>Communications/Citizen Engagement Direct Costs Subtotal</b>	<b>\$203,050</b>	<b>\$219,150</b>	<b>-7%</b>	<b>\$130,465</b>	<b>56%</b>	<b>\$88,685</b>	<b>\$58,128</b>	<b>45%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
Internal Charges	\$55,620	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Indirect cost allocation plan implemented for FY2018
<b>Communications/Citizen Engagement (Ongoing) Total</b>	<b>\$258,670</b>	<b>\$219,150</b>	<b>18%</b>	<b>\$130,465</b>	<b>98%</b>	<b>\$88,685</b>	<b>\$58,128</b>	<b>45%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
Supplies & Services (one-time)	\$30,000	\$30,000	0%	\$0	∞	\$30,000	\$0	N/A	\$0	\$0	\$0	<b>Budget:</b> Carryover citizen survey (\$10k) and public access channel/video communications (\$20k)
<b>Communications/Citizen Engagement Total</b>	<b>\$288,670</b>	<b>\$249,150</b>	<b>16%</b>	<b>\$130,465</b>	<b>121%</b>	<b>\$118,685</b>	<b>\$58,128</b>	<b>45%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>10-5220-41 - Arts &amp; Culture</b>												
Personnel	\$68,180	\$69,940	-3%	\$64,990	5%	\$4,950	\$40,756	63%	\$0	\$0	\$0	
Supplies & Services (ongoing)	\$18,350	\$23,000	-20%	\$13,400	37%	\$9,600	\$2,988	22%	\$0	\$0	\$0	<b>Budget Decrease:</b> Reduced Arts Education Funds (\$3k)
<b>Arts &amp; Culture Direct Costs Subtotal</b>	<b>\$86,530</b>	<b>\$92,940</b>	<b>-7%</b>	<b>\$78,390</b>	<b>10%</b>	<b>\$14,550</b>	<b>\$43,744</b>	<b>56%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
Internal Charges	\$21,570	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Indirect cost allocation plan implemented for FY2018
<b>Arts &amp; Culture Total</b>	<b>\$108,100</b>	<b>\$92,940</b>	<b>16%</b>	<b>\$78,390</b>	<b>38%</b>	<b>\$14,550</b>	<b>\$43,744</b>	<b>56%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>10-5220-72 - Tourism Management &amp; Development</b>												
Supplies & Services (ongoing)	\$2,176,400	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Moved from General Services
Internal Charges	\$10,090	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Indirect cost allocation plan implemented for FY2018
<b>Tourism Management &amp; Development Total</b>	<b>\$2,186,490</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	

CITY MANAGER'S OFFICE - continued

Expenditure Summary

67% of year completed

Cost Category	FY2018 Proposed	FY2017 Budget	FY2018 Incr. over FY2017 Budget	FY2017 Est. Actuals	FY2018 Incr. over FY2017 Est.	FY2017 Est. (over)/under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	Explanation of Changes
<b>10-5220-76 - Economic Development</b>												
Personnel	\$0	\$150,800	-100%	\$146,925	-100%	\$3,875	\$86,153	59%	\$0	\$0	\$0	<b>Budget Decrease:</b> Moved to separate department
Supplies & Services	\$0	\$27,300	-100%	\$27,300	-100%	\$0	\$9,746	36%	\$0	\$0	\$0	<b>Budget Decrease:</b> Moved to separate department
<b>Economic Development Total</b>	<b>\$0</b>	<b>\$178,100</b>	<b>-100%</b>	<b>\$174,225</b>	<b>-100%</b>	<b>\$3,875</b>	<b>\$95,899</b>	<b>55%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>General Fund Totals</b>												
Personnel Subtotal	\$773,280	\$857,464	-10%	\$758,493	2%	\$98,971	\$453,828	60%	\$601,211	\$620,208	\$664,132	
Supplies & Services (Ongoing) Subtotal	\$2,262,420	\$94,395	2297%	\$85,965	2532%	\$8,430	\$30,769	36%	\$144,024	\$84,776	\$32,351	
Direct Costs (Ongoing) Subtotal	\$3,035,700	\$951,859	219%	\$844,458	259%	\$107,401	\$484,597	57%	\$745,235	\$704,983	\$696,483	
Internal Charges Subtotal	(\$457,420)	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
Ongoing Subtotal	\$2,578,280	\$951,859	171%	\$844,458	205%	\$107,401	\$484,597	57%	\$745,235	\$704,983	\$696,483	
Supplies & Services (One-Time) Subtotal	\$103,000	\$60,000	72%	\$2,000	5050%	\$58,000	\$8,386	419%	\$0	\$0	\$0	
<b>General Fund Total</b>	<b>\$2,681,280</b>	<b>\$1,011,859</b>	<b>165%</b>	<b>\$846,458</b>	<b>217%</b>	<b>\$165,401</b>	<b>\$492,983</b>	<b>58%</b>	<b>\$745,235</b>	<b>\$704,983</b>	<b>\$696,483</b>	
<b>Wastewater Fund</b>												
<b>59-5220-01 - Administration</b>												
Personnel	\$0	\$48,681	-100%	\$48,681	-100%	\$0	\$30,492	63%	\$0	\$0	\$0	<b>Budget Decrease:</b> Change in allocations between programs
<b>Administration Total</b>	<b>\$0</b>	<b>\$48,681</b>	<b>-100%</b>	<b>\$48,681</b>	<b>-100%</b>	<b>\$0</b>	<b>\$30,492</b>	<b>63%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>Grand Totals</b>												
Personnel Total	\$773,280	\$906,145	-15%	\$807,174	-4%	\$98,971	\$484,320	60%	\$601,211	\$620,208	\$664,132	
Supplies & Services (Ongoing) Subtotal	\$2,262,420	\$94,395	2297%	\$85,965	2532%	\$8,430	\$30,769	36%	\$144,024	\$84,776	\$32,351	
Direct Costs (Ongoing) Subtotal	\$3,035,700	\$1,000,540	203%	\$893,139	240%	\$107,401	\$515,089	58%	\$745,235	\$704,983	\$696,483	
Internal Charges Subtotal	(\$457,420)	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
Ongoing Subtotal	\$2,578,280	\$1,000,540	158%	\$893,139	189%	\$107,401	\$515,089	58%	\$745,235	\$704,983	\$696,483	
Supplies & Services (One-Time) Subtotal	\$103,000	\$60,000	72%	\$2,000	5050%	\$58,000	\$8,386	419%	\$0	\$0	\$0	
<b>Grand Total</b>	<b>\$2,681,280</b>	<b>\$1,060,540</b>	<b>153%</b>	<b>\$895,139</b>	<b>200%</b>	<b>\$165,401</b>	<b>\$523,475</b>	<b>58%</b>	<b>\$745,235</b>	<b>\$704,983</b>	<b>\$696,483</b>	

NOTE: Excluding the impact of costs transferred from General Services for Tourism Management & Development and costs transferred to the new Economic Development Department, the increase in ongoing direct costs would be 4%.

**CITY MANAGER'S OFFICE - continued**

**Positions/Allocations Summaries**

Position	FY18 FTE	FY17 FTE
Arts and Culture Coordinator <sup>(1)</sup>	0.75	0.75
Assistant City Manager	1.00	1.00
Citizens Engagement Coordinator <sup>(1)</sup>	0.88	0.88
City Manager	1.00	1.00
Communications & Public Affairs Manager	1.00	1.00
Economic Development Director <sup>(3)</sup>	0.00	1.00
Executive Assistant to the City Manager	1.00	1.00
Intern <sup>(2)</sup>	0.40	0.19
<b>Total</b>	<b>6.03</b>	<b>6.82</b>

Org Unit	Org Description	FY18 FTE	FY17 FTE
<b>General Fund</b>			
10-5220-01	Administration	3.40	2.89
10-5220-03	Communications/Citizen Engagement	1.88	1.88
10-5220-41	Arts & Culture	0.75	0.75
10-5220-76	Economic Development <sup>(3)</sup>	0.00	1.00
<b>General Fund Total</b>		<b>6.03</b>	<b>6.52</b>
<b>Wastewater Fund <sup>(4)</sup></b>			
59-5230-01	Administration	0.00	0.30
<b>Wastewater Fund Total</b>		<b>0.00</b>	<b>0.30</b>
<b>Grand Total</b>		<b>6.03</b>	<b>6.82</b>

<sup>(1)</sup> Part-time positions

<sup>(2)</sup> Temporary position - The manner in which FTE was calculated was changed in FY2018 with no change to the stipend paid.

<sup>(3)</sup> The Economic Development Program was moved to its own separate department beginning FY2018.

<sup>(4)</sup> Beginning FY2018, the allocations to the Wastewater Fund are made via indirect cost allocations instead of a direct allocation of salaries.

# HUMAN RESOURCES

## Mission Statement

To optimize the City of Sedona's human capital by recruiting, developing, and retaining a workforce that achieves the mission and goals of the organization.

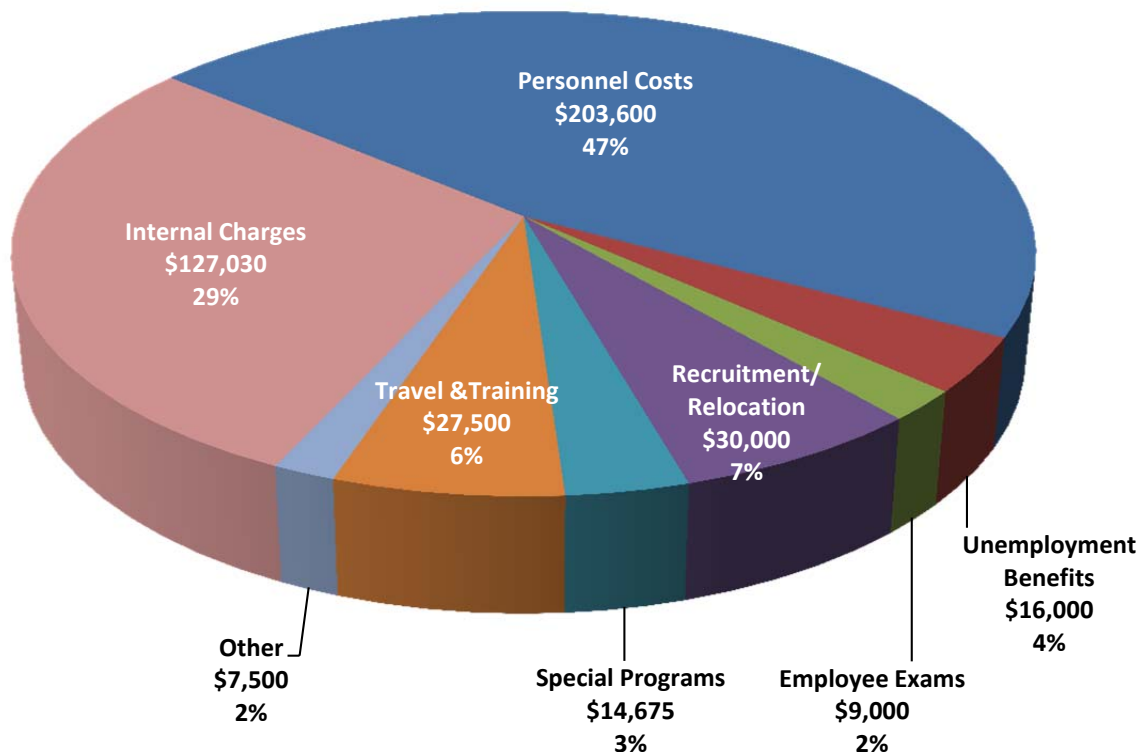
## Description

The Human Resources Department provides a full range of services to regular and seasonal employees. The two-person department implements recruitment procedures, interview processes, and hiring and retention development. The department provides information regarding benefits, salary studies, working conditions and relationships, employee development, and safety training and concerns.

Human Resources oversees the Personnel Board which consists of five citizens who serve as an advisory board to the City Manager in determining that proper procedures have been followed in certain disciplinary matters.

A portion of the Human Resources Department is allocated to the Wastewater Enterprise Fund and represents the Fund's share of the cost for support services.

## FY 2018 EXPENDITURES



## HUMAN RESOURCES - continued

<b>Program Expenditures:</b>	<b>\$435,305</b>
<b>Personnel Costs:</b>	<b>\$203,600 (47%)</b>
<b>Supplies &amp; Services:</b>	<b>\$104,675 (24%)</b>
<b>Internal Charges:</b>	<b>\$127,030 (29%)</b>
<b>Employee Time Allocation:</b>	<b>2.00 FTEs</b>

**Charges Allocated to Other  
Departments:** **\$435,290**

### FY 17 Accomplishments

- Extensive recruitment efforts for a new Communications Manager, Recreation and Aquatics Supervisor, Economic Development Director, Chief of Police, Budget Analyst, Chief Building Official, IT Manager, Wastewater Director, and Police Commander.
- Further reduction in workers compensation claims; EMOD score of 0.86 to 0.74 for a \$20K savings.
- Implemented new in-house workers compensation forms to assist with reduction in future injuries.
- Increased safety training opportunities between departments.
- Oversaw and assisted with rollout of newly updated HR and Payroll ADP database.
- Partnered with our risk management provider to increase safety awareness.
- Continual implementation of innovative and economical recruitment techniques.
- Increased HR interaction for new employee on-boarding efforts.
- Organized the Employee Wellness Fair at City Hall with new vendors and organizations.
- Worked closely with supervisors to maintain updated job descriptions and restructured department positions.
- Received formal True Colors certification to train, facilitate, and assist new and current staff.

### FY 18 Objectives

- Continual improvement of employee performance reviews with updated organizational values and modernized forms.
- Increase implementation of employee recognition programs such positive citizen acknowledgement, birthday and anniversary recognitions.
- Seek out and provide new quality in-house training opportunities.
- Continue to work with managers to reduce the city's workers compensation experience modifier (e-mod).
- Further outreach to peer organizations in order to maintain a strong network of local knowledge, wisdom, and assistance.
- Commit to excellence in public service and a vision of the Human Resources role in shaping the culture of the organization.
- Updated research efforts in compensation, benefits, and industry best practices.
- Provide an enjoyable workplace of openness, teamwork, equality, fairness, and continual productivity.

## HUMAN RESOURCES - continued

WORKLOAD INDICATORS	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Projection
Number of job postings	26	25	20	15
Number of applications received and reviewed	330	500	775	500
Number of individual job interviews conducted	156	100	80	50
Number of regular new hires on-boarded	28	25	23	15

PERFORMANCE MEASURES	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Target
Approved positions posted within 24 - 48 hours of resignation or termination	100%	100%	100%	100%
Email and phone call responsiveness	1 - 24 hours	1 - 24 hours	1 - 24 hours	1 - 24 hours
Number of workers comp injuries processed	5	2	9	2
Workers comp EMOD ratings	0.84	0.78	0.74	0.70

HUMAN RESOURCES - continued

Program Summary

67% of year completed

Program	FY2018 Proposed	FY2017 Budget	FY2018 Incr. over FY2017 Budget	FY2017 Est. Actuals	FY2018 Incr. over FY2017 Est.	FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals
<b>General Fund</b>											
10-5221-01 - Administration	\$15	\$237,045	-100%	\$227,045	-100%	\$10,000	\$149,818	66%	\$217,867	\$191,432	\$178,026
10-5221-10 - Safety Programs	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$0	\$0	\$80
<b>General Fund Total</b>	<b>\$15</b>	<b>\$237,045</b>	<b>-100%</b>	<b>\$227,045</b>	<b>-100%</b>	<b>\$10,000</b>	<b>\$149,818</b>	<b>66%</b>	<b>\$217,867</b>	<b>\$191,432</b>	<b>\$178,106</b>
<b>Wastewater Fund</b>											
59-5221-01 - Administration	\$0	\$19,547	-100%	\$19,547	-100%	\$0	\$12,383	63%	\$0	\$0	\$0
<b>Wastewater Fund Total</b>	<b>\$0</b>	<b>\$19,547</b>	<b>-100%</b>	<b>\$19,547</b>	<b>-100%</b>	<b>\$0</b>	<b>\$12,383</b>	<b>63%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>GRAND TOTALS</b>											
Administration	\$15	\$256,592	-100%	\$246,592	-100%	\$10,000	\$162,201	66%	\$217,867	\$191,432	\$178,026
Safety Programs	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$0	\$0	\$80
<b>Grand Totals</b>	<b>\$15</b>	<b>\$256,592</b>	<b>-100%</b>	<b>\$246,592</b>	<b>-100%</b>	<b>\$10,000</b>	<b>\$162,201</b>	<b>66%</b>	<b>\$217,867</b>	<b>\$191,432</b>	<b>\$178,106</b>
<b>Grand Totals (excluded charges allocated to other departments)</b>	<b>\$435,305</b>	<b>\$256,592</b>	<b>70%</b>	<b>\$246,592</b>	<b>77%</b>	<b>\$10,000</b>	<b>\$162,201</b>	<b>66%</b>	<b>\$217,867</b>	<b>\$191,432</b>	<b>\$178,106</b>



HUMAN RESOURCES - continued

Expenditure Summary

67% of year completed

Cost Category	FY2018 Proposed	FY2017 Budget	FY2018 Incr. over FY2017 Budget	FY2017 Est. Actuals	FY2018 Incr. over FY2017 Est.	FY2017 Est. (over)/under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	Explanation of Changes
<b>General Fund</b>												
<b>10-5221-01 - Administration</b>												
Personnel	\$203,600	\$175,585	16%	\$175,585	16%	\$0	\$111,631	64%	\$171,886	\$165,577	\$153,932	<b>Budget Increase:</b> Change in allocations between programs
Supplies & Services (ongoing)	\$104,675	\$61,460	70%	\$51,460	103%	\$10,000	\$38,187	74%	\$45,981	\$25,855	\$24,094	
<b>Administration Direct Costs Subtotal</b>	<b>\$308,275</b>	<b>\$237,045</b>	<b>30%</b>	<b>\$227,045</b>	<b>36%</b>	<b>\$10,000</b>	<b>\$149,818</b>	<b>66%</b>	<b>\$217,867</b>	<b>\$191,432</b>	<b>\$178,026</b>	
Internal Charges	(\$308,260)	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Indirect cost allocation plan implemented for FY2018
<b>Administration Total</b>	<b>\$15</b>	<b>\$237,045</b>	<b>-100%</b>	<b>\$227,045</b>	<b>-100%</b>	<b>\$10,000</b>	<b>\$149,818</b>	<b>66%</b>	<b>\$217,867</b>	<b>\$191,432</b>	<b>\$178,026</b>	
<b>10-5221-10 - Safety Programs</b>												
Supplies & Services	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$0	\$0	\$80	
<b>Safety Programs Total</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>\$80</b>	
<b>General Fund Totals</b>												
<b>Personnel Subtotal</b>	<b>\$203,600</b>	<b>\$175,585</b>	<b>16%</b>	<b>\$175,585</b>	<b>16%</b>	<b>\$0</b>	<b>\$111,631</b>	<b>64%</b>	<b>\$171,886</b>	<b>\$165,577</b>	<b>\$153,932</b>	
<b>Supplies &amp; Services Ongoing Subtotal</b>	<b>\$104,675</b>	<b>\$61,460</b>	<b>70%</b>	<b>\$51,460</b>	<b>103%</b>	<b>\$10,000</b>	<b>\$38,187</b>	<b>74%</b>	<b>\$45,981</b>	<b>\$25,855</b>	<b>\$24,174</b>	
<b>Direct Costs (Ongoing) Subtotal</b>	<b>\$308,275</b>	<b>\$237,045</b>	<b>30%</b>	<b>\$227,045</b>	<b>36%</b>	<b>\$10,000</b>	<b>\$149,818</b>	<b>66%</b>	<b>\$217,867</b>	<b>\$191,432</b>	<b>\$178,106</b>	
<b>Internal Charges Subtotal</b>	<b>(\$308,260)</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>General Fund Total</b>	<b>\$15</b>	<b>\$237,045</b>	<b>-100%</b>	<b>\$227,045</b>	<b>-100%</b>	<b>\$10,000</b>	<b>\$149,818</b>	<b>66%</b>	<b>\$217,867</b>	<b>\$191,432</b>	<b>\$178,106</b>	
<b>Wastewater Fund</b>												
<b>59-5221-01 - Administration</b>												
Personnel	\$0	\$19,547	-100%	\$19,547	-100%	\$0	\$12,383	63%	\$0	\$0	\$0	<b>Budget Decrease:</b> Change in allocations between programs
<b>Administration Total</b>	<b>\$0</b>	<b>\$19,547</b>	<b>-100%</b>	<b>\$19,547</b>	<b>-100%</b>	<b>\$0</b>	<b>\$12,383</b>	<b>63%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>Wastewater Fund Total</b>	<b>\$0</b>	<b>\$19,547</b>	<b>-100%</b>	<b>\$19,547</b>	<b>-100%</b>	<b>\$0</b>	<b>\$12,383</b>	<b>63%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>Grand Totals</b>												
<b>Personnel Total</b>	<b>\$203,600</b>	<b>\$195,132</b>	<b>4%</b>	<b>\$195,132</b>	<b>4%</b>	<b>\$0</b>	<b>\$124,014</b>	<b>64%</b>	<b>\$171,886</b>	<b>\$165,577</b>	<b>\$153,932</b>	
<b>Supplies &amp; Services Ongoing Total</b>	<b>\$104,675</b>	<b>\$61,460</b>	<b>70%</b>	<b>\$51,460</b>	<b>103%</b>	<b>\$10,000</b>	<b>\$38,187</b>	<b>74%</b>	<b>\$45,981</b>	<b>\$25,855</b>	<b>\$24,174</b>	
<b>Direct Costs (Ongoing) Subtotal</b>	<b>\$308,275</b>	<b>\$256,592</b>	<b>20%</b>	<b>\$246,592</b>	<b>25%</b>	<b>\$10,000</b>	<b>\$162,201</b>	<b>66%</b>	<b>\$217,867</b>	<b>\$191,432</b>	<b>\$178,106</b>	
<b>Internal Charges Subtotal</b>	<b>(\$308,260)</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>Grand Total</b>	<b>\$15</b>	<b>\$256,592</b>	<b>-100%</b>	<b>\$246,592</b>	<b>-100%</b>	<b>\$10,000</b>	<b>\$162,201</b>	<b>66%</b>	<b>\$217,867</b>	<b>\$191,432</b>	<b>\$178,106</b>	

NOTE: Excluding the impact of costs transferred from General Services for city-wide training, the increase in ongoing direct costs would be 16%.

## HUMAN RESOURCES - continued

### Positions/Allocations Summaries

Position	FY18 FTE	FY17 FTE
Human Resources Manager	1.00	1.00
Human Resources Specialist	1.00	1.00
<b>Total</b>	<b>2.00</b>	<b>2.00</b>

Org Unit	Org Description	FY18 FTE	FY17 FTE
<b>General Fund</b>			
10-5221-01	Administration	2.00	1.80
<b>General Fund Total</b>		<b>2.00</b>	<b>1.80</b>
<b>Wastewater Fund <sup>(1)</sup></b>			
59-5221-01	Administration	0.00	0.20
<b>Wastewater Fund Total</b>		<b>0.00</b>	<b>0.20</b>
<b>Grand Total</b>		<b>2.00</b>	<b>2.00</b>

<sup>(1)</sup> Beginning FY2018, the allocations to the Wastewater Fund are made via indirect cost allocations instead of a direct allocation of salaries.

# FINANCIAL SERVICES

## Mission Statement

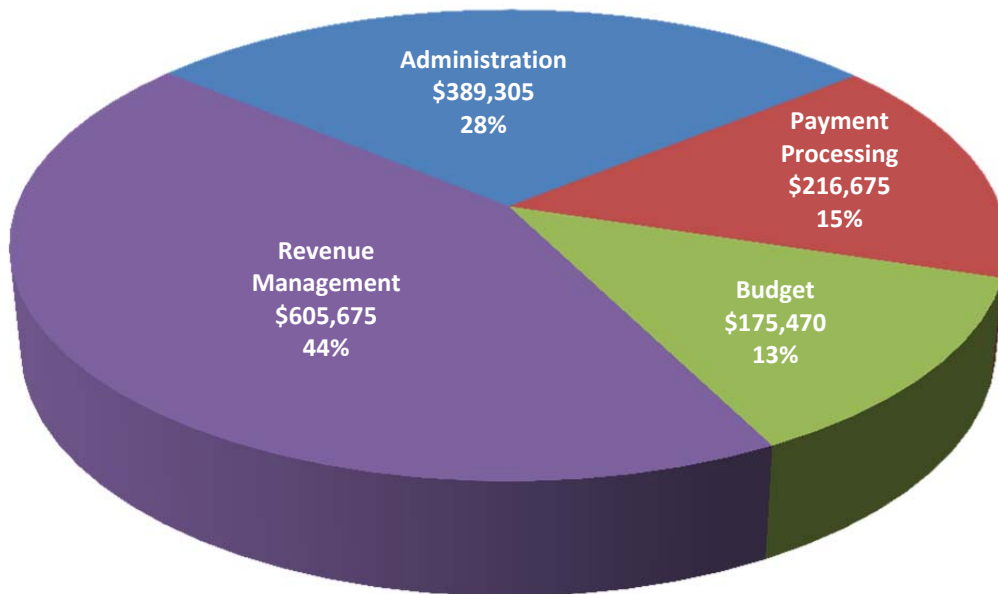
Dedicated to providing thoughtful, accurate, and timely financial services to all.

## Description

The Financial Services Department is responsible for the following program areas:

- Administration
- Payment Processing
- Budget
- Revenue Management

## FY 2018 PROGRAM EXPENDITURES: \$1,387,125



## FINANCIAL SERVICES - Administration

<b>Program Expenditures:</b>	<b>\$389,305</b>
<b>Personnel Costs:</b>	<b>\$193,640 (50%)</b>
<b>Supplies &amp; Services:</b>	<b>\$154,775 (40%)</b>
<b>Internal Charges:</b>	<b>\$ 40,890 (10%)</b>
<b>Employee Time Allocation:</b>	<b>1.65 FTEs</b>

**Charges Allocated to Other  
Departments: \$364,300**

The Administration program is responsible for the supervision of the Financial Services Department as well as financial reporting, debt management, and treasury services.

### FY 17 Accomplishments

- Received the Certificate of Achievement for Excellence in Financial Reporting for the Comprehensive Annual Financial Report for FY 2016 – the 18th year the City has received this award.
- Review and reconciled all significant balance sheet accounts resulting in clean-up of many accounts and numerous prior period adjustments
- Changed accounting of sales tax subsidies to the Wastewater Fund to reflect more accurate picture of the revenues
- Reviewed, reconciled and implemented accounting structure to track all assigned, committed, and restricted fund balances.
- Developed and implemented plan for restructuring of the department and better streamlining of processes.
- Started first biennial audit of development impact fees recently required as a result of legislative changes

### FY 18 Objectives

- Obtain the GFOA's Certificate of Achievement for Excellence in Financial Reporting for the Comprehensive Annual Financial Report for FY 2017.
- Close each month within five business days after all revenue accrual documents are received.
- Prepare monthly financial reports within ten business days after all revenue accrual documents are received.
- Complete all account reconciliations in a timely manner.
- Implement a grants management program.

PERFORMANCE MEASURES	FY 16 Estimate	FY 17 Target	FY 17 Estimate	FY 18 Target
GFOA Certificate of Achievement in Financial Reporting	Yes	Yes	Yes	Yes
Close each month within five business days after all revenue accrual documents are received	N/A	Yes	No	Yes
Prepare monthly financial reports within ten business days after all revenue accrual documents are received	N/A	Yes	No	Yes

## FINANCIAL SERVICES - Payment Processing

<b>Program Expenditures:</b>	<b>\$216,675</b>
<b>Personnel Costs:</b>	<b>\$147,110 (68%)</b>
<b>Supplies &amp; Services:</b>	<b>\$ 1,245 (1%)</b>
<b>Internal Charges:</b>	<b>\$ 68,320 (31%)</b>
<b>Employee Time Allocation:</b>	<b>2.15 FTEs</b>

**Charges Allocated to Other  
Departments: \$216,670**

The Payment Processing program includes payroll and accounts payable processing as well as oversight of the City's decentralized purchasing process.

The payroll section is responsible for paying all employees and payroll-related vendors and ensuring that these transactions are accurately posted in the general ledger. The section also works closely with the City's Human Resources Department for employee benefit administration.

The accounts payable/purchasing section is responsible for paying all vendors and issuing all payments and ensuring that all payments are properly recorded in the general ledger. The section is also responsible for reviewing purchase orders (POs) and procurements as well as participating in citywide procurement policy development.

### FY 17 Accomplishments:

- Performed an internal control and workflow efficiencies analysis and identified necessary improvements.
- Update the Purchasing Manual to improve internal controls.
- Reduce the number of paper checks by expanding ACH and employee direct deposit as well as purchasing card transactions.

### FY 18 Objectives

- Purge on-site and off-site storage in accordance with retention policies and procedures.
- Implement identified improvements to internal controls and workflow efficiencies.
- Ensure that all purchase orders and bids have followed the purchasing policy.
- Ensure that auto-pay batches are posted to the general ledger within five days of receiving all required supporting documentation.

PERFORMANCE MEASURES	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Target
Average days from invoice date to payment	N/A	<30	17	<30
Number of purchases requiring a PO that did not have one	N/A	-0-	3	-0-
Number of eligible p-card transactions paid with a check	N/A	-0-	116	-0-
Percent of payments processed with p-card or ACH	N/A	50%	65%	50%
Percent of employees signed up for direct deposit	N/A	90%	94%	90%

## FINANCIAL SERVICES - Budget

<b>Program Expenditures:</b>	<b>\$175,470</b>
<b>Personnel Costs:</b>	<b>\$136,960 (78%)</b>
<b>Supplies &amp; Services:</b>	<b>\$ 9,760 (6%)</b>
<b>Internal Charges:</b>	<b>\$ 28,750 (16%)</b>
<b>Employee Time Allocation:</b>	<b>1.20 FTEs</b>

<b>Charges Allocated to Other Departments:</b>	<b>\$175,470</b>
------------------------------------------------	------------------

The Budget program includes responsibilities for the development and monitoring of the City's annual operating budget, capital improvement budget, and the budgets of the City's two community facilities districts. This program is also responsible for development of revenue projections and the City's long-term forecast, assisting other departments with development and monitoring of performance measures.

### FY 17 Accomplishments

- Obtained the GFOA's Distinguished Budget Presentation Award for FY 2017 Budget – the fourth year the City has received the award.
- Developed an indirect cost allocation plan for implementation in the FY 2018 budget process.
- Developed an equipment replacement reserve plan for implementation in the FY 2018 budget process.
- Hired a Budget Analyst and developed the expectations for the position.
- Participated in a new committee to analyze and develop long-term funding policies for capital improvements.
- Participated in a new committee for review of revenue projections.
- Revamped budget templates and instructional documents.
- Performed analysis of Wastewater funding status to determine extent of the need for future rate increases.

### FY 18 Objectives

- Obtain the GFOA's Distinguished Budget Presentation Award for the FY 2018 Budget.
- Continue with the third phase of the City's program budgeting implementation including additional focus on performance measures.
- Prepare quarterly capital improvement project status reports to be included with the monthly financial reports.
- Monitors the budget status throughout the year.
- Identify and implement software solution for more efficient budget preparation.

PERFORMANCE MEASURES	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Target
GFOA Distinguished Budget Presentation Award	Yes	Yes	Yes	Yes
Prepare quarterly capital improvement project status reports	N/A	Yes	No	Yes

## FINANCIAL SERVICES - Revenue Management

<b>Program Expenditures:</b>	<b>\$605,675</b>
<b>Personnel Costs:</b>	<b>\$211,550 (35%)</b>
<b>Supplies &amp; Services:</b>	<b>\$274,965 (45%)</b>
<b>Internal Charges:</b>	<b>\$119,160 (20%)</b>
<b>Employee Time Allocation:</b>	<b>3.17 FTEs</b>
<b>Charges Allocated to Other Departments:</b>	<b>\$426,940</b>
<b>General Fund Portion:</b>	<b>\$426,955 (71%)</b>
<b>Wastewater Fund Portion:</b>	<b>\$178,720 (29%)</b>

The Revenue Management program includes responsibilities for consists of utility billing, miscellaneous accounts receivable, cash receipting, business licenses, delinquent collections, and monitoring of sales tax reporting, collections, and audits.

A portion of the Revenue Management program is allocated to the Wastewater Enterprise Fund and represents the Fund's portion of the cost for utility billing services.

### FY 17 Accomplishments

- Collected more than \$59,151 (as of 3/19/17) in delinquent sales taxes.
- Collected nearly \$137,269 (as of 3/19/17) in delinquent wastewater receivables.
- Performed an internal control and workflow efficiencies analysis and identified necessary improvements.
- Implemented new form and process for changes in legislation allowing short-term residential rentals.
- Implemented new process to record all 256 cluster system maintenance agreements and revised all agreements to comply with City Code changes.
- Processed agreements with wastewater customers requesting extension for second five-year term for deferred connection.
- Implemented changes in the accounting system to track revenues generated from wastewater user fees and capacity fees for residential and commercial accounts separately.

### FY 18 Objectives

- Hire a collection agency for hard to collect accounts.
- Implement identified improvements to internal controls and workflow efficiencies.
- Establish defined collections criteria and procedures to ensure the best use of in-house collections resources.
- Increase the percentage of business license renewals received before the renewal deadline.
- Increase the percentage of customers paying their wastewater bills electronically.

PERFORMANCE MEASURES	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Target
Percent of business licenses processed within 30 days	N/A	100%	100%	100%
Percent of business license applications completed by December 31 <sup>st</sup> that were processed by December 31 <sup>st</sup>	N/A	95%	97%	95%
Past due wastewater dollars collected per collection staff hour spent	N/A	\$50	\$159	\$50
Percent of wastewater customers paying electronically	N/A	50%	61%	62%



**FINANCIAL SERVICES - continued**

**Program Summary**

67% of year completed

Program	FY2018 Proposed	FY2017 Budget	FY2018 Incr. over FY2017 Budget	FY2017 Est. Actuals	FY2018 Incr. over FY2017 Est.	FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals
<b>General Fund</b>											
10-5222-01 - Administration	\$25,005	\$183,315	-86%	\$188,980	-87%	(\$5,665)	\$112,794	60%	\$450,225	\$416,550	\$448,475
10-5222-11/12 - Payment Processing (including Payroll and Payables/Purchasing)	\$5	\$86,855	-100%	\$76,625	-100%	\$10,230	\$47,087	61%	\$0	\$0	\$0
10-5222-14 - Budget	\$0	\$92,300	-100%	\$115,720	-100%	(\$23,420)	\$52,493	45%	\$0	\$0	\$0
10-5222-88 - Revenue Management	\$15	\$172,295	-100%	\$159,060	-100%	\$13,235	\$99,133	62%	\$0	\$0	\$0
<b>General Fund Total</b>	<b>\$25,025</b>	<b>\$534,765</b>	<b>-95%</b>	<b>\$540,385</b>	<b>-95%</b>	<b>(\$5,620)</b>	<b>\$311,507</b>	<b>58%</b>	<b>\$450,225</b>	<b>\$416,550</b>	<b>\$448,475</b>
<b>Wastewater Fund</b>											
59-5222-01 - Administration	\$0	\$58,940	-100%	\$58,940	-100%	\$0	\$36,626	62%	\$0	\$0	\$0
59-5222-04 - Utility Billing	\$0	\$347,580	-100%	\$317,780	-100%	\$29,800	\$194,714	61%	\$415,208	\$407,242	\$386,719
59-5222-88 - Revenue Management	\$178,720	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
<b>Wastewater Fund Total</b>	<b>\$178,720</b>	<b>\$406,520</b>	<b>-56%</b>	<b>\$376,720</b>	<b>-53%</b>	<b>\$29,800</b>	<b>\$231,340</b>	<b>61%</b>	<b>\$415,208</b>	<b>\$407,242</b>	<b>\$386,719</b>
<b>GRAND TOTALS</b>											
Administration	\$25,005	\$242,255	-90%	\$247,920	-90%	(\$5,665)	\$149,420	60%	\$450,225	\$416,550	\$448,475
Payment Processing	\$5	\$86,855	-100%	\$76,625	-100%	\$10,230	\$47,087	61%	\$0	\$0	\$0
Budget	\$0	\$92,300	-100%	\$115,720	-100%	(\$23,420)	\$52,493	45%	\$0	\$0	\$0
Revenue Management	\$178,735	\$172,295	4%	\$159,060	12%	\$13,235	\$99,133	62%	\$0	\$0	\$0
Utility Billing	\$0	\$347,580	-100%	\$317,780	-100%	\$29,800	\$194,714	61%	\$415,208	\$407,242	\$386,719
<b>Grand Totals</b>	<b>\$203,745</b>	<b>\$941,285</b>	<b>-78%</b>	<b>\$917,105</b>	<b>-78%</b>	<b>\$24,180</b>	<b>\$542,847</b>	<b>59%</b>	<b>\$865,433</b>	<b>\$823,792</b>	<b>\$835,193</b>
<b>Grand Totals (excluded charges allocated to other departments)</b>	<b>\$1,387,125</b>	<b>\$941,285</b>	<b>47%</b>	<b>\$917,105</b>	<b>51%</b>	<b>\$24,180</b>	<b>\$542,847</b>	<b>59%</b>	<b>\$865,433</b>	<b>\$823,792</b>	<b>\$835,193</b>

FINANCIAL SERVICES - continued

Expenditure Summary

67% of year completed

Cost Category	FY2018 Proposed	FY2017 Budget	FY2018 Incr. over FY2017 Budget	FY2017 Est. Actuals	FY2018 Incr. over FY2017 Est.	FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	Explanation of Changes
<b>General Fund</b>												
<b>10-5222-01 - Administration</b>												
Personnel	\$193,640	\$123,740	56%	\$114,290	69%	\$9,450	\$70,888	62%	\$315,886	\$323,000	\$266,749	<b>Budget Increase:</b> Change in allocations between programs <b>Current Year Under Budget:</b> Estimated vacancy savings
Supplies & Services (ongoing)	\$154,775	\$59,575	160%	\$74,690	107%	(\$15,115)	\$41,906	56%	\$134,339	\$93,551	\$181,726	<b>Budget Increase:</b> Moved service charges from General Services (\$85k); moved audit costs from 59-5222-04 to be allocated via indirect cost allocations instead of direct charges (\$13k); increased service charges for paid parking program (\$25k) <b>Current Year Over Budget:</b> New biennial audit required for Development Impact Fees
<b>Administration Direct Costs Subtotal</b>	<b>\$348,415</b>	<b>\$183,315</b>	<b>90%</b>	<b>\$188,980</b>	<b>84%</b>	<b>(\$5,665)</b>	<b>\$112,794</b>	<b>60%</b>	<b>\$450,225</b>	<b>\$416,550</b>	<b>\$448,475</b>	
Internal Charges	(\$323,410)	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Indirect cost allocation plan implemented for FY2018
<b>Administration Total</b>	<b>\$25,005</b>	<b>\$183,315</b>	<b>-86%</b>	<b>\$188,980</b>	<b>-87%</b>	<b>(\$5,665)</b>	<b>\$112,794</b>	<b>60%</b>	<b>\$450,225</b>	<b>\$416,550</b>	<b>\$448,475</b>	
<b>10-5222-11/12 - Payment Processing (including Payroll and Payables/Purchasing)</b>												
Personnel	\$147,110	\$86,020	71%	\$75,520	95%	\$10,500	\$46,613	62%	\$0	\$0	\$0	<b>Budget Increase:</b> Change in allocations between programs
Supplies & Services (ongoing)	\$1,095	\$835	31%	\$1,105	-1%	(\$270)	\$474	\$0	\$0	\$0	\$0	
<b>Payables/Purchasing Direct Costs Subtotal</b>	<b>\$148,205</b>	<b>\$86,855</b>	<b>71%</b>	<b>\$76,625</b>	<b>93%</b>	<b>\$10,230</b>	<b>\$47,087</b>	<b>61%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
Internal Charges	(\$148,350)	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Indirect cost allocation plan implemented for FY2018
<b>Ongoing Total</b>	<b>(\$145)</b>	<b>\$86,855</b>	<b>-100%</b>	<b>\$76,625</b>	<b>-100%</b>	<b>\$10,230</b>	<b>\$47,087</b>	<b>61%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
Supplies & Services (one-time)	\$150	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget:</b> Dual monitor arm
<b>Payables/Purchasing Total</b>	<b>\$5</b>	<b>\$86,855</b>	<b>-100%</b>	<b>\$76,625</b>	<b>-100%</b>	<b>\$10,230</b>	<b>\$47,087</b>	<b>61%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>10-5222-14 - Budget</b>												
Personnel	\$136,960	\$88,030	56%	\$111,450	23%	(\$23,420)	\$51,223	46%	\$0	\$0	\$0	<b>Budget Increase:</b> Change in allocations between programs
Supplies & Services (ongoing)	\$5,760	\$4,270	35%	\$4,270	35%	\$0	\$1,270	30%	\$0	\$0	\$0	
<b>Budget Direct Costs Subtotal</b>	<b>\$142,720</b>	<b>\$92,300</b>	<b>55%</b>	<b>\$115,720</b>	<b>23%</b>	<b>(\$23,420)</b>	<b>\$52,493</b>	<b>45%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
Internal Charges	(\$146,720)	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Indirect cost allocation plan implemented for FY2018
<b>Ongoing Total</b>	<b>(\$4,000)</b>	<b>\$92,300</b>	<b>-104%</b>	<b>\$115,720</b>	<b>-103%</b>	<b>(\$23,420)</b>	<b>\$52,493</b>	<b>45%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
Supplies & Services (one-time)	\$4,000	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget:</b> Home Rule election costs
<b>Budget Total</b>	<b>\$0</b>	<b>\$92,300</b>	<b>-100%</b>	<b>\$115,720</b>	<b>-100%</b>	<b>(\$23,420)</b>	<b>\$52,493</b>	<b>45%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	

FINANCIAL SERVICES - continued

Expenditure Summary

67% of year completed

Cost Category	FY2018 Proposed	FY2017 Budget	FY2018 Incr. over FY2017 Budget	FY2017 Est. Actuals	FY2018 Incr. over FY2017 Est.	FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	Explanation of Changes
<b>10-5222-88 - Revenue Management</b>												
Personnel	\$211,550	\$101,640	108%	\$87,535	142%	\$14,105	\$56,282	64%	\$0	\$0	\$0	\$0 <b>Budget Increase:</b> Change in allocations between programs
Supplies & Services (ongoing)	\$105,465	\$70,655	49%	\$71,525	47%	(\$870)	\$42,851	60%	\$0	\$0	\$0	\$0 <b>Budget Increase:</b> Moved sales tax audit costs from 59-5222-04 to be allocated via indirect cost allocations instead of direct charges (\$23k); added collection agency (\$11k) (Decision Package - CM Recommended)
<b>Revenue Management Direct Costs Subtotal</b>	<b>\$317,015</b>	<b>\$172,295</b>	<b>84%</b>	<b>\$159,060</b>	<b>99%</b>	<b>\$13,235</b>	<b>\$99,133</b>	<b>62%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
Internal Charges	(\$317,650)	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	\$0 <b>Budget Increase:</b> Indirect cost allocation plan implemented for FY2018
<b>Ongoing Total</b>	<b>(\$635)</b>	<b>\$172,295</b>	<b>-100%</b>	<b>\$159,060</b>	<b>-100%</b>	<b>\$13,235</b>	<b>\$99,133</b>	<b>62%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
Supplies & Services (one-time)	\$650	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	\$0 <b>Budget:</b> Phone headset, dual monitor arms
<b>Revenue Management Total</b>	<b>\$15</b>	<b>\$172,295</b>	<b>-100%</b>	<b>\$159,060</b>	<b>-100%</b>	<b>\$13,235</b>	<b>\$99,133</b>	<b>62%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>General Fund Totals</b>												
Personnel Subtotal	\$689,260	\$399,430	73%	\$388,795	77%	\$10,635	\$225,006	58%	\$315,886	\$323,000	\$266,749	
Supplies & Services (Ongoing) Subtotal	\$267,095	\$135,335	97%	\$151,590	76%	(\$16,255)	\$86,501	57%	\$134,339	\$93,551	\$181,726	
Direct Costs (Ongoing) Subtotal	\$956,355	\$534,765	79%	\$540,385	77%	(\$5,620)	\$311,507	58%	\$450,225	\$416,550	\$448,475	
Internal Charges Subtotal	(\$936,130)	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
<b>Ongoing Subtotal</b>	<b>\$20,225</b>	<b>\$534,765</b>	<b>-96%</b>	<b>\$540,385</b>	<b>-96%</b>	<b>(\$5,620)</b>	<b>\$311,507</b>	<b>58%</b>	<b>\$450,225</b>	<b>\$416,550</b>	<b>\$448,475</b>	
Supplies & Services (One-Time) Subtotal	\$4,800	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
<b>General Fund Total</b>	<b>\$25,025</b>	<b>\$534,765</b>	<b>-95%</b>	<b>\$540,385</b>	<b>-95%</b>	<b>(\$5,620)</b>	<b>\$311,507</b>	<b>58%</b>	<b>\$450,225</b>	<b>\$416,550</b>	<b>\$448,475</b>	
<b>Wastewater Fund</b>												
<b>59-5222-01 - Administration</b>												
Personnel	\$0	\$58,940	-100%	\$58,940	-100%	\$0	\$36,626	62%	\$0	\$0	\$0	\$0 <b>Budget Decrease:</b> Change in allocations between programs
<b>Administration Total</b>	<b>\$0</b>	<b>\$58,940</b>	<b>-100%</b>	<b>\$58,940</b>	<b>-100%</b>	<b>\$0</b>	<b>\$36,626</b>	<b>62%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>59-5222-04 - Utility Billing</b>												
Personnel	\$0	\$191,870	-100%	\$162,070	-100%	\$29,800	\$102,789	63%	\$239,556	\$236,592	\$205,627	\$205,627 <b>Budget Decrease:</b> Change in allocations between programs
Supplies & Services	\$0	\$155,710	-100%	\$155,710	-100%	\$0	\$91,925	59%	\$175,652	\$170,650	\$181,092	\$181,092 <b>Current Year Under Budget:</b> Estimated vacancy savings
<b>Utility Billing Total</b>	<b>\$0</b>	<b>\$347,580</b>	<b>-100%</b>	<b>\$317,780</b>	<b>-100%</b>	<b>\$29,800</b>	<b>\$194,714</b>	<b>61%</b>	<b>\$415,208</b>	<b>\$407,242</b>	<b>\$386,719</b>	<b>\$386,719</b> <b>Budget Decrease:</b> Change in allocations between programs

**FINANCIAL SERVICES - continued**

**Expenditure Summary**

67% of year completed

Cost Category	FY2018 Proposed	FY2017 Budget	FY2018 Incr. over FY2017 Budget	FY2017 Est. Actuals	FY2018 Incr. over FY2017 Est.	FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	Explanation of Changes
<b>59-5222-88 - Revenue Management</b>												
Supplies & Services (ongoing)	\$168,850	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Change in allocations between programs; moved septic maintenance from Wastewater Dept (\$24k), added remittance processing service (\$10k) (Decision Package - CM Recommended)
Internal Charges	\$9,870	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Indirect cost allocation plan implemented for FY2018
<b>Revenue Management Total</b>	<b>\$178,720</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>Wastewater Fund Totals</b>												
Personnel Subtotal	\$0	\$250,810	-100%	\$221,010	-100%	\$29,800	\$139,415	63%	\$239,556	\$236,592	\$205,627	
Supplies & Services (Ongoing) Subtotal	\$168,850	\$155,710	8%	\$155,710	8%	\$0	\$91,925	59%	\$175,652	\$170,650	\$181,092	
Direct Costs (Ongoing) Subtotal	\$168,850	\$406,520	-58%	\$376,720	-55%	\$29,800	\$231,340	61%	\$415,208	\$407,242	\$386,719	
Internal Charges Subtotal	\$9,870	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
<b>Wastewater Fund Total</b>	<b>\$178,720</b>	<b>\$406,520</b>	<b>-56%</b>	<b>\$376,720</b>	<b>-53%</b>	<b>\$29,800</b>	<b>\$231,340</b>	<b>61%</b>	<b>\$415,208</b>	<b>\$407,242</b>	<b>\$386,719</b>	
<b>Grand Totals</b>												
Personnel Subtotal	\$689,260	\$650,240	6%	\$609,805	13%	\$40,435	\$364,421	60%	\$555,442	\$559,592	\$472,376	
Supplies & Services (Ongoing) Subtotal	\$435,945	\$291,045	50%	\$307,300	42%	(\$16,255)	\$178,426	58%	\$309,991	\$264,200	\$362,818	
Direct Costs (Ongoing) Subtotal	\$1,125,205	\$941,285	20%	\$917,105	23%	\$24,180	\$542,847	59%	\$865,433	\$823,792	\$835,193	
Internal Charges Subtotal	(\$926,260)	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
Ongoing Subtotal	\$198,945	\$941,285	-79%	\$917,105	-78%	\$24,180	\$542,847	59%	\$865,433	\$823,792	\$835,193	
Supplies & Services (One-Time) Subtotal	\$4,800	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
<b>Grand Total</b>	<b>\$203,745</b>	<b>\$941,285</b>	<b>-78%</b>	<b>\$917,105</b>	<b>-78%</b>	<b>\$24,180</b>	<b>\$542,847</b>	<b>59%</b>	<b>\$865,433</b>	<b>\$823,792</b>	<b>\$835,193</b>	

NOTE: Excluding the impact of costs transferred from General Services for service charges and storage rent and costs transferred from the Wastewater Department for septic maintenance, the increase in ongoing direct costs would be 11%.

## FINANCIAL SERVICES - continued

### Positions/Allocations Summaries

Position	FY18 FTE	FY17 FTE
Accounting Supervisor	1.00	1.00
Accounting Technician I	1.00	1.00
Accounting Technician II	3.00	2.00
Budget Analyst	1.00	1.00
Director of Financial Services	1.00	1.00
Lead Accounting Technician	1.00	2.00
Temp help <sup>(1)</sup>	0.17	0.17
<b>Total</b>	<b>8.17</b>	<b>8.17</b>

Org Unit	Org Description	FY18 FTE	FY17 FTE
<b>General Fund</b>			
10-5222-01	Administration	1.65	1.15
10-5222-11	Payroll	0.85	0.90
10-5222-12	Payables/Purchasing	1.30	0.80
10-5222-14	Budget	1.20	1.20
10-5222-88	Revenue Management	3.17	1.67
<b>General Fund Total</b>		<b>8.17</b>	<b>5.72</b>
<b>Wastewater Fund <sup>(2)</sup></b>			
59-5222-01	Administration	0.00	0.70
59-5222-04	Utility Billing	0.00	1.75
<b>Wastewater Fund Total</b>		<b>0.00</b>	<b>2.45</b>
<b>Grand Total</b>		<b>8.17</b>	<b>8.17</b>

<sup>(1)</sup> Temporary position

<sup>(2)</sup> Beginning FY2018, the allocations to the Wastewater Fund are made via indirect cost allocations instead of a direct allocation of salaries.

# INFORMATION TECHNOLOGY

## Mission Statement

- Provide reliable state-of-the-art technologies that empower city staff to be successful.
- Be prepared for future organizational needs and changes.
- Use sound judgment in identifying and recommending reasonable solutions.

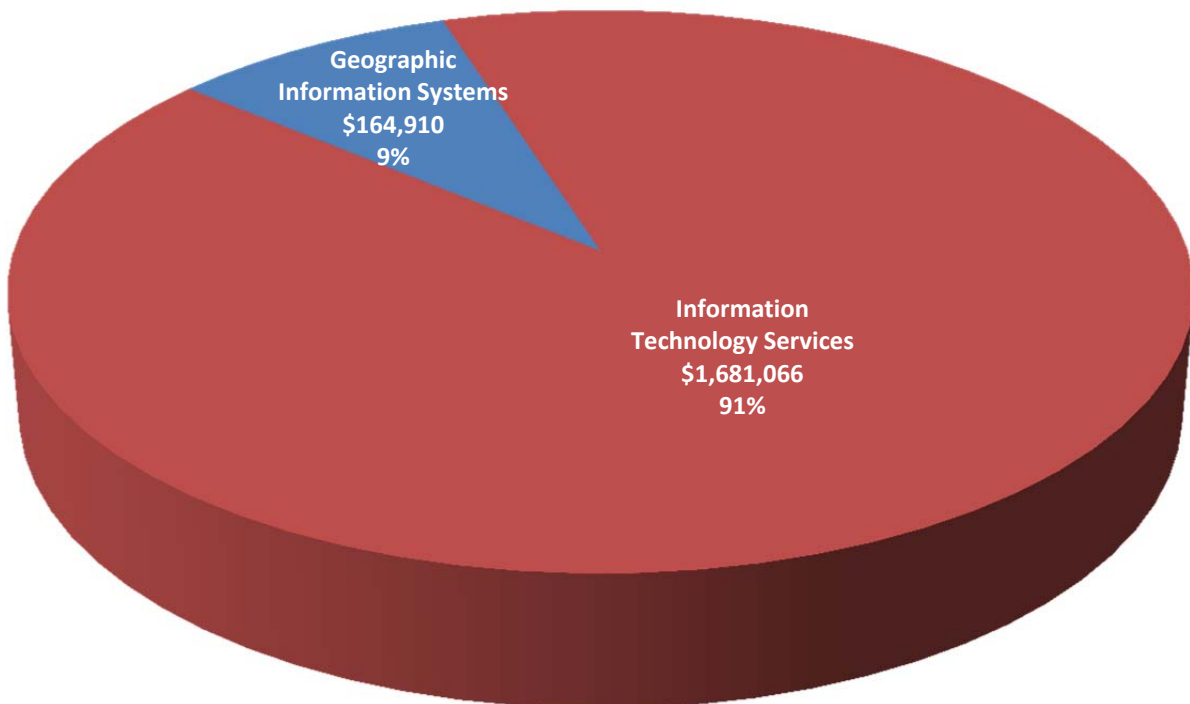
**Vision:  
Proactive**

## Description

The Information Technology Department is responsible for the following program areas:

- Information Technology Services
- Geographic Information Systems (GIS)

## FY 2018 PROGRAM EXPENDITURES \$1,845,976



## INFORMATION TECHNOLOGY - Information Technology Services

<b>Program Expenditures:</b>	<b>\$1,681,066</b>
<b>Personnel Costs:</b>	<b>\$ 423,540 (25%)</b>
<b>Supplies &amp; Services:</b>	<b>\$ 654,166 (39%)</b>
<b>Capital &amp; Debt Service:</b>	<b>\$ 145,500 (9%)</b>
<b>Internal Charges:</b>	<b>\$ 457,860 (27%)</b>
<b>Employee Time Allocation:</b>	<b>3.60 FTEs</b>
<b>Wastewater Fund Portion:</b>	<b>\$ 79,150 (5%)</b>
<b>Information Technology Fund Portion:</b>	<b>\$1,601,916 (95%)</b>

The Information Technology Services program manages the acquisition, maintenance, and support of the City's computer, network, and communication systems, including computer hardware and software, servers, network switches, routers and firewalls, telephone systems, voice mail and e-mail, the City's Internet and Intranet sites, and database and application maintenance and development. A portion of the Information Technology Services program is allocated to the Wastewater Enterprise Fund and represents the Fund's share of the cost for support services.

### FY 17 Accomplishments

- Upgraded city's Storage Area Network (SAN) to state-of-the-art Solid State Drive array, supporting data compression and data de-duplication, with total capacity up to 11TB.
- Upgraded digital audio recording system for Police Department to capture all phone and radio communications.
- Completed in-house development of sales tax database and reporting system.
- Assisted Wastewater with implementation of SCADA data capture and reporting system.
- Hired part time PC Support/Help Desk Technician.

### FY 18 Objectives

- Migrate to Microsoft Office 365.
- Improve quality of content on government access cable channel and on-line streaming, as well as City Hall digital information displays.
- Implement fiber-optic network connection between City Hall and Wastewater to replace outdated T-1 data circuits.

WORKLOAD INDICATORS	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Projection
SQL databases/total size	62/333GB	65/355GB	61/355GB	60/360GB
Servers supported (physical and virtual)	75	78	76	78
Networked devices supported	590	600	610	620
Total Help Desk requests received	696	850	765	750

PERFORMANCE MEASURES	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Target
Ratio of computers to City employees	1.7	1.5	1.4	1.2
IT spending per City employee	\$7.3K	\$9.5K	\$8.6K	\$9.9K
Customer surveys returned with a technical skills, knowledge, and expertise rating of satisfactory or better	91%	93%	93%	95%



## INFORMATION TECHNOLOGY - Geographic Information Systems

<b>Program Expenditures:</b>	<b>\$164,910</b>
<b>Personnel Costs:</b>	<b>\$114,570 (70%)</b>
<b>Supplies &amp; Services:</b>	<b>\$ 23,850 (14%)</b>
<b>Internal Charges:</b>	<b>\$ 26,490 (16%)</b>
<b>Employee Time Allocation:</b>	<b>1.00 FTEs</b>

The Geographic Information Systems (GIS) program within the Information Technology 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](http://www.SedonaAZ.gov)).

A portion of the Geographic Information Systems program is allocated to the Wastewater Enterprise Fund and represents the Fund's share of the cost for support services.

### FY 17 Accomplishments

- Implemented updated on-line GIS maps for staff and public with improved tools and interface
- Completed updates to metadata for City GIS Layers

### FY 18 Objectives

- Update street centerline information to be compliant with state, county, and 911 standards

WORKLOAD INDICATORS	<b>FY 16 Actual</b>	<b>FY 17 Target</b>	<b>FY 17 Estimate</b>	<b>FY 18 Projection</b>
Active GIS Layers Supported	180	180	180	185
GIS Requests (Internal and External)	160	150	130	120

PERFORMANCE MEASURES	<b>FY 16 Actual</b>	<b>FY 17 Target</b>	<b>FY 17 Estimate</b>	<b>FY 18 Target</b>
Public Access to GIS Information (web page hits)	5,581	6,500	7,800	8,500
GIS Problem/Issue Reports	4	0	3	0

**INFORMATION TECHNOLOGY - continued**

**Program Summary**

67% of year completed

Program	FY2018 Proposed	FY2017 Budget	FY2018 Incr. over FY2017 Budget	FY2017 Est. Actuals	FY2018 Incr. over FY2017 Est.	FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals
<b>General Fund</b>											
10-5224-01 - Administration	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$853,746	\$1,058,766	\$713,547
10-5224-20 - Geographic Information Systems	\$0	\$118,190	-100%	\$114,190	-100%	\$4,000	\$76,733	67%	\$0	\$0	\$0
10-5224-21 - Information Technology Services	\$0	\$1,078,887	-100%	\$908,570	-100%	\$170,317	\$655,579	72%	\$0	\$0	\$0
<b>General Fund Total</b>	<b>\$0</b>	<b>\$1,197,077</b>	<b>-100%</b>	<b>\$1,022,760</b>	<b>-100%</b>	<b>\$174,317</b>	<b>\$732,312</b>	<b>72%</b>	<b>\$853,746</b>	<b>\$1,058,766</b>	<b>\$713,637</b>
<b>Wastewater Fund</b>											
59-5224-21 - Information Technology Services	\$79,150	\$87,578	-10%	\$89,075	-11%	(\$1,497)	\$53,069	60%	\$0	\$0	\$0
<b>Wastewater Fund Total</b>	<b>\$79,150</b>	<b>\$87,578</b>	<b>-10%</b>	<b>\$89,075</b>	<b>-11%</b>	<b>(\$1,497)</b>	<b>\$53,069</b>	<b>60%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Information Technology Fund</b>											
60-5224-20 - Geographic Information Systems	\$164,910	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
60-5224-21 - Information Technology Services	\$1,601,916	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
<b>Information Technology Fund Total</b>	<b>\$1,766,826</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>GRAND TOTALS</b>											
Administration	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$853,746	\$1,058,766	\$713,547
Geographic Information Systems	\$164,910	\$118,190	40%	\$114,190	44%	\$4,000	\$76,733	67%	\$0	\$0	\$0
Information Technology Services	\$1,681,066	\$1,166,465	44%	\$997,645	69%	\$168,820	\$708,648	71%	\$0	\$0	\$0
<b>Grand Totals</b>	<b>\$1,845,976</b>	<b>\$1,284,655</b>	<b>44%</b>	<b>\$1,111,835</b>	<b>66%</b>	<b>\$172,820</b>	<b>\$785,381</b>	<b>71%</b>	<b>\$853,746</b>	<b>\$1,058,766</b>	<b>\$713,637</b>

**INFORMATION TECHNOLOGY - continued**

**Expenditure Summary**

67% of year completed

Cost Category	FY2018 Proposed	FY2017 Budget	FY2018 Incr. over FY2017 Budget	FY2017 Est. Actuals	FY2018 Incr. over FY2017 Est.	FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	Explanation of Changes
<b>General Fund</b>												
<b>10-5224-01 - Administration</b>												
Personnel	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$409,394	\$407,126	\$385,933	
Supplies & Services	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$301,840	\$294,827	\$247,824	
Capital & Debt Service	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$142,512	\$356,813	\$79,791	
<b>Administration Total</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$853,746</b>	<b>\$1,058,766</b>	<b>\$713,547</b>	
<b>10-5224-20 - Geographic Information Systems</b>												
Personnel	\$0	\$97,690	-100%	\$97,690	-100%	\$0	\$61,798	63%	\$0	\$0	\$0	Budget Decrease: Moved to 60-5224-20
Supplies & Services	\$0	\$20,500	-100%	\$16,500	-100%	\$4,000	\$14,935	91%	\$0	\$0	\$0	Budget Decrease: Moved to 60-5224-20
<b>Geographic Information Systems Total</b>	<b>\$0</b>	<b>\$118,190</b>	<b>-100%</b>	<b>\$114,190</b>	<b>-100%</b>	<b>\$4,000</b>	<b>\$76,733</b>	<b>67%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>10-5224-21 - Information Technology Services</b>												
Personnel	\$0	\$359,620	-100%	\$375,270	-100%	(\$15,650)	\$223,052	59%	\$0	\$0	\$0	Budget Decrease: Moved to 60-5224-21
Supplies & Services	\$0	\$504,267	-100%	\$393,300	-100%	\$110,967	\$308,963	79%	\$0	\$0	\$0	Budget Decrease: Moved to 60-5224-21
Capital & Debt Service	\$0	\$215,000	-100%	\$140,000	-100%	\$75,000	\$123,564	88%	\$0	\$0	\$0	
<b>Information Technology Services Total</b>	<b>\$0</b>	<b>\$1,078,887</b>	<b>-100%</b>	<b>\$908,570</b>	<b>-100%</b>	<b>\$170,317</b>	<b>\$655,579</b>	<b>72%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>10-5224-22 - Database Development</b>												
Personnel	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$0	\$0	\$90	
<b>Database Development Total</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>\$90</b>	
<b>General Fund Totals</b>												
Personnel Subtotal	\$0	\$457,310	-100%	\$472,960	-100%	(\$15,650)	\$284,850	60%	\$409,394	\$407,126	\$386,023	
Supplies & Services Subtotal	\$0	\$524,767	-100%	\$409,800	-100%	\$114,967	\$323,898	79%	\$301,840	\$294,827	\$247,824	
Capital & Debt Service Subtotal	\$0	\$215,000	-100%	\$140,000	-100%	\$75,000	\$123,564	88%	\$142,512	\$356,813	\$79,791	
<b>General Fund Total</b>	<b>\$0</b>	<b>\$1,197,077</b>	<b>-100%</b>	<b>\$1,022,760</b>	<b>-100%</b>	<b>\$174,317</b>	<b>\$732,312</b>	<b>72%</b>	<b>\$853,746</b>	<b>\$1,058,766</b>	<b>\$713,637</b>	

**INFORMATION TECHNOLOGY - continued**

**Expenditure Summary**

67% of year completed

Cost Category	FY2018 Proposed	FY2017 Budget	FY2018 Incr. over FY2017 Budget	FY2017 Est. Actuals	FY2018 Incr. over FY2017 Est.	FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	Explanation of Changes
<b>Wastewater Fund</b>												
<b>59-5224-21 - Information Technology Services</b>												
Personnel	\$0	\$50,840	-100%	\$52,680	-100%	(\$1,840)	\$31,548	60%	\$0	\$0	\$0	<b>Budget Decrease:</b> Moved to 60-5224-21
Supplies & Services (ongoing)	\$40,230	\$26,738	50%	\$36,395	11%	(\$9,657)	\$21,521	59%	\$0	\$0	\$0	<b>Budget Increase:</b> Added fiber connection to City Hall (\$10k); moved phone/alarm service from Wastewater (\$19k)
<b>Information Technology Services Direct Costs Subtotal</b>	<b>\$40,230</b>	<b>\$77,578</b>	<b>-48%</b>	<b>\$89,075</b>	<b>-55%</b>	<b>(\$11,497)</b>	<b>\$53,069</b>	<b>60%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
Internal Charges	\$4,020	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Indirect cost allocation plan implemented for FY2018
<b>Ongoing Total</b>	<b>\$44,250</b>	<b>\$77,578</b>	<b>-43%</b>	<b>\$89,075</b>	<b>-50%</b>	<b>(\$11,497)</b>	<b>\$53,069</b>	<b>60%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
Supplies & Services (one-time)	\$34,900	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget:</b> KVM extenders for SCADA computer security, ruggedized laptops, keycard security access, monitor/computer replacements, SCADA reports software, computer and software for new Wastewater Plant Operator (Decision Package - CM Contingent Recommendation)
Capital & Debt Service	\$0	\$10,000	-100%	\$0	N/A	\$10,000	\$0	N/A	\$0	\$0	\$0	
<b>One-Time Total</b>	<b>\$34,900</b>	<b>\$10,000</b>	<b>249%</b>	<b>\$0</b>	<b>∞</b>	<b>\$10,000</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>Wastewater Fund Total</b>	<b>\$79,150</b>	<b>\$87,578</b>	<b>-10%</b>	<b>\$89,075</b>	<b>-11%</b>	<b>(\$1,497)</b>	<b>\$53,069</b>	<b>60%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>Information Technology Fund</b>												
<b>60-5224-20 - Geographic Information Systems</b>												
Personnel	\$114,570	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Moved from 10-5224-20
Supplies & Services (ongoing)	\$23,850	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Moved from 10-5224-20
<b>Geographic Information Systems Direct Costs Subtotal</b>	<b>\$138,420</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
Internal Charges	\$26,490	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Indirect cost allocation plan implemented for FY2018
<b>Geographic Information Systems Total</b>	<b>\$164,910</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	

**INFORMATION TECHNOLOGY - continued**

**Expenditure Summary**

67% of year completed

Cost Category	FY2018 Proposed	FY2017 Budget	FY2018 Incr. over FY2017 Budget	FY2017 Est. Actuals	FY2018 Incr. over FY2017 Est.	FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	Explanation of Changes
<b>60-5224-21 - Information Technology Services</b>												
Personnel	\$423,540	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	\$0 <b>Budget Increase:</b> Moved from 10-5224-21
Supplies & Services (ongoing)	\$445,936	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	\$0 <b>Budget Increase:</b> Moved from 10-5224-21
<b>Information Technology Services Direct Costs Subtotal</b>	<b>\$869,476</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Internal Charges	\$453,840	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	\$0 <b>Budget Increase:</b> Indirect cost allocation plan implemented for FY2018
<b>Ongoing Total</b>	<b>\$1,323,316</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Supplies & Services (one-time)	\$133,100	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	\$0 <b>Budget:</b> Furniture replacements, tablet/computer replacements, network connection at shooting range, security cameras, software license; carryover of Microsoft Office migration, budget building & automation software (Decision Package - CM Recommended), computer and software for PR Administrative Assistant (Decision Package - CM Partial Recommendation)
Capital & Debt Service	\$145,500	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	\$0 <b>Budget:</b> Server and storage area network replacements, New World message switch, laptops for police vehicles (Decision Package - CM Contingent Recommendation), Sinagua Building network connectivity (Decision Package - CM Contingent Recommendation)
<b>One-Time Total</b>	<b>\$278,600</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Information Technology Services Total</b>	<b>\$1,601,916</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Information Technology Fund Totals</b>												
Personnel Subtotal	\$538,110	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	\$0
Supplies & Services (Ongoing) Subtotal	\$469,786	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	\$0
Direct Costs (Ongoing) Subtotal	\$1,007,896	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	\$0
Internal Charges Subtotal	\$480,330	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	\$0
Ongoing Subtotal	\$1,488,226	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	\$0
Supplies & Services (One-Time) Subtotal	\$133,100	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	\$0
Capital & Debt Service Subtotal	\$145,500	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	\$0
One-Time Subtotal	\$278,600	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	\$0
<b>Information Technology Fund Total</b>	<b>\$1,766,826</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**INFORMATION TECHNOLOGY - continued**

**Expenditure Summary**

67% of year completed

Cost Category	FY2018 Proposed	FY2017 Budget	FY2018 Incr. over FY2017 Budget	FY2017 Est. Actuals	FY2018 Incr. over FY2017 Est.	FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	Explanation of Changes
<b>Grand Totals</b>												
Personnel Subtotal	\$538,110	\$508,150	6%	\$525,640	2%	(\$17,490)	\$316,398	60%	\$409,394	\$407,126	\$386,023	
Supplies & Services (Ongoing) Subtotal	\$510,016	\$551,505	-8%	\$446,195	14%	\$105,310	\$345,419	77%	\$301,840	\$294,827	\$247,824	
Direct Costs (Ongoing) Subtotal	\$1,048,126	\$1,059,655	-1%	\$971,835	8%	\$87,820	\$661,817	68%	\$711,234	\$701,953	\$633,847	
Internal Charges Subtotal	\$484,350	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
Ongoing Subtotal	\$1,532,476	\$1,059,655	45%	\$971,835	58%	\$87,820	\$661,817	68%	\$711,234	\$701,953	\$633,847	
Supplies & Services (One-Time) Subtotal	\$168,000	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
Capital & Debt Service Subtotal	\$145,500	\$225,000	-35%	\$140,000	4%	\$0	\$123,564	\$1	\$142,512	\$356,813	\$79,791	
One-Time Subtotal	\$313,500	\$225,000	39%	\$140,000	124%	\$0	\$123,564	\$1	\$142,512	\$356,813	\$79,791	
<b>Grand Total</b>	<b>\$1,845,976</b>	<b>\$1,284,655</b>	<b>44%</b>	<b>\$1,111,835</b>	<b>66%</b>	<b>\$172,820</b>	<b>\$785,381</b>	<b>71%</b>	<b>\$853,746</b>	<b>\$1,058,766</b>	<b>\$713,637</b>	

NOTE: Excluding the impact of costs transferred from the Wastewater Department for technology and communications costs and from General Services for copier leases, the decrease in ongoing direct costs would be 6%.

**INFORMATION TECHNOLOGY- continued**

**Positions/Allocations Summaries**

Position	FY18 FTE	FY17 FTE
Database Web Developer	1.00	1.00
GIS Analyst	1.00	1.00
Information Technology Manager	1.00	1.00
PC Support/Help Desk Technician <sup>(1)</sup>	0.60	0.60
System Administrator	1.00	1.00
<b>Total</b>	<b>4.60</b>	<b>4.60</b>

Org Unit	Org Description	FY18 FTE	FY17 FTE
<b>General Fund</b>			
10-5224-20	Geographic Information Systems	0.00	0.90
10-5224-21	Information Technology Services	0.00	3.24
<b>General Fund Total</b>		<b>0.00</b>	<b>4.14</b>
<b>Wastewater Fund <sup>(2)</sup></b>			
59-5224-21	Information Technology Services	0.00	0.46
<b>Wastewater Fund Total</b>		<b>0.00</b>	<b>0.46</b>
<b>Information Technology Fund <sup>(3)</sup></b>			
60-5224-20	Geographic Information Systems	1.00	0.00
60-5224-21	Information Technology Services	3.60	0.00
<b>Information Technology Fund Total</b>		<b>4.60</b>	<b>0.00</b>
<b>Grand Total</b>		<b>4.60</b>	<b>4.60</b>

<sup>(1)</sup> Part-time positions

<sup>(2)</sup> Beginning FY2018, the allocations to the Wastewater Fund are made via indirect cost allocations instead of a direct allocation of salaries.

<sup>(3)</sup> Beginning FY2018, the Information Technology Department has been moved to a separate Internal Service Fund and will be funded via indirect cost allocations.



# CITY ATTORNEY'S OFFICE

## Mission Statement

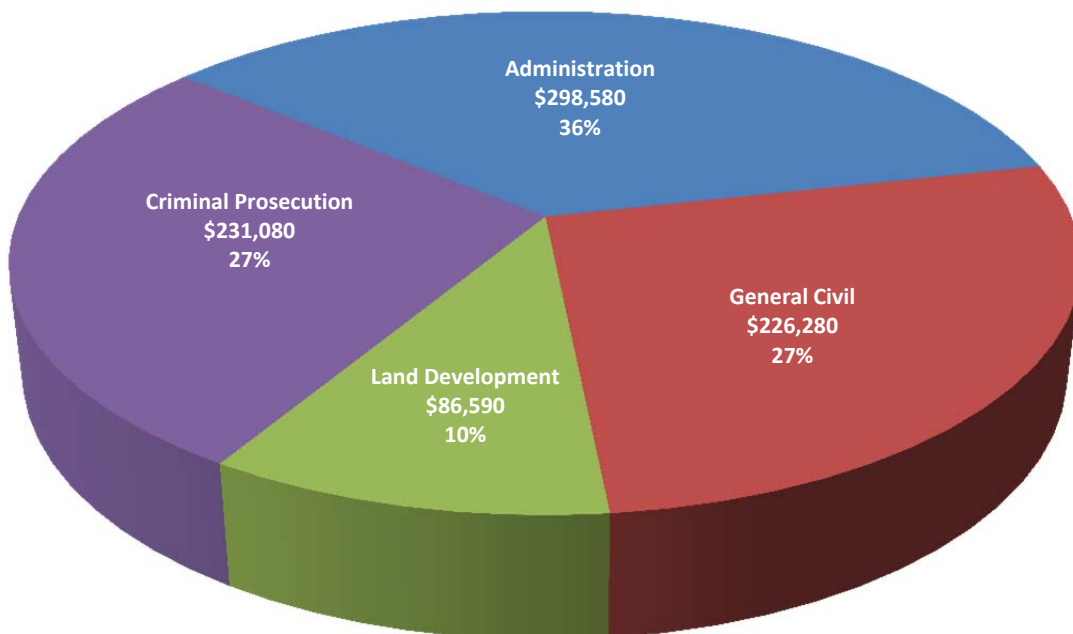
The department strives to provide quality legal advice and services to the City Council, City departments and commissions. To vigorously prosecute criminal cases in a fair manner that leads to just results.

## Description

The City Attorney's Office provides internal services to City departments and personnel in several program areas:

- Administration
- General Civil
- Land Development
- Criminal Prosecution

## FY 2017 PROGRAM EXPENDITURES: \$842,530



## CITY ATTORNEY'S OFFICE - Administration

<b>Program Expenditures:</b>	<b>\$298,580</b>
<b>Personnel Costs:</b>	<b>\$149,420 (50%)</b>
<b>Supplies &amp; Services:</b>	<b>\$115,000 (39%)</b>
<b>Internal Charges:</b>	<b>\$ 34,160 (11%)</b>
<b>Employee Time Allocation:</b>	<b>0.85 FTEs</b>
<b>General Fund Portion:</b>	<b>\$198,580 (67%)</b>
<b>Wastewater Fund Portion:</b>	<b>\$100,000 (33%)</b>
<b>Charges Allocated to Other Departments:</b>	<b>\$198,580</b>

The City Attorney's Office provides legal advice to the Mayor and Council, the City Manager, the City departments and the City's boards and commissions. The office defends claims and suits brought against the City; drafts, reviews, and approves all contracts entered into by the City; assists in drafting all resolutions and ordinances submitted for City Council approval; and manages the activities of retained legal counsel.

A portion of the Administration program is allocated to the Wastewater Enterprise Fund and represents the Fund's share of the cost for support services.

### **FY 17 Accomplishments**

- Assisted with the process for consideration of franchising solid waste disposal and recycling franchising.
- Completed an intergovernmental agreement for reciprocal legal services with neighboring municipalities.
- Worked with City staff on development of City Council priorities, including the Sign Code review and update.
- Implement the City Attorney Annual Action Plan.
- Initiated litigation to recover damages related to construction of the solar generation infrastructure at the City's wastewater treatment facility.

### **FY 18 Objectives**

- Develop an entry level attorney position to provide support in all program areas.
- Assist with the revisions to the Sedona Land Development Code.
- Continue to engage in legislative activity and strengthen the City's position on significant issues.
- Implement the City Attorney Annual Action Plan.
- Work with Community Development to resolve high profile code enforcement issues.
- Review City Code for possible areas of revision.

## CITY ATTORNEY'S OFFICE - Administration

WORKLOAD INDICATORS	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Projection
City Council agenda bill items reviewed	54	N/A	48	51
Ordinances processed	9	N/A	17	13
Resolutions processed	40	N/A	27	33.5
Number of public meetings attended	54	N/A	48	51
Number of contracts reviewed	145	N/A	124	134.5
Number of legal opinions provided	100	N/A	124	112

PERFORMANCE MEASURES	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Target
<b>Internal Survey Results (Rating Scale 1 to 5):</b>				
Quality of the legal advice and services provided to City staff and officials	4.7	N/A	4.5	4.6
Timeliness of responses to requests for legal services	4.7	N/A	4.5	4.6
Confidence in the legal services provided to City staff and officials	4.9	N/A	4.8	4.9
Accessibility or approachability of legal department staff to City staff and officials	4.9	N/A	4.7	4.8
Communication with City staff and officials	4.5	N/A	4.5	4.5
Effectiveness of legal department to achieve its goals	N/A	N/A	4.6	4.6
Legal departments effectiveness to community with City staff and officials	N/A	N/A	4.6	4.6

## CITY ATTORNEY'S OFFICE - Criminal Prosecution

<b>Program Expenditures:</b>	<b>\$231,080</b>
<b>Personnel Costs:</b>	<b>\$188,980 (82%)</b>
<b>Supplies &amp; Services:</b>	<b>\$ 2,700 (1%)</b>
<b>Internal Charges:</b>	<b>\$ 39,400 (17%)</b>
<b>Employee Time Allocation:</b>	<b>1.65 FTEs</b>

The Criminal Prosecution program is responsible for administering justice for violations of law.

### FY 17 Accomplishments

- Prosecuted a total of 174 cases, consisting of 27 Driving Under the Influence (DUI) cases, 32 crimes involving drugs or controlled substances, 47 criminal traffic matters, 68 criminal misdemeanor matters.
- Initiated a program for real-time training of officers on operational matters.

### FY 18 Objectives

- Continue to vigorously and fairly prosecute all criminal misdemeanor cases.
- Explore innovative methods of achieving justice for the community.
- Identify areas for enhanced training of law enforcement personnel.

WORKLOAD INDICATORS	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Projection
Criminal charges filed	204	N/A	174	182
Provide an annual case law update to the Police Department	N/A	N/A	6	6
Hours of training provided to the Police Department on operational matters	N/A	N/A	23	23

PERFORMANCE MEASURES	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Target
<b>Internal Survey Results (Rating Scale 1 to 5):</b>				
Effectiveness of City Prosecutor to review and charge matters	N/A	N/A	4.3	4.3
Quality of prosecutions litigated by City Prosecutor	N/A	N/A	4.3	4.3
Satisfaction of the plea agreements negotiated by City Prosecutor	N/A	N/A	3.7	3.7
Satisfaction with the level of justice achieved on matters resolved by City Prosecutor	N/A	N/A	3.6	3.6
Confidence in representation by City Prosecutor to the organization	N/A	N/A	4.4	4.4

## CITY ATTORNEY'S OFFICE - Land Development

**Program Expenditures:** \$86,590  
**Personnel Costs:** \$72,340 (84%)  
**Internal Charges:** \$14,250 (16%)  
**Employee Time Allocation:** 0.60 FTEs

**Charges Allocated to Other Departments:** \$86,590

The Land Development program is responsible for reviewing all planning and zoning matters related to the City and recommending changes to the Sedona Land Development Code. In addition, the program provides guidance to staff of the City's Community Development Department on land development matters.

### FY 17 Accomplishments

- Assisted in the development and review of the Soldier's Pass Community Focus Area.
- Assisted in the development and review of the Western Gateway Community Focus Area.
- Assisted in the development and review of the sign code.
- Assisted in the development and revision of the Historical Preservation Code.
- Assisted in the dissolution and reorganization of the Board of Adjustment.

### FY 18 Objectives

- Assist with the development and review of the Schnebly Hill Community Focus Area.
- Assist with the development and implementation of the wireless master plan.
- Assist with the development and implementation of the revised Land Development Code.

WORKLOAD INDICATORS	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Projection
Number of planning and zoning matters reviewed	N/A	N/A	15	15

PERFORMANCE MEASURES	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Target
<b>Internal Survey Results (Rating Scale 1 to 5):</b>				
Confidence in legal department's ability to effectively advice on land use matters	N/A	N/A	4.7	4.7
Satisfaction with the timeliness of the legal department's response to requests for advice on land use matters	N/A	N/A	4.6	4.6
Satisfaction with level of support provided to Planning and Zoning Commission, Board of Adjustment and other organizational partners on land use matters	N/A	N/A	4.4	4.4

## CITY ATTORNEY'S OFFICE - General Civil

<b>Program Expenditures:</b>	<b>\$226,280</b>
<b>Personnel Costs:</b>	<b>\$127,920 (57%)</b>
<b>Supplies &amp; Services:</b>	<b>\$ 75,000 (33%)</b>
<b>Internal Charges:</b>	<b>\$ 23,360 (10%)</b>
<b>Employee Time Allocation:</b>	<b>0.90 FTEs</b>

<b>Charges Allocated to Other Departments:</b>	<b>\$226,280</b>
------------------------------------------------	------------------

The General Civil program is responsible for defending claims and suits brought against the City.

### FY 17 Accomplishments

- Monitored all bankruptcy petitions involving the City of Sedona and assisted in the collection of outstanding tax and fee obligations.
- Managed claims expenditures and recommended methods for more efficient tracking.
- Worked with outside counsel on the appeal of the City of Sedona adv. Yellow Jacket Drilling matter.
- Worked with outside counsel on the strategy and execution for initiation of a lawsuit to recover losses from Sun Edison in regards to the City's power services agreement.
- Assisted in the Board of Adjustment appeal in the Son Silver West matter and the resulting special action lawsuit.
- Represented the City's interest as an intervenor in the APS rate case.
- Reviewed and assisted human resources in responding to EEOC complaints.

### FY 18 Objectives

- Continue to improve efficiencies in managing claims management.
- Work with the Risk Pool on collaborative efforts to raise awareness on risk related issues.
- Manage the work of outside legal counsel on outstanding litigation matters.

WORKLOAD INDICATORS	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Projection
Number of claims against the City resolved without litigation	N/A	N/A	10	10
Traffic accidents involving City vehicles	6	N/A	12	11.4
Claims and suits against the City	22	N/A	10	16
Claims regarding property damage to City property	6	N/A	5	5.5

PERFORMANCE MEASURES	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Target
<b>Internal Survey Results (Rating Scale 1 to 5):</b>				
Satisfaction with the quality of the City's legal representation on claims against the City	N/A	N/A	4.6	4.6
Appropriate results achieved in defending and resolving claims against the City	N/A	N/A	4.1	4.6

CITY ATTORNEY'S OFFICE - continued

Program Summary

67% of year completed

Program	FY2018 Proposed	FY2017 Budget	FY2018 Incr. over FY2017 Budget	FY2017 Est. Actuals	FY2018 Incr. over FY2017 Est.	FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals
<b>General Fund</b>											
10-5230-01 - Administration	\$0	\$144,565	-100%	\$128,280	-100%	\$16,285	\$82,320	64%	\$496,564	\$490,736	\$458,932
10-5230-17 - Criminal Prosecution	\$231,080	\$180,180	28%	\$177,480	30%	\$2,700	\$110,466	62%	\$0	\$0	\$0
10-5230-18 - Land Development	\$0	\$65,170	-100%	\$26,850	-100%	\$38,320	\$18,320	68%	\$0	\$0	\$0
10-5230-19 - General Civil	\$0	\$144,540	-100%	\$113,780	-100%	\$30,760	\$69,377	61%	\$0	\$0	\$0
<b>General Fund Total</b>	<b>\$231,080</b>	<b>\$534,455</b>	<b>-57%</b>	<b>\$446,390</b>	<b>-48%</b>	<b>\$88,065</b>	<b>\$280,483</b>	<b>63%</b>	<b>\$496,564</b>	<b>\$490,736</b>	<b>\$458,932</b>
<b>Wastewater Fund</b>											
59-5230-01 - Administration	\$100,000	\$21,090	374%	\$21,090	374%	\$0	\$13,429	64%	\$0	\$0	\$0
<b>Wastewater Fund Total</b>	<b>\$100,000</b>	<b>\$21,090</b>	<b>374%</b>	<b>\$21,090</b>	<b>374%</b>	<b>\$0</b>	<b>\$13,429</b>	<b>64%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>GRAND TOTALS</b>											
Administration	\$100,000	\$165,655	-40%	\$149,370	-33%	\$16,285	\$95,749	64%	\$496,564	\$490,736	\$458,932
Criminal Prosecution	\$231,080	\$180,180	28%	\$177,480	30%	\$2,700	\$110,466	62%	\$0	\$0	\$0
Land Development	\$0	\$65,170	-100%	\$26,850	-100%	\$38,320	\$18,320	68%	\$0	\$0	\$0
General Civil	\$0	\$144,540	-100%	\$113,780	-100%	\$30,760	\$69,377	61%	\$0	\$0	\$0
<b>Grand Totals</b>	<b>\$331,080</b>	<b>\$555,545</b>	<b>-40%</b>	<b>\$467,480</b>	<b>-29%</b>	<b>\$88,065</b>	<b>\$293,912</b>	<b>63%</b>	<b>\$496,564</b>	<b>\$490,736</b>	<b>\$458,932</b>
<b>Grand Totals (excluded charges allocated to other departments)</b>	<b>\$842,530</b>	<b>\$555,545</b>	<b>52%</b>	<b>\$467,480</b>	<b>80%</b>	<b>\$88,065</b>	<b>\$293,912</b>	<b>63%</b>	<b>\$496,564</b>	<b>\$490,736</b>	<b>\$458,932</b>



CITY ATTORNEY'S OFFICE - continued

Expenditure Summary

67% of year completed

Cost Category	FY2018 Proposed	FY2017 Budget	FY2018 Incr. over FY2017 Budget	FY2017 Est. Actuals	FY2018 Incr. over FY2017 Est.	FY2017 Est. (over)/under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	Explanation of Changes
<b>General Fund</b>												
<b>10-5230-01 - Administration</b>												
Personnel	\$149,420	\$133,980	12%	\$118,820	26%	\$15,160	\$75,219	63%	\$468,437	\$459,902	\$434,248	<b>Budget Increase:</b> Change in allocations between programs <b>Current Year Under Budget:</b> Estimated vacancy savings
Supplies & Services (ongoing)	\$15,000	\$10,585	42%	\$9,460	59%	\$1,125	\$7,101	75%	\$28,127	\$30,834	\$24,684	
<b>Administration Direct Costs Subtotal</b>	<b>\$164,420</b>	<b>\$144,565</b>	<b>14%</b>	<b>\$128,280</b>	<b>28%</b>	<b>\$16,285</b>	<b>\$82,320</b>	<b>64%</b>	<b>\$496,564</b>	<b>\$490,736</b>	<b>\$458,932</b>	
Internal Charges	(\$164,420)	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Indirect cost allocation plan implemented for FY2018
<b>Administration Total</b>	<b>\$0</b>	<b>\$144,565</b>	<b>-100%</b>	<b>\$128,280</b>	<b>-100%</b>	<b>\$16,285</b>	<b>\$82,320</b>	<b>64%</b>	<b>\$496,564</b>	<b>\$490,736</b>	<b>\$458,932</b>	
<b>10-5230-17 - Criminal Prosecution</b>												
Personnel	\$188,980	\$177,480	6%	\$177,480	6%	\$0	\$110,466	62%	\$0	\$0	\$0	<b>Budget Increase:</b> Change in allocations between programs <b>Current Year Under Budget:</b> Estimated vacancy savings
Supplies & Services (ongoing)	\$2,700	\$2,700	0%	\$0	∞	\$2,700	\$0	N/A	\$0	\$0	\$0	
<b>Criminal Prosecution Direct Costs Subtotal</b>	<b>\$191,680</b>	<b>\$180,180</b>	<b>6%</b>	<b>\$177,480</b>	<b>8%</b>	<b>\$2,700</b>	<b>\$110,466</b>	<b>62%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
Internal Charges	\$39,400	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Indirect cost allocation plan implemented for FY2018
<b>Criminal Prosecution Total</b>	<b>\$231,080</b>	<b>\$180,180</b>	<b>28%</b>	<b>\$177,480</b>	<b>30%</b>	<b>\$2,700</b>	<b>\$110,466</b>	<b>62%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>10-5230-18 - Land Development</b>												
Personnel	\$72,340	\$65,170	11%	\$26,850	169%	\$38,320	\$18,320	68%	\$0	\$0	\$0	<b>Budget Increase:</b> Change in allocations between programs <b>Current Year Under Budget:</b> Estimated vacancy savings
Internal Charges	(\$72,340)	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
<b>Land Development Total</b>	<b>\$0</b>	<b>\$65,170</b>	<b>-100%</b>	<b>\$26,850</b>	<b>-100%</b>	<b>\$38,320</b>	<b>\$18,320</b>	<b>68%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	

**CITY ATTORNEY'S OFFICE - continued**

**Expenditure Summary**

67% of year completed

Cost Category	FY2018 Proposed	FY2017 Budget	FY2018 Incr. over FY2017 Budget	FY2017 Est. Actuals	FY2018 Incr. over FY2017 Est.	FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	Explanation of Changes
<b>10-5230-19 - General Civil</b>												
Personnel	\$127,920	\$94,540	35%	\$73,780	73%	\$20,760	\$45,190	61%	\$0	\$0	\$0	<b>Budget Increase:</b> Change in allocations between programs <b>Current Year Under Budget:</b> Estimated vacancy savings
Supplies & Services (ongoing)	\$75,000	\$50,000	50%	\$40,000	88%	\$10,000	\$24,187	60%	\$0	\$0	\$0	<b>Budget Increase:</b> Moved property damage claims from other departments (\$25k)
<b>Criminal Prosecution Direct Costs Subtotal</b>	<b>\$202,920</b>	<b>\$144,540</b>	<b>40%</b>	<b>\$113,780</b>	<b>78%</b>	<b>\$30,760</b>	<b>\$69,377</b>	<b>61%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
Internal Charges	(\$202,920)	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Indirect cost allocation plan implemented for FY2018
<b>General Civil Total</b>	<b>\$0</b>	<b>\$144,540</b>	<b>-100%</b>	<b>\$113,780</b>	<b>-100%</b>	<b>\$30,760</b>	<b>\$69,377</b>	<b>61%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>General Fund Totals</b>												
Personnel Subtotal	\$538,660	\$471,170	14%	\$396,930	36%	\$74,240	\$249,195	63%	\$468,437	\$459,902	\$434,248	
Supplies & Services (Ongoing) Subtotal	\$92,700	\$63,285	46%	\$49,460	87%	\$13,825	\$31,288	63%	\$28,127	\$30,834	\$24,684	
Direct Costs (Ongoing) Subtotal	\$631,360	\$534,455	18%	\$446,390	41%	\$88,065	\$280,483	63%	\$496,564	\$490,736	\$458,932	
Internal Charges Subtotal	(\$400,280)	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
<b>General Fund Total</b>	<b>\$231,080</b>	<b>\$534,455</b>	<b>-57%</b>	<b>\$446,390</b>	<b>-48%</b>	<b>\$88,065</b>	<b>\$280,483</b>	<b>63%</b>	<b>\$496,564</b>	<b>\$490,736</b>	<b>\$458,932</b>	
<b>Wastewater Fund</b>												
<b>59-5230-01 - Administration</b>												
Personnel	\$0	\$21,090	-100%	\$21,090	-100%	\$0	\$13,429	64%	\$0	\$0	\$0	<b>Budget Decrease:</b> Change in allocations between programs
Supplies & Services (one-time)	\$100,000	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget:</b> Legal fees for Sun Edison issue
<b>Administration Total</b>	<b>\$100,000</b>	<b>\$21,090</b>	<b>374%</b>	<b>\$21,090</b>	<b>374%</b>	<b>\$0</b>	<b>\$13,429</b>	<b>64%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>Grand Totals</b>												
Personnel Subtotal	\$538,660	\$492,260	9%	\$418,020	29%	\$74,240	\$262,624	63%	\$468,437	\$459,902	\$434,248	
Supplies & Services (Ongoing) Subtotal	\$92,700	\$63,285	46%	\$49,460	87%	\$13,825	\$31,288	63%	\$28,127	\$30,834	\$24,684	
Direct Costs (Ongoing) Subtotal	\$631,360	\$555,545	14%	\$467,480	35%	\$88,065	\$293,912	63%	\$496,564	\$490,736	\$458,932	
Internal Charges Subtotal	(\$400,280)	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
Ongoing Subtotal	\$231,080	\$555,545	-58%	\$467,480	-51%	\$88,065	\$293,912	63%	\$496,564	\$490,736	\$458,932	
Supplies & Services (One-Time) Subtotal	\$100,000	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
<b>Grand Total</b>	<b>\$331,080</b>	<b>\$555,545</b>	<b>-40%</b>	<b>\$467,480</b>	<b>-29%</b>	<b>\$88,065</b>	<b>\$293,912</b>	<b>63%</b>	<b>\$496,564</b>	<b>\$490,736</b>	<b>\$458,932</b>	

NOTE: Excluding the impact of costs transferred from the Public Works Department and Police Department for property damage claims, the increase in ongoing direct costs would be 9%.

**CITY ATTORNEY'S OFFICE - continued**

**Positions/Allocations Summaries**

Position	FY18 FTE	FY17 FTE
Assistant City Attorney <sup>(1)</sup>	2.00	1.60
City Attorney	1.00	1.00
Legal Assistant	1.00	1.00
<b>Total</b>	<b>4.00</b>	<b>3.60</b>

Org Unit	Org Description	FY18 FTE	FY17 FTE
<b>General Fund</b>			
10-5230-01	Administration	0.85	0.75
10-5230-17	Criminal Prosecution	1.65	1.65
10-5230-18	Land Development	0.60	0.40
10-5230-19	General Civil	0.90	0.70
<b>General Fund Total</b>		<b>4.00</b>	<b>3.50</b>
<b>Wastewater Fund <sup>(2)</sup></b>			
59-5230-01	Administration	0.00	0.10
<b>Wastewater Fund Total</b>		<b>0.00</b>	<b>0.10</b>
<b>Grand Total</b>		<b>4.00</b>	<b>3.60</b>

<sup>(1)</sup> FY2017 includes a 0.60 part-time position. This position has been changed to a full-time position for FY2018 with no change in the salary level.

<sup>(2)</sup> Beginning FY2018, the allocations to the Wastewater Fund are made via indirect cost allocations instead of a direct allocation of salaries.

# CITY CLERK'S OFFICE

## Mission Statement

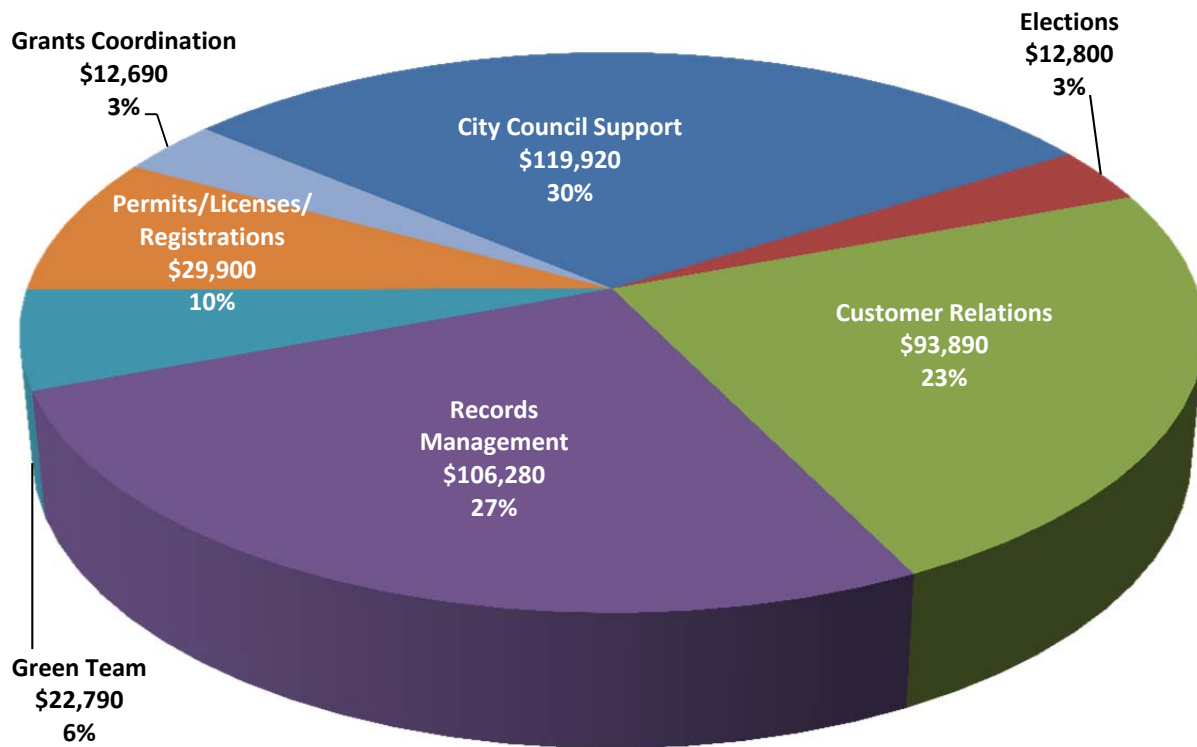
To provide exceptional service to the Mayor and Council, the public and City staff in order that all may be guaranteed fair and impartial elections and open access to information and the legislative process.

## Description

The City Clerk's Department is responsible for the following program areas:

- City Council Support
- Elections
- Customer Relations
- Records Management
- Green Team
- Permits, Licenses, & Registrations
- Grants Coordination

## FY 2018 PROGRAM EXPENDITURES: \$400,430



## CITY CLERK'S OFFICE - City Council Support

<b>Program Expenditures:</b>	<b>\$119,920</b>
<b>Personnel Costs:</b>	<b>\$ 73,100 (61%)</b>
<b>Supplies &amp; Services:</b>	<b>\$ 15,000 (12%)</b>
<b>Internal Charges:</b>	<b>\$ 31,820 (27%)</b>
<b>Employee Time Allocation:</b>	<b>0.80 FTEs</b>

This program area includes agendas, packets, minutes, action item lists, proclamations, Open Meeting Law compliance, processing of ordinances and resolutions, processing of applications for voluntary service on City Boards & Commissions, and general City Council support.

### FY 17 Accomplishments

- Completed training and orientation for incoming City Councilors.

### FY 18 Objectives

- Provide Council support.
- Complete agendas, packets, minutes, action item lists, and proclamations in an accurate and timely fashion.
- Process ordinances, resolutions, and applications for voluntary service on City boards and commissions

WORKLOAD INDICATORS	<b>FY 16 Actual</b>	<b>FY 17 Target</b>	<b>FY 17 Estimate</b>	<b>FY 18 Projection</b>
City Council agendas posted	54	70	48	48
Ordinances processed	9	15	17	15
Resolutions processed	40	30	27	28
Number of City Council meetings attended with minutes completed	54	70	48	48

## CITY CLERK'S OFFICE - Elections

<b>Program Expenditures:</b>	<b>\$12,800</b>
<b>Personnel Costs:</b>	<b>\$ 7,930 (62%)</b>
<b>Supplies &amp; Services:</b>	<b>\$ 1,400 (11%)</b>
<b>Internal Charges:</b>	<b>\$ 3,470 (27%)</b>
<b>Employee Time Allocation:</b>	<b>0.09 FTEs</b>

This program area includes conducting regular and special municipal elections, accepting campaign finance filings, and assisting Yavapai and Coconino Counties with elections.

### FY 17 Accomplishments

- Served as an early voting location for Coconino County.
- Provided ballot drop boxes for Coconino and Yavapai Counties.
- Performed identification verification for conditional provisional voters for Coconino and Yavapai Counties.
- Prepared packets for City Council candidates.
- Conducted election for City Council and APS and Unisource Gas franchise extensions.
- Ensured filing of campaign finance filings.

### FY 18 Objectives

- Prepare packets for City Council candidates.
- Prepare for Alternative Expenditure Limitation Election.
- Ensure filing of campaign finance filings.

WORKLOAD INDICATORS	<b>FY 16 Actual</b>	<b>FY 17 Target</b>	<b>FY 17 Estimate</b>	<b>FY 18 Projection</b>
Number of City elections	0	2	1	0

## CITY CLERK'S OFFICE - Customer Relations

<b>Program Expenditures:</b>	<b>\$93,890</b>
<b>Personnel Costs:</b>	<b>\$59,020 (63%)</b>
<b>Internal Charges:</b>	<b>\$34,870 (37%)</b>
<b>Employee Time Allocation:</b>	<b>0.83 FTEs</b>

**Charges Allocated to Other Departments: \$93,900**

This program area includes acting as receptionist for the City, face-to-face customer service, acting as the gatekeeper for Sedona Citizens Connect, accepting claims against the City and service of other legal documents, administering oaths of office, processing incoming and outgoing mail, notarization, and other duties.

### FY 17 Accomplishments

- Acted as a gatekeeper for the Sedona Citizens Connect. Took a more active approach on monitoring of issues and increased response rate, and reduced closure time from an average of 17 days to 12 days.

### FY 18 Objectives

- Act as the gatekeeper for the Sedona Citizens Connect, monitor issues for completion, and suggest enhancements.
- Deliver claims to the City Attorney's Office in a timely fashion.
- Assist customers by phone and in person in a timely and courteous fashion.

WORKLOAD INDICATORS	<b>FY 16 Actual</b>	<b>FY 17 Target</b>	<b>FY 17 Estimate</b>	<b>FY 18 Projection</b>
Sedona Citizens Connect issues processed	208	240	277	280

PERFORMANCE MEASURES	<b>FY 16 Actual</b>	<b>FY 17 Target</b>	<b>FY 17 Estimate</b>	<b>FY 18 Target</b>
Sedona Citizens Connect average days to close an issue	17	10	12	10



## CITY CLERK'S OFFICE – Records Management

**Program Expenditures:** \$106,280  
**Personnel Costs:** \$ 48,090 (45%)  
**Supplies & Services:** \$ 8,350 (8%)  
**Internal Charges:** \$ 49,840 (47%)  
**Employee Time Allocation:** 0.66 FTEs

**Charges Allocated to Other  
 Departments:** \$106,300

This program area includes preservation, research, and providing access to Sedona's records; recording of legal documents; and maintaining the City Code and Land Development Code. A portion of the Records Management program is allocated to the Wastewater Enterprise Fund and represents the Fund's share of the cost for support services.

### FY 17 Accomplishments

- Fulfilled 100% of the records requests received.

### FY 18 Objectives

- Continue improvements to the records archive and management system.
- Ensure records requests are fulfilled in a timely manner.

WORKLOAD INDICATORS	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Projection
Records requests processed	N/A	75	109	80

## CITY CLERK'S OFFICE - Green Team

<b>Program Expenditures:</b>	<b>\$22,790</b>
<b>Personnel Costs:</b>	<b>\$11,140 (49%)</b>
<b>Supplies &amp; Services:</b>	<b>\$ 4,000 (17%)</b>
<b>Internal Charges:</b>	<b>\$ 7,650 (34%)</b>
<b>Employee Time Allocation:</b>	<b>0.18 FTEs</b>

This program area includes coordination of Citywide electronics and household hazardous waste recycling events, coordination of City Hall recycling and composting programs, and other City environmental policies and sustainability related initiatives.

### FY 17 Accomplishments

- Coordinated an annual electronics recycling event for the public.

### FY 18 Objectives

- Coordinate annual electronics recycling event for the public.

PERFORMANCE MEASURES	<b>FY 16 Actual</b>	<b>FY 17 Target</b>	<b>FY 17 Estimate</b>	<b>FY 18 Target</b>
Electronics recycling (weight in pounds)	10,843	N/A	8,000	8,000
Household hazardous waste (weight in pounds)	4,948	N/A	0	0

## CITY CLERK'S OFFICE - Permits, Licenses, & Registrations

<b>Program Expenditures:</b>	<b>\$32,060</b>
<b>Personnel Costs:</b>	<b>\$22,510 (70%)</b>
<b>Internal Charges:</b>	<b>\$ 9,550 (30%)</b>
<b>Employee Time Allocation:</b>	<b>0.24 FTEs</b>

This program area includes peddler/solicitor permits, liquor license and special event applications, and civil union registrations.

### FY 17 Accomplishments

- Processed peddler/solicitor permits within 14 days of application.
- Processed liquor license and special event applications according to required deadlines.

### FY 18 Objectives

- Process peddler/solicitor permits within 14 days of application.
- Process liquor license and special event applications according to required deadlines.

WORKLOAD INDICATORS	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Projection
Peddler/Solicitor Permits	N/A	10	20	15
Liquor Licenses	N/A	10	16	10
Special Event Liquor Licenses	N/A	19	42	34
Civil Union Registrations	N/A	1	2	1

## CITY CLERK'S OFFICE - Grants Coordination

<b>Program Expenditures:</b>	<b>\$12,690</b>
<b>Personnel Costs:</b>	<b>\$ 8,800 (69%)</b>
<b>Supplies &amp; Services:</b>	<b>\$ 750 (6%)</b>
<b>Internal Charges:</b>	<b>\$ 3,140 (25%)</b>
<b>Employee Time Allocation:</b>	<b>0.08 FTEs</b>

This new program area includes identifying grant opportunities, coordinating and submitting applications, ensuring adherence to grant terms, and grant follow-up.

### FY 17 Objectives

- Identify and pursue grant opportunities.
- Ensure adherence of existing grants to required terms and complete grant follow-up.

PERFORMANCE MEASURES	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Target
Grants processed	N/A	5	3	5

CITY CLERK'S OFFICE - continued

Program Summary

67% of year completed

Program	FY2018 Proposed	FY2017 Budget	FY2018 Incr. over FY2017 Budget	FY2017 Est. Actuals	FY2018 Incr. over FY2017 Est.	FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals
<b>General Fund</b>											
10-5240-01 - Administration	\$0	\$297,719	-100%	\$256,593	-100%	\$41,126	\$161,670	63%	\$219,942	\$243,829	\$226,818
10-5240-05 - City Council Support	\$119,920	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
10-5240-06 - Elections	\$12,800	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
10-5240-07 - Customer Relations	(\$10)	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
10-5240-08 - Records Management	(\$20)	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
10-5240-09 - Green Team	\$22,790	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
10-5240-10 - Permits/Licenses/Registrations	\$32,060	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
10-5240-16 - Grants Coordination	\$12,690	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
<b>General Fund Total</b>	<b>\$200,230</b>	<b>\$297,719</b>	<b>-33%</b>	<b>\$256,593</b>	<b>-22%</b>	<b>\$41,126</b>	<b>\$161,670</b>	<b>63%</b>	<b>\$219,942</b>	<b>\$243,829</b>	<b>\$226,818</b>
<b>Wastewater Fund</b>											
59-5240-01 - Administration	\$0	\$12,650	-100%	\$12,650	-100%	\$0	\$7,955	63%	\$0	\$0	\$0
<b>Wastewater Fund Total</b>	<b>\$0</b>	<b>\$12,650</b>	<b>-100%</b>	<b>\$12,650</b>	<b>-100%</b>	<b>\$0</b>	<b>\$7,955</b>	<b>63%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>GRAND TOTALS</b>											
Administration	\$0	\$310,369	-100%	\$269,243	-100%	\$41,126	\$169,625	63%	\$219,942	\$243,829	\$226,818
City Council Support	\$119,920	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
Elections	\$12,800	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
Customer Relations	(\$10)	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
Records Management	(\$20)	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
Green Team	\$22,790	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
Permits/Licenses/Registrations	\$32,060	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
Grants Coordination	\$12,690	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
<b>Grand Totals</b>	<b>\$200,230</b>	<b>\$310,369</b>	<b>-35%</b>	<b>\$269,243</b>	<b>-26%</b>	<b>\$41,126</b>	<b>\$169,625</b>	<b>63%</b>	<b>\$219,942</b>	<b>\$243,829</b>	<b>\$226,818</b>
<b>Grand Totals (excluded charges allocated to other departments)</b>	<b>\$400,430</b>	<b>\$310,369</b>	<b>29%</b>	<b>\$269,243</b>	<b>49%</b>	<b>\$41,126</b>	<b>\$169,625</b>	<b>63%</b>	<b>\$219,942</b>	<b>\$243,829</b>	<b>\$226,818</b>

CITY CLERK'S OFFICE - continued

Expenditure Summary

67% of year completed

Cost Category	FY2018 Proposed	FY2017 Budget	FY2018 Incr. over FY2017 Budget	FY2017 Est. Actuals	FY2018 Incr. over FY2017 Est.	FY2017 Est. (over)/under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	Explanation of Changes
<b>General Fund</b>												
<b>10-5240-01 - Administration</b>												
Personnel	\$0	\$205,880	-100%	\$205,880	-100%	\$0	\$130,110	63%	\$200,942	\$185,962	\$182,250	<b>Budget Decrease:</b> Change in allocations between programs
Supplies & Services (ongoing)	\$0	\$26,739	-100%	\$26,373	-100%	\$366	\$12,220	46%	\$19,000	\$57,867	\$44,568	<b>Budget Decrease:</b> Change in allocations between programs
<b>Ongoing Total</b>	<b>\$0</b>	<b>\$232,619</b>	<b>-100%</b>	<b>\$232,253</b>	<b>-100%</b>	<b>\$366</b>	<b>\$142,330</b>	<b>61%</b>	<b>\$219,942</b>	<b>\$243,829</b>	<b>\$226,818</b>	
Supplies & Services (one-time)	\$0	\$65,100	-100%	\$24,340	-100%	\$40,760	\$19,340	79%	\$0	\$0	\$0	
<b>Administration Total</b>	<b>\$0</b>	<b>\$297,719</b>	<b>-100%</b>	<b>\$256,593</b>	<b>-100%</b>	<b>\$41,126</b>	<b>\$161,670</b>	<b>63%</b>	<b>\$219,942</b>	<b>\$243,829</b>	<b>\$226,818</b>	
<b>10-5240-05 - City Council Support</b>												
Personnel	\$73,100	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Change in allocations between programs
Supplies & Services (ongoing)	\$15,000	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Change in allocations between programs
<b>City Council Support Direct Costs Subtotal</b>	<b>\$88,100</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
Internal Charges	\$31,820	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Indirect cost allocation plan implemented for FY2018
<b>City Council Support Total</b>	<b>\$119,920</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>10-5240-06 - Elections</b>												
Personnel	\$7,930	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Change in allocations between programs
Supplies & Services (ongoing)	\$1,400	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Change in allocations between programs
<b>Elections Direct Costs Subtotal</b>	<b>\$9,330</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
Internal Charges	\$3,470	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Indirect cost allocation plan implemented for FY2018
<b>Elections Total</b>	<b>\$12,800</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>10-5240-07 - Customer Relations</b>												
Personnel	\$59,020	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Change in allocations between programs
Internal Charges	(\$59,030)	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Indirect cost allocation plan implemented for FY2018
<b>Customer Relations Total</b>	<b>(\$10)</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	

CITY CLERK'S OFFICE - continued

Expenditure Summary

67% of year completed

Cost Category	FY2018 Proposed	FY2017 Budget	FY2018 Incr. over FY2017 Budget	FY2017 Est. Actuals	FY2018 Incr. over FY2017 Est.	FY2017 Est. (over)/under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	Explanation of Changes
<b>10-5240-08 - Records Management</b>												
Personnel	\$48,090	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	\$0 <b>Budget Increase:</b> Change in allocations between programs
Supplies & Services (ongoing)	\$8,350	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	\$0 <b>Budget Increase:</b> Change in allocations between programs
<b>Records Management Direct Costs Subtotal</b>	<b>\$56,440</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Internal Charges	(\$56,460)	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	\$0 <b>Budget Increase:</b> Indirect cost allocation plan implemented for FY2018
<b>Records Management Total</b>	<b>(\$20)</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>10-5240-09 - Green Team</b>												
Personnel	\$11,140	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	\$0 <b>Budget Increase:</b> Change in allocations between programs
Supplies & Services (ongoing)	\$4,000	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	\$0 <b>Budget Increase:</b> Change in allocations between programs
<b>Green Team Direct Costs Subtotal</b>	<b>\$15,140</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Internal Charges	\$7,650	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	\$0 <b>Budget Increase:</b> Indirect cost allocation plan implemented for FY2018
<b>Green Team Total</b>	<b>\$22,790</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>10-5240-10 - Permits/Licenses/Registrations</b>												
Personnel	\$22,510	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	\$0 <b>Budget Increase:</b> Change in allocations between programs
Internal Charges	\$9,550	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	\$0 <b>Budget Increase:</b> Indirect cost allocation plan implemented for FY2018
<b>Permits/Licenses/Registrations Total</b>	<b>\$32,060</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>10-5240-16 - Grants Coordination</b>												
Personnel	\$8,800	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	\$0 <b>Budget Increase:</b> Change in allocations between programs
Supplies & Services (ongoing)	\$750	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	\$0 <b>Budget Increase:</b> Change in allocations between programs
<b>Grants Coordination Direct Costs Subtotal</b>	<b>\$9,550</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Internal Charges	\$3,140	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	\$0 <b>Budget Increase:</b> Indirect cost allocation plan implemented for FY2018
<b>Grants Coordination Total</b>	<b>\$12,690</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

CITY CLERK'S OFFICE - continued

Expenditure Summary

67% of year completed

Cost Category	FY2018 Proposed	FY2017 Budget	FY2018 Incr. over FY2017 Budget	FY2017 Est. Actuals	FY2018 Incr. over FY2017 Est.	FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	Explanation of Changes
<b>General Fund Totals</b>												
Personnel Subtotal	\$230,590	\$205,880	12%	\$205,880	12%	\$0	\$130,110	63%	\$200,942	\$185,962	\$182,250	
Supplies & Services (Ongoing) Subtotal	\$29,500	\$26,739	10%	\$26,373	12%	\$366	\$12,220	46%	\$19,000	\$57,867	\$44,568	
Direct Costs (Ongoing) Subtotal	\$260,090	\$232,619	12%	\$232,253	12%	\$366	\$142,330	61%	\$219,942	\$243,829	\$226,818	
Internal Charges Total	(\$59,860)	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
Ongoing Total	\$200,230	\$232,619	-14%	\$232,253	-14%	\$366	\$142,330	61%	\$219,942	\$243,829	\$226,818	
Supplies & Services (One-Time) Subtotal	\$0	\$65,100	-100%	\$24,340	-100%	\$40,760	\$19,340	79%	\$0	\$0	\$0	
General Fund Total	\$200,230	\$297,719	-33%	\$256,593	-22%	\$41,126	\$161,670	63%	\$219,942	\$243,829	\$226,818	
<b>Wastewater Fund</b>												
<b>59-5240-01 - Administration</b>												
Personnel	\$0	\$12,650	-100%	\$12,650	-100%	\$0	\$7,955	63%	\$0	\$0	\$0	Budget Decrease: Change in allocations between programs
Wastewater Fund Total	\$0	\$12,650	-100%	\$12,650	-100%	\$0	\$7,955	63%	\$0	\$0	\$0	
<b>Grand Totals</b>												
Personnel Subtotal	\$230,590	\$218,530	6%	\$218,530	6%	\$0	\$138,065	63%	\$200,942	\$185,962	\$182,250	
Supplies & Services (Ongoing) Subtotal	\$29,500	\$26,739	10%	\$26,373	12%	\$366	\$12,220	46%	\$19,000	\$57,867	\$44,568	
Direct Costs (Ongoing) Subtotal	\$260,090	\$245,269	6%	\$244,903	6%	\$366	\$150,285	61%	\$219,942	\$243,829	\$226,818	
Internal Charges Total	(\$59,860)	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
Ongoing Total	\$200,230	\$245,269	-18%	\$244,903	-18%	\$366	\$150,285	61%	\$219,942	\$243,829	\$226,818	
Supplies & Services (One-Time) Subtotal	\$0	\$65,100	-100%	\$24,340	-100%	\$40,760	\$19,340	79%	\$0	\$0	\$0	
Grand Total	\$200,230	\$310,369	-35%	\$269,243	-26%	\$41,126	\$169,625	63%	\$219,942	\$243,829	\$226,818	



**CITY CLERK'S OFFICE - continued**

**Positions/Allocations Summaries**

Position	FY18 FTE	FY17 FTE
City Clerk	1.00	1.00
Deputy City Clerk	1.00	1.00
Records Clerk <sup>(1)</sup>	0.88	0.88
<b>Total</b>	<b>2.88</b>	<b>2.88</b>

Org Unit	Org Description	FY18 FTE	FY17 FTE
<b>General Fund <sup>(2)</sup></b>			
10-5240-01	Administration	0.00	2.66
10-5240-05	City Council Support	0.80	0.00
10-5240-06	Elections	0.09	0.00
10-5240-07	Customer Relations	0.83	0.00
10-5240-08	Records Management	0.66	0.00
10-5240-09	Green Team	0.18	0.00
10-5240-10	Permits/Licenses/Registrations	0.24	0.00
10-5240-16	Grants Coordination	0.08	0.00
<b>General Fund Total</b>		<b>2.88</b>	<b>2.66</b>
<b>Wastewater Fund <sup>(3)</sup></b>			
59-5240-01	Administration	0.00	0.22
<b>Wastewater Fund Total</b>		<b>0.00</b>	<b>0.22</b>
<b>Grand Total</b>		<b>2.88</b>	<b>2.88</b>

<sup>(1)</sup> Part-time position

<sup>(2)</sup> Beginning FY2018, the City Clerk's Office positions were allocated to individual programs.

<sup>(3)</sup> Beginning FY2018, the allocations to the Wastewater Fund are made via indirect cost allocations instead of a direct allocation of salaries.

# PARKS & RECREATION

## Mission Statement

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

## Description

The Parks & Recreation Department is responsible for the following program areas:

- Events
- Programs
- Aquatics
- Facilities and Services

## FY 17 Accomplishments

- Offered 92 days of events in one year (7 more days than previous year).
- Successfully integrated a new employee into our team.
- Began operations of the Posse Grounds Pavilion.
- Assumed responsibilities for 47<sup>th</sup> Annual St. Patrick's Parade.

## FY 18 Objectives

- Improve tracking for the new budget objectives.
- Continue to improve the quality and appropriateness of our offerings.
- Apply for Trail Maintenance Grant
- Promote the parks and amenities creatively.
- Increase efficiency within all programs of the department.

PERFORMANCE MEASURES	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Target
Community partnerships	28	28	37	32
Volunteer hours	1,961	2,000	5,347	2,000
Free stuff: sponsorships, donations, volunteer hours <i>(Based on the Bureau of Labor Statistics figure of \$23.07 per hour used by state and federal governments to calculate the monetary value of volunteers)</i>	\$68,773	\$48,000	\$132,655	\$124,000

## PARKS & RECREATION - continued

### GENERAL FUND REVENUES

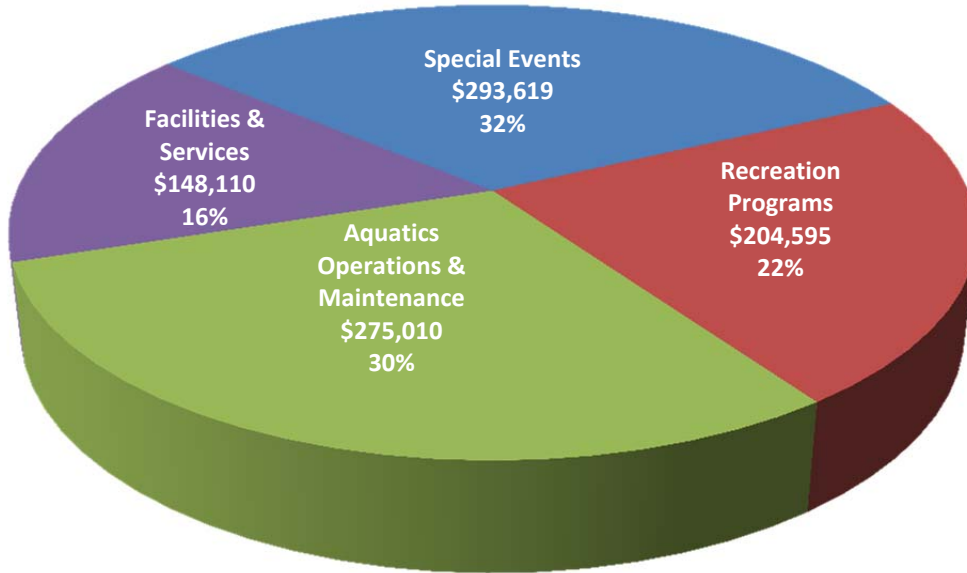
	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Projection
<b>Special Events Revenues</b>				
Special Events	\$7,163	\$7,800	\$6,000	\$6,500
Miscellaneous Revenue	\$0	\$0	\$7,000	\$0
<b>Sub Total</b>	<b>\$7,163</b>	<b>\$7,800</b>	<b>\$13,000</b>	<b>\$6,500</b>
<b>Recreation Programs Revenues</b>				
Open Gym	\$1,651	\$1,400	\$2,400	\$1,650
Special Programs	\$38,831	\$20,000	\$38,500	\$48,000
<b>Sub Total</b>	<b>\$47,645</b>	<b>\$21,400</b>	<b>\$40,900</b>	<b>\$49,650</b>
<b>Aquatics Revenues</b>				
Daily Swimming Fees	\$19,340	\$18,000	\$20,900	\$20,100
Pool Rental	\$10,809	\$11,000	\$11,000	\$11,000
Pool Concessions	\$45	\$0	\$0	\$0
<b>Sub Total</b>	<b>\$30,194</b>	<b>\$29,000</b>	<b>\$31,900</b>	<b>\$31,100</b>
<b>Facilities Revenues</b>				
Utility Reimbursement	\$8,709	\$1,500	\$3,900	\$4,600
Park Facility Rental	\$16,126	\$5,000	\$16,900	\$16,900
Miscellaneous Revenue	\$1,030	\$0	\$1,000	\$0
<b>Sub Total</b>	<b>\$25,865</b>	<b>\$6,500</b>	<b>\$21,800</b>	<b>\$21,500</b>
<b>Total Revenues</b>	<b>\$110,867</b>	<b>\$64,700</b>	<b>\$107,600</b>	<b>\$102,250</b>

### GRANTS & DONATIONS FUNDS REVENUES

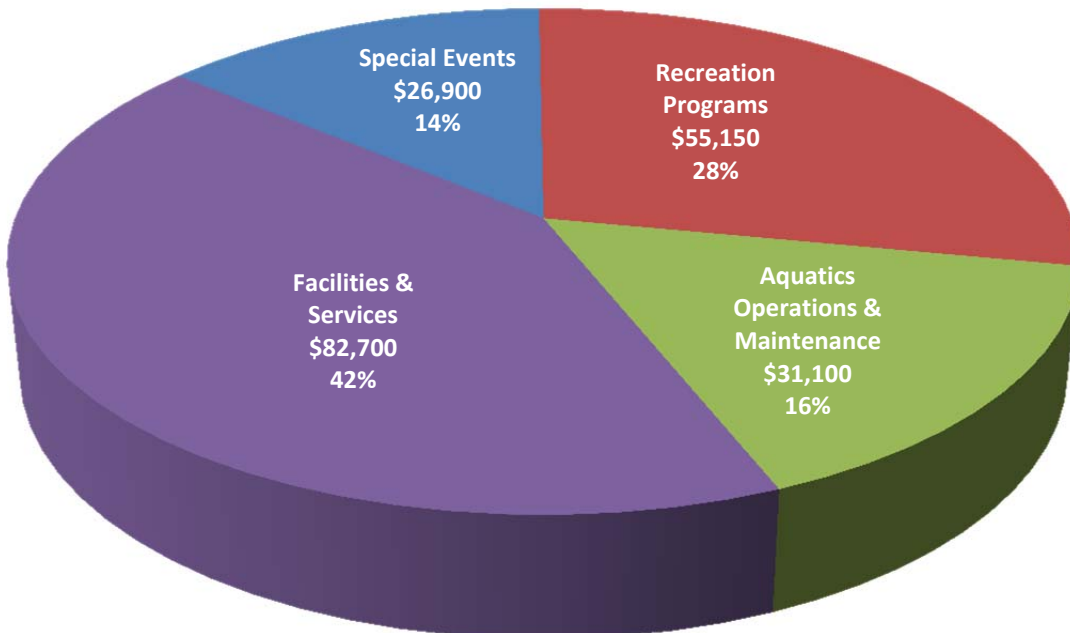
	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Projection
<b>Special Events Revenues</b>				
Special Events	\$39,143	\$30,000	\$15,000	\$20,400
<b>Anti Work Task Force Revenues</b>				
Vending Machine Revenues	\$1,543	\$5,500	\$1,500	\$5,500
<b>Parks Maintenance Revenues</b>				
Wetlands Park Grants & Donations	\$0	\$30,000	\$30,000	\$30,000
Trails Maintenance Grants & Donations	\$0	\$75,376	\$0	\$30,000
Yavapai-Apache Nation Prop 202	\$20,629	\$15,600	\$18,800	\$0
Park Bench Donations	\$675	\$0	\$0	\$700
<b>Sub Total</b>	<b>\$21,304</b>	<b>\$120,976</b>	<b>\$48,800</b>	<b>\$60,700</b>
<b>Military Park Inscription Revenues</b>				
Military Park Donations	\$1,700	\$5,000	\$500	\$500
<b>Total Revenues</b>	<b>\$63,690</b>	<b>\$226,976</b>	<b>\$65,800</b>	<b>\$87,100</b>

**PARKS & RECREATION - continued**

**FY 2018 PROGRAM EXPENDITURES: \$921,334**



**FY 2018 PROPOSED REVENUES: \$195,850**



## PARKS & RECREATION - Events

**Program Expenditures:** \$293,619  
**Personnel Costs:** \$109,190 (37%)  
**Supplies & Services:** \$147,669 (50%)  
**Internal Charges:** \$ 36,760 (13%)  
**Employee Time Allocation:** 1.30 FTEs

**General Fund Portion:** \$278,619 (95%)  
**Grants & Donations Portion:** \$ 15,000 (5%)

Sedona Parks and Recreation Department provides a multitude of special events to serve the interests and needs of local residents and visitors. The diversity of events is reflective of community interests and requests, and they are widely acclaimed by the public as being high quality appropriate to the City's character and resident expectations. A portion of this program is paid by the Grants & Donations Funds.

### FY 17 Accomplishments

- Five events added to the existing calendar of events.
- Two local organizations partnered to create two of the new events.
- Performed customer surveys at three signature events.
- Expanded marketing avenues to include paid Facebook ads, sewer bill ads and professional rack cards to local hotel concierge.
- Offered 92 days of events in one year (7 more days than FY16).

### FY 18 Objectives

- More traffic (likes, shares and comments) for social media marketing.
- Transitioning select Sedona Main Street events to Parks and Recreation.
- Improve and enhance existing events through partnerships, creativity and teamwork.
- Increase frequency of existing events to meet demand.
- Introduce new Posse Grounds historical, western event in the fall.

PERFORMANCE MEASURE	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Target
Revenue from event sponsors	\$38,775	\$15,000	\$15,000	\$15,000
	<b>Customer Satisfaction (Satisfied and Very Satisfied Combined)</b>			
• Celebration of Spring	95%	95%	91%	90%
• 4 <sup>th</sup> of July	N/A	60%	N/A	90%
• Pumpkin Splash	N/A	95%	91%	90%
• Breakfast with Santa	N/A	91%	98%	90%
Event cost per person = [cost of event – ticket revenue] / attendance number				
• Celebration of Spring	\$9	N/A	\$10	\$10
• 4 <sup>th</sup> of July	\$20	N/A	\$13	\$10
• Pumpkin Splash	\$8	N/A	\$8	\$8
• Breakfast with Santa	\$5	N/A	\$7	\$7

## PARKS & RECREATION - Programs

**Program Expenditures:** \$204,595  
**Personnel Costs:** \$104,630 (51%)  
**Supplies & Services:** \$ 50,085 (25%)  
**Internal Charges:** \$ 49,880 (24%)  
**Employee Time Allocation:** 1.58 FTE

**General Fund Portion:** \$199,095 (97%)  
**Grants & Donations Portion:** \$ 5,500 (3%)

Sedona Parks and Recreation Department provides a multitude of recreational programs, classes and special events to serve the interests and needs of local residents and visitors. The diversity of programming and events is reflective of community interests and requests, and they are widely acclaimed by the public as being high quality appropriate to the City's character and resident expectations.

### FY 17 Accomplishments

- Grew Grasshopper Youth Basketball League by 50%.
- Created new class, Parkour in Sedona.
- Introduced new training for coaches and staff with the Positive Coaching Alliance.
- Increased the number and variety of city-hosted programs by contract.

### FY 18 Objectives

- Increase the number of summer camps offered by contract.
- Increase city-hosted programs provided for adults.
- Create city-hosted programs utilizing new fitness trail.
- Increase and expand participation in Positive Coaching Alliance training.

PERFORMANCE MEASURES	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Target
City-hosted programs provided by program/number of registrations (excludes camps)	6/1,289	N/A	8/1,610	9/1,800
Revenue from city-hosted programs (excludes camps)	\$31,208	N/A	\$30,000	\$31,000
City-hosted camps provided by program/number of registrations	4/109	N/A	7/125	9/100
Revenue from city-hosted camps	\$7,623	N/A	\$16,000	\$17,000

# PARKS & RECREATION – Aquatics Operations & Maintenance

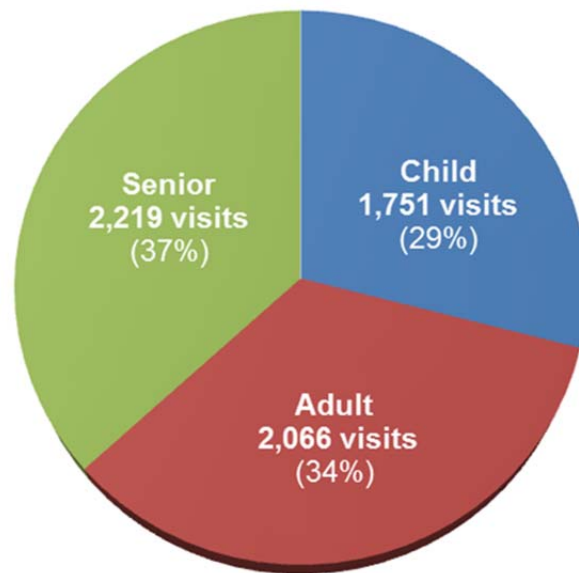
**Program Expenditures:** \$275,010  
**Personnel Costs:** \$178,000 (65%)  
**Supplies & Services:** \$ 16,500 (6%)  
**Internal Charges:** \$ 80,510 (29%)  
**Employee Time Allocation:** 4.26 FTE

Open from late May through November, the Sedona Community Pool has activities for everyone. Amenities enjoyed at the pool include a shallow end (4' deep) with a water slide and a deep end (7' deep) that allows diving off of the deck, as well as a Liquid Jail sprinkler feature for little ones to enjoy on deck. Activities offered include lap swim, open swim, water aerobics, aqua Zumba and swim lessons.

### FY 17 Accomplishments

- Trained a new pool Supervisor.
- Increased the number of swim lesson participants.
- Created new youth and adult programming
- Maintained water aerobics participation

## FY17 Pool User Demographics



### FY 18 Objectives

- Increase youth attendance at open swim.
- Increase the number WSI certified swim instructors.
- Increase private pool rentals.
- Expand marketing avenues.
- Open pool for spring season in 2018.

PERFORMANCE MEASURES	FY16 Actual	FY17 Target	FY17 Estimate	FY18 Target
Attendance at lap swim and open swim	5,081	N/A	5,800	6,300
Number of swim lessons registrations	246	N/A	360	380
Attendance at water aerobics and aqua zumba	1,591	N/A	1,500	1,600

## PARKS & RECREATION - Facilities and Services

**Program Expenditures:** \$148,110  
**Personnel Costs:** \$ 61,800 (42%)  
**Supplies & Services:** \$ 36,100 (24%)  
**Capital & Debt Service:** \$ 30,000 (20%)  
**Internal Charges:** \$ 20,210 (14%)  
**Employee Time Allocation:** 0.75 FTE

**General Fund Portion:** \$ 86,110 (58%)  
**Grants & Donations Portion:** \$ 62,000 (42%)

There are nine (9) City parks totaling 123.18 acres owned and/or maintained by the City of Sedona. This system includes a neighborhood and community park as well as unique sites such as a small botanical garden, pocket parks, a historical park, a wetlands preserve and most recently a neighborhood park property with historical significance. Overall, the City of Sedona is an active community with a hearty appetite for high quality park and recreation sites, facilities, and services. The City parks and facilities are maintained by the Public Works Department.

While most features within a park can be rented/reserved there are six (6) facilities that generate the most attention. These include: ramadas (2) at Sunset Park, ramadas (10) at Posse Grounds Park, recreation room, multi-use field, softball fields and the Posse Grounds Pavilion. The facilities are rented for a variety of reasons which include special events, sports leagues and practices, birthday parties, baby showers, weddings and concerts.

### FY 17 Accomplishments

- Brand new Fitness Trail built at Posse Grounds Park.
- Completed Phase II of the Bike Skills Park.
- Completed a comprehensive rental package for the Pavilion.
- Continued success with outside organizations renting our fields for large community events. New this year, a success road closure of Posse Grounds Park during and event.
- Assisted with CIP projects: bike park, dog park, fitness trail.

### FY 18 Objectives

- Promote the Pavilion.
- Promote Bike Skills Park.
- Work alongside the Public Works Department to maintain parks and facilities.

PERFORMANCE MEASURES	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Target
<b>Posse Grounds Park</b>				
Ramada rentals – number of individual rentals	27	25	24	25
Recreation room rentals – number of rentals/total hours	150/ 829 hrs	-	99/ 175 hrs	110/ 300 hrs
Field rentals – number of rentals/total hours	546/ 1358 hrs	-	375/ 929 hrs	380/ 1000 hrs
Pavilion rentals – number of rentals/total hours (was only operational 3 months in FY17)	-	-	8 / 90 hrs	20/ 370 hrs
<b>Sunset Park</b>				
Ramada rentals – number of individual rentals	75	70	68	75



**PARKS & RECREATION - continued**

**Program Summary**

67% of year completed

Program	FY2018 Proposed	FY2017 Budget	FY2018 Incr. over FY2017 Budget	FY2017 Est. Actuals	FY2018 Incr. over FY2017 Est.	FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals
<b>General Fund</b>											
10-5242-02 - Administration	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$105,951	\$115,933	\$85,201
10-5242-23 - Recreation Programs	\$199,095	\$117,755	69%	\$124,165	60%	(\$6,410)	\$70,439	57%	\$174,320	\$190,314	\$95,496
10-5242-24 - Special Events	\$278,619	\$233,312	19%	\$224,112	24%	\$9,200	\$146,245	65%	\$0	\$0	\$0
10-5242-25 - Aquatics Operations & Maintenance	\$275,010	\$197,690	39%	\$207,740	32%	(\$10,050)	\$121,205	58%	\$184,801	\$148,218	\$150,395
10-5242-26 - Parks Facilities & Maintenance	\$72,850	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
10-5242-89 - Capital Projects Management	\$13,260	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
<b>General Fund Total</b>	<b>\$838,834</b>	<b>\$548,757</b>	<b>53%</b>	<b>\$556,017</b>	<b>51%</b>	<b>(\$7,260)</b>	<b>\$337,889</b>	<b>61%</b>	<b>\$465,072</b>	<b>\$454,464</b>	<b>\$331,091</b>
<b>Grants &amp; Donations Funds</b>											
GD-5242-00 - N/A	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$28,232	\$52,324	\$47,074
GD-5242-24 - Special Events	\$15,000	\$30,000	-50%	\$30,000	-50%	\$0	\$20,663	69%	\$0	\$0	\$0
GD-5242-26 - Parks Facilities & Maintenance	\$60,000	\$30,000	100%	\$48,774	23%	(\$18,774)	\$0	0%	\$0	\$0	\$0
GD-5242-27 - Anti Work Task Force	\$5,500	\$5,500	0%	\$5,000	10%	\$500	\$3,633	73%	\$0	\$0	\$0
GD-5242-28 - Military Park Inscriptions	\$2,000	\$5,000	-60%	\$2,000	0%	\$3,000	\$847	42%	\$0	\$0	\$0
<b>Grants &amp; Donations Funds Total</b>	<b>\$82,500</b>	<b>\$70,500</b>	<b>17%</b>	<b>\$85,774</b>	<b>-4%</b>	<b>(\$15,274)</b>	<b>\$25,143</b>	<b>29%</b>	<b>\$28,232</b>	<b>\$52,324</b>	<b>\$47,074</b>
<b>GRAND TOTALS</b>											
Administration	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$134,183	\$168,257	\$132,275
Recreation Programs	\$199,095	\$117,755	69%	\$124,165	60%	(\$6,410)	\$70,439	57%	\$174,320	\$190,314	\$95,496
Special Events	\$293,619	\$263,312	12%	\$254,112	16%	\$9,200	\$166,908	66%	\$0	\$0	\$0
Aquatics	\$275,010	\$197,690	39%	\$207,740	32%	(\$10,050)	\$125,685	61%	\$184,801	\$148,218	\$150,395
Parks Maintenance	\$132,850	\$30,000	343%	\$48,774	172%	(\$18,774)	\$0	0%	\$0	\$0	\$0
Anti Work Task Force	\$5,500	\$5,500	0%	\$5,000	10%	\$500	\$0	0%	\$0	\$0	\$0
Military Park Inscriptions	\$2,000	\$5,000	-60%	\$2,000	0%	\$3,000	\$0	0%	\$0	\$0	\$0
Capital Projects Management	\$13,260	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
<b>Grand Totals</b>	<b>\$921,334</b>	<b>\$619,257</b>	<b>49%</b>	<b>\$641,791</b>	<b>44%</b>	<b>(\$22,534)</b>	<b>\$363,032</b>	<b>57%</b>	<b>\$493,304</b>	<b>\$506,788</b>	<b>\$378,165</b>

PARKS & RECREATION - continued

Expenditure Summary

67% of year completed

Cost Category	FY2018 Proposed	FY2017 Budget	FY2018 Incr. over FY2017 Budget	FY2017 Est. Actuals	FY2018 Incr. over FY2017 Est.	FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	Explanation of Changes
<b>General Fund</b>												
<b>10-5242-02 - Administration</b>												
Personnel	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$99,176	\$113,116	\$81,793	
Supplies & Services	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$6,775	\$2,816	\$3,408	
<b>Administration Total</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$105,951</b>	<b>\$115,933</b>	<b>\$85,201</b>	
<b>10-5242-23 - Recreation Programs</b>												
Personnel	\$104,630	\$80,070	31%	\$83,480	25%	(\$3,410)	\$51,921	62%	\$62,498	\$55,265	\$52,767	<b>Budget Increase:</b> Decision Package for Administrative Assistant (CM Recommended) <b>Current Year Over Budget:</b> Estimated temporary wages includes basketball programs not anticipated at the time budgeted
Supplies & Services (ongoing)	\$44,585	\$37,685	18%	\$40,685	10%	(\$3,000)	\$18,518	46%	\$111,822	\$126,742	\$42,729	<b>Budget Increase:</b> Increased contracted instructors (\$6k) <b>Current Year Over Budget:</b> Additional costs for contracted instructors
<b>Recreation Programs Direct Costs Subtotal</b>	<b>\$149,215</b>	<b>\$117,755</b>	<b>27%</b>	<b>\$124,165</b>	<b>20%</b>	<b>(\$6,410)</b>	<b>\$70,439</b>	<b>57%</b>	<b>\$174,320</b>	<b>\$182,007</b>	<b>\$95,496</b>	
Internal Charges	\$49,880	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Indirect cost allocation plan implemented for FY2018
<b>Ongoing Total</b>	<b>\$199,095</b>	<b>\$117,755</b>	<b>69%</b>	<b>\$124,165</b>	<b>60%</b>	<b>(\$6,410)</b>	<b>\$70,439</b>	<b>57%</b>	<b>\$174,320</b>	<b>\$182,007</b>	<b>\$95,496</b>	
Capital & Debt Service	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$0	\$8,307	\$0	
<b>Recreation Programs Total</b>	<b>\$199,095</b>	<b>\$117,755</b>	<b>69%</b>	<b>\$124,165</b>	<b>60%</b>	<b>(\$6,410)</b>	<b>\$70,439</b>	<b>57%</b>	<b>\$174,320</b>	<b>\$190,314</b>	<b>\$95,496</b>	
<b>10-5242-24 - Special Events</b>												
Personnel	\$109,190	\$102,330	7%	\$102,330	7%	\$0	\$65,207	64%	\$0	\$0	\$0	<b>Budget Decrease:</b> Change in allocations between programs, added Decision Package for Administrative Assistant (CM Recommended)
Supplies & Services (ongoing)	\$132,669	\$130,982	1%	\$121,782	9%	\$9,200	\$81,038	67%	\$0	\$0	\$0	<b>Budget Increase:</b> Increased advertising for new events (\$3k) <b>Current Year Under Budget:</b> Savings in special supplies, equipment rentals, and advertising
<b>Special Events Direct Costs Subtotal</b>	<b>\$241,859</b>	<b>\$233,312</b>	<b>4%</b>	<b>\$224,112</b>	<b>8%</b>	<b>\$9,200</b>	<b>\$146,245</b>	<b>65%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
Internal Charges	\$36,760	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Indirect cost allocation plan implemented for FY2018
<b>Special Events Total</b>	<b>\$278,619</b>	<b>\$233,312</b>	<b>19%</b>	<b>\$224,112</b>	<b>24%</b>	<b>\$9,200</b>	<b>\$146,245</b>	<b>65%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	

PARKS & RECREATION - continued

Expenditure Summary

67% of year completed

Cost Category	FY2018 Proposed	FY2017 Budget	FY2018 Incr. over FY2017 Budget	FY2017 Est. Actuals	FY2018 Incr. over FY2017 Est.	FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	Explanation of Changes
<b>10-5242-25 - Aquatics Operations &amp; Maintenance</b>												
Personnel	\$178,000	\$145,990	22%	\$162,640	9%	(\$16,650)	\$105,887	65%	\$148,871	\$119,002	\$114,085	<b>Budget Increase:</b> Increases in temporary staffing due to new legislation on minimum wage and required sick leave <b>Current Year Over Budget:</b> Increases in temporary staffing wages due to new legislation on minimum wage
Supplies & Services (ongoing)	\$16,500	\$51,700	-68%	\$45,100	-63%	\$6,600	\$15,318	34%	\$35,930	\$29,216	\$36,309	<b>Budget Decrease:</b> Maintenance related costs moved to Public Works (\$29k), reduction in utilities costs (\$6k) <b>Current Year Under Budget:</b> Savings in pool chemicals and utilities, estimated equipment repair over budget
<b>Aquatics Operations &amp; Maintenance Direct Costs Subtotal</b>	<b>\$194,500</b>	<b>\$197,690</b>	<b>-2%</b>	<b>\$207,740</b>	<b>-6%</b>	<b>(\$10,050)</b>	<b>\$121,205</b>	<b>58%</b>	<b>\$184,801</b>	<b>\$148,218</b>	<b>\$150,395</b>	
Internal Charges	\$80,510	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Indirect cost allocation plan implemented for FY2018
<b>Aquatics Operations &amp; Maintenance Total</b>	<b>\$275,010</b>	<b>\$197,690</b>	<b>39%</b>	<b>\$207,740</b>	<b>32%</b>	<b>(\$10,050)</b>	<b>\$121,205</b>	<b>58%</b>	<b>\$184,801</b>	<b>\$148,218</b>	<b>\$150,395</b>	
<b>10-5242-26 - Parks Facilities &amp; Maintenance</b>												
Personnel	\$50,710	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Change in allocations between programs, added Decision Package for Administrative Assistant (CM Recommended)
Supplies & Services (ongoing)	\$4,100	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Change in allocations between programs, added Decision Package for Administrative Assistant (CM Partial Recommendation)
<b>Parks Facilities &amp; Maintenance Direct Costs Subtotal</b>	<b>\$54,810</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
Internal Charges	\$18,040	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Indirect cost allocation plan implemented for FY2018
<b>Parks Facilities &amp; Maintenance Total</b>	<b>\$72,850</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>10-5242-89 - Capital Projects Management</b>												
Personnel	\$11,090	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Change in allocations between programs
Internal Charges	\$2,170	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Indirect cost allocation plan implemented for FY2018
<b>Capital Projects Management Total</b>	<b>\$13,260</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	

PARKS & RECREATION - continued

Expenditure Summary

67% of year completed

Cost Category	FY2018 Proposed	FY2017 Budget	FY2018 Incr. over FY2017 Budget	FY2017 Est. Actuals	FY2018 Incr. over FY2017 Est.	FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	Explanation of Changes
<b>General Fund Totals</b>												
Personnel Subtotal	\$453,620	\$328,390	38%	\$348,450	30%	(\$20,060)	\$223,015	64%	\$310,545	\$287,383	\$248,645	
Supplies & Services (Ongoing) Subtotal	\$197,854	\$220,367	-10%	\$207,567	-5%	\$12,800	\$114,874	55%	\$154,527	\$158,774	\$82,446	
Direct Costs (Ongoing) Subtotal	\$651,474	\$548,757	19%	\$556,017	17%	(\$7,260)	\$337,889	61%	\$465,072	\$446,157	\$331,091	
Internal Charges Subtotal	\$187,360	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
Ongoing Subtotal	\$838,834	\$548,757	53%	\$556,017	51%	(\$7,260)	\$337,889	61%	\$465,072	\$446,157	\$331,091	
Capital & Debt Service Subtotal	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$0	\$8,307	\$0	
General Fund Total	\$838,834	\$548,757	53%	\$556,017	51%	(\$7,260)	\$337,889	61%	\$465,072	\$454,464	\$331,091	
<b>Grants &amp; Donations Funds</b>												
<b>GD-5242-00 - N/A</b>												
Supplies & Services (ongoing)	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$28,232	\$10,040	\$26,749	
Capital & Debt Service	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$0	\$42,284	\$20,325	
N/A Total	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$28,232	\$52,324	\$47,074	
<b>GD-5242-24 - Special Events</b>												
Supplies & Services (ongoing)	\$15,000	\$30,000	-50%	\$30,000	-50%	\$0	\$20,663	69%	\$0	\$0	\$0	Budget Decrease: Based on expected decreases in donations
Special Events Total	\$15,000	\$30,000	-50%	\$30,000	-50%	\$0	\$20,663	69%	\$0	\$0	\$0	
<b>GD-5242-26 - Parks Facilities &amp; Maintenance</b>												
Supplies & Services (one-time)	\$30,000	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget: Trails maintenance at Posse Grounds Park
Capital & Debt Service	\$30,000	\$30,000	0%	\$48,774	-38%	(\$18,774)	\$0	0%	\$0	\$0	\$0	
Parks Facilities & Maintenance Total	\$60,000	\$30,000	100%	\$48,774	23%	(\$18,774)	\$0	0%	\$0	\$0	\$0	
<b>GD-5242-27 - Anti Work Task Force</b>												
Supplies & Services (ongoing)	\$5,500	\$5,500	0%	\$5,000	10%	\$500	\$3,633	73%	\$0	\$0	\$0	
Anti Work Task Force Total	\$5,500	\$5,500	0%	\$5,000	10%	\$500	\$3,633	73%	\$0	\$0	\$0	
<b>GD-5242-28 - Military Park Inscriptions</b>												
Supplies & Services (ongoing)	\$2,000	\$5,000	-60%	\$2,000	0%	\$3,000	\$847	42%	\$0	\$0	\$0	Budget Decrease: Based on expected decreases in donations
Military Park Inscriptions Total	\$2,000	\$5,000	-60%	\$2,000	0%	\$3,000	\$847	42%	\$0	\$0	\$0	

PARKS & RECREATION - continued

Expenditure Summary

67% of year completed

Cost Category	FY2018 Proposed	FY2017 Budget	FY2018 Incr. over FY2017 Budget	FY2017 Est. Actuals	FY2018 Incr. over FY2017 Est.	FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	Explanation of Changes
<b>Grants &amp; Donations Funds Totals</b>												
Supplies & Services Ongoing Subtotal	\$22,500	\$40,500	-44%	\$37,000	-39%	\$3,500	\$25,143	68%	\$28,232	\$10,040	\$26,749	
Supplies & Services One-Time Subtotal	\$30,000	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
Capital & Debt Service Subtotal	\$30,000	\$30,000	0%	\$48,774	-38%	(\$18,774)	\$0	0%	\$0	\$42,284	\$20,325	
One-Time Subtotal	\$60,000	\$30,000	100%	\$48,774	23%	(\$18,774)	\$0	0%	\$0	\$42,284	\$20,325	
Grants & Donations Funds Total	\$82,500	\$70,500	17%	\$85,774	-4%	(\$15,274)	\$25,143	29%	\$28,232	\$52,324	\$47,074	
<b>Grand Totals</b>												
Personnel Subtotal	\$453,620	\$328,390	38%	\$348,450	30%	(\$20,060)	\$223,015	64%	\$310,545	\$287,383	\$248,645	
Supplies & Services (Ongoing) Subtotal	\$220,354	\$260,867	-16%	\$244,567	-10%	\$16,300	\$140,017	57%	\$182,759	\$168,814	\$109,195	
Direct Costs (Ongoing) Subtotal	\$673,974	\$589,257	14%	\$593,017	14%	(\$3,760)	\$363,032	61%	\$493,304	\$456,197	\$357,840	
Internal Charges Subtotal	\$187,360	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
Ongoing Subtotal	\$861,334	\$589,257	46%	\$593,017	45%	(\$3,760)	\$363,032	61%	\$493,304	\$456,197	\$357,840	
Supplies & Services (One-Time) Subtotal	\$30,000	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
Capital & Debt Service Subtotal	\$30,000	\$30,000	0%	\$48,774	-38%	(\$18,774)	\$0	0%	\$0	\$50,591	\$20,325	
One-Time Subtotal	\$60,000	\$30,000	100%	\$48,774	23%	(\$18,774)	\$0	0%	\$0	\$50,591	\$20,325	
Grand Total	\$921,334	\$619,257	49%	\$641,791	44%	(\$22,534)	\$363,032	57%	\$493,304	\$506,788	\$378,165	

NOTE: Excluding the impact of costs transferred to the Public Works Department, the increase in ongoing direct costs would be 20%.

## PARKS & RECREATION - continued

### Positions/Allocations Summaries

Position	FY18 FTE	FY17 FTE
Administrative Assistant <sup>(4)</sup>	1.00	0.00
Parks and Recreation Manager	1.00	1.00
Recreation & Aquatics Supervisor	1.00	1.00
Recreation Coordinator II	1.00	1.00
Lifeguard <sup>(1)</sup>	1.96	1.58
Lifeguard Instructor <sup>(1)</sup>	0.69	0.00
Pool Manager <sup>(1)</sup>	0.00	0.34
Pool Office Assistant <sup>(1)</sup>	0.70	0.45
Recreation Assistant <sup>(1)</sup>	0.15	0.15
Referee <sup>(1)</sup>	0.14	0.09
Scorekeeper <sup>(1)</sup>	0.09	0.05
Water Aerobics Instructor <sup>(1)</sup>	0.16	0.15
<b>Total</b>	<b>7.89</b>	<b>5.81</b>

Org Unit	Org Description	FY18 FTE	FY17 FTE
<b>General Fund</b>			
10-5242-23	Recreation Programs <sup>(2)</sup>	1.58	1.19
10-5242-24	Special Events	1.30	1.20
10-5242-25	Aquatics <sup>(3)</sup>	4.26	3.42
10-5242-26	Parks Facilities & Maintenance	0.65	0.00
10-5242-89	Capital Projects Management	0.10	0.00
<b>General Fund Total</b>		<b>7.89</b>	<b>5.81</b>

<sup>(1)</sup> Temporary positions - increased for estimated additional hours required to comply with new legislation requiring employers to provide sick leave.

<sup>(2)</sup> Includes 0.38 of temporary positions.

<sup>(3)</sup> Includes 3.51 of temporary positions.

<sup>(4)</sup> Position added in Decision Package (CM Recommended).

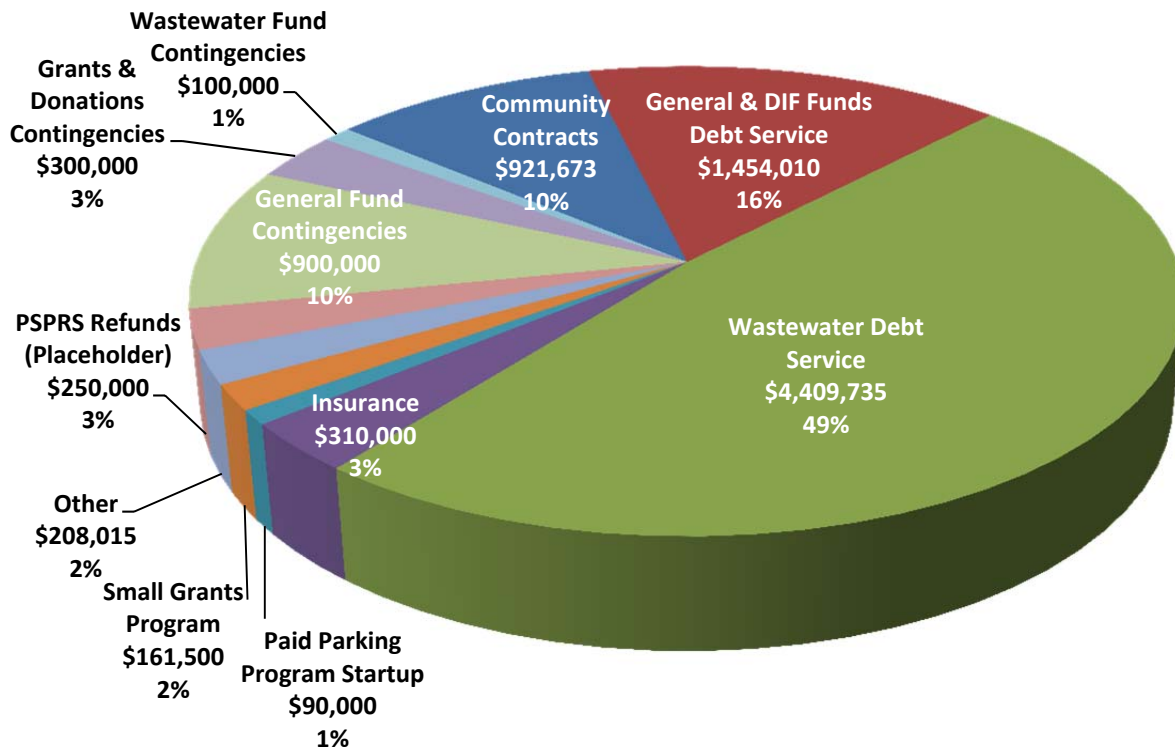
## GENERAL SERVICES

The General Services Department is established as an accounting unit in order to capture the various “non-departmental” and other centralized expenses. These include service contracts with non-profits, Citywide liability and other insurances, the City’s destination marketing program, and debt service. The debt service costs include both General Fund and Wastewater Enterprise Fund debt. Additional information on the City’s debt service can be found in the Debt Service section.

The General Services Department also includes the General Fund, Grants & Donation Funds, and Wastewater Enterprise Fund contingency budgets, which include the following:

- \$250,000 general operating contingency (General Fund)
- \$100,000 general operating contingency (Wastewater Enterprise Fund)
- \$100,000 contingency for judgments (General Fund)
- \$300,000 contingency for potential bed tax revenue increases (55% pledged to the destination marketing program) (General Fund)
- \$250,000 contingency for potential bed tax revenue increases (45% available for other City purposes) (General Fund)
- \$300,000 contingency for unknown grants and donations revenues that may be received during the year (Grants & Donations Funds)

### FY 2018 EXPENDITURES: \$9,104,933



SMALL GRANTS PROGRAM	FY 15 Actual	FY 16 Actual	FY 17 Estimate	FY 18 Projection
Number of grants awarded	17	18	22	N/A
Average award amount	\$8,588	\$8,506	\$6,818	N/A
Range of awards	\$1,200 - \$30,000	\$100 - \$28,000	\$500 - \$23,300	N/A
Total awarded	\$146,000	\$153,100	\$150,000	\$161,500

GENERAL SERVICES - continued

Program Summary

67% of year completed

Program	FY2018 Proposed	FY2017 Budget	FY2018 Incr. over FY2017 Budget	FY2017 Est. Actuals	FY2018 Incr. over FY2017 Est.	FY2017 Est. (over)/under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals
<b>General Fund</b>											
10-5245/6-01 - Administration	\$1,578,965	\$4,830,593	-67%	\$4,228,738	-63%	\$601,855	\$3,101,284	73%	\$4,063,564	\$3,880,105	\$3,068,130
10-5255-15 - Debt Service	\$1,431,310	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
10-5245-30 - Insurance	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$0	\$0	\$4,306
10-5245-41 - Arts & Culture	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$8,221	\$9,362	\$10,004
10-5245-85 - General Use	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$0	\$0	\$306
10-5245-90 - Community Contracts - Public Safety	\$54,395	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
10-5245-91 - Community Contracts - Culture & Recreation	\$427,780	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
10-5245-92 - Community Contracts - Health & Welfare	\$251,998	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
10-5245-93 - Community Contracts - Public Transportation	\$187,500	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
<b>General Fund Total</b>	<b>\$3,931,948</b>	<b>\$4,830,593</b>	<b>-19%</b>	<b>\$4,228,738</b>	<b>-7%</b>	<b>\$601,855</b>	<b>\$3,101,284</b>	<b>73%</b>	<b>\$4,071,785</b>	<b>\$3,889,467</b>	<b>\$3,082,746</b>
<b>Grants &amp; Donations Funds</b>											
GD-5246-01 - Administration	\$300,000	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
<b>Grants &amp; Donations Funds Total</b>	<b>\$300,000</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Development Impact Fees Funds</b>											
DIF-5245/5720-15 - Debt Service	\$22,700	\$21,198	7%	\$21,198	7%	\$0	\$7,066	33%	\$19,177	\$0	\$0
<b>Development Impact Fees Funds Total</b>	<b>\$22,700</b>	<b>\$21,198</b>	<b>7%</b>	<b>\$21,198</b>	<b>7%</b>	<b>\$0</b>	<b>\$7,066</b>	<b>33%</b>	<b>\$19,177</b>	<b>\$0</b>	<b>\$0</b>
<b>Wastewater Fund</b>											
59-5245/6-01 - Administration	\$75,000	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
59-5250-02 - Departmental Allocations	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$285,768	\$234,402	\$195,025
59-5250/5-15 - Debt Service	\$4,409,855	\$5,151,325	-14%	\$5,151,325	-14%	\$0	\$1,715,605	33%	\$5,412,246	\$6,369,619	\$6,324,468
<b>Wastewater Fund Total</b>	<b>\$4,484,855</b>	<b>\$5,151,325</b>	<b>-13%</b>	<b>\$5,151,325</b>	<b>-13%</b>	<b>\$0</b>	<b>\$1,715,605</b>	<b>33%</b>	<b>\$5,698,014</b>	<b>\$6,604,021</b>	<b>\$6,519,493</b>



**GENERAL SERVICES - continued**

**Program Summary**

67% of year completed

Program	FY2018 Proposed	FY2017 Budget	FY2018 Incr. over FY2017 Budget	FY2017 Est. Actuals	FY2018 Incr. over FY2017 Est.	FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals
<b>GRAND TOTALS</b>											
Administration	\$1,953,965	\$4,830,593	-60%	\$4,228,738	-54%	\$601,855	\$3,101,284	73%	\$4,063,564	\$3,880,105	\$3,068,130
Departmental Allocations	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$285,768	\$234,402	\$195,025
Debt Service	\$5,863,865	\$5,172,523	13%	\$5,172,523	13%	\$0	\$1,722,671	33%	\$5,431,423	\$6,369,619	\$6,324,468
Insurance	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$0	\$0	\$4,306
Arts & Culture	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$8,221	\$9,362	\$10,004
General Use	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$0	\$0	\$306
Community Contracts	\$921,673	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
<b>Grand Totals</b>	<b>\$8,739,503</b>	<b>\$10,003,116</b>	<b>-13%</b>	<b>\$9,401,261</b>	<b>-7%</b>	<b>\$601,855</b>	<b>\$4,823,955</b>	<b>51%</b>	<b>\$9,788,976</b>	<b>\$10,493,488</b>	<b>\$9,602,239</b>
<b>Grand Totals (excluded charges allocated to other departments)</b>	<b>\$9,104,933</b>	<b>\$10,003,116</b>	<b>-9%</b>	<b>\$9,401,261</b>	<b>-3%</b>	<b>\$601,855</b>	<b>\$4,823,955</b>	<b>51%</b>	<b>\$9,788,976</b>	<b>\$10,493,488</b>	<b>\$9,602,239</b>

GENERAL SERVICES - continued

Expenditure Summary

67% of year completed

Cost Category	FY2018 Proposed	FY2017 Budget	FY2018 Incr. over FY2017 Budget	FY2017 Est. Actuals	FY2018 Incr. over FY2017 Est.	FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	Explanation of Changes
<b>General Fund</b>												
<b>10-5245/6-01 - Administration</b>												
Personnel (ongoing)	\$139,150	(\$37,354)	-473%	\$6,700	1977%	(\$44,054)	\$3,046	45%	\$9,959	(\$6,803)	\$7,187	<b>Budget Decrease:</b> Reduction of market study adjustments (\$21k), reduction of vacancy offset budgeted as negative (\$175k), added placeholder for short-term disability backfill <b>Current Year Over Budget:</b> Vacancy savings of \$475k is budgeted here (as a negative amount) but realized in each department
Supplies & Services (ongoing)	\$644,435	\$3,306,779	-81%	\$3,535,870	-82%	(\$229,091)	\$2,867,916	81%	\$3,312,013	\$3,123,302	\$2,193,958	<b>Budget Decrease:</b> Moved community contracts to separate programs (\$938k); moved Chamber and destination marketing to City Manager (\$1.7M); moved service charges to Finance (\$43k); moved insurance from Wastewater to be allocated via indirect cost allocations (\$83k); moved copier leases to IT (\$35k); moved city-wide training to Human Resources (\$10k); increased insurance (\$35k), small grants (\$11.5k)
<b>Administration Direct Costs Subtotal</b>	<b>\$783,585</b>	<b>\$3,269,425</b>	<b>-76%</b>	<b>\$3,542,570</b>	<b>-78%</b>	<b>(\$273,145)</b>	<b>\$2,870,962</b>	<b>81%</b>	<b>\$3,321,972</b>	<b>\$3,116,499</b>	<b>\$2,201,146</b>	
Internal Charges	(\$354,620)	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Indirect cost allocation plan implemented for FY2018
Contingencies	\$900,000	\$810,000	11%	\$0	∞	\$810,000	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> FY17 budget transfer for emergency project (\$90k)
<b>Ongoing Total</b>	<b>\$1,328,965</b>	<b>\$4,079,425</b>	<b>-67%</b>	<b>\$3,542,570</b>	<b>-62%</b>	<b>\$536,855</b>	<b>\$2,870,962</b>	<b>81%</b>	<b>\$3,321,972</b>	<b>\$3,116,499</b>	<b>\$2,201,146</b>	
Personnel (one-time)	\$250,000	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget:</b> Placeholder for possible PSPRS refunds
Supplies & Services (one-time)	\$0	\$15,000	-100%	\$0	N/A	\$15,000	\$0	N/A	\$0	\$0	\$0	
Capital & Debt Service	\$0	\$736,168	-100%	\$686,168	-100%	\$50,000	\$230,322	34%	\$741,592	\$763,606	\$866,984	
<b>One-Time Total</b>	<b>\$250,000</b>	<b>\$751,168</b>	<b>-67%</b>	<b>\$686,168</b>	<b>-64%</b>	<b>\$65,000</b>	<b>\$230,322</b>	<b>34%</b>	<b>\$741,592</b>	<b>\$763,606</b>	<b>\$866,984</b>	
<b>Administration Total</b>	<b>\$1,578,965</b>	<b>\$4,830,593</b>	<b>-67%</b>	<b>\$4,228,738</b>	<b>-63%</b>	<b>\$601,855</b>	<b>\$3,101,284</b>	<b>73%</b>	<b>\$4,063,564</b>	<b>\$3,880,105</b>	<b>\$3,068,130</b>	
<b>10-5255-15 - Debt Service</b>												
Capital & Debt Service	\$1,431,310	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
<b>Debt Service Total</b>	<b>\$1,431,310</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>10-5245-30 - Insurance</b>												
Supplies & Services	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$0	\$0	\$4,306	
<b>Insurance Total</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,306</b>	
<b>10-5245-41 - Arts &amp; Culture</b>												
Supplies & Services	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$8,221	\$9,362	\$10,004	
<b>Arts &amp; Culture Total</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$8,221</b>	<b>\$9,362</b>	<b>\$10,004</b>	
<b>10-5245-85 - General Use</b>												
Supplies & Services	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$0	\$0	\$306	
<b>General Use Total</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>\$306</b>	

GENERAL SERVICES - continued

Expenditure Summary

67% of year completed

Cost Category	FY2018 Proposed	FY2017 Budget	FY2018 Incr. over FY2017 Budget	FY2017 Est. Actuals	FY2018 Incr. over FY2017 Est.	FY2017 Est. (over)/under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	Explanation of Changes
<b>10-5245-90 - Community Contracts - Public Safety</b>												
Supplies & Services (Ongoing)	\$54,395	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Change in allocations between programs
<b>Community Contracts - Public Safety Total</b>	<b>\$54,395</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>10-5245-91 - Community Contracts - Culture &amp; Recreation</b>												
Supplies & Services (Ongoing)	\$427,780	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
<b>Community Contracts - Culture &amp; Recreation Total</b>	<b>\$427,780</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>10-5245-92 - Community Contracts - Health &amp; Welfare</b>												
Supplies & Services (Ongoing)	\$251,998	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
<b>Community Contracts - Health &amp; Welfare Total</b>	<b>\$251,998</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>10-5245-93 - Community Contracts - Public Transportation</b>												
Supplies & Services (Ongoing)	\$187,500	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
<b>Community Contracts - Public Transportation Total</b>	<b>\$187,500</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>General Fund Totals</b>												
Personnel (Ongoing) Subtotal	\$139,150	(\$37,354)	-473%	\$6,700	1977%	(\$44,054)	\$3,046	45%	\$9,959	(\$6,803)	\$7,187	
Supplies & Services (Ongoing) Subtotal	\$1,566,108	\$3,306,779	-53%	\$3,535,870	-56%	(\$229,091)	\$2,867,916	81%	\$3,320,234	\$3,132,664	\$2,208,574	
Direct Costs (Ongoing) Subtotal	\$1,705,258	\$3,269,425	-48%	\$3,542,570	-52%	(\$273,145)	\$2,870,962	81%	\$3,330,193	\$3,125,861	\$2,215,762	
Internal Charges Subtotal	(\$354,620)	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
Contingencies Subtotal	\$900,000	\$810,000	11%	\$0	∞	\$810,000	\$0	N/A	\$0	\$0	\$0	
<b>Ongoing Subtotal</b>	<b>\$2,250,638</b>	<b>\$4,079,425</b>	<b>-45%</b>	<b>\$3,542,570</b>	<b>-36%</b>	<b>\$536,855</b>	<b>\$2,870,962</b>	<b>81%</b>	<b>\$3,330,193</b>	<b>\$3,125,861</b>	<b>\$2,215,762</b>	
Personnel (One-Time) Subtotal	\$250,000	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
Supplies & Services (One-Time) Subtotal	\$0	\$15,000	-100%	\$0	N/A	\$15,000	\$0	N/A	\$0	\$0	\$0	
Capital & Debt Service Subtotal	\$1,431,310	\$736,168	94%	\$686,168	109%	\$50,000	\$230,322	34%	\$741,592	\$763,606	\$866,984	
<b>One-Time Subtotal</b>	<b>\$1,681,310</b>	<b>\$751,168</b>	<b>124%</b>	<b>\$686,168</b>	<b>145%</b>	<b>\$65,000</b>	<b>\$230,322</b>	<b>34%</b>	<b>\$741,592</b>	<b>\$763,606</b>	<b>\$866,984</b>	
<b>General Fund Total</b>	<b>\$3,931,948</b>	<b>\$4,830,593</b>	<b>-19%</b>	<b>\$4,228,738</b>	<b>-7%</b>	<b>\$601,855</b>	<b>\$3,101,284</b>	<b>73%</b>	<b>\$4,071,785</b>	<b>\$3,889,467</b>	<b>\$3,082,746</b>	
<b>Grants &amp; Donations Funds</b>												
<b>GD-5246-01 - Administration</b>												
Contingencies	\$300,000	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> FY17 budget transferred to allocate to CDBG grant and other grants/donations
<b>Grants &amp; Donations Funds Total</b>	<b>\$300,000</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	

GENERAL SERVICES - continued

Expenditure Summary

67% of year completed

Cost Category	FY2018 Proposed	FY2017 Budget	FY2018 Incr. over FY2017 Budget	FY2017 Est. Actuals	FY2018 Incr. over FY2017 Est.	FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	Explanation of Changes
<b>Development Impact Fees Funds</b>												
<b>DIF-5245/5720-15 - Debt Service</b>												
Capital & Debt Service	\$22,700	\$21,198	7%	\$21,198	7%	\$0	\$7,066	33%	\$19,177	\$0	\$0	Budget Increase: Per debt retirement schedule
<b>Development Impact Fees Funds Total</b>	<b>\$22,700</b>	<b>\$21,198</b>	<b>7%</b>	<b>\$21,198</b>	<b>7%</b>	<b>\$0</b>	<b>\$7,066</b>	<b>33%</b>	<b>\$19,177</b>	<b>\$0</b>	<b>\$0</b>	
<b>Wastewater Fund</b>												
<b>59-5245/6-01 - Administration</b>												
Personnel	(\$25,000)	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Vacancy savings budgeted as a negative amount but realized in each department, moved from Wastewater Department
Contingencies	\$100,000	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Moved from Wastewater Department
<b>Departmental Allocations Total</b>	<b>\$75,000</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>59-5250-02 - Departmental Allocations</b>												
Personnel	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$206,558	\$174,227	\$177,481	
Supplies & Services	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$79,210	\$60,175	\$17,544	
<b>Departmental Allocations Total</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$285,768</b>	<b>\$234,402</b>	<b>\$195,025</b>	
<b>59-5250/5-15 - Debt Service</b>												
Internal Charges	\$120	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Indirect cost allocation plan implemented for FY2018
Capital & Debt Service	\$4,409,735	\$5,151,325	-14%	\$5,151,325	-14%	\$0	\$1,715,605	33%	\$5,412,246	\$6,369,619	\$6,324,468	Budget Decrease: Based on debt retirement schedules
<b>Debt Service Total</b>	<b>\$4,409,855</b>	<b>\$5,151,325</b>	<b>-14%</b>	<b>\$5,151,325</b>	<b>-14%</b>	<b>\$0</b>	<b>\$1,715,605</b>	<b>33%</b>	<b>\$5,412,246</b>	<b>\$6,369,619</b>	<b>\$6,324,468</b>	
<b>Wastewater Fund Totals</b>												
Personnel Subtotal	(\$25,000)	\$0	∞	\$0	∞	\$0	\$0	N/A	\$206,558	\$174,227	\$177,481	
Supplies & Services Subtotal	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$79,210	\$60,175	\$17,544	
<b>Direct Costs (Ongoing) Subtotal</b>	<b>(\$25,000)</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$285,768</b>	<b>\$234,402</b>	<b>\$195,025</b>	
Internal Charges Subtotal	\$120	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
Contingencies Subtotal	\$100,000	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
<b>Ongoing Subtotal</b>	<b>\$75,120</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$285,768</b>	<b>\$234,402</b>	<b>\$195,025</b>	
Capital & Debt Service Subtotal	\$4,409,735	\$5,151,325	-14%	\$5,151,325	-14%	\$0	\$1,715,605	33%	\$5,412,246	\$6,369,619	\$6,324,468	
<b>Wastewater Fund Total</b>	<b>\$4,484,855</b>	<b>\$5,151,325</b>	<b>-13%</b>	<b>\$5,151,325</b>	<b>-13%</b>	<b>\$0</b>	<b>\$1,715,605</b>	<b>33%</b>	<b>\$5,698,014</b>	<b>\$6,604,021</b>	<b>\$6,519,493</b>	

GENERAL SERVICES - continued

Expenditure Summary

67% of year completed

Cost Category	FY2018 Proposed	FY2017 Budget	FY2018 Incr. over FY2017 Budget	FY2017 Est. Actuals	FY2018 Incr. over FY2017 Est.	FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	Explanation of Changes
<b>Grand Totals</b>												
Personnel (Ongoing) Subtotal	\$114,150	(\$37,354)	-406%	\$6,700	1604%	(\$44,054)	\$3,046	45%	\$216,517	\$167,424	\$184,668	
Supplies & Services (Ongoing) Subtotal	\$1,566,108	\$3,306,779	-53%	\$3,535,870	-56%	(\$229,091)	\$2,867,916	81%	\$3,399,444	\$3,192,839	\$2,226,118	
Direct Costs (Ongoing) Subtotal	\$1,680,258	\$3,269,425	-49%	\$3,542,570	-53%	(\$273,145)	\$2,870,962	81%	\$3,615,961	\$3,360,263	\$2,410,787	
Internal Charges Subtotal	(\$354,500)	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
Contingencies Subtotal	\$1,300,000	\$810,000	60%	\$0	∞	\$810,000	\$0	N/A	\$0	\$0	\$0	
Ongoing Subtotal	\$2,625,758	\$4,079,425	-36%	\$3,542,570	-26%	\$536,855	\$2,870,962	81%	\$3,615,961	\$3,360,263	\$2,410,787	
Personnel (One-Time) Subtotal	\$250,000	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
Supplies & Services (One-Time) Subtotal	\$0	\$15,000	-100%	\$0	N/A	\$15,000	\$0	N/A	\$0	\$0	\$0	
Capital & Debt Service Subtotal	\$5,863,745	\$5,908,691	-1%	\$5,858,691	0%	\$50,000	\$1,952,993	33%	\$6,173,015	\$7,133,225	\$7,191,452	
One-Time Subtotal	\$6,113,745	\$5,923,691	3%	\$5,858,691	4%	\$65,000	\$1,952,993	33%	\$6,173,015	\$7,133,225	\$7,191,452	
Grand Total	\$8,739,503	\$10,003,116	-13%	\$9,401,261	-7%	\$601,855	\$4,823,955	51%	\$9,788,976	\$10,493,488	\$9,602,239	

NOTE: Excluding the impact of costs transferred from the Wastewater Department for insurance premiums and vacancy savings offset, and various costs transferred to departments, the increase in ongoing direct costs would be 13%.

# COMMUNITY DEVELOPMENT

## Mission Statement

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

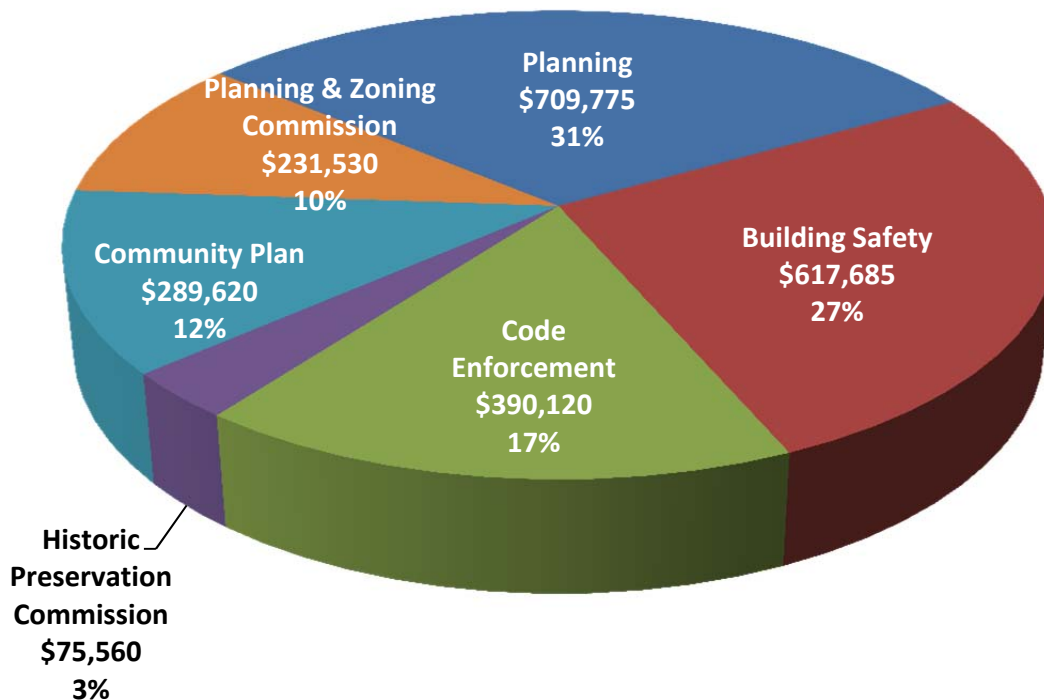
## Description

The Community Development Department is comprised of fourteen full-time employees (FTEs) in six divisions and provides support to the City Council and the Historic Preservation and Planning & Zoning Commissions, as well as the Board of Adjustment.

The Community Development Department is responsible for the following program areas:

- Planning
- Building Safety
- Code Enforcement
- Historic Preservation Commission
- Community Plan
- Planning & Zoning Commission

## FY 2018 PROGRAM EXPENDITURES: \$2,314,290



## COMMUNITY DEVELOPMENT - continued

### GENERAL FUND REVENUES

	FY 15 Actual	FY 16 Actual	FY 17 Estimate	FY 18 Projection
<b>Building Safety Revenues</b>				
Building Permits	\$350,118	\$374,984	\$322,700	\$343,500
Time Extensions	\$200	\$650	\$1,350	\$650
<b>Sub Total</b>	<b>\$350,318</b>	<b>\$375,634</b>	<b>\$324,050</b>	<b>\$344,150</b>
<b>Planning Revenues</b>				
Expedited Plan Review	\$0	\$12,150	\$0	\$10,000
Contracted Reviews Reimbursement	\$0	\$2,000	\$4,000	\$10,000
Conditional Use Permits	\$3,900	\$3,000	\$4,700	\$3,600
Temporary Use Permits	\$4,550	\$3,400	\$3,200	\$3,300
Sign Permits	\$19,462	\$16,947	\$17,400	\$17,800
Land Division Permits	\$1,100	\$850	\$1,000	\$1,000
Copies/Records/Maps	\$38	\$234	\$350	\$300
Development Review	\$6,220	\$8,325	\$6,700	\$7,100
Re-inspection Fees	\$350	\$400	\$1,000	\$600
Zoning Amendments	\$4,715	\$2,160	\$5,700	\$2,200
Variances	\$780	\$0	\$1,550	\$800
Subdivisions	\$3,450	\$450	\$150	\$0
Appeals	\$600	\$300	\$150	\$0
Temporary Certificate of Occupancy	N/A	N/A	\$4,100	\$4,100
Film Permits	N/A	N/A	\$500	\$600
Zoning Verification Letters	N/A	N/A	\$1,700	\$700
Administrative Waivers	N/A	N/A	\$600	\$1,050
Miscellaneous Reviews	\$6,625	\$9,047	\$1,050	\$1,050
<b>Sub Total</b>	<b>\$52,165</b>	<b>\$79,288</b>	<b>\$53,850</b>	<b>\$64,200</b>
<b>Total Revenues</b>	<b>\$402,483</b>	<b>\$454,922</b>	<b>\$377,900</b>	<b>\$408,350</b>

### GRANTS & DONATIONS FUNDS REVENUES

	FY 15 Actual	FY 16 Actual	FY 17 Estimate	FY18 Projection
<b>Affordable Housing Revenues</b>				
In Lieu Fees	\$0	\$0	\$19,800	\$0
<b>Community Development Block Grant Revenues</b>				
Grant Revenue	\$0	\$21,290	\$123,400	\$0
<b>Total Revenues</b>	<b>\$0</b>	<b>\$21,290</b>	<b>\$143,200</b>	<b>\$0</b>

## COMMUNITY DEVELOPMENT - Planning

<b>Program Expenditures:</b>	<b>\$709,775</b>
<b>Personnel Costs:</b>	<b>\$276,670 (39%)</b>
<b>Supplies &amp; Services:</b>	<b>\$317,055 (45%)</b>
<b>Internal Charges:</b>	<b>\$116,050 (16%)</b>
<b>FY 18 Estimated Revenues:</b>	<b>\$ 64,200 (General Fund)</b>
<b>Employee Time Allocation:</b>	<b>2.99 FTEs</b>

The Planning program administers zone change requests, development proposals, subdivisions, appeals and variances, administrative waivers, conditional use permits, temporary use permits, sign permits, as well as front counter assistance. Additionally, because the Board of Adjustment meets on an as-needed basis, the support of this quasi-judicial body is included in the Planning program.

### FY 17 Accomplishments

- Land Development Code update; initiated **Council Priority**
- Sign Code Revision; initiated **Council Priority**
- Sustainable Tourism; **Council Priority**

### FY 18 Objectives

- Land Development Code update; complete **Council Priority**
- Sign Code Revision; complete **Council Priority**
- Sustainable Tourism; **Council Priority**
- Affordable Housing **Council Priority**
- Brewer Road Park Implementation

PERFORMANCE MEASURES	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Target
Community Plan amendments	1	2	2	2
Zone changes	2	5	3	2
Development reviews	6	10	6	6
• Average days to residential issue	N/A	7		
• Average days to commercial issue	N/A	21		
Conditional use permits	5	6	5	8
Temporary use permits	69	75	65	70
• Average days to issue	N/A	14		
Sign permits – permanent	88	115	90	90
• Average days to issue	N/A	7		
Sign permits – temporary	105	120	105	105
• Average days to issue	N/A	1		
Film permits	12	20	12	12
• Average days to issue	N/A	5		
Subdivision	3	6	2	2
Administrative waivers	7	10	3	4
Land division permits	17	20	20	20
Variance/Appeals	2	2	2	2
Land Development Code amendments	2	4	2	1
<b>TOTAL</b>	<b>319</b>	<b>395</b>	<b>317</b>	<b>324</b>
Customers rating – quality of permitting services as good or excellent	N/A	N/A	N/A	



## COMMUNITY DEVELOPMENT - Building Safety

<b>Program Expenditures:</b>	<b>\$617,685</b>
<b>Personnel Costs:</b>	<b>\$418,810 (68%)</b>
<b>Supplies &amp; Services:</b>	<b>\$ 25,065 (4%)</b>
<b>Capital &amp; Debt Service:</b>	<b>\$ 3,000 (&lt;1%)</b>
<b>Internal Charges:</b>	<b>\$170,810 (28%)</b>
<b>FY 18 Estimated Revenues:</b>	<b>\$344,150 (General Fund)</b>
<b>Employee Time Allocation:</b>	<b>4.74 FTEs</b>

Functions include processing and review of all residential and commercial building permit applications and inspections related to new construction, renovations, photovoltaic systems, accessory dwelling units, utilities, zoning, grading, drainage, pools, sheds, decks, and other miscellaneous permits.

### FY 18 Objectives

- Building Code update; **Council Priority**

PERFORMANCE MEASURES	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Target
Single-family building permits issued	34	40	27	31
• Total valuation	\$18,609,889	\$20,000,000	\$12,780,000	\$13,000,000
Manufactured homes building permits	6	10	11	12
• Total valuation	\$262,983	\$400,000	\$812,000	\$900,000
Number of commercial building permits issued	97	91	116	120
• Total valuation	\$12,209,508	\$14,000,000	\$2,945,123	\$3,685,123
Photovoltaic building permits	53	55	59	62
• Total valuation	\$1,022,289	\$960,000	\$819,361	\$843,844
Tenant occupancy permits (CofOs)	87	250	126	75
Miscellaneous (sheds, decks, fences, pools, etc.)	181	80	207	210
1.25 FTEs conducting building safety inspections				
• Total Inspection / Average per day	1,845 / 7	2,300 / 9	1,800 / 7	1,940 / 7.5
• Average days from request to inspection	1	N/A	1	1
o Residential	1	N/A	1	1
o Commercial	1	N/A	1	1

Initial Plan Review Timeframe Goals	Number of Days
Residential permits	7
Commercial permits	21
Solar panels	7
Tenant occupancy	5
Tenant improvements	5
Temporary use permits	14
Miscellaneous permits	5

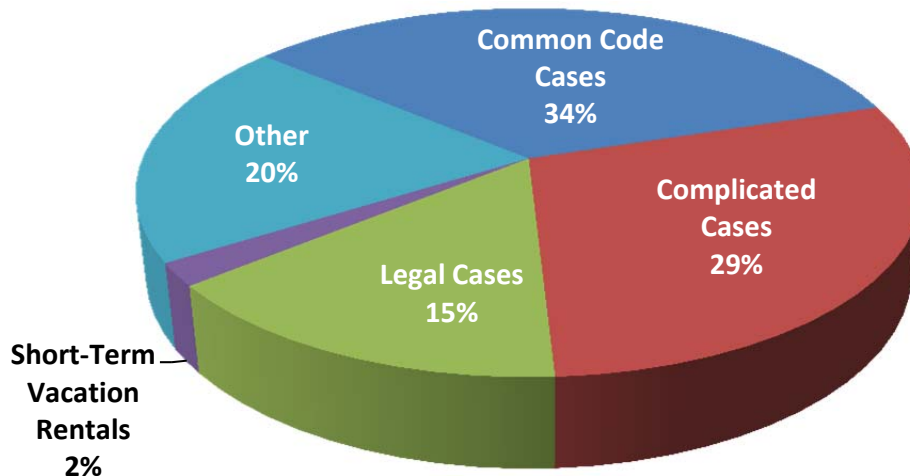
## COMMUNITY DEVELOPMENT - Code Enforcement

**Program Expenditures:** \$390,120  
**Personnel Costs:** \$197,140 (51%)  
**Supplies & Services:** \$ 25,380 (6%)  
**Internal Charges:** \$167,600 (43%)  
**Employee Time Allocation:** 2.41 FTEs

Code Enforcement promotes the health, safety, and welfare of the citizens and the community through enforcement of adopted City Codes. Staff responds to citizen complaints and observed violations of the Land Development Code and the City Code.

PERFORMANCE MEASURES	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Target
Common code cases (up to 60 days)	336	400	415	415
Complicated code cases (between 60 and 180 days)	50	60	50	50
Complicated/legal code cases (180+ days)	5		7	7
Short-term vacation rental cases	22	50	5	20
<b>TOTAL CASES</b>	<b>413</b>	<b>510</b>	<b>477</b>	<b>492</b>
Code enforcement cases per FTE (2.25 FTE FY17, 2.41 FTE FY18)	183.5	N/A	212	204
Cases resolved by voluntary compliance	85%	N/A	93%	93%
Cases resolved by forced compliance	14%	N/A	6%	6%
Cases unresolved requiring legal action	1%	N/A	1%	1%
Average days from complaint to first investigation	1	N/A	1	1
Average days from investigation to voluntary compliance	N/A	N/A	N/A	N/A

**Percent of Time Allocation by Case Type**



## COMMUNITY DEVELOPMENT - Historic Preservation Commission

<b>Program Expenditures:</b>	<b>\$75,560</b>
<b>Personnel Costs:</b>	<b>\$50,970 (68%)</b>
<b>Supplies &amp; Services:</b>	<b>\$ 9,950 (13%)</b>
<b>Internal Charges:</b>	<b>\$14,640 (19%)</b>
<b>Employee Time Allocation:</b>	<b>0.47 FTEs</b>

The Historic Preservation Commission is comprised of seven members appointed by the City Council. The Commission was created in 1998 as a working Commission and was allocated 20% of one full-time employee's time. However, the amount of staff time dedicated is now approximately twice the original 20% allocation.

The purpose of this seven member Commission is to:

- Identify and preserve the City's historic properties.
- Promote the use of historic properties for the education, pleasure, and welfare of the City.
- Foster civic pride in the accomplishments of the past.
- Protect and enhance Sedona's attractiveness to visitors and the resulting support and stimulus to the economy.
- Stabilize and improve property values of rehabilitated and protected sites.
- Provide incentives for restoration by owners of landmarks or historic properties.
- Provide standards for restoration of designated properties and new construction within Historic Districts.

### FY 17 Accomplishments

- Article 15 (HP Ordinance): Adopted Jan 2017
- USFS Ranger Station Brewer Road property conceptual master plan: Completed
- Landmark Properties Appreciation Open House and Ranger Station 100 Year Anniversary Party: May 2017

### FY 18 Objectives

- Update Historic Landmark Information and Historic Resource Survey
- Create a Historic Resource Recognition Program
- Assist the City and stakeholders in implementing USFS Ranger Station Master Plan
- Prepare an Annual Report for City Council and State Historic Preservation Office
- Schedule a Joint City Council/Commission Work Session
- Establish a new Commissioner Training Program

PERFORMANCE MEASURES	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Target
Total number of landmarked properties	23	23	23	24
Number of public meetings	11	8	8	8
Number of new properties landmarked	-	-	-	1
Number of civic pride/educational events	1	1	1	1
Number of certificates of appropriateness issued	-	1	1	1
Number of Historic Resource Recognition Awards issued	-	1	1	2
Educational training exercises (Commissioners)	2	3	2	3

## COMMUNITY DEVELOPMENT - Community Plan

<b>Program Expenditures:</b>	<b>\$289,620</b>
<b>Personnel Costs:</b>	<b>\$199,000 (69%)</b>
<b>Supplies &amp; Services:</b>	<b>\$ 26,050 (9%)</b>
<b>Internal Charges:</b>	<b>\$ 64,570 (22%)</b>
<b>Employee Time Allocation:</b>	<b>2.02 FTEs</b>

The Sedona Community Plan (Plan) is an expression of Sedona citizens' vision of their community and is the City's "general plan" required by the State of Arizona. The Plan proposes desired conditions for the future of the community. It is intended to guide future growth, not to regulate it. On-going functions related to the Community Plan include implementation of identified goals and strategies, specific planning efforts (Community Focus Areas (CFAs)), and minor and major amendments to the Plan.

### FY 17 Accomplishments

- Soldier Pass CFA; completed **Council Priority**
- Western Gateway CFA; completed **Council Priority**
- Schnebly CFA; initiated **Council Priority**
- AAA CFA; initiated **Council Priority**

### FY 17 Objectives

- Schnebly Hill CFA; complete **Council Priority**
- AAA CFA; complete final draft for recommendation **Council Priority**
- Major amendments to the Community Plan (mandatory); process
- Minor amendments to the Community Plan; process
- CFA planning efforts: initiate other identified areas (e.g. Uptown, Coffeepot, Dells)  
**Council Priority**

WORKLOAD INDICATORS	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Projection
Number of public meetings	1	8	1	2
Number of work group meetings	4	18	1	2
Number of Planning & Zoning Commission meetings	14	6	5	5
Number of City Council meetings	9	6	4	5

## COMMUNITY DEVELOPMENT - Planning & Zoning Commission

<b>Program Expenditures:</b>	<b>\$231,530</b>
<b>Personnel Costs:</b>	<b>\$143,610 (62%)</b>
<b>Supplies &amp; Services:</b>	<b>\$ 15,250 (7%)</b>
<b>Internal Charges:</b>	<b>\$ 72,670 (31%)</b>
<b>Employee Time Allocation:</b>	<b>1.45 FTEs</b>

The Planning & Zoning Commission is comprised of seven citizens who have been appointed by the City Council to review matters relating to planning and development. The Commission is the decision-making authority for conditional use permits and development review applications. The Commission makes recommendations to the City Council on such things as amendments to the Community Plan and the Land Development Code, specific planning projects, re-zonings, and subdivision requests.

### FY18 Additional Objectives

Staff:

- Prepare accurate, well-documented, and well-written reports
- Establish a new Commissioner Training Program
- Respond to requests for information in a timely and professional manner
- Provide exhibits, illustrations, and/or pictures to help commissioners visualize the project/proposal

Commission:

- Hold hearings to review and act upon matters related to planning and development
- Conduct meeting in accordance with Open Meeting Laws, Rules & Operating Procedures
- Decisions are made based on a rational decision-making process, utilizing codes, regulations, reports, testimony, data, and other applicable documentation

WORKLOAD INDICATORS	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Projection
Number of work sessions	5	20	10	10
Number of public meetings	15	20	15	20
Number of site visits	-	4	5	5

PERFORMANCE MEASURES	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Target
Community Plan amendments	1	2	2	2
Zone changes	2	5	3	4
Development reviews	6	10	6	8
Conditional use permits	5	6	5	8
Subdivision	3	6	2	3
Land Development Code amendments	2	4	2	1
CFA projects	2	3	2	2
Educational training exercises (Commissioners)	-	2	1	1
<b>Total</b>	21	38	23	29

**COMMUNITY DEVELOPMENT - continued**

**Program Summary**

67% of year completed

Program	FY2018 Proposed	FY2017 Budget	FY2018 Incr. over FY2017 Budget	FY2017 Est. Actuals	FY2018 Incr. over FY2017 Est.	FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals
<b>General Fund</b>											
10-5310-31 - Planning	\$709,775	\$500,556	42%	\$361,931	96%	\$138,625	\$186,271	51%	\$845,107	\$724,688	\$685,785
10-5310-32 - Building Safety	\$617,685	\$447,741	38%	\$372,968	66%	\$74,773	\$211,695	57%	\$174,240	\$158,107	\$152,259
10-5310-33 - Code Enforcement	\$390,120	\$183,620	112%	\$175,770	122%	\$7,850	\$103,447	59%	\$145,245	\$131,248	\$58,255
10-5310-62 - Historic Preservation Commission	\$75,560	\$66,080	14%	\$65,880	15%	\$200	\$26,901	41%	\$0	\$0	\$0
10-5310-67 - Community Plan	\$289,620	\$320,079	-10%	\$306,079	-5%	\$14,000	\$189,336	62%	\$15,445	\$40,156	\$28,296
10-5310-71 - Planning & Zoning Commission	\$231,530	\$141,082	64%	\$137,882	68%	\$3,200	\$85,511	62%	\$0	\$0	\$0
<b>General Fund Total</b>	<b>\$2,314,290</b>	<b>\$1,659,158</b>	<b>39%</b>	<b>\$1,420,510</b>	<b>63%</b>	<b>\$238,648</b>	<b>\$803,161</b>	<b>57%</b>	<b>\$1,180,037</b>	<b>\$1,054,199</b>	<b>\$924,595</b>
<b>Grants &amp; Donations Funds</b>											
GD-5310-00/34 - Community Development Block Grant	\$0	\$272,450	-100%	\$71,000	-100%	\$201,450	\$69,753	98%	\$21,290	\$0	\$6,425
<b>Grants &amp; Donations Funds Total</b>	<b>\$0</b>	<b>\$272,450</b>	<b>-100%</b>	<b>\$71,000</b>	<b>-100%</b>	<b>\$201,450</b>	<b>\$69,753</b>	<b>98%</b>	<b>\$21,290</b>	<b>\$0</b>	<b>\$6,425</b>
<b>GRAND TOTALS</b>											
Planning	\$709,775	\$500,556	42%	\$361,931	96%	\$138,625	\$186,271	51%	\$845,107	\$724,688	\$685,785
Building Safety	\$617,685	\$447,741	38%	\$372,968	66%	\$74,773	\$211,695	57%	\$174,240	\$158,107	\$152,259
Code Enforcement	\$390,120	\$183,620	112%	\$175,770	122%	\$7,850	\$103,447	59%	\$145,245	\$131,248	\$58,255
Community Development Block Grant	\$0	\$272,450	-100%	\$71,000	-100%	\$201,450	\$69,753	98%	\$21,290	\$0	\$6,425
Historic Preservation Commission	\$75,560	\$66,080	14%	\$65,880	15%	\$200	\$26,901	41%	\$0	\$0	\$0
Community Plan	\$289,620	\$320,079	-10%	\$306,079	-5%	\$14,000	\$189,336	62%	\$15,445	\$40,156	\$28,296
Planning & Zoning Commission	\$231,530	\$141,082	64%	\$137,882	68%	\$3,200	\$85,511	62%	\$0	\$0	\$0
<b>Grand Totals</b>	<b>\$2,314,290</b>	<b>\$1,931,608</b>	<b>20%</b>	<b>\$1,491,510</b>	<b>55%</b>	<b>\$440,098</b>	<b>\$872,914</b>	<b>59%</b>	<b>\$1,201,327</b>	<b>\$1,054,199</b>	<b>\$931,020</b>

COMMUNITY DEVELOPMENT - continued

Expenditure Summary

67% of year completed

Cost Category	FY2018 Proposed	FY2017 Budget	FY2018 Incr. over FY2017 Budget	FY2017 Est. Actuals	FY2018 Incr. over FY2017 Est.	FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	Explanation of Changes
<b>General Fund</b>												
<b>10-5310-31 - Planning</b>												
Personnel	\$276,670	\$195,230	42%	\$195,230	42%	\$0	\$123,157	63%	\$789,208	\$695,206	\$617,792	<b>Budget Increase:</b> Change in allocations between programs
Supplies & Services (ongoing)	\$48,555	\$34,294	42%	\$13,669	255%	\$20,625	\$28,405	208%	\$31,917	\$29,482	\$31,558	<b>Budget Increase:</b> Added third party review of wireless applications (\$10k), increased Travel & Training (\$5k)
<b>Planning Direct Costs Subtotal</b>	<b>\$325,225</b>	<b>\$229,524</b>	<b>42%</b>	<b>\$208,899</b>	<b>56%</b>	<b>\$20,625</b>	<b>\$151,562</b>	<b>73%</b>	<b>\$821,125</b>	<b>\$724,688</b>	<b>\$649,351</b>	
Internal Charges	\$116,050	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Indirect cost allocation plan implemented for FY2018
<b>Planning Ongoing Total</b>	<b>\$441,275</b>	<b>\$229,524</b>	<b>92%</b>	<b>\$208,899</b>	<b>111%</b>	<b>\$20,625</b>	<b>\$151,562</b>	<b>73%</b>	<b>\$821,125</b>	<b>\$724,688</b>	<b>\$649,351</b>	
Supplies & Services (one-time)	\$268,500	\$260,000	3%	\$142,000	89%	\$118,000	\$23,677	17%	\$0	\$0	\$0	<b>Budget:</b> Land Development Code comprehensive update, replacement of chairs <b>Current Year Under Budget:</b> Partial carryover of Land Development Code comprehensive update
Capital & Debt Service	\$0	\$11,032	-100%	\$11,032	-100%	\$0	\$11,032	100%	\$23,982	\$0	\$36,435	
<b>Planning One-Time Total</b>	<b>\$268,500</b>	<b>\$271,032</b>	<b>-1%</b>	<b>\$153,032</b>	<b>75%</b>	<b>\$118,000</b>	<b>\$34,709</b>	<b>23%</b>	<b>\$23,982</b>	<b>\$0</b>	<b>\$36,435</b>	
<b>Planning Total</b>	<b>\$709,775</b>	<b>\$500,556</b>	<b>42%</b>	<b>\$361,931</b>	<b>96%</b>	<b>\$138,625</b>	<b>\$186,271</b>	<b>51%</b>	<b>\$845,107</b>	<b>\$724,688</b>	<b>\$685,785</b>	
<b>10-5310-32 - Building Safety</b>												
Personnel	\$418,810	\$405,506	3%	\$337,486	24%	\$68,020	\$190,997	57%	\$160,696	\$155,312	\$149,445	<b>Current Year Under Budget:</b> Estimated vacancy savings
Supplies & Services (ongoing)	\$23,815	\$26,203	-9%	\$24,450	-3%	\$1,753	\$9,666	40%	\$13,544	\$2,795	\$2,814	<b>Budget Decrease:</b> Reduced professional services for expedited plan reviews (\$4k)
<b>Building Safety Direct Costs Subtotal</b>	<b>\$442,625</b>	<b>\$431,709</b>	<b>3%</b>	<b>\$361,936</b>	<b>22%</b>	<b>\$69,773</b>	<b>\$200,663</b>	<b>55%</b>	<b>\$174,240</b>	<b>\$158,107</b>	<b>\$152,259</b>	
Internal Charges	\$170,810	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Indirect cost allocation plan implemented for FY2018
<b>Building Safety Ongoing Total</b>	<b>\$613,435</b>	<b>\$431,709</b>	<b>42%</b>	<b>\$361,936</b>	<b>69%</b>	<b>\$69,773</b>	<b>\$200,663</b>	<b>55%</b>	<b>\$174,240</b>	<b>\$158,107</b>	<b>\$152,259</b>	
Supplies & Services (one-time)	\$1,250	\$5,000	-75%	\$0	∞	\$5,000	\$0	N/A	\$0	\$0	\$0	<b>Budget:</b> Replacement of chairs
Capital & Debt Service	\$3,000	\$11,032	-73%	\$11,032	-73%	\$0	\$11,032	100%	\$0	\$0	\$0	<b>Budget:</b> Equipment for Chief Building Official vehicle
<b>Building Safety One-Time Total</b>	<b>\$4,250</b>	<b>\$16,032</b>	<b>-73%</b>	<b>\$11,032</b>	<b>-61%</b>	<b>\$5,000</b>	<b>\$11,032</b>	<b>100%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>Building Safety Total</b>	<b>\$617,685</b>	<b>\$447,741</b>	<b>38%</b>	<b>\$372,968</b>	<b>66%</b>	<b>\$74,773</b>	<b>\$211,695</b>	<b>57%</b>	<b>\$174,240</b>	<b>\$158,107</b>	<b>\$152,259</b>	

COMMUNITY DEVELOPMENT - continued

Expenditure Summary

67% of year completed

Cost Category	FY2018 Proposed	FY2017 Budget	FY2018 Incr. over FY2017 Budget	FY2017 Est. Actuals	FY2018 Incr. over FY2017 Est.	FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	Explanation of Changes
<b>10-5310-33 - Code Enforcement</b>												
Personnel	\$197,140	\$163,040	21%	\$163,040	21%	\$0	\$100,502	62%	\$131,964	\$125,645	\$53,266	<b>Budget Increase:</b> Change in allocations between program
Supplies & Services (ongoing)	\$21,030	\$20,580	2%	\$12,730	65%	\$7,850	\$2,945	23%	\$13,281	\$5,603	\$4,989	<b>Current Year Under Budget:</b> Estimated under budget for abatement of code violations
<b>Code Enforcement Direct Costs Subtotal</b>	<b>\$218,170</b>	<b>\$183,620</b>	<b>19%</b>	<b>\$175,770</b>	<b>24%</b>	<b>\$7,850</b>	<b>\$103,447</b>	<b>59%</b>	<b>\$145,245</b>	<b>\$131,248</b>	<b>\$58,255</b>	
Internal Charges	\$167,600	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Indirect cost allocation plan implemented for FY2018
<b>Code Enforcement Ongoing Total</b>	<b>\$385,770</b>	<b>\$183,620</b>	<b>110%</b>	<b>\$175,770</b>	<b>119%</b>	<b>\$7,850</b>	<b>\$103,447</b>	<b>59%</b>	<b>\$145,245</b>	<b>\$131,248</b>	<b>\$58,255</b>	
Supplies & Services (one-time)	\$4,350	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget:</b> Furniture replacement, mandatory biennial recertification training
<b>Code Enforcement Total</b>	<b>\$390,120</b>	<b>\$183,620</b>	<b>112%</b>	<b>\$175,770</b>	<b>122%</b>	<b>\$7,850</b>	<b>\$103,447</b>	<b>59%</b>	<b>\$145,245</b>	<b>\$131,248</b>	<b>\$58,255</b>	
<b>10-5310-62 - Historic Preservation Commission</b>												
Personnel	\$50,970	\$39,630	29%	\$39,630	29%	\$0	\$24,849	63%	\$0	\$0	\$0	<b>Budget Increase:</b> Change in allocations between programs
Supplies & Services (ongoing)	\$9,950	\$26,450	-62%	\$26,250	-62%	\$200	\$2,052	8%	\$0	\$0	\$0	<b>Budget Decrease:</b> Eliminated HPC matching grants (\$20k)
<b>Historic Preservation Commission Direct Costs Subtotal</b>	<b>\$60,920</b>	<b>\$66,080</b>	<b>-8%</b>	<b>\$65,880</b>	<b>-8%</b>	<b>\$200</b>	<b>\$26,901</b>	<b>41%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
Internal Charges	\$14,640	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Indirect cost allocation plan implemented for FY2018
<b>Historic Preservation Commission Total</b>	<b>\$75,560</b>	<b>\$66,080</b>	<b>14%</b>	<b>\$65,880</b>	<b>15%</b>	<b>\$200</b>	<b>\$26,901</b>	<b>41%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>10-5310-67 - Community Plan</b>												
Personnel	\$199,000	\$285,879	-30%	\$285,879	-30%	\$0	\$178,941	63%	\$0	\$0	\$0	<b>Budget Decrease:</b> Change in allocations between programs
Supplies & Services (ongoing)	\$26,050	\$34,200	-24%	\$20,200	29%	\$14,000	\$10,395	51%	\$15,445	\$21,355	\$28,296	<b>Budget Decrease:</b> Reduced postage (\$6k) <b>Current Year Under Budget:</b> Estimated savings in postage and mailings for P&Z and public hearings
<b>Community Plan Direct Costs Subtotal</b>	<b>\$225,050</b>	<b>\$320,079</b>	<b>-30%</b>	<b>\$306,079</b>	<b>-26%</b>	<b>\$14,000</b>	<b>\$189,336</b>	<b>62%</b>	<b>\$15,445</b>	<b>\$21,355</b>	<b>\$28,296</b>	
Internal Charges	\$64,570	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Indirect cost allocation plan implemented for FY2018
<b>Community Plan Ongoing Total</b>	<b>\$289,620</b>	<b>\$320,079</b>	<b>-10%</b>	<b>\$306,079</b>	<b>-5%</b>	<b>\$14,000</b>	<b>\$189,336</b>	<b>62%</b>	<b>\$15,445</b>	<b>\$21,355</b>	<b>\$28,296</b>	
Capital & Debt Service	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$0	\$18,801	\$0	
<b>Community Plan Total</b>	<b>\$289,620</b>	<b>\$320,079</b>	<b>-10%</b>	<b>\$306,079</b>	<b>-5%</b>	<b>\$14,000</b>	<b>\$189,336</b>	<b>62%</b>	<b>\$15,445</b>	<b>\$40,156</b>	<b>\$28,296</b>	



**COMMUNITY DEVELOPMENT - continued**

**Expenditure Summary**

67% of year completed

Cost Category	FY2018 Proposed	FY2017 Budget	FY2018 Incr. over FY2017 Budget	FY2017 Est. Actuals	FY2018 Incr. over FY2017 Est.	FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	Explanation of Changes
<b>10-5310-71 - Planning &amp; Zoning Commission</b>												
Personnel	\$143,610	\$134,882	6%	\$134,882	6%	\$0	\$84,735	63%	\$0	\$0	\$0	<b>Budget Increase:</b> Change in allocations between programs
Supplies & Services (ongoing)	\$15,250	\$6,200	146%	\$3,000	408%	\$3,200	\$776	26%	\$0	\$0	\$0	<b>Budget Increase:</b> Change in allocations between programs
<b>Planning &amp; Zoning Commission Direct Costs Subtotal</b>	<b>\$158,860</b>	<b>\$141,082</b>	<b>13%</b>	<b>\$137,882</b>	<b>15%</b>	<b>\$3,200</b>	<b>\$85,511</b>	<b>62%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
Internal Charges	\$72,670	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Indirect cost allocation plan implemented for FY2018
<b>Planning &amp; Zoning Commission Total</b>	<b>\$231,530</b>	<b>\$141,082</b>	<b>64%</b>	<b>\$137,882</b>	<b>68%</b>	<b>\$3,200</b>	<b>\$85,511</b>	<b>62%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>General Fund Totals</b>												
Personnel Subtotal	\$1,286,200	\$1,224,167	5%	\$1,156,147	11%	\$68,020	\$703,181	61%	\$1,081,868	\$976,163	\$820,503	
Supplies & Services (Ongoing) Subtotal	\$144,650	\$147,927	-2%	\$100,299	44%	\$47,628	\$54,239	54%	\$74,187	\$59,235	\$67,658	
Direct Costs (Ongoing) Subtotal	\$1,430,850	\$1,372,094	4%	\$1,256,446	14%	\$115,648	\$757,420	60%	\$1,156,055	\$1,035,398	\$888,161	
Internal Charges Subtotal	\$606,340	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
Ongoing Subtotal	\$2,037,190	\$1,372,094	48%	\$1,256,446	62%	\$115,648	\$757,420	60%	\$1,156,055	\$1,035,398	\$888,161	
Supplies & Services (One-Time) Subtotal	\$274,100	\$265,000	3%	\$142,000	93%	\$123,000	\$23,677	17%	\$0	\$0	\$0	
Capital & Debt Service Subtotal	\$3,000	\$22,064	-86%	\$22,064	-86%	\$0	\$22,064	100%	\$23,982	\$18,801	\$36,435	
One-Time Subtotal	\$277,100	\$287,064	-3%	\$164,064	69%	\$123,000	\$45,741	28%	\$23,982	\$18,801	\$36,435	
<b>General Fund Total</b>	<b>\$2,314,290</b>	<b>\$1,659,158</b>	<b>39%</b>	<b>\$1,420,510</b>	<b>63%</b>	<b>\$238,648</b>	<b>\$803,161</b>	<b>57%</b>	<b>\$1,180,037</b>	<b>\$1,054,199</b>	<b>\$924,595</b>	
<b>Grants &amp; Donations Funds</b>												
<b>GD-5310-00/34 - Community Development Block Grant</b>												
Supplies & Services (one-time)	\$0	\$272,450	-100%	\$71,000	-100%	\$201,450	\$69,753	98%	\$21,290	\$0	\$6,425	<b>Budget Decrease:</b> No CDBG funding expected for FY18 <b>Current Year Under Budget:</b> Estimated savings in CDBG grant costs
<b>Grants &amp; Donations Funds Total</b>	<b>\$0</b>	<b>\$272,450</b>	<b>-100%</b>	<b>\$71,000</b>	<b>-100%</b>	<b>\$201,450</b>	<b>\$69,753</b>	<b>98%</b>	<b>\$21,290</b>	<b>\$0</b>	<b>\$6,425</b>	

COMMUNITY DEVELOPMENT - continued

Expenditure Summary

67% of year completed

Cost Category	FY2018 Proposed	FY2017 Budget	FY2018 Incr. over FY2017 Budget	FY2017 Est. Actuals	FY2018 Incr. over FY2017 Est.	FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	Explanation of Changes
<b>Grand Totals</b>												
Personnel Subtotal	\$1,286,200	\$1,224,167	5%	\$1,156,147	11%	\$68,020	\$703,181	61%	\$1,081,868	\$976,163	\$820,503	
Supplies & Services (Ongoing) Subtotal	\$144,650	\$147,927	-2%	\$100,299	44%	\$47,628	\$54,239	152%	\$74,187	\$59,235	\$67,658	
Direct Costs (Ongoing) Subtotal	\$1,430,850	\$1,372,094	4%	\$1,256,446	14%	\$115,648	\$757,420	60%	\$1,156,055	\$1,035,398	\$888,161	
Internal Charges Subtotal	\$606,340	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
Ongoing Subtotal	\$2,037,190	\$1,372,094	48%	\$1,256,446	62%	\$115,648	\$757,420	60%	\$1,156,055	\$1,035,398	\$888,161	
Supplies & Services (One-Time) Subtotal	\$274,100	\$537,450	-49%	\$213,000	29%	\$324,450	\$93,430	44%	\$21,290	\$0	\$6,425	
Capital & Debt Service Total	\$3,000	\$22,064	-86%	\$22,064	-86%	\$0	\$22,064	100%	\$23,982	\$18,801	\$36,435	
One-Time Subtotal	\$277,100	\$559,514	-50%	\$235,064	18%	\$324,450	\$115,494	49%	\$45,272	\$18,801	\$42,860	
<b>Grand Total</b>	<b>\$2,314,290</b>	<b>\$1,931,608</b>	<b>20%</b>	<b>\$1,491,510</b>	<b>55%</b>	<b>\$440,098</b>	<b>\$872,914</b>	<b>59%</b>	<b>\$1,201,327</b>	<b>\$1,054,199</b>	<b>\$931,020</b>	

**COMMUNITY DEVELOPMENT - continued**

**Positions/Allocations Summaries**

Position	FY18 FTE	FY17 FTE
Administrative Assistant	1.00	1.00
Assistant Community Development Director	1.00	0.00
Assistant Planner	2.00	2.00
Building Inspector	1.00	1.00
Chief Building Official	1.00	1.00
Code Enforcement Officer	1.00	1.00
Development Services Representative	1.00	1.00
Director of Community Development	1.00	1.00
Plans Examiner	1.00	1.00
Principal Planner	0.00	1.00
Senior Code Enforcement Officer	1.00	1.00
Senior Planner	3.00	3.00
Temporary City Employee <sup>(1)</sup>	0.08	0.00
<b>Total</b>	<b>14.08</b>	<b>14.00</b>

Org Unit	Org Description	FY18 FTE	FY17 FTE
<b>General Fund</b>			
10-5310-31	Planning	2.99	2.15
10-5310-32	Building Safety	4.74	4.80
10-5310-33	Code Enforcement	2.41	2.25
10-5310-62	Historic Preservation Commission <sup>(2)</sup>	0.47	0.40
10-5310-67	Community Plan	2.02	2.90
10-5310-71	Planning & Zoning Commission <sup>(2)</sup>	1.45	1.50
<b>Total</b>		<b>14.08</b>	<b>14.00</b>

<sup>(1)</sup> Temporary position

<sup>(2)</sup> The appointed commissioners are unpaid volunteers and are not included in the employee full-time equivalency (FTE) count.

# PUBLIC WORKS

## Mission Statement

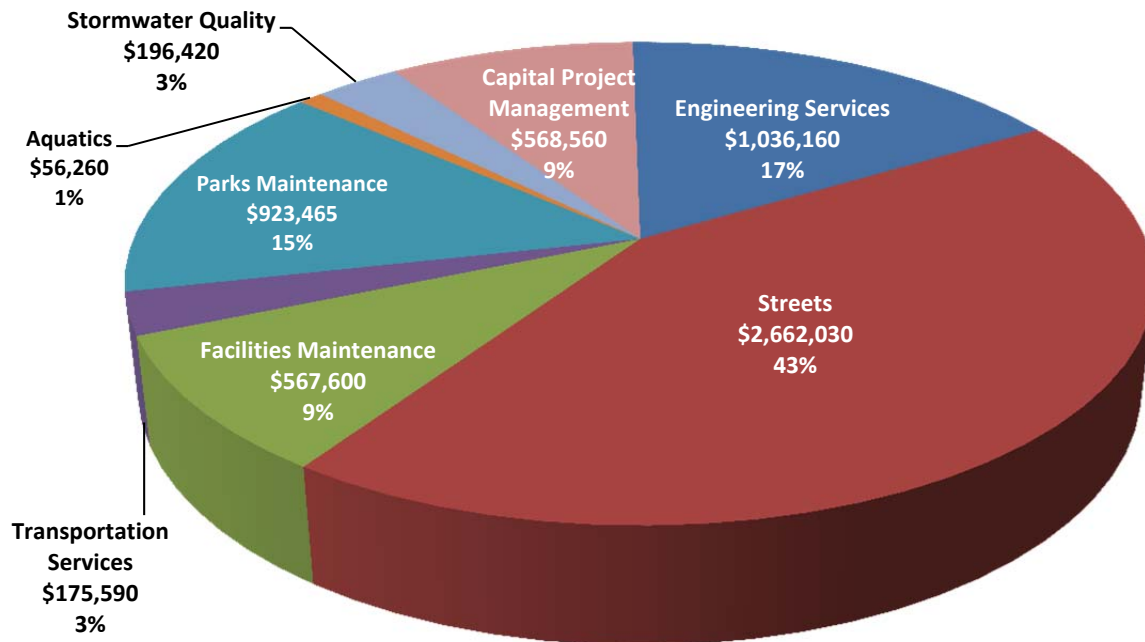
Providing a safe and enjoyable experience, through cost effective, quality infrastructure and services.

## Description

The main program areas and the services included in the Public Works Department are:

- Engineering Services – Administrative services, office support and supplies, development review, staff training, and general professional services.
- Streets Maintenance – Streets rehabilitation, pavement preservation, equipment and machinery operation and maintenance, utilities, landscaping, right-of-way maintenance, traffic control, drainage maintenance and multi-modal facility maintenance in the public right-of-way.
- Facilities Maintenance – Maintenance of City buildings, service contracts, facility utilities, and facility improvements.
- Parks Maintenance – Maintenance of parks grounds, equipment and machinery, service contracts, and utilities.
- Aquatics – Maintenance of community pool.
- Stormwater Quality – Stormwater quality permit fees, professional services, and public outreach.
- Capital Projects Management – Personnel management of capital improvement projects.
- Transportation Services – Traffic control aid support for congestion relief traffic control operations.

## FY 2018 PROGRAM EXPENDITURES: \$6,186,085

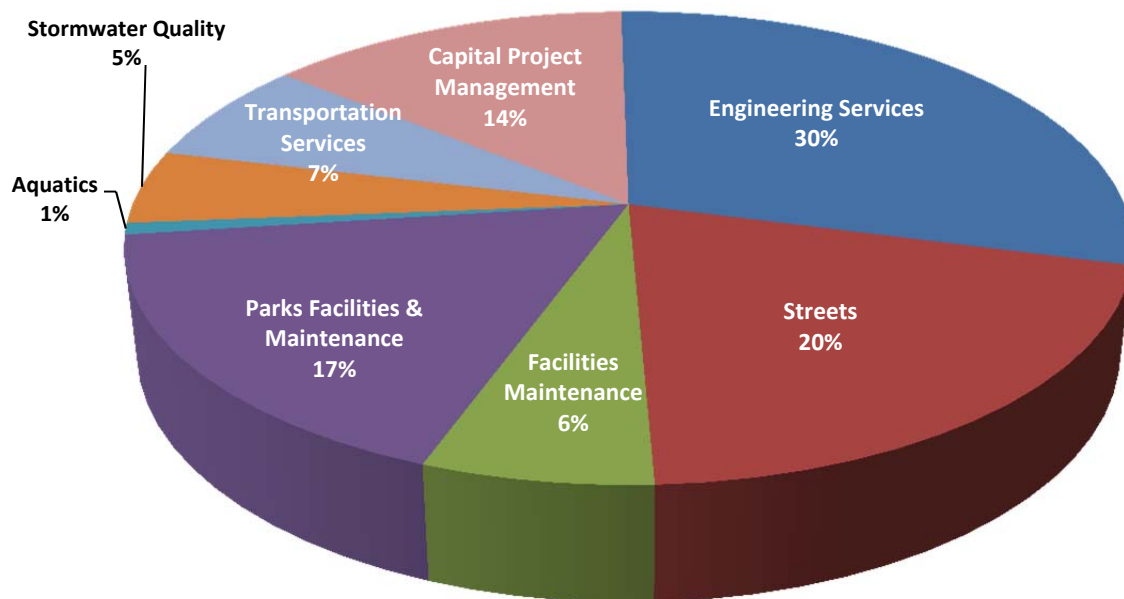


## PUBLIC WORKS - continued

PERFORMANCE MEASURES	FY 16 Actual	FY 17 Target	FY17 Estimate	FY 18 Target
Public Works Customer Satisfaction	N/A	N/A	N/A	N/A

### FY 2018 Percentage of Employee Allocations by Program Area

The Public Works Department has 25.6 full-time equivalent employees. Employee time allocations are as shown below.



## PUBLIC WORKS - Maintenance Services

**Program Expenditures: \$4,209,355**

**Streets Maintenance** - Streets rehabilitation, pavement preservation, equipment and machinery operation and maintenance, utilities, landscaping, right-of-way maintenance, traffic control, drainage maintenance and multi-modal facility maintenance in the public right-of-way.

<b>Program Expenditures:</b>	<b>\$2,662,030</b>
<b>Personnel Costs:</b>	<b>\$ 346,100 (13%)</b>
<b>Supplies &amp; Services:</b>	<b>\$1,877,800 (70%)</b>
<b>Internal Charges:</b>	<b>\$ 366,130 (14%)</b>
<b>Capital &amp; Debt Service:</b>	<b>\$ 72,000 (3%)</b>
<b>Employee Time Allocation:</b>	<b>5.17 FTEs</b>
<b>General Fund Portion:</b>	<b>\$1,458,640 (55%)</b>
<b>Streets Fund Portion:</b>	<b>\$1,203,390 (45%)</b>

The streets rehabilitation and pavement preservation costs are paid from the Streets Fund. The Streets Fund is primarily funded by Highway User Revenue Funds (HURF) revenues (the state shared gas revenues), which are restricted for the maintaining, repairing, and upgrading of streets. Major street improvements and construction are included in the Capital Improvement Plan budget and paid from the Capital Improvement Fund. All other streets related costs are paid from the General Fund.

**Facilities Maintenance** - Maintenance of City buildings, service contracts, facility utilities, and facility improvements.

<b>Program Expenditures:</b>	<b>\$567,600</b>
<b>Personnel Costs:</b>	<b>\$116,510 (21%)</b>
<b>Supplies &amp; Services:</b>	<b>\$353,850 (62%)</b>
<b>Internal Charges:</b>	<b>\$ 57,240 (10%)</b>
<b>Capital &amp; Debt Service:</b>	<b>\$ 40,000 (7%)</b>
<b>Employee Time Allocation:</b>	<b>1.60 FTEs</b>
<b>Charges Allocated to Other Departments:</b>	<b>\$ 564,540</b>

**Parks Maintenance** - Maintenance of parks grounds, equipment and machinery, service contracts, and utilities.

<b>Program Expenditures:</b>	<b>\$923,465</b>
<b>Personnel Costs:</b>	<b>\$270,460 (29%)</b>
<b>Supplies &amp; Services:</b>	<b>\$354,985 (38%)</b>
<b>Internal Charges:</b>	<b>\$297,020 (32%)</b>
<b>Capital &amp; Debt Service:</b>	<b>\$ 1,000 (&lt;1%)</b>
<b>Employee Time Allocation:</b>	<b>4.44 FTEs</b>

**Pool Maintenance** - Maintenance of the community pool.

<b>Program Expenditures:</b>	<b>\$56,260</b>
<b>Personnel Costs:</b>	<b>\$12,220 (22%)</b>
<b>Supplies &amp; Services:</b>	<b>\$36,160 (64%)</b>
<b>Internal Charges:</b>	<b>\$ 7,880 (14%)</b>
<b>Employee Time Allocation:</b>	<b>0.20 FTEs</b>

## PUBLIC WORKS - Maintenance Services - continued

### FY 17 Accomplishments

- Milled and overlaid Sunset Drive, Mountain Shadows Drive and Navahopi Road.
- Fractured Aggregate Surface Treatment (FAST) on Sedona West Subdivision streets, Elberta Drive, Orchard Lane, Tonto Road, Sedona Vista Drive and Mormon Hill Road.
- Completed budgeted streets rehabilitation and preservation projects.
- Completed Pre-Monsoon Program for FY 2016-17.
- Met Arizona Department of Environmental Quality (ADEQ) requirements for Municipal Separate Storm Sewer (MS4) compliance.
- Developed Property Management Maintenance Plan.
- Assisted with Community Clean-Up Event, for fire abatement and pre-monsoon drainage cleanup.

### FY 18 Objectives

- Continue to accelerate re-paving program with a target to complete 4 to 5 miles of street rehabilitation per year.
- Complete Pre-Monsoon Program for FY 2017-18.
- Continue to enhance bicycle route signage.
- Continue to enhance Property Management Maintenance Plan.
- Meet ADEQ requirements for Municipal Separate Storm Sewer (MS4) compliance.
- Continue to refine processes for efficiency.

### Council Priorities

- **Construct Beautification of SR 89A** – These improvements are on hold pending recommendations from the Western Gateway CFA and reprioritization based on the needs of other projects.
- **CSA Program** – Public Works staff are working with the Police Department, Communications, and City Management staff to address the traffic control needs portion of this program. The current method for addressing the immediate need, for the peak tourism season of 2017, is based on utilizing resources from other programs, and existing staff on overtime pay. This is not expected to be a long-term sustainable method for this program. A decision package has been proposed in the operating budget as a method to address the long term traffic control need.

## PUBLIC WORKS - Maintenance Services - continued

PERFORMANCE MEASURES	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY18 Target
Parks maintained acres	31.7	39.7	39.7	39.7
Parks maintenance program cost	\$699,319	\$586,246	\$586,246	\$604,295
Parks maintenance cost per maintained acre	\$22,000	\$14,800	\$14,800	\$15,222
Parks lawn area acres	6.0	6.2	6.2	6.2
Parks lawn area maintenance cost	\$17,950	\$22,500	\$22,900	\$15,222
Parks lawn area cost per acre	\$2,992	\$3,629	\$22,900	\$3,806
Miles of City maintained streets	110	110	110	110
Miles of streets rehabilitation completed	2.30	4.0	5.6	5.0
Pavement Rehab Cost	\$1,269,000	\$1,150,000	\$1,150,000	\$1,150,000
Pavement Rehab Cost per mile	\$552,000	\$287,500	\$205,000	\$230,000
Number of City maintained facilities	21	22	22	22
Facilities maintenance cost	\$579,298	\$536,964	\$536,964	\$498,190
Facilities cost per facility	\$27,586	\$24,407	\$24,407	\$22,645
In-house projects completed (#)	2	2	7	5
In-house projects contractor bid amount	\$57,900	\$40,000	\$160,000	\$100,000
In-house projects actual cost (\$)	\$21,250	\$15,000	\$55,000	\$35,000
Savings due to in-house projects	\$36,650	\$25,000	\$105,000	\$65,000
Number of culverts cleaned	22	25	26	30

In-house projects completed in FY2017 included the Sinagua Property Connection, Ranger Station Park Demolition, Wetlands Piers, Fitness Trail Demolition, Wetland Roadway Millings, Bike Park Construction, and Wetland Observation Pads.



## PUBLIC WORKS - Capital Projects Management

<b>Program Expenditures:</b>	<b>\$568,560</b>
<b>Personnel Costs:</b>	<b>\$368,910 (65%)</b>
<b>Supplies &amp; Services:</b>	<b>\$ 9,120 (2%)</b>
<b>Internal Charges:</b>	<b>\$190,530 (33%)</b>
<b>Employee Time Allocation:</b>	<b>3.54 FTEs</b>
<b>General Fund Portion:</b>	<b>\$453,530 (80%)</b>
<b>Wastewater Fund Portion:</b>	<b>\$115,030 (20%)</b>

The Public Works Department manages projects for multiple budget programs. As shown below, the Capital Improvement Program (CIP) includes:

- **Art in Public Places** – Art in the Roundabouts (nothing budgeted for FY 2017-18).
- **Community Development** – Brewer Road Property.
- **Drainage** – Brewer Road/Tlaquepaque improvements, Juniper Hills Drainage, easement acquisition, Coffee Pot Drainage Basin improvements.
- **Police** – Shooting Range Improvements, Police facility renovations, records management upgrades.
- **Public Works** – General public works projects like the Uptown Restroom Improvements (nothing budgeted for FY 2017-18).
- **Parks and Recreation** – Concession stand improvements, park land acquisition, Dog Park upgrade, Bike Skills Park improvements.
- **Streets** – Transportation master plan implementation projects, road projects, sidewalk extensions.
- **Wastewater** – Collections system master plan implementation projects, effluent management project (recharge wells), SCADA system upgrades, air drying bed drive pad, bar screen and filter system upgrades, headworks replacement.

A portion of the Capital Projects Management program is allocated to the Wastewater Enterprise Fund and represents the Fund's share of the cost for support services.

### FY 17 Accomplishments

- Maintained and further developed a comprehensible communication report for capital improvement project updates. See [www.sedonaaz.gov/CIP](http://www.sedonaaz.gov/CIP).
- Completed 97% of budgeted capital improvement projects across multiple departments.

### FY 18 Objectives

- Incorporate and complete traffic improvement projects recommended in the Transportation Master Plan Update.
- Incorporate and complete wastewater projects recommended in the Wastewater Master Plan Update.
- Complete design and construction of budgeted capital improvement projects on time.
- Complete design and construction of budgeted capital improvement projects within budget.

### Council Priorities

- **Complete Various Traffic Improvements** – Phased improvements have been proposed in the capital improvement program.
- **Brewer Road Park** – The master plan design is complete. Phase 1 improvements are under design and phased improvements have been proposed in the capital improvement program.

## PUBLIC WORKS - Capital Projects Management - continued

PERFORMANCE MEASURES	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Target
Projects budgeted (#)	31	26	26	23
Projects budgeted (CIP \$M)	\$14,108,000	\$10,930,000	\$10,930,000	\$14,064,000
Projects completed (CIP \$M)	\$9,700,000	\$9,837,000	\$10,383,500	\$12,658,000
Projects completed (%)	69%	90%	95%	90%
Projects completed (CIP \$M) / FTE	\$3.59M	\$3.93M	\$4.28M	\$4.55M
Projects completed (#) / FTE	4.8	9.2	9.2	5.1
Value of Parks & Recreation projects (not including land acq.)	\$1.42M	\$1.61M	\$1.61M	\$49,500
Value of Streets projects	\$2.17M	\$1.42M	\$1.42M	\$4.49M

## PUBLIC WORKS - Engineering Services

<b>Program Expenditures:</b>	<b>\$1,036,160</b>
<b>Personnel Costs:</b>	<b>\$ 654,770 (63%)</b>
<b>Supplies &amp; Services:</b>	<b>\$ 111,580 (11%)</b>
<b>Internal Charges:</b>	<b>\$ 269,810 (26%)</b>
<b>Employee Time Allocation:</b>	<b>7.51 FTEs</b>
<b>General Fund Portion:</b>	<b>\$ 719,870 (70%)</b>
<b>Wastewater Fund Portion:</b>	<b>\$ 316,290 (30%)</b>

The Engineering Services program is responsible for administrative services, office support and supplies, development review, staff training, and general professional services. A portion of the Engineering Services program is allocated to the Wastewater Enterprise Fund and represents the Fund's share of the cost for support services. This program also includes the personnel costs for the Streets Maintenance program.

### Council Priorities

- **Land Development Code** – Public Works staff are working in support of the Community Development Department on the land development code update.

WORKLOAD INDICATORS	<b>FY 16 Actual</b>	<b>FY 17 Target</b>	<b>FY 17 Estimate</b>	<b>FY 18 Projection</b>
Building Permits Reviewed	295	305	305	305
Commercial Permits Reviewed	211	250	250	250
Maintained NACOG Funding Eligibility (provided traffic count data)	Yes	Yes	Yes	Yes

### GENERAL FUND REVENUES

	<b>FY 16 Actual</b>	<b>FY 17 Target</b>	<b>FY 17 Estimate</b>	<b>FY 18 Projection</b>
Right-of-Way Permits	\$4,745	\$4,060	\$4,900	\$4,000
Miscellaneous Revenues	\$2,500	\$0	\$100	\$0
<b>Total Revenues</b>	<b>\$7,245</b>	<b>\$4,060</b>	<b>\$5,000</b>	<b>\$4,000</b>

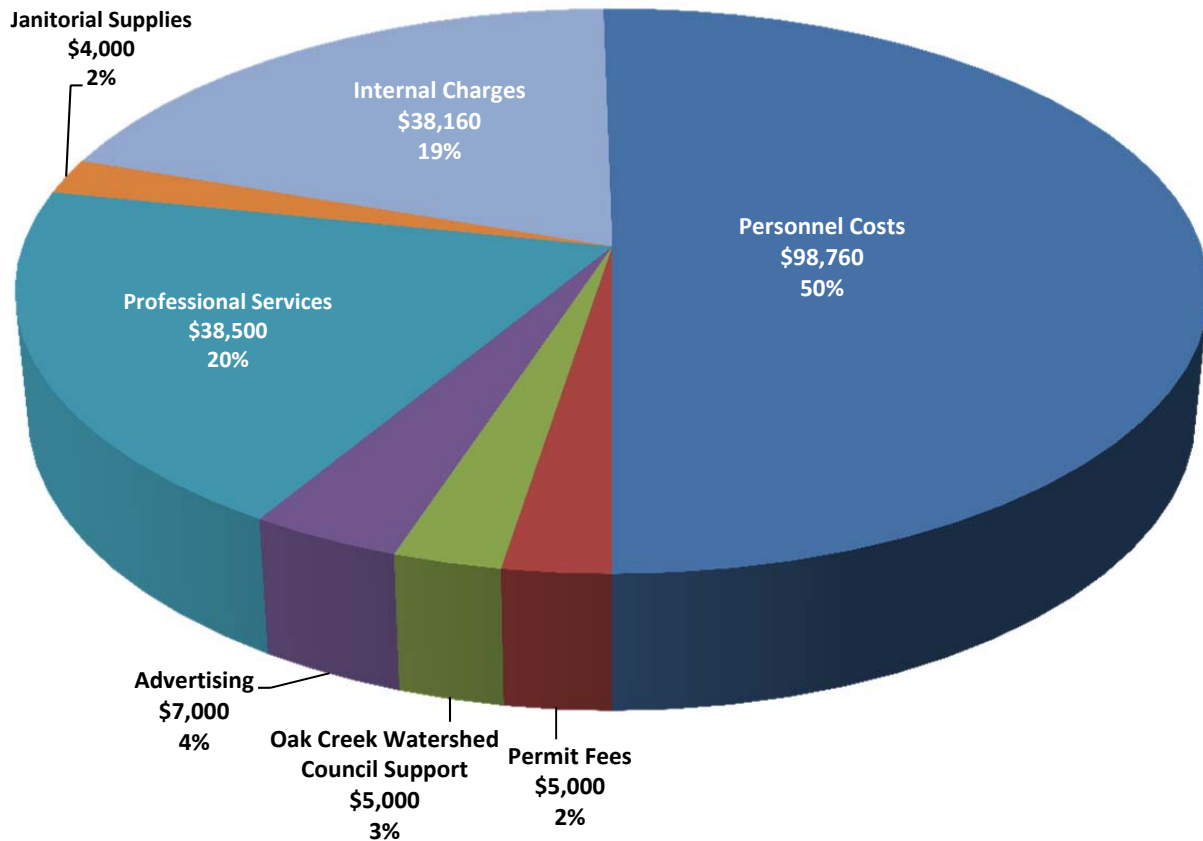
## PUBLIC WORKS- Stormwater Quality

<b>Program Expenditures:</b>	<b>\$196,420</b>
<b>Personnel Costs:</b>	<b>\$ 98,760 (50%)</b>
<b>Supplies &amp; Services:</b>	<b>\$ 59,500 (30%)</b>
<b>Internal Charges:</b>	<b>\$ 38,160 (20%)</b>
<b>Employee Time Allocation:</b>	<b>1.29 FTEs</b>

The Stormwater Quality program is responsible for stormwater quality permit fees, professional services, and public outreach.

PERFORMANCE MEASURES	FY 16 Actual	FY 17 Target	FY17 Estimate	FY 18 Target
MS4 Compliant (Municipal Separate Storm Sewer System)	Yes	Yes	Yes	Yes

### FY 2018 STORMWATER QUALITY EXPENDITURES: \$192,420



## PUBLIC WORKS- Transportation Services

<b>Program Expenditures:</b>	<b>\$175,590</b>
<b>Personnel Costs:</b>	<b>\$111,290 (63%)</b>
<b>Supplies &amp; Services:</b>	<b>\$ 4,680 (3%)</b>
<b>Internal Charges:</b>	<b>\$ 43,620 (25%)</b>
<b>Capital &amp; Debt Service:</b>	<b>\$ 16,000 (9%)</b>
<b>Employee Time Allocation:</b>	<b>1.82 FTEs</b>

The Transportation Services program is responsible for traffic congestion relief.

PERFORMANCE MEASURES	FY 16 Actual	FY 17 Target	FY17 Estimate	FY 18 Target
# Days of Delay > XX Minutes-SR89A Uptown				
# Days of Delay > XX Minutes-SR179				
# Holidays				
# Holidays with Traffic Control				
# Holidays with Delay > XX Minutes SR89A Uptown				
# Holidays with Delay > XX Minutes SR179				

PUBLIC WORKS - continued

Program Summary

67% of year completed

Program	FY2018 Proposed	FY2017 Budget	FY2018 Incr. over FY2017 Budget	FY2017 Est. Actuals	FY2018 Incr. over FY2017 Est.	FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY16 Actuals	FY15 Actuals	FY14 Actuals
<b>General Fund</b>											
10-5320-01 - Administration	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$492,692	\$443,316	\$447,958
10-5320-25 - Aquatics Operations & Maintenance	\$56,260	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
10-5320-26 - Parks Facilities & Maintenance	\$923,465	\$560,426	65%	\$562,826	64%	(\$2,400)	\$337,467	60%	\$699,319	\$629,808	\$672,995
10-5320-38 - Engineering Services	\$719,870	\$604,649	19%	\$611,969	18%	(\$7,320)	\$362,074	59%	\$0	\$0	\$0
10-5320-39 - Streets Maintenance	\$1,458,640	\$1,117,849	30%	\$1,030,099	42%	\$87,750	\$432,128	42%	\$0	\$0	\$0
10-5320-68 - Stormwater Quality	\$196,420	\$146,620	34%	\$146,620	34%	\$0	\$88,388	60%	\$95,384	\$103,205	\$82,117
10-5320-77 - Transportation Services	\$175,590	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
10-5320-79 - Facilities Maintenance	\$3,060	\$568,494	-99%	\$554,604	-99%	\$13,890	\$298,913	54%	\$579,298	\$438,123	\$474,184
10-5320-89 - Capital Projects Management	\$453,530	\$247,680	83%	\$247,680	83%	\$0	\$164,242	66%	\$221,086	\$178,132	\$165,591
<b>General Fund Total</b>	<b>\$3,986,835</b>	<b>\$3,245,718</b>	<b>23%</b>	<b>\$3,153,798</b>	<b>26%</b>	<b>\$91,920</b>	<b>\$1,683,212</b>	<b>53%</b>	<b>\$2,087,779</b>	<b>\$1,792,584</b>	<b>\$1,842,845</b>
<b>Streets Fund</b>											
11-5320-01 - Administration	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$90,225	\$146,094	\$130,895
11-5320-52 - Road & Drainage Rehabilitation	\$1,203,390	\$1,150,000	5%	\$1,150,000	5%	\$0	\$499,774	43%	\$685,080	\$67,601	\$1,279,869
11-5320-54 - Right-of-Way Maintenance	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$242,731	\$167,882	\$271,196
11-5320-73 - Traffic Signals	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$108,191	\$106,496	\$117,380
<b>Streets Fund Total</b>	<b>\$1,203,390</b>	<b>\$1,150,000</b>	<b>5%</b>	<b>\$1,150,000</b>	<b>5%</b>	<b>\$0</b>	<b>\$499,774</b>	<b>43%</b>	<b>\$1,126,227</b>	<b>\$488,072</b>	<b>\$1,799,340</b>
<b>Grants &amp; Donations Funds</b>											
GD-5320-00 - Parks Maintenance	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$0	(\$2,651)	\$0
<b>Grants &amp; Donations Funds Total</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>(\$2,651)</b>	<b>\$0</b>

PUBLIC WORKS - continued

Program Summary

67% of year completed

Program	FY2018 Proposed	FY2017 Budget	FY2018 Incr. over FY2017 Budget	FY2017 Est. Actuals	FY2018 Incr. over FY2017 Est.	FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY16 Actuals	FY15 Actuals	FY14 Actuals
<b>Wastewater Fund</b>											
59-5320-38 - Engineering Services	\$316,290	\$196,523	61%	\$197,723	60%	(\$1,200)	\$116,079	59%	\$16,096	\$0	\$0
59-5320-89 - Capital Projects Management	\$115,030	\$84,210	37%	\$84,210	37%	\$0	\$54,929	65%	\$0	\$0	\$0
<b>Wastewater Fund Total</b>	<b>\$431,320</b>	<b>\$280,733</b>	<b>54%</b>	<b>\$281,933</b>	<b>53%</b>	<b>(\$1,200)</b>	<b>\$171,008</b>	<b>61%</b>	<b>\$16,096</b>	<b>\$0</b>	<b>\$0</b>
<b>GRAND TOTALS</b>											
Administration	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$582,917	\$589,409	\$578,853
Aquatics	\$56,260	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
Parks Maintenance	\$923,465	\$560,426	65%	\$562,826	64%	(\$2,400)	\$337,467	60%	\$699,319	\$627,157	\$672,995
Engineering Services	\$1,036,160	\$801,172	29%	\$809,692	28%	(\$8,520)	\$478,153	59%	\$16,096	\$0	\$0
Streets/Road & Drainage Rehab/ROW Maint./Traffic Signals	\$2,662,030	\$2,267,849	17%	\$2,180,099	22%	\$87,750	\$931,902	43%	\$1,036,002	\$341,979	\$1,668,445
Stormwater Quality	\$196,420	\$146,620	34%	\$146,620	34%	\$0	\$88,388	60%	\$95,384	\$103,205	\$82,117
Transportation Services	\$175,590	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
Facilities Maintenance	\$3,060	\$568,494	-99%	\$554,604	-99%	\$13,890	\$298,913	54%	\$579,298	\$438,123	\$474,184
Capital Projects Management	\$568,560	\$331,890	71%	\$331,890	71%	\$0	\$219,171	66%	\$221,086	\$178,132	\$165,591
<b>Grand Totals</b>	<b>\$5,621,545</b>	<b>\$4,676,451</b>	<b>20%</b>	<b>\$4,585,731</b>	<b>23%</b>	<b>\$90,720</b>	<b>\$2,353,994</b>	<b>51%</b>	<b>\$3,230,102</b>	<b>\$2,278,004</b>	<b>\$3,642,185</b>
<b>Grand Totals (excluded charges allocated to other departments)</b>	<b>\$6,186,085</b>	<b>\$4,676,451</b>	<b>32%</b>	<b>\$4,585,731</b>	<b>35%</b>	<b>\$186,810</b>	<b>\$2,353,994</b>	<b>51%</b>	<b>\$3,230,102</b>	<b>\$2,278,004</b>	<b>\$3,642,185</b>

PUBLIC WORKS - continued

Expenditure Summary

67% of year completed

Cost Category	FY2018 Proposed	FY2017 Budget	FY2018 Incr. over FY2017 Budget	FY2017 Est. Actuals	FY2018 Incr. over FY2017 Est.	FY2017 Est. (over)/under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY16 Actuals	FY15 Actuals	FY14 Actuals	Explanation of Changes
<b>General Fund</b>												
<b>10-5320-01 - Administration</b>												
Personnel	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$468,240	\$388,187	\$434,333	
Supplies & Services	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$24,452	\$55,129	\$13,625	
<b>Administration Total</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$492,692</b>	<b>\$443,316</b>	<b>\$447,958</b>	
<b>10-5320-25 - Aquatics Operations &amp; Maintenance</b>												
Personnel	\$12,220	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Change in allocations between programs
Supplies & Services (ongoing)	\$36,160	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Moved from Parks & Recreation
<b>Aquatics Operations &amp; Maintenance Direct Costs Subtotal</b>	<b>\$48,380</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
Internal Charges	\$7,880	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Indirect cost allocation plan implemented for FY2018
<b>Aquatics Operations &amp; Maintenance Total</b>	<b>\$56,260</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>10-5320-26 - Parks Facilities &amp; Maintenance</b>												
Personnel	\$270,460	\$269,530	0%	\$278,030	-3%	(\$8,500)	\$167,718	60%	\$466,813	\$408,893	\$415,270	<b>Budget Increase:</b> Added overtime for in-house projects (\$10k); added Bike Skills Park maintenance (Decision Package - CM Partial Recommendation)
Supplies & Services (ongoing)	\$354,985	\$264,896	34%	\$258,796	37%	\$6,100	\$144,161	56%	\$188,112	\$190,916	\$222,728	<b>Current Year Over Budget:</b> Overtime for parks projects <b>Budget Increase:</b> Increased water utility (\$77k), wastewater utility (\$15k), chemicals (\$8k), grounds maintenance (\$16k), USFS trails maintenance (\$10k); moved vehicle fuel and maintenance costs from General Services (\$14k); decreases electric utility (\$54k)
<b>Parks Facilities &amp; Maintenance Direct Costs Subtotal</b>	<b>\$625,445</b>	<b>\$534,426</b>	<b>17%</b>	<b>\$536,826</b>	<b>17%</b>	<b>(\$2,400)</b>	<b>\$311,879</b>	<b>58%</b>	<b>\$654,925</b>	<b>\$599,808</b>	<b>\$637,997</b>	
Internal Charges	\$297,020	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Indirect cost allocation plan implemented for FY2018
<b>Parks Facilities &amp; Maintenance Ongoing Total</b>	<b>\$922,465</b>	<b>\$534,426</b>	<b>73%</b>	<b>\$536,826</b>	<b>72%</b>	<b>(\$2,400)</b>	<b>\$311,879</b>	<b>58%</b>	<b>\$654,925</b>	<b>\$599,808</b>	<b>\$637,997</b>	
Capital & Debt Service	\$1,000	\$26,000	-96%	\$26,000	-96%	\$0	\$25,588	98%	\$44,394	\$30,000	\$34,998	<b>Budget:</b> New landscaping including trees
<b>Parks Facilities &amp; Maintenance Total</b>	<b>\$923,465</b>	<b>\$560,426</b>	<b>65%</b>	<b>\$562,826</b>	<b>64%</b>	<b>(\$2,400)</b>	<b>\$337,467</b>	<b>60%</b>	<b>\$699,319</b>	<b>\$629,808</b>	<b>\$672,995</b>	



PUBLIC WORKS - continued

Expenditure Summary

67% of year completed

Cost Category	FY2018 Proposed	FY2017 Budget	FY2018 Incr. over FY2017 Budget	FY2017 Est. Actuals	FY2018 Incr. over FY2017 Est.	FY2017 Est. (over)/under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY16 Actuals	FY15 Actuals	FY14 Actuals	Explanation of Changes
<b>10-5320-38 - Engineering Services</b>												
Personnel	\$450,020	\$560,560	-20%	\$567,660	-21%	(\$7,100)	\$351,450	62%	\$0	\$0	\$0	<b>Budget Decrease:</b> Change in allocations between program <b>Current Year Over Budget:</b> Overtime increases
Supplies & Services (ongoing)	\$35,750	\$44,089	-19%	\$44,309	-19%	(\$220)	\$10,624	24%	\$0	\$0	\$0	<b>Budget Decrease:</b> Reduction in uniform expenses (\$4k); moved vehicle fuel and maintenance costs from General Services (\$5k); moved Travel & Training costs to other programs (\$11k)
<b>Engineering Services Direct Costs Subtotal</b>	<b>\$485,770</b>	<b>\$604,649</b>	<b>-20%</b>	<b>\$611,969</b>	<b>-21%</b>	<b>(\$7,320)</b>	<b>\$362,074</b>	<b>59%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
Internal Charges	\$204,100	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Indirect cost allocation plan implemented for FY2018
<b>Engineering Services Ongoing Total</b>	<b>\$689,870</b>	<b>\$604,649</b>	<b>14%</b>	<b>\$611,969</b>	<b>13%</b>	<b>(\$7,320)</b>	<b>\$362,074</b>	<b>59%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
Supplies & Services (one-time)	\$30,000	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget:</b> Aerial photo
<b>Engineering Services Total</b>	<b>\$719,870</b>	<b>\$604,649</b>	<b>19%</b>	<b>\$611,969</b>	<b>18%</b>	<b>(\$7,320)</b>	<b>\$362,074</b>	<b>59%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>10-5320-39 - Streets Maintenance</b>												
Personnel	\$346,100	\$209,520	65%	\$209,520	65%	\$0	\$135,462	65%	\$0	\$0	\$0	<b>Budget Increase:</b> Change in allocations between programs
Supplies & Services (ongoing)	\$727,800	\$855,529	-15%	\$767,779	-5%	\$87,750	\$296,666	39%	\$0	\$0	\$0	<b>Budget Decrease:</b> Reduction in drainage maintenance (\$90k), right-of-way maintenance (\$24k), water utility (\$10k), electric utility (\$4k), vehicle fuel costs of (\$7k); increase in vehicle maintenance costs (\$10k), moved Travel & Trainings costs from Engineering Services (\$3k)
<b>Streets Maintenance Direct Costs Subtotal</b>	<b>\$1,073,900</b>	<b>\$1,065,049</b>	<b>1%</b>	<b>\$977,299</b>	<b>10%</b>	<b>\$87,750</b>	<b>\$432,128</b>	<b>44%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
Internal Charges	\$312,740	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Indirect cost allocation plan implemented for FY2018
<b>Streets Maintenance Ongoing Total</b>	<b>\$1,386,640</b>	<b>\$1,065,049</b>	<b>30%</b>	<b>\$977,299</b>	<b>42%</b>	<b>\$87,750</b>	<b>\$432,128</b>	<b>44%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
Capital & Debt Service	\$72,000	\$52,800	36%	\$52,800	36%	\$0	\$0	0%	\$0	\$0	\$0	<b>Budget:</b> ADA sidewalk improvements, hot box (Decision Package - CM Recommended)
<b>Streets Maintenance Total</b>	<b>\$1,458,640</b>	<b>\$1,117,849</b>	<b>30%</b>	<b>\$1,030,099</b>	<b>42%</b>	<b>\$87,750</b>	<b>\$432,128</b>	<b>42%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>10-5320-68 - Stormwater Quality</b>												
Personnel	\$98,760	\$94,120	5%	\$94,120	5%	\$0	\$59,363	63%	\$66,782	\$68,836	\$56,827	
Supplies & Services (ongoing)	\$59,500	\$52,500	13%	\$52,500	13%	\$0	\$29,025	55%	\$28,602	\$34,369	\$25,290	<b>Budget Increase:</b> Increased street sweeping (\$15,000), decreased Oak Creek Watershed Council (\$10k)
<b>Stormwater Quality Direct Costs Subtotal</b>	<b>\$158,260</b>	<b>\$146,620</b>	<b>8%</b>	<b>\$146,620</b>	<b>8%</b>	<b>\$0</b>	<b>\$88,388</b>	<b>60%</b>	<b>\$95,384</b>	<b>\$103,205</b>	<b>\$82,117</b>	
Internal Charges	\$38,160	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Indirect cost allocation plan implemented for FY2018
<b>Stormwater Quality Total</b>	<b>\$196,420</b>	<b>\$146,620</b>	<b>34%</b>	<b>\$146,620</b>	<b>34%</b>	<b>\$0</b>	<b>\$88,388</b>	<b>60%</b>	<b>\$95,384</b>	<b>\$103,205</b>	<b>\$82,117</b>	

PUBLIC WORKS - continued

Expenditure Summary

67% of year completed

Cost Category	FY2018 Proposed	FY2017 Budget	FY2018 Incr. over FY2017 Budget	FY2017 Est. Actuals	FY2018 Incr. over FY2017 Est.	FY2017 Est. (over)/under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY16 Actuals	FY15 Actuals	FY14 Actuals	Explanation of Changes
<b>10-5320-77 - Transportation Services</b>												
Personnel	\$111,290	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Traffic Control Operations (Decision Package - CM Recommended)
Supplies & Services (ongoing)	\$4,680	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Traffic Control Operations (Decision Package - CM Recommended)
<b>Transportation Services Direct Costs Subtotal</b>	<b>\$115,970</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
Internal Charges	\$43,620	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Traffic Control Operations (Decision Package - CM Recommended)
<b>Transportation Services Ongoing Total</b>	<b>\$159,590</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
Capital & Debt Service	\$16,000	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget:</b> Variable message sign (Decision Package - CM Recommended)
<b>Transportation Services Total</b>	<b>\$175,590</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>10-5320-79 - Facilities Maintenance</b>												
Personnel	\$116,510	\$104,120	12%	\$104,120	12%	\$0	\$61,184	59%	\$105,241	\$113,631	\$104,816	<b>Budget Increase:</b> Added overtime for in-house projects (\$10k)
Supplies & Services (ongoing)	\$353,850	\$389,374	-9%	\$425,484	-17%	(\$36,110)	\$222,531	52%	\$315,873	\$302,208	\$333,825	<b>Budget Decrease:</b> Reduction in professional services (\$3k), water utility (\$3k), electric utility (\$62k), gas utility (\$12k), propane utility (\$4k); increased wastewater utility (\$14k), maintenance and improvements (\$10k) <b>Current Year Under Budget:</b> Savings in janitorial services and utilities
<b>Facilities Maintenance Direct Costs Subtotal</b>	<b>\$470,360</b>	<b>\$493,494</b>	<b>-5%</b>	<b>\$529,604</b>	<b>-11%</b>	<b>(\$36,110)</b>	<b>\$283,715</b>	<b>54%</b>	<b>\$421,114</b>	<b>\$415,839</b>	<b>\$438,641</b>	
Internal Charges	(\$507,300)	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Indirect cost allocation plan implemented for FY2018
<b>Facilities Maintenance Ongoing Total</b>	<b>(\$36,940)</b>	<b>\$493,494</b>	<b>-107%</b>	<b>\$529,604</b>	<b>-107%</b>	<b>(\$36,110)</b>	<b>\$283,715</b>	<b>54%</b>	<b>\$421,114</b>	<b>\$415,839</b>	<b>\$438,641</b>	
Capital & Debt Service	\$40,000	\$75,000	-47%	\$25,000	60%	\$50,000	\$15,198	61%	\$158,184	\$22,284	\$35,543	<b>Budget:</b> Maintenance projects
<b>Facilities Maintenance Total</b>	<b>\$3,060</b>	<b>\$568,494</b>	<b>-99%</b>	<b>\$554,604</b>	<b>-99%</b>	<b>\$13,890</b>	<b>\$298,913</b>	<b>54%</b>	<b>\$579,298</b>	<b>\$438,123</b>	<b>\$474,184</b>	
<b>10-5320-89 - Capital Projects Management</b>												
Personnel	\$276,890	\$247,680	12%	\$247,680	12%	\$0	\$164,242	66%	\$221,086	\$178,132	\$165,591	<b>Budget Increase:</b> Change in allocations between programs
Supplies & Services (ongoing)	\$7,230	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Change in allocations between programs
<b>Capital Projects Management Direct Costs Subtotal</b>	<b>\$284,120</b>	<b>\$247,680</b>	<b>15%</b>	<b>\$247,680</b>	<b>15%</b>	<b>\$0</b>	<b>\$164,242</b>	<b>66%</b>	<b>\$221,086</b>	<b>\$178,132</b>	<b>\$165,591</b>	
Internal Charges	\$169,410	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Indirect cost allocation plan implemented for FY2018
<b>Capital Projects Management Total</b>	<b>\$453,530</b>	<b>\$247,680</b>	<b>83%</b>	<b>\$247,680</b>	<b>83%</b>	<b>\$0</b>	<b>\$164,242</b>	<b>66%</b>	<b>\$221,086</b>	<b>\$178,132</b>	<b>\$165,591</b>	

PUBLIC WORKS - continued

Expenditure Summary

67% of year completed

Cost Category	FY2018 Proposed	FY2017 Budget	FY2018 Incr. over FY2017 Budget	FY2017 Est. Actuals	FY2018 Incr. over FY2017 Est.	FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY16 Actuals	FY15 Actuals	FY14 Actuals	Explanation of Changes
<b>General Fund Totals</b>												
Personnel Subtotal	\$1,682,250	\$1,485,530	13%	\$1,501,130	12%	(\$15,600)	\$939,419	63%	\$1,328,162	\$1,157,679	\$1,176,837	
Supplies & Services (Ongoing) Subtotal	\$1,579,955	\$1,606,388	-2%	\$1,548,868	2%	\$57,520	\$703,007	45%	\$557,039	\$582,621	\$595,467	
Direct Costs (Ongoing) Subtotal	\$3,262,205	\$3,091,918	6%	\$3,049,998	7%	\$41,920	\$1,642,426	54%	\$1,885,201	\$1,740,300	\$1,772,303	
Internal Charges Subtotal	\$565,630	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
Ongoing Subtotal	\$3,827,835	\$3,091,918	24%	\$3,049,998	26%	\$41,920	\$1,642,426	54%	\$1,885,201	\$1,740,300	\$1,772,303	
Supplies & Services (One-Time) Subtotal	\$30,000	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
Capital & Debt Service Subtotal	\$129,000	\$153,800	-16%	\$103,800	24%	\$50,000	\$40,786	39%	\$202,578	\$52,284	\$70,541	
One-Time Subtotal	\$159,000	\$153,800	3%	\$103,800	53%	\$50,000	\$40,786	39%	\$202,578	\$52,284	\$70,541	
General Fund Total	\$3,986,835	\$3,245,718	23%	\$3,153,798	26%	\$91,920	\$1,683,212	53%	\$2,087,779	\$1,792,584	\$1,842,845	
<b>Streets Fund</b>												
<b>11-5320-01 - Administration</b>												
Supplies & Services	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$60,262	\$51,642	\$70,358	
Capital & Debt Service	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$29,963	\$94,452	\$60,537	
Administration Total	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$90,225	\$146,094	\$130,895	
<b>11-5320-52 - Road &amp; Drainage Rehabilitation</b>												
Supplies & Services (ongoing)	\$1,150,000	\$1,150,000	0%	\$1,150,000	0%	\$0	\$499,774	43%	\$685,080	\$67,601	\$1,279,869	
Internal Charges	\$53,390	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	Budget Increase: Indirect cost allocation plan implemented for FY2018
Road & Drainage Rehabilitation Total	\$1,203,390	\$1,150,000	5%	\$1,150,000	5%	\$0	\$499,774	43%	\$685,080	\$67,601	\$1,279,869	
<b>11-5320-54 - Right-of-Way Maintenance</b>												
Supplies & Services	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$162,122	\$167,882	\$239,477	
Capital & Debt Service	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$80,609	\$0	\$31,719	
Right-of-Way Maintenance Total	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$242,731	\$167,882	\$271,196	
<b>11-5320-73 - Traffic Signals</b>												
Supplies & Services	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$108,191	\$106,496	\$117,380	
Traffic Signals Total	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$108,191	\$106,496	\$117,380	
<b>Streets Fund Totals</b>												
Supplies & Services (Ongoing) Subtotal	\$1,150,000	\$1,150,000	0%	\$1,150,000	0%	\$0	\$499,774	43%	\$1,015,655	\$393,621	\$1,707,084	
Internal Charges Subtotal	\$53,390	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
Ongoing Subtotal	\$1,203,390	\$1,150,000	5%	\$1,150,000	5%	\$0	\$499,774	43%	\$1,015,655	\$393,621	\$1,707,084	
Capital & Debt Service Subtotal	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$110,572	\$94,452	\$92,256	
Streets Fund Total	\$1,203,390	\$1,150,000	5%	\$1,150,000	5%	\$0	\$499,774	43%	\$1,126,227	\$488,072	\$1,799,340	

PUBLIC WORKS - continued

Expenditure Summary

67% of year completed

Cost Category	FY2018 Proposed	FY2017 Budget	FY2018 Incr. over FY2017 Budget	FY2017 Est. Actuals	FY2018 Incr. over FY2017 Est.	FY2017 Est. (over)/under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY16 Actuals	FY15 Actuals	FY14 Actuals	Explanation of Changes
<b>Grants &amp; Donations Funds</b>												
<b>GD-5320-00 - Parks Maintenance</b>												
Supplies & Services	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$0	(\$2,651)	\$0	
<b>Grants &amp; Donations Funds Total</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>(\$2,651)</b>	<b>\$0</b>	
<b>Wastewater Fund</b>												
<b>59-5320-38 - Engineering Services</b>												
Personnel	\$204,750	\$171,210	20%	\$171,210	20%	\$0	\$108,042	63%	\$0	\$0	\$0	<b>Budget Increase:</b> Change in allocations between programs
Supplies & Services (ongoing)	\$45,830	\$25,313	81%	\$26,513	73%	(\$1,200)	\$8,037	30%	\$14,445	\$0	\$0	<b>Budget Increase:</b> Added unanticipated lateral connections (\$20k)
<b>Engineering Services Direct Costs Subtotal</b>	<b>\$250,580</b>	<b>\$196,523</b>	<b>28%</b>	<b>\$197,723</b>	<b>27%</b>	<b>(\$1,200)</b>	<b>\$116,079</b>	<b>59%</b>	<b>\$14,445</b>	<b>\$0</b>	<b>\$0</b>	
Internal Charges	\$65,710	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Indirect cost allocation plan implemented for FY2018
<b>Engineering Services Ongoing Total</b>	<b>\$316,290</b>	<b>\$196,523</b>	<b>61%</b>	<b>\$197,723</b>	<b>60%</b>	<b>(\$1,200)</b>	<b>\$116,079</b>	<b>59%</b>	<b>\$14,445</b>	<b>\$0</b>	<b>\$0</b>	
Capital & Debt Service	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$1,651	\$0	\$0	
<b>Engineering Services Total</b>	<b>\$316,290</b>	<b>\$196,523</b>	<b>61%</b>	<b>\$197,723</b>	<b>60%</b>	<b>(\$1,200)</b>	<b>\$116,079</b>	<b>59%</b>	<b>\$16,096</b>	<b>\$0</b>	<b>\$0</b>	
<b>59-5320-89 - Capital Projects Management</b>												
Personnel	\$92,020	\$84,210	9%	\$84,210	9%	\$0	\$54,929	65%	\$0	\$0	\$0	<b>Budget Increase:</b> Change in allocations between programs
Supplies & Services (ongoing)	\$1,890	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Change in allocations between programs
<b>Engineering Services Direct Costs Subtotal</b>	<b>\$93,910</b>	<b>\$84,210</b>	<b>12%</b>	<b>\$84,210</b>	<b>12%</b>	<b>\$0</b>	<b>\$54,929</b>	<b>65%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
Internal Charges	\$21,120	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Indirect cost allocation plan implemented for FY2018
<b>Capital Projects Management Total</b>	<b>\$115,030</b>	<b>\$84,210</b>	<b>37%</b>	<b>\$84,210</b>	<b>37%</b>	<b>\$0</b>	<b>\$54,929</b>	<b>65%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>Wastewater Fund Totals</b>												
<b>Personnel Subtotal</b>	<b>\$296,770</b>	<b>\$255,420</b>	<b>16%</b>	<b>\$255,420</b>	<b>16%</b>	<b>\$0</b>	<b>\$162,971</b>	<b>64%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>Supplies &amp; Services (Ongoing) Subtotal</b>	<b>\$47,720</b>	<b>\$25,313</b>	<b>89%</b>	<b>\$26,513</b>	<b>80%</b>	<b>(\$1,200)</b>	<b>\$8,037</b>	<b>30%</b>	<b>\$14,445</b>	<b>\$0</b>	<b>\$0</b>	
<b>Direct Costs (Ongoing) Subtotal</b>	<b>\$344,490</b>	<b>\$280,733</b>	<b>23%</b>	<b>\$281,933</b>	<b>22%</b>	<b>(\$1,200)</b>	<b>\$171,008</b>	<b>61%</b>	<b>\$14,445</b>	<b>\$0</b>	<b>\$0</b>	
<b>Internal Charges Subtotal</b>	<b>\$86,830</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>Ongoing Subtotal</b>	<b>\$775,810</b>	<b>\$561,466</b>	<b>38%</b>	<b>\$563,866</b>	<b>38%</b>	<b>(\$2,400)</b>	<b>\$342,016</b>	<b>61%</b>	<b>\$28,890</b>	<b>\$0</b>	<b>\$0</b>	
<b>Capital &amp; Debt Service Subtotal</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$1,651</b>	<b>\$0</b>	<b>\$0</b>	
<b>Wastewater Fund Total</b>	<b>\$775,810</b>	<b>\$561,466</b>	<b>38%</b>	<b>\$563,866</b>	<b>38%</b>	<b>(\$2,400)</b>	<b>\$342,016</b>	<b>61%</b>	<b>\$30,541</b>	<b>\$0</b>	<b>\$0</b>	

PUBLIC WORKS - continued

Expenditure Summary

67% of year completed

Cost Category	FY2018 Proposed	FY2017 Budget	FY2018 Incr. over FY2017 Budget	FY2017 Est. Actuals	FY2018 Incr. over FY2017 Est.	FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY16 Actuals	FY15 Actuals	FY14 Actuals	Explanation of Changes
<b>Grand Totals</b>												
Personnel Subtotal	\$1,979,020	\$1,740,950	14%	\$1,756,550	13%	(\$15,600)	\$1,102,390	63%	\$1,328,162	\$1,157,679	\$1,176,837	
Supplies & Services (Ongoing) Subtotal	\$2,777,675	\$2,781,701	0%	\$2,725,381	2%	\$56,320	\$1,210,818	44%	\$1,587,139	\$973,590	\$2,302,551	
Direct Costs (Ongoing) Subtotal	\$4,756,695	\$4,522,651	5%	\$4,481,931	6%	\$40,720	\$2,313,208	52%	\$2,915,301	\$2,131,269	\$3,479,388	
Internal Charges Subtotal	\$705,850	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
Ongoing Subtotal	\$5,462,545	\$4,522,651	21%	\$4,481,931	22%	\$40,720	\$2,313,208	52%	\$2,915,301	\$2,131,269	\$3,479,388	
Supplies & Services (One-Time) Subtotal	\$30,000	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
Capital & Debt Service Total	\$129,000	\$153,800	-16%	\$103,800	24%	\$50,000	\$40,786	39%	\$314,801	\$146,736	\$162,798	
One-Time Subtotal	\$159,000	\$153,800	3%	\$103,800	53%	\$50,000	\$40,786	39%	\$314,801	\$146,736	\$162,798	
<b>Grand Total</b>	<b>\$5,621,545</b>	<b>\$4,676,451</b>	<b>20%</b>	<b>\$4,585,731</b>	<b>23%</b>	<b>\$90,720</b>	<b>\$2,353,994</b>	<b>51%</b>	<b>\$3,230,102</b>	<b>\$2,278,004</b>	<b>\$3,642,185</b>	

NOTE: Excluding the impact of costs transferred from the Parks & Recreation Department for pool maintenance and from General Services for fuel and vehicle maintenance, the increase in ongoing direct costs would be 4%.

**PUBLIC WORKS - continued**

**Positions/Allocations Summaries**

Position	FY18 FTE	FY17 FTE
Administrative Assistant <sup>(1)</sup>	0.60	0.60
Assistant Engineer	2.00	2.00
Associate Engineer	3.00	3.00
Chief Engineering Inspector	1.00	1.00
City Maintenance Supervisor	1.00	1.00
City Maintenance Worker I	6.00	6.00
City Maintenance Worker II	2.00	2.00
Director of Public Works/City Engineer	1.00	1.00
Engineering Services Inspector	2.00	2.00
Engineering Supervisor	1.00	1.00
Facilities Maintenance Manager	1.00	1.00
Public Works Administrative Supervisor	1.00	1.00
Right-of-Way Specialist <sup>(2)</sup>	1.00	2.00
Right-of-Way Supervisor <sup>(2)</sup>	1.00	0.00
Temporary City Employee <sup>(3)</sup>	0.25	0.00
Traffic Control Assistant <sup>(4)</sup>	1.72	0.00
<b>Total</b>	<b>25.57</b>	<b>23.60</b>

Org Unit	Org Description	FY18 FTE	FY17 FTE
<b>General Fund</b>			
10-5320-25	Aquatics	0.20	0.00
10-5320-26	Parks Facilities & Maintenance	4.44	5.15
10-5320-38	Engineering Services	4.93	6.67
10-5320-39	Streets Maintenance	5.17	3.25
10-5320-68	Stormwater Quality	1.29	1.29
10-5320-77	Transportation Services	1.82	0.00
10-5320-79	Facilities Maintenance	1.60	1.60
10-5320-89	Capital Projects Management	2.65	2.45
<b>General Fund Total</b>		<b>22.10</b>	<b>20.41</b>
<b>Wastewater Fund</b>			
59-5320-38	Engineering Services	2.58	2.30
59-5320-89	Capital Projects Management	0.89	0.89
<b>Wastewater Fund Total</b>		<b>3.47</b>	<b>3.19</b>
<b>Grand Total</b>		<b>25.57</b>	<b>23.60</b>

<sup>(1)</sup> Part-time position

<sup>(2)</sup> One Right-of-Way Specialist reclassified as Right-of-Way Supervisor in Decision Package (CM Recommended)

<sup>(3)</sup> Position added in Decision Package for Bike Skills Park maintenance (CM Recommended) - position classified as temporary, no benefits

<sup>(4)</sup> Six positions added in Decision Package (CM Recommended) - positions classified as temporary, no benefits

## ECONOMIC DEVELOPMENT

<b>Program Expenditures:</b>	<b>\$211,480</b>
<b>Personnel Costs:</b>	<b>\$152,670 (72%)</b>
<b>Supplies &amp; Services:</b>	<b>\$ 32,300 (15%)</b>
<b>Internal Charges:</b>	<b>\$ 26,510 (13%)</b>
<b>Employee Time Allocation:</b>	<b>1.00 FTE</b>

### Mission Statement

The intent of the Economic Development program is to diversify Sedona's economy consistent with the Community Plan. The program will focus on services and programs that foster entrepreneurship, leveraging existing public and private resources at the local, regional, and state level whenever possible.

### FY 17 Accomplishments

- More than 70% of the Year One Action Plan is complete including interdepartmental integration and partnership development.
- Met with more than 25 local business owners.
- Provided business services such as loan applications, business planning, data, and access to other technical resources.
- Director now chairs the Verde Valley Regional Economic Organization (VVREO) loan committee.
- Will host an Arizona Association of Economic Development (AAED) symposium in June 2017.

### FY 18 Objectives

- Complete the 5-10 year economic development strategic plan.
- Routinely meet with economic development advisory group for input and assistance.
- Acquire specific data related to targeted industries, market share, leakage reports, etc.
- Create an online presence for Sedona's economic development.
- Create marketing materials and opportunities.
- Establish an economic gardening program.

PERFORMANCE MEASURES	<b>FY 16 Actual</b>	<b>FY 17 Target</b>	<b>FY 17 Estimate</b>	<b>FY 18 Target</b>
Expansion and investment in targeted sector	N/A	N/A	N/A	\$0
Number of inquiries from businesses	N/A	N/A	15+	25
Number of business visits/outreach	N/A	N/A	15+	25
Number of business engaged in services offered	N/A	N/A	20+	25
Number of jobs resulting from businesses served	N/A	N/A	N/A	5
Average wage of jobs created above livable wage	N/A	N/A	N/A	3
Amount of private capital investment invested by businesses served	N/A	N/A	N/A	\$0
Number of businesses assisted with business planning	N/A	N/A	N/A	8
Number of business loans / total value of loans	N/A	N/A	N/A	2/\$50K
Number of unique website visits	N/A	N/A	N/A	100

**ECONOMIC DEVELOPMENT - continued**

**Program Summary**

67% of year completed

Program	FY2018 Proposed	FY2017 Budget	FY2018 Incr. over FY2017 Budget	FY2017 Est. Actuals	FY2018 Incr. over FY2017 Est.	FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals
<b>General Fund</b>											
10-5330-01 - Administration	\$211,480	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0
<b>General Fund Total</b>	<b>\$211,480</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Expenditure Summary**

Cost Category	FY2018 Proposed	FY2017 Budget	FY2018 Incr. over FY2017 Budget	FY2017 Est. Actuals	FY2018 Incr. over FY2017 Est.	FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	Explanation of Changes
<b>General Fund</b>												
<b>10-5330-01 - Administration</b>												
Personnel	\$152,670	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	\$0 <b>Budget Increase:</b> Moved from City Manager's Office
Supplies & Services (ongoing)	\$32,300	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	\$0 <b>Budget Increase:</b> Moved from City Manager's Office
<b>Administration Direct Costs Subtotal</b>	<b>\$184,970</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
Internal Charges	\$26,510	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	\$0 <b>Budget Increase:</b> Indirect cost allocation plan implemented for FY2018
<b>General Fund Total</b>	<b>\$211,480</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	

NOTE: Including the impact of costs transferred from the City Manager's Office, the increase in ongoing direct costs would be 4%.

**Positions/Allocations Summaries**

Position	FY18 FTE	FY17 FTE	Org Unit	Org Description	FY18 FTE	FY17 FTE
Economic Development Director <sup>(1)</sup>	1.00	0.00				
<b>Total</b>	<b>1.00</b>	<b>0.00</b>				
			<b>General Fund</b>			
			10-5330-01	Administration <sup>(1)</sup>	1.00	0.00
			<b>General Fund Total</b>		<b>1.00</b>	<b>0.00</b>

<sup>(1)</sup> The Economic Development Program was moved to its own separate department beginning FY2018.



# POLICE

## Mission Statement

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

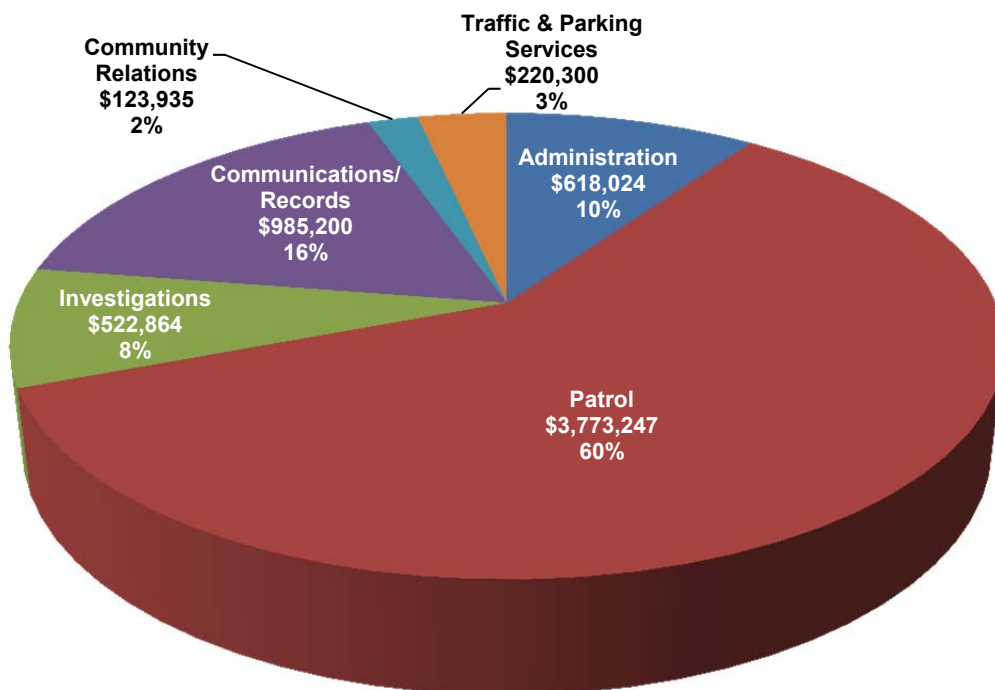
## Description

Under the philosophy of community policing and problem solving partnerships, the Department provides professional law enforcement, traffic safety and crime prevention services to the residents, business owners and visitors of Sedona. The Department deploys personnel twenty-four hours a day, seven days a week in our Communications center and in the field responding to emergency incidents and non-emergency calls for service, and conducting proactive patrol operations. Additional administrative and support personnel work various shifts throughout the week to provide field personnel and the public with timely information, documents, and other important material and services. The Police Department is the sole public safety agency within the Sedona city government.

The Police Department is responsible for the following program areas:

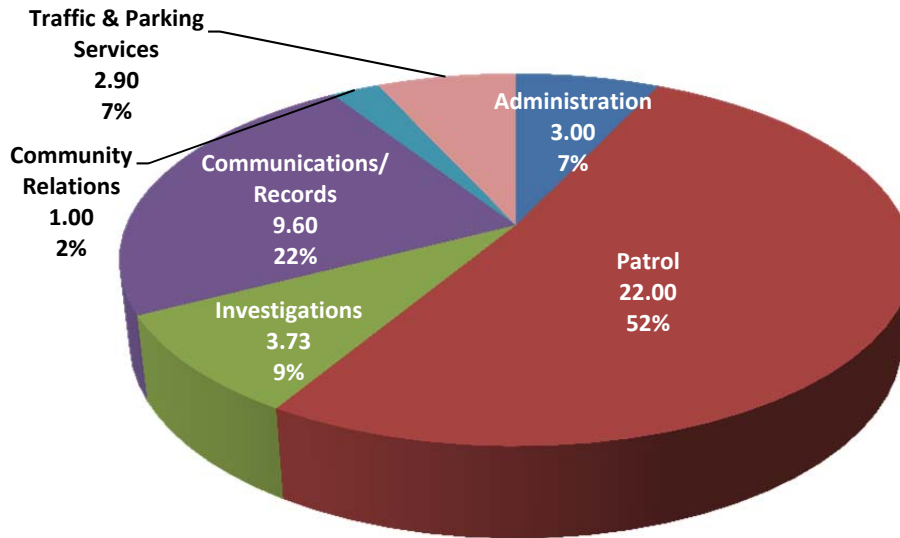
- Administration (includes the Chief's Office and Support Services Division)
- Patrol (includes K-9, SWAT and the School Resource Officer)
- Investigations (includes PANT Investigator and GIITEM Investigator)
- Communications/Records
- Community Relations (includes Community Services Officer/Animal Control, Police Volunteers, Police Explorers and Special Olympics volunteer time)
- Traffic & Parking Services (includes Community Services Aides)

## FY 2018 PROGRAM EXPENDITURES: \$6,344,170



## POLICE - continued

### FY 2018 Percentage of Employee Allocations by Program Area



### REVENUES

	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Projection
<b>General Fund Revenues</b>				
Travel & Training Grants & Reimbursements	\$2,269	\$0	\$400	\$2,500
PANT Reimbursement	\$2,271	\$0	\$2,150	\$3,560
School Resource Officer Reimbursements	\$21,064	\$0	\$7,800	\$0
Copies/Records/Fingerprints	\$4,468	\$4,200	\$3,800	\$4,100
Overtime Reimbursements	\$6,279	\$0	\$2,900	\$5,500
Safety Equipment – Motor Vehicle Fines	\$4,023	\$2,000	\$4,100	\$4,100
Miscellaneous Revenues	\$14,588	\$6,400	\$300	\$300
GIITEM Reimbursements	\$22,910	\$20,000	\$0	\$20,000
Sedona Traffic Enforcement Program (STEP) Administration Fees	\$16,800	\$19,300	\$10,000	\$10,000
<b>Sub Total</b>	<b>\$94,672</b>	<b>\$51,900</b>	<b>\$31,450</b>	<b>\$50,060</b>
<b>Grants &amp; Donations Funds Revenues</b>				
GOHS Grant	\$9,000	\$0	\$5,220	\$0
RICO	\$26,800	\$50,000	\$28,600	\$28,600
Explorer Donations	\$440	\$0	\$2,200	\$2,500
K-9 Donations	\$0	\$0	\$1,400	\$40,000
Special Olympics Donations	\$0	\$0	\$450	\$5,000
<b>Sub Total</b>	<b>\$36,240</b>	<b>\$50,000</b>	<b>\$37,870</b>	<b>\$76,100</b>
<b>Total Revenues</b>	<b>\$130,912</b>	<b>\$101,900</b>	<b>\$106,790</b>	<b>\$126,160</b>

## POLICE - Administration

<b>Program Expenditures:</b>	<b>\$618,024</b>
<b>Personnel Costs:</b>	<b>\$424,760 (69%)</b>
<b>Supplies &amp; Services:</b>	<b>\$ 62,324 (10%)</b>
<b>Internal Charges:</b>	<b>\$130,940 (21%)</b>
<b>Employee Time Allocation:</b>	<b>3.00 FTEs</b>

The Police Administration program consists of the Chief of Police, one commanding officer (currently a Lieutenant) and the Department's Administrative Assistant. The personnel within the program provide essential administrative services such as the development and implementation of policy and procedure; budget planning and management; long range planning; grant development and management; coordination of all training and travel; facility maintenance coordination; and, conducting the Police Citizens Academy. City Management and City Council liaison are also assigned to this program, as well as media relations, and the investigations and reporting of all Department complaints and commendations.

### FY 17 Accomplishments

- Implemented the Lexipol Policy Manual System.
- Conducted a Department-wide survey on the leadership effectiveness of the management and supervisory personnel in July 2016.
- Transitioned to a new Chief of Police in January 2017 (David W. McGill).
- Began the process to hire a Police Commander for Field Operations, and the reorganization of the Department's command structure and field deployments.
- Conducted a Police Citizen Academies to enhance community interaction that started in August and ended in October 2016.
- Transitioned from the .40 caliber service weapon to the 9mm Service weapon in May 2017.
- Evaluated the current Patrol and Communications uniform standards and replaced current uniforms in June 2017.

### FY 18 Objectives

- Obtain funding to purchase a new Computer Aided Dispatch/Records Management System (CAD/RMS).
- Evaluate the cost to implement a new in-car camera system or upgrade the current system by March 1, 2018.
- Train all Department employees on Critical Incident Training (CIT) and mental health responses and recognition, by June 30, 2018.
- Develop and conduct at least two community interaction events to enhance the relationship between the Department and members of the public by June 30, 2018.
- Seek and obtain grant funding to enhance department operations and public safety by March 1, 2018.
- Work with the Sedona Fire District and local law enforcement agencies to develop training exercises to increase emergency preparedness and responses to critical incidents within the City of Sedona and the Verde Valley.

## POLICE – Administration -continued

### Council Priorities

- Sustainable Tourism - Continue working with the City's Off-Highway Vehicle (OHV) Committee to help improve OHV and public safety within the City. Use the mobile digital speed indicators in areas where there are reports of OHVs speeding or driving unsafely. Collect and analyze the data to determine the best utilization of resources to mitigate or solve any problems noted.

PERFORMANCE MEASURES	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Target
Leadership Team development sessions	4 sessions	6 sessions	2 sessions	2 sessions
Employee survey of Department leadership effectiveness	2 surveys	N/A	2 surveys	1 survey
Increase retention of Department employees, maintain staffing levels as close to 100% as possible	98% (41/42)	98% (41/42)	100% (42/42)	100% (42/42)
Train all employees on Critical Incident Training/Mental Health Interactions (CIT)	0 employees	N/A	5 employees	40 employees
Train all supervisory and command staff on Incident Command System/National Incident Management System (ICS/NIMS) protocols	1 employee	N/A	2 employees	7 employees
Conduct community interaction events	1 event	1 event	1 event	2 events
Deploy mobile digital speed indicator sign in areas of reported OHV speeding or unsafe driving (Sustainable Tourism)	0 deploys	1 deploy	1 deploy	4 deploys

## POLICE - Patrol

<b>Program Expenditures:</b>	<b>\$3,773,247</b>
<b>Personnel Costs:</b>	<b>\$2,401,410 (64%)</b>
<b>Supplies &amp; Services:</b>	<b>\$ 266,327 (7%)</b>
<b>Capital &amp; Debt Service:</b>	<b>\$ 218,700 (6%)</b>
<b>Internal Services:</b>	<b>\$ 886,810 (23%)</b>
<b>Employee Time Allocation:</b>	<b>22.00 FTEs</b>

<b>General Fund Portion:</b>	<b>\$3,728,247 (99%)</b>
<b>Grants &amp; Donations Portion:</b>	<b>\$ 45,000 (1%)</b>

This program is managed by a Police Commander and consists of all sworn and civilian uniformed personnel who carry out the department's direct field operations to the community, respond to emergency and routine calls for service; deploy K-9 activities; enforce traffic laws and parking ordinances, and effectively deal with various quality of life matters. The personnel within the program are also responsible for jail operations; maintenance of the department's fleet of vehicles; coordination and maintenance of the police range and training facility; maintenance of all equipment utilized within the program; and, ensuring the on-going professional development of personnel within the program.

### FY 17 Accomplishments

- One Patrol Sergeant was placed into the acting Patrol Lieutenant position and one Detective was placed into an acting Patrol Sergeant position. On March 1, 2017, that acting Patrol Sergeant was promoted to a full-time Patrol Sergeant.
- All supervisors completed the Arizona POST Leadership Program.
- Evaluated the Department's current Field Mobile Records Management System (RMS) and compared it to alternative systems used by other local law enforcement agencies.
- Placed three permanent speed signs along SR 179 at Chapel Road, SR 89A at Foothills South, and SR 89A at Rolling Hills. One non-permanent speed sign was placed along Dry Creek Road during the month of March. These speed signs visually alert drivers of their vehicle's speed, and they record both the speed and the number of vehicles for later analysis.

### FY 18 Objectives

- Conduct at least four speed enforcement and awareness operations through the use of the portable electronic speed radar displays signs by June 30, 2017.
- Obtain grant or overtime funding to conduct at least four traffic-related operations, including impaired drivers, cellular telephone use, and speed violations, by June 30, 2017.
- Reduce injury traffic collisions by at least 8% as compared to FY 2017.
- Increase officer-initiated activity by 10% as compared to FY 2017.
- Raise sufficient funds to purchase and train a new K-9 Team, by September 1, 2017.
- Evaluate the School Resource Officer (SRO) program to increase the number of hours the SRO is on campus to as close to 100% as possible, depending on field deployment concerns, by September 1, 2017.

## POLICE - Patrol - continued

### Council Priorities

- Complete Various Traffic Improvements - Deploy the mobile digital speed indicator in high traffic areas on at least four occasions before June 30, 2018, to collect data and address concerns of unsafe driving.
- Complete Various Traffic Improvements - Patrol will continue to be an active participant in the Sedona Transportation Master Plan discussions and implementation, to address overall traffic concerns.

PERFORMANCE MEASURES	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Target
Maintain a response time of 5 minutes or less 90% of the time to emergency calls	82%	85%	85%	90%
Reduce injury traffic collisions by 8% from FY 17	25	N/A	24	22
Increase officer-initiated activity by 10% from previous fiscal year	4,693	N/A	4,411	4,852
Deploy a new K-9 Team	1	1	0	1

WORKLOAD INDICATORS	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Projection
Violent crime	141	N/A	114	100
Property crime	215	N/A	202	190
Traffic collisions:				
• Fatal	0	N/A	0	0
• Injury	25	N/A	24	22
• Non-injury	242	N/A	212	200
Officer-initiated activity	4,693	N/A	4,411	4,852
Calls for service	13,444	N/A	15,882	16,000

## POLICE - Patrol - continued

### School Resource Officer (SRO)

Under an intergovernmental agreement (IGA) with the Sedona-Oak Creek Unified School District, this program provides a full-time police officer (dependent upon field deployment needs) to conduct prevention, education, and enforcement activities for the students, staff, and parents at school campuses. The SRO also assists the district in developing, implementing, and evaluating school campus safety programs. The SRO acts as the Department liaison to youth-oriented service providers, such as MATFORCE and the Verde Valley Restorative Justice Program; assists in the counseling of students and parents; and, conducts presentations on crime, safety, and substance abuse matters. In addition, the SRO is the Department's liaison to the Arizona Special Olympics, and the Law Enforcement Torch Run to support the Special Olympics.

### FY 17 Accomplishments

- Assisted the Sedona Fire District with fire drills at both Sedona Red Rock High School and West Sedona School campuses.
- Conducted one campus safety plan evaluation at both Sedona Red Rock High School and West Sedona School.
- Implemented surveillance video access to all department staff, to the Sedona Red Rock High School campus.
- Actively participated in and assisted with the successful transfer of the middle schools of Big Park and West Sedona School to the Sedona Red Rock High School Campus.
- Worked closely with the Sedona Fire Department to bring the "Every 15 Minutes" Program to the Red Rock High School. This program is an educational program about drinking and driving and the effects of a fatal collision involving a drunk driver.
- Tripled the donations to the Special Olympics as compared to last year, and participated in the "Over the Edge" Challenge, which is a fund-raiser for the Arizona Special Olympics consisting of persons repelling from the top of a skyscraper in Phoenix, Arizona.
- Reviewed and updated the Intergovernmental Agreement (IGA) between the school district and the Police Department.

### FY 18 Objectives

- Deploy SRO on school campuses at least 90% of the officer's work time, when school is in session.
- Research and obtain grant funding to off-set cost of deploying a SRO.
- Implement surveillance video access to the West Sedona School campus.

PERFORMANCE MEASURES	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Target
School staff satisfaction rating of SRO services at Sedona Red Rock High School	N/A	80%	TBD	90%
School staff satisfaction rating of SRO services at West Sedona School	N/A	80%	TBD	90%
Percentage of time SRO deployed at the schools, when in session	90%	50%	50%	90%

## POLICE – Investigations

<b>Program Expenditures:</b>	<b>\$522,864</b>
<b>Personnel Costs:</b>	<b>\$373,990 (71%)</b>
<b>Supplies &amp; Services:</b>	<b>\$ 50,594 (10%)</b>
<b>Internal Charges:</b>	<b>\$ 98,280 (19%)</b>
<b>Employee Time Allocation:</b>	<b>3.73 FTEs</b>

The Police Investigations program is managed by the Support Services Commanding Officer (currently a Lieutenant) and consists of sworn personnel who are assigned to conduct follow up criminal investigations; background investigations and reviews of various city permit and license applications; processing of criminal complaints assigned to the municipal and county courts; police employee background investigations; and, sex offender registrant monitoring. Personnel in this program are also assigned to specialized regional investigative task forces which bring resources and expertise to the Department and community that would not otherwise be feasible. Property and evidence processing and storage functions are also carried out within this program by civilian personnel.

### FY 17 Accomplishments

- Conducted one Sexual Offender Registrant compliance operation in July 2016.
- Participated in one regional enforcement task force to serve outstanding arrest warrants in August of 2016.
- Assigned a detective as an acting patrol sergeant, and a patrol officer was assigned into the investigation unit as a detective.
- Evaluated the department's current Record's Management System (RMS) for investigation-related purposes and compared it to alternative systems used by other local law enforcement agencies.

### FY 18 Objectives

- Conduct at least two Sexual Offender Registrant compliance operations by April 30, 2018.
- Participate in at least one regional enforcement task force to serve outstanding arrest warrants by June 30, 2018.
- Implement enhanced criminal investigations case management processes by December 31, 2017 to ensure that all follow up investigations are readily available and cases are completed in a timely manner.
- Conduct a review of deployment needs and investigator responsibilities by July 5, 2017.
- Increase clearance rates for violent crimes by 8%, and property crime by 5%.
- Focus on identifying human trafficking (HT) cases, and conduct seminars aimed at educating the public on human trafficking indicators; enhance law enforcement partnerships combating HT occurrences in our City and within the Verde Valley.

PERFORMANCE MEASURES	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Target
Exceed annual Arizona state crime clearance rates for property crime (15.8%)	16%	Yes	21%	23%
Exceed annual Arizona state crime clearance rates for violent crime (31.9%)	61.5%	Yes	78.5%	82%
Complete an investigation on all cases (including lengthy fraud cases) within 6 months from being assigned.	55%	80%	70%	80%
Conduct sexual offender registrant compliance operations	1	1	1	2



## POLICE - Communications/Records

<b>Program Expenditures:</b>	<b>\$1,085,800</b>
<b>Personnel Costs:</b>	<b>\$ 641,800 (59%)</b>
<b>Supplies &amp; Services:</b>	<b>\$ 50,290 (5%)</b>
<b>Internal Charges:</b>	<b>\$ 393,710 (36%)</b>
<b>Employee Time Allocation:</b>	<b>10.00 FTEs</b>

The Communications/Records program consists of civilian personnel who provide support to all Department personnel through radio communications, Computer-Aided Dispatching (CAD), Mobile Data Computer software applications, and records storage and retrieval. The Communications Section employs specially trained personnel who are responsible for answering 9-1-1 emergency telephone lines including all wireless and Voice Over Internet Protocol (VOIP) calls from all providers in our jurisdiction; interpreting the level of priority of the call; and, dispatching the call for service to field personnel. Additionally, personnel within this program are the answering and relay point for after-hours calls for emergency service or questions for other City departments.

The Records Section provides first-level contact for all Police Department business and is the primary service provider for public inquiries, report releases, and other front-counter customer services. This function is responsible for processing police reports, facilitating tow hearings, collecting bond and administrative fees, tracking and recording court dispositions and citations, and any other patrol related documentation. In addition, Records responds to all civil and criminal subpoenas and processes requests for the disclosure of public records. The Records Clerk verifies and inputs data into the department's Records Management System (RMS) and various other criminal justice databases for the purpose of collection and analyses of statistical data related to state and federal reporting requirements.

### FY 17 Accomplishments

- Promoted a Communication Specialist Supervisor from within the communication staff.
- Hired a new Communication Specialist in January 2017.
- Adopted new protocols that allow Police Volunteers to assist with citizen inquiries and public requests at the front desk.
- Constructed a separate Record's Office to allow the Records Clerk to attend to her primary duties away from the front desk.
- Upgraded the telephone recording system, Eventide Media Works.
- Evaluated the Department's current Computer Aided Dispatch/Records Management System (CAD/RMS) and compared it to alternative systems used by other local law enforcement agencies.
- Hired a Full-Time Support Services Clerk.

### FY 18 Objectives

- Upgrade 9-1-1 System from Viper to Vesta/Airbus through the CenturyLink Management Services.
- Review the current tow procedures and company commitments, and provide recommendations to enhance services if any.
- Become the project manager and systems expert for the new CAD/RMS system, when funded.

PERFORMANCE MEASURES	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Target
Exceed the National Emergency Number Association (NENA) standard for answering 9-1-1 calls (10 seconds)	5 seconds	5 seconds	5 seconds	4 seconds
Decrease backlog of records merged into the system	N/A	50	130	0
Decrease wait time for public records requests	N/A	N/A	72 hours	24 hours

## POLICE – Community Relations

<b>Program Expenditures:</b>	<b>\$123,935</b>
<b>Personnel Costs:</b>	<b>\$121,800 (51%)</b>
<b>Supplies &amp; Services:</b>	<b>\$ 29,535 (24%)</b>
<b>Internal Charges:</b>	<b>\$ 30,690 (25%)</b>
<b>Employee Time Allocation:</b>	<b>1.00 FTEs</b>
<b>General Fund Portion:</b>	<b>\$107,585 (87%)</b>
<b>Grants &amp; Donations Portion:</b>	<b>\$ 16,350 (13%)</b>

The Community Relations program consists of all policing efforts focused on quality of life issues important to the public we serve. This program includes our Police Volunteers, the Community Services Officer (CSO), and the Police Explorer Post. These programs and the people who staff them work tirelessly to improve our way of life in Sedona by handling lower-level calls for service and other tasks so the sworn officers stay in the field and available for calls for service. The volunteers conduct home vacation checks; transport arrestees to County jails; direct traffic in highly congested areas of the City to relieve congestion; transport and set up roadway signs and speed indicators; transport and retrieve evidence; and, staff the lobby front desk.

The Community Service Officer (CSOs) is a civilian employee who is responsible for the enforcement of City and state regulations pertaining to animal welfare and other quality of life matters. Activities include enforcement of licensing requirements for the control of rabies for the safety of the community; interaction with the public to inform them on the control and over-population of unwanted animals; and advice for the care and treatment of pets. Responsibilities also include impound, care, and disposition of stray domestic animals, and responses to calls for service regarding problems with domestic animals and wildlife. The Community Service Officer also helps monitor traffic problems in the City and work to mitigate backups using available tools and techniques.

The Police Explorer program is open to all young men and women ages 14-21 who desire to learn about a law enforcement career. They meet often and learn about policing, decision-making, and building character, and they travel to various competitions in the Western US and apply their skills and abilities against other Explorer posts from Arizona and beyond. They also volunteer hundreds of hours of their personal time helping various non-profits and events in Sedona and the Verde Valley.

### FY 17 Accomplishments

- Volunteers worked 4,230 hours for community services in FY 17, including vacation home checks, fingerprinting, traffic mitigation, and staffing other events.
- Recruited, hired and trained the first Community Service Officer.
- Trained CSO on laws and policies related to domestic and wild animals.
- The Police Explorers participated in two national competitions, one in Chandler, Arizona, and the other in Las Vegas, Nevada.
- The Explorers received new uniforms compliments of the donations from two law enforcement vendors.
- Police Volunteers donated over 4,230 hours to provide prisoner/evidence transportation, house watch, crime/traffic scene assistance and special event services.

## POLICE – Community Relations - continued

### FY 18 Objectives

- Reinvigorate the Police Explorer Program, and growing the program by five Explorers.
- Participate in at least two Police Explorer competitions by June 30, 2018.
- Conduct at least two community presentations on leash laws and dog licensing requirements by June 30, 2018.
- Attend the National Animal Care & Control Association Module A Course.

PERFORMANCE MEASURES	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Target
Percentage of barking dog complaints that did not result in a repeat complaint within 12 months	45%	75%	58%	65%
Community presentations by CSO on animal-related topics	2	2	1	2
Increase Explorers' participation in community events by 50%	N/A	N/A	2	3
Increase Volunteer hours in the community by 5%	4,250	N/A	4,275	4,489

## POLICE - Traffic & Parking Services

<b>Program Expenditures:</b>	<b>\$220,300</b>
<b>Personnel Costs:</b>	<b>\$119,820 (54%)</b>
<b>Supplies &amp; Services:</b>	<b>\$ 13,000 (6%)</b>
<b>Internal Charges:</b>	<b>\$ 87,480 (40%)</b>
<b>Employee Time Allocation:</b>	<b>2.90 FTE</b>

The Traffic & Parking Services Program consists of part-time civilian personnel, known as Community Services Aides (CSAs) who are responsible for parking and traffic control (movement of traffic). The program also provides equipment and resources to the department which per State statute can only be used to fund traffic related activities.

### FY 17 Accomplishments

- In partnership with Engineering Services, developed and deployed a traffic management plan for State Route 89A in Uptown during periods of high traffic volumes.
- Recruited, hired and trained two new Community Service Aides.

### FY 18 Objectives

- Create and implement a process for collecting money from the new parking meters installed in the Uptown area.
- Deploy personnel efficiently and effectively to provide timely response to parking complaints and ensure effective levels of parking enforcement.
- Identify and develop key metrics to effectively track and measure workload and productivity factors for Community Service Aide activities in Uptown.
- Increase patrols in the parking lots and trailheads by 50%, due to Engineering Services assuming the traffic duties in Uptown.

### Council Priorities

- Sustainable Tourism - Community Service Aides will conduct selected parking enforcement operations in and around high volume trailheads to ensure roadways are passable, and to direct visitors to alternate parking or trailhead locations.
- Sustainable Tourism – Since Engineering Services has taken over the traffic movement plan in the uptown area, the CSAs will have more time to focus on their primary duties of enforcing parking regulations. The CSAs will now be able to focus at least 75% of their time enforcing the new three-hour parking limit in the Uptown area, and 25% of their time focused on the traffic issues that develop on State Route 89A and State Route 179.

PERFORMANCE MEASURES	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Target
Increase enforcement level by 10% on all parking violations.	336 citations	N/A	410 citations	1,500 citations

POLICE - continued

Program Summary

67% of year completed

Program	FY2018 Proposed	FY2017 Budget	FY2018 Incr. over FY2017 Budget	FY2017 Est. Actuals	FY2018 Incr. over FY2017 Est.	FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals
<b>General Fund</b>											
10-5510-01 - Administration	\$618,024	\$496,784	24%	\$415,584	49%	\$81,200	\$260,966	63%	\$542,925	\$410,865	\$370,851
10-5510-43 - Patrol (including School Resource Officer, S.W.A.T., and K-9 Program)	\$3,728,247	\$2,652,737	41%	\$2,785,147	34%	(\$132,410)	\$1,576,766	57%	\$2,225,743	\$2,388,986	\$1,994,466
10-5510-44 - Investigations (including PANT Officer and GITEM Assignment)	\$522,864	\$406,261	29%	\$304,861	72%	\$101,400	\$193,973	64%	\$302,765	\$226,370	\$270,295
10-5510-45 - Communications/Records	\$1,085,800	\$602,062	80%	\$607,312	79%	(\$5,250)	\$363,990	60%	\$525,905	\$525,117	\$478,233
10-5510-64 - Community Relations (including Animal Control and Volunteers)	\$107,585	\$13,695	686%	\$13,695	686%	\$0	\$4,660	34%	\$18,614	\$27,266	\$61,365
10-5510-81 - Traffic & Parking Services	\$220,300	\$133,240	65%	\$90,810	143%	\$42,430	\$50,588	56%	\$133,586	\$132,551	\$117,009
<b>General Fund Total</b>	<b>\$6,282,820</b>	<b>\$4,304,779</b>	<b>46%</b>	<b>\$4,217,409</b>	<b>49%</b>	<b>\$87,370</b>	<b>\$2,450,943</b>	<b>58%</b>	<b>\$3,749,538</b>	<b>\$3,711,155</b>	<b>\$3,292,220</b>
<b>Grants &amp; Donations Funds</b>											
GD-5510-43 - Patrol (including K-9 Program)	\$45,000	\$17,550	156%	\$130,342	-65%	(\$112,792)	\$18,724	14%	\$124,328	\$143,815	\$58,065
GD-5510-64 - Community Relations (including Special Olympics and Explorers Program)	\$16,350	\$10,000	64%	\$4,260	284%	\$5,740	\$5,348	126%	\$7,672	\$0	\$331
<b>Grants &amp; Donations Funds Total</b>	<b>\$61,350</b>	<b>\$27,550</b>	<b>123%</b>	<b>\$134,602</b>	<b>-54%</b>	<b>(\$107,052)</b>	<b>\$24,072</b>	<b>18%</b>	<b>\$132,000</b>	<b>\$143,815</b>	<b>\$58,396</b>
<b>GRAND TOTALS</b>											
Administration	\$618,024	\$496,784	24%	\$415,584	49%	\$81,200	\$260,966	63%	\$542,925	\$410,865	\$370,851
Patrol	\$3,773,247	\$2,670,287	41%	\$2,915,489	29%	(\$245,202)	\$1,595,490	55%	\$2,350,071	\$2,532,801	\$2,052,531
Investigations	\$522,864	\$406,261	29%	\$304,861	72%	\$101,400	\$193,973	64%	\$302,765	\$226,370	\$270,295
Communications/Records	\$1,085,800	\$602,062	80%	\$607,312	79%	(\$5,250)	\$363,990	60%	\$525,905	\$525,117	\$478,233
Community Relations	\$123,935	\$23,695	423%	\$17,955	590%	\$5,740	\$10,008	56%	\$26,286	\$27,266	\$61,696
Traffic & Parking Services	\$220,300	\$133,240	65%	\$90,810	143%	\$42,430	\$50,588	56%	\$133,586	\$132,551	\$117,009
<b>Grand Totals</b>	<b>\$6,344,170</b>	<b>\$4,332,329</b>	<b>46%</b>	<b>\$4,352,011</b>	<b>46%</b>	<b>(\$19,682)</b>	<b>\$2,475,015</b>	<b>57%</b>	<b>\$3,881,538</b>	<b>\$3,854,970</b>	<b>\$3,350,616</b>

POLICE - continued

Expenditure Summary

67% of year completed

Cost Category	FY2018 Proposed	FY2017 Budget	FY2018 Incr. over FY2017 Budget	FY2017 Est. Actuals	FY2018 Incr. over FY2017 Est.	FY2017 Est. (over)/under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	Explanation of Changes
<b>General Fund</b>												
<b>10-5510-01 - Administration</b>												
Personnel	\$424,760	\$377,130	13%	\$288,000	47%	\$89,130	\$174,185	60%	\$479,996	\$362,115	\$316,839	<b>Current Year Under Budget:</b> Estimated vacancy savings <b>Budget Decrease:</b> Training allocated to individual programs (\$35k)
Supplies & Services (ongoing)	\$60,074	\$79,654	-25%	\$87,584	-31%	(\$7,930)	\$66,781	76%	\$62,929	\$48,751	\$20,812	
<b>Administration Direct Costs Subtotal</b>	<b>\$484,834</b>	<b>\$456,784</b>	<b>6%</b>	<b>\$375,584</b>	<b>29%</b>	<b>\$81,200</b>	<b>\$240,966</b>	<b>64%</b>	<b>\$542,925</b>	<b>\$410,865</b>	<b>\$337,651</b>	
Internal Charges	\$130,940	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Indirect cost allocation plan implemented for FY2018
<b>Ongoing Total</b>	<b>\$615,774</b>	<b>\$456,784</b>	<b>35%</b>	<b>\$375,584</b>	<b>64%</b>	<b>\$81,200</b>	<b>\$240,966</b>	<b>64%</b>	<b>\$542,925</b>	<b>\$410,865</b>	<b>\$337,651</b>	
Supplies & Services (one-time)	\$2,250	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget:</b> Employment exams for vacant position, department photo
Capital & Debt Service	\$0	\$40,000	-100%	\$40,000	-100%	\$0	\$20,000	50%	\$0	\$0	\$33,200	
<b>One-Time Total</b>	<b>\$2,250</b>	<b>\$40,000</b>	<b>-94%</b>	<b>\$40,000</b>	<b>-94%</b>	<b>\$0</b>	<b>\$20,000</b>	<b>50%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$33,200</b>	
<b>Administration Total</b>	<b>\$618,024</b>	<b>\$496,784</b>	<b>24%</b>	<b>\$415,584</b>	<b>49%</b>	<b>\$81,200</b>	<b>\$260,966</b>	<b>63%</b>	<b>\$542,925</b>	<b>\$410,865</b>	<b>\$370,851</b>	
<b>10-5510-43 - Patrol (including School Resource Officer, S.W.A.T., and K-9 Program)</b>												
Personnel	\$2,401,410	\$2,307,700	4%	\$2,350,320	2%	(\$42,620)	\$1,406,166	60%	\$2,093,822	\$2,140,455	\$1,778,892	<b>Budget Increase:</b> Added Police Lieutenant reclassification to Police Commander (Decision Package - CM Contingent Recommendation) <b>Current Year Over Budget:</b> Estimated overtime in excess of amount budgeted
Supplies & Services (ongoing)	\$204,037	\$165,037	24%	\$198,977	3%	(\$33,940)	\$114,760	58%	\$131,921	\$157,616	\$160,679	
<b>Patrol Direct Costs Subtotal</b>	<b>\$2,605,447</b>	<b>\$2,472,737</b>	<b>5%</b>	<b>\$2,549,297</b>	<b>2%</b>	<b>(\$76,560)</b>	<b>\$1,520,926</b>	<b>60%</b>	<b>\$2,225,743</b>	<b>\$2,298,071</b>	<b>\$1,939,571</b>	
Internal Charges	\$886,810	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Indirect cost allocation plan implemented for FY2018
<b>Ongoing Total</b>	<b>\$3,492,257</b>	<b>\$2,472,737</b>	<b>41%</b>	<b>\$2,549,297</b>	<b>37%</b>	<b>(\$76,560)</b>	<b>\$1,520,926</b>	<b>60%</b>	<b>\$2,225,743</b>	<b>\$2,298,071</b>	<b>\$1,939,571</b>	
Supplies & Services (one-time)	\$17,290	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget:</b> Ballistic vest replacements, S.W.A.T. equipment
Capital & Debt Service	\$218,700	\$180,000	22%	\$235,850	-7%	(\$55,850)	\$55,840	24%	\$0	\$90,915	\$54,895	<b>Budget:</b> Lease payment for patrol vehicles, additional vehicles for Assigned Vehicle Program (Decision Package - CM Contingent Recommendation)
<b>One-Time Total</b>	<b>\$235,990</b>	<b>\$180,000</b>	<b>31%</b>	<b>\$235,850</b>	<b>0%</b>	<b>(\$55,850)</b>	<b>\$55,840</b>	<b>24%</b>	<b>\$0</b>	<b>\$90,915</b>	<b>\$54,895</b>	
<b>Patrol Total</b>	<b>\$3,728,247</b>	<b>\$2,652,737</b>	<b>41%</b>	<b>\$2,785,147</b>	<b>34%</b>	<b>(\$132,410)</b>	<b>\$1,576,766</b>	<b>57%</b>	<b>\$2,225,743</b>	<b>\$2,388,986</b>	<b>\$1,994,466</b>	

POLICE - continued

Expenditure Summary

67% of year completed

Cost Category	FY2018 Proposed	FY2017 Budget	FY2018 Incr. over FY2017 Budget	FY2017 Est. Actuals	FY2018 Incr. over FY2017 Est.	FY2017 Est. (over)/under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	Explanation of Changes
<b>10-5510-44 - Investigations (including PANT Officer and GIITEM Assignment)</b>												
Personnel	\$373,990	\$360,920	4%	\$259,520	44%	\$101,400	\$165,685	64%	\$232,416	\$204,868	\$208,888	<b>Current Year Under Budget:</b> Estimated vacancy savings
Supplies & Services (ongoing)	\$50,594	\$45,341	12%	\$45,341	12%	\$0	\$28,288	62%	\$31,499	\$21,503	\$28,207	
<b>Investigations Direct Costs Subtotal</b>	<b>\$424,584</b>	<b>\$406,261</b>	<b>5%</b>	<b>\$304,861</b>	<b>39%</b>	<b>\$101,400</b>	<b>\$193,973</b>	<b>64%</b>	<b>\$263,915</b>	<b>\$226,370</b>	<b>\$237,095</b>	
Internal Charges	\$98,280	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Indirect cost allocation plan implemented for FY2018
<b>Ongoing Total</b>	<b>\$522,864</b>	<b>\$406,261</b>	<b>29%</b>	<b>\$304,861</b>	<b>72%</b>	<b>\$101,400</b>	<b>\$193,973</b>	<b>64%</b>	<b>\$263,915</b>	<b>\$226,370</b>	<b>\$237,095</b>	
Capital & Debt Service	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$38,850	\$0	\$33,200	
<b>Investigations Total</b>	<b>\$522,864</b>	<b>\$406,261</b>	<b>29%</b>	<b>\$304,861</b>	<b>72%</b>	<b>\$101,400</b>	<b>\$193,973</b>	<b>64%</b>	<b>\$302,765</b>	<b>\$226,370</b>	<b>\$270,295</b>	
<b>10-5510-45 - Communications/Records</b>												
Personnel	\$641,800	\$557,840	15%	\$563,090	14%	(\$5,250)	\$338,207	60%	\$487,358	\$491,900	\$454,041	<b>Budget Increase:</b> Increase in overtime (\$9k), reclassified Community Service Officer to Support Services Clerk
Supplies & Services (ongoing)	\$49,580	\$44,222	12%	\$44,222	12%	\$0	\$25,783	58%	\$38,547	\$33,217	\$24,192	
<b>Communications/Records Direct Costs Subtotal</b>	<b>\$691,380</b>	<b>\$602,062</b>	<b>15%</b>	<b>\$607,312</b>	<b>14%</b>	<b>(\$5,250)</b>	<b>\$363,990</b>	<b>60%</b>	<b>\$525,905</b>	<b>\$525,117</b>	<b>\$478,233</b>	
Internal Charges	\$393,710	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Indirect cost allocation plan implemented for FY2018
<b>Ongoing Total</b>	<b>\$1,085,090</b>	<b>\$602,062</b>	<b>80%</b>	<b>\$607,312</b>	<b>79%</b>	<b>(\$5,250)</b>	<b>\$363,990</b>	<b>60%</b>	<b>\$525,905</b>	<b>\$525,117</b>	<b>\$478,233</b>	
Supplies & Services (one-time)	\$710	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget:</b> Employment exams for new hires
<b>Communications/Records Total</b>	<b>\$1,085,800</b>	<b>\$602,062</b>	<b>80%</b>	<b>\$607,312</b>	<b>79%</b>	<b>(\$5,250)</b>	<b>\$363,990</b>	<b>60%</b>	<b>\$525,905</b>	<b>\$525,117</b>	<b>\$478,233</b>	
<b>10-5510-64 - Community Relations (including Animal Control and Volunteers)</b>												
Personnel	\$63,710	\$0	∞	\$0	∞	\$0	\$0	N/A	\$16,646	\$25,615	\$57,935	<b>Budget Increase:</b> Change in allocations between programs
Supplies & Services (ongoing)	\$13,185	\$13,695	-4%	\$13,695	-4%	\$0	\$4,660	34%	\$1,968	\$1,651	\$3,430	
<b>Community Relations Direct Costs Subtotal</b>	<b>\$76,895</b>	<b>\$13,695</b>	<b>461%</b>	<b>\$13,695</b>	<b>461%</b>	<b>\$0</b>	<b>\$4,660</b>	<b>34%</b>	<b>\$18,614</b>	<b>\$27,266</b>	<b>\$61,365</b>	
Internal Charges	\$30,690	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Indirect cost allocation plan implemented for FY2018
<b>Community Relations Total</b>	<b>\$107,585</b>	<b>\$13,695</b>	<b>686%</b>	<b>\$13,695</b>	<b>686%</b>	<b>\$0</b>	<b>\$4,660</b>	<b>34%</b>	<b>\$18,614</b>	<b>\$27,266</b>	<b>\$61,365</b>	

POLICE - continued

Expenditure Summary

67% of year completed

Cost Category	FY2018 Proposed	FY2017 Budget	FY2018 Incr. over FY2017 Budget	FY2017 Est. Actuals	FY2018 Incr. over FY2017 Est.	FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	Explanation of Changes
<b>10-5510-81 - Traffic &amp; Parking Services</b>												
Personnel	\$119,820	\$118,740	1%	\$76,310	57%	\$42,430	\$47,620	62%	\$121,241	\$129,381	\$115,604	<b>Current Year Under Budget:</b> Estimated vacancy savings
Supplies & Services (ongoing)	\$13,000	\$14,500	-10%	\$14,500	-10%	\$0	\$2,968	20%	\$12,345	\$3,170	\$1,405	
<b>Traffic &amp; Parking Services Direct Costs Subtotal</b>	<b>\$132,820</b>	<b>\$133,240</b>	<b>0%</b>	<b>\$90,810</b>	<b>46%</b>	<b>\$42,430</b>	<b>\$50,588</b>	<b>56%</b>	<b>\$133,586</b>	<b>\$132,551</b>	<b>\$117,009</b>	
Internal Charges	\$87,480	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Indirect cost allocation plan implemented for FY2018
<b>Traffic &amp; Parking Services Total</b>	<b>\$220,300</b>	<b>\$133,240</b>	<b>65%</b>	<b>\$90,810</b>	<b>143%</b>	<b>\$42,430</b>	<b>\$50,588</b>	<b>56%</b>	<b>\$133,586</b>	<b>\$132,551</b>	<b>\$117,009</b>	
<b>General Fund Totals</b>												
Personnel Subtotal	\$4,025,490	\$3,722,330	8%	\$3,537,240	14%	\$185,090	\$2,131,863	60%	\$3,431,479	\$3,354,334	\$2,932,199	
Supplies & Services (Ongoing) Subtotal	\$390,470	\$362,449	8%	\$404,319	-3%	(\$41,870)	\$243,240	60%	\$279,209	\$265,907	\$238,725	
Direct Costs (Ongoing) Subtotal	\$4,415,960	\$4,084,779	8%	\$3,941,559	12%	\$143,220	\$2,375,103	60%	\$3,710,688	\$3,620,240	\$3,170,924	
Internal Charges Subtotal	\$1,627,910	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
Ongoing Subtotal	\$6,043,870	\$4,084,779	48%	\$3,941,559	53%	\$143,220	\$2,375,103	60%	\$3,710,688	\$3,620,240	\$3,170,924	
Supplies & Services (One-Time) Subtotal	\$20,250	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
Capital & Debt Service Subtotal	\$218,700	\$220,000	-1%	\$275,850	-21%	(\$55,850)	\$75,840	27%	\$38,850	\$90,915	\$121,295	
One-Time Subtotal	\$238,950	\$220,000	9%	\$275,850	-13%	(\$55,850)	\$75,840	27%	\$38,850	\$90,915	\$121,295	
<b>General Fund Total</b>	<b>\$6,282,820</b>	<b>\$4,304,779</b>	<b>46%</b>	<b>\$4,217,409</b>	<b>49%</b>	<b>\$87,370</b>	<b>\$2,450,943</b>	<b>58%</b>	<b>\$3,749,538</b>	<b>\$3,711,155</b>	<b>\$3,292,220</b>	
<b>Grants &amp; Donations Funds</b>												
<b>GD-5510-43 - Patrol (including K-9 Program)</b>												
Personnel	\$0	\$4,850	-100%	\$5,220	-100%	(\$370)	\$4,823	92%	\$0	\$0	\$0	
Supplies & Services (ongoing)	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$0	\$2,627	\$2,778	
<b>Ongoing Total</b>	<b>\$0</b>	<b>\$4,850</b>	<b>-100%</b>	<b>\$5,220</b>	<b>-100%</b>	<b>(\$370)</b>	<b>\$4,823</b>	<b>92%</b>	<b>\$0</b>	<b>\$2,627</b>	<b>\$2,778</b>	
Supplies & Services (one-time)	\$45,000	\$12,700	254%	\$70,000	-36%	(\$57,300)	\$13,901	20%	\$69,206	\$141,188	\$43,228	
Capital & Debt Service	\$0	\$0	N/A	\$55,122	-100%	(\$55,122)	\$0	0%	\$55,122	\$0	\$12,059	
<b>One-Time Total</b>	<b>\$45,000</b>	<b>\$12,700</b>	<b>254%</b>	<b>\$125,122</b>	<b>-64%</b>	<b>(\$112,422)</b>	<b>\$13,901</b>	<b>11%</b>	<b>\$124,328</b>	<b>\$141,188</b>	<b>\$55,287</b>	
<b>Patrol Total</b>	<b>\$45,000</b>	<b>\$17,550</b>	<b>156%</b>	<b>\$130,342</b>	<b>-65%</b>	<b>(\$112,792)</b>	<b>\$18,724</b>	<b>14%</b>	<b>\$124,328</b>	<b>\$143,815</b>	<b>\$58,065</b>	
<b>GD-5510-64 - Community Relations (including Special Olympics and Explorers Program)</b>												
Supplies & Services (ongoing)	\$16,350	\$10,000	64%	\$4,260	284%	\$5,740	\$5,348	126%	\$7,672	\$0	\$331	
<b>Community Relations Total</b>	<b>\$16,350</b>	<b>\$10,000</b>	<b>64%</b>	<b>\$4,260</b>	<b>284%</b>	<b>\$5,740</b>	<b>\$5,348</b>	<b>126%</b>	<b>\$7,672</b>	<b>\$0</b>	<b>\$331</b>	



POLICE - continued

Expenditure Summary

67% of year completed

Cost Category	FY2018 Proposed	FY2017 Budget	FY2018 Incr. over FY2017 Budget	FY2017 Est. Actuals	FY2018 Incr. over FY2017 Est.	FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	Explanation of Changes
<b>Grants &amp; Donations Funds Totals</b>												
Personnel Subtotal	\$0	\$4,850	-100%	\$5,220	-100%	(\$370)	\$4,823	92%	\$0	\$0	\$0	
Supplies & Services (Ongoing) Subtotal	\$16,350	\$10,000	64%	\$4,260	284%	\$5,740	\$5,348	126%	\$7,672	\$2,627	\$3,109	
Ongoing Subtotal	\$16,350	\$14,850	10%	\$9,480	72%	\$5,370	\$10,171	107%	\$7,672	\$2,627	\$3,109	
Supplies & Services (One-Time) Subtotal	\$45,000	\$12,700	254%	\$70,000	-36%	(\$57,300)	\$13,901	20%	\$69,206	\$141,188	\$43,228	
Capital & Debt Service Subtotal	\$0	\$0	N/A	\$55,122	-100%	(\$55,122)	\$0	0%	\$55,122	\$0	\$12,059	
One-Time Subtotal	\$45,000	\$12,700	254%	\$125,122	-64%	(\$112,422)	\$13,901	11%	\$124,328	\$141,188	\$55,287	
Grants & Donations Funds Total	\$61,350	\$27,550	123%	\$134,602	-54%	(\$107,052)	\$24,072	18%	\$132,000	\$143,815	\$58,396	
<b>Grand Totals</b>												
Personnel Total	\$4,025,490	\$3,727,180	8%	\$3,542,460	14%	\$184,720	\$2,136,686	60%	\$3,431,479	\$3,354,334	\$2,932,199	
Supplies & Services (Ongoing) Subtotal	\$406,820	\$372,449	9%	\$408,579	0%	(\$36,130)	\$248,588	61%	\$286,881	\$268,534	\$241,834	
Direct Costs (Ongoing) Subtotal	\$4,432,310	\$4,099,629	8%	\$3,951,039	12%	\$148,590	\$2,385,274	60%	\$3,718,360	\$3,622,867	\$3,174,033	
Internal Charges Subtotal	\$1,627,910	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
Ongoing Subtotal	\$6,060,220	\$4,099,629	48%	\$3,951,039	53%	\$148,590	\$2,385,274	60%	\$3,718,360	\$3,622,867	\$3,174,033	
Supplies & Services (One-Time) Subtotal	\$65,250	\$12,700	414%	\$70,000	-7%	(\$57,300)	\$13,901	20%	\$69,206	\$141,188	\$43,228	
Capital & Debt Service Subtotal	\$218,700	\$220,000	-1%	\$330,972	-34%	(\$110,972)	\$75,840	23%	\$93,972	\$90,915	\$133,354	
One-Time Subtotal	\$283,950	\$232,700	22%	\$400,972	-29%	(\$168,272)	\$89,741	22%	\$163,178	\$232,103	\$176,582	
Grand Total	\$6,344,170	\$4,332,329	46%	\$4,352,011	46%	(\$19,682)	\$2,475,015	57%	\$3,881,538	\$3,854,970	\$3,350,616	

**POLICE - continued**

**Positions/Allocations Summaries**

Position	FY18 FTE	FY17 FTE
Administrative Assistant	0.00	1.00
Chief of Police	1.00	1.00
Communication Specialist	7.00	7.00
Communications/Records Supervisor	1.00	1.00
Community Services Aide <sup>(1)</sup>	2.90	2.90
Community Services Officer	1.00	2.00
Executive Assistant	1.00	0.00
Police Commander <sup>(2)</sup>	2.00	1.00
Police Detective	2.00	2.00
Police Lieutenant <sup>(2)</sup>	0.00	1.00
Police Officer	17.00	17.00
Police Records Technician	1.00	1.00
Police Sergeant	5.00	5.00
Property & Evidence Technician <sup>(1)</sup>	0.73	0.73
Support Services Clerk	1.00	0.00
<b>Total</b>	<b>42.63</b>	<b>42.63</b>

Org Unit	Org Description	FY18 FTE	FY17 FTE
<b>General Fund</b>			
10-5510-01	Administration	3.00	3.00
10-5510-43	Patrol	22.00	24.00
10-5510-44/63	Investigations	3.73	3.73
10-5510-45	Communications/Records	10.00	9.00
10-5510-64	Community Relations	1.00	0.00
10-5510-81	Traffic & Parking Services	2.90	2.90
<b>General Fund Total</b>		<b>42.63</b>	<b>42.63</b>

<sup>(1)</sup> Part-time positions

<sup>(2)</sup> Lieutenant reclassified as Commander position in Decision Package (CM Contingent Recommendation)

# MUNICIPAL COURT

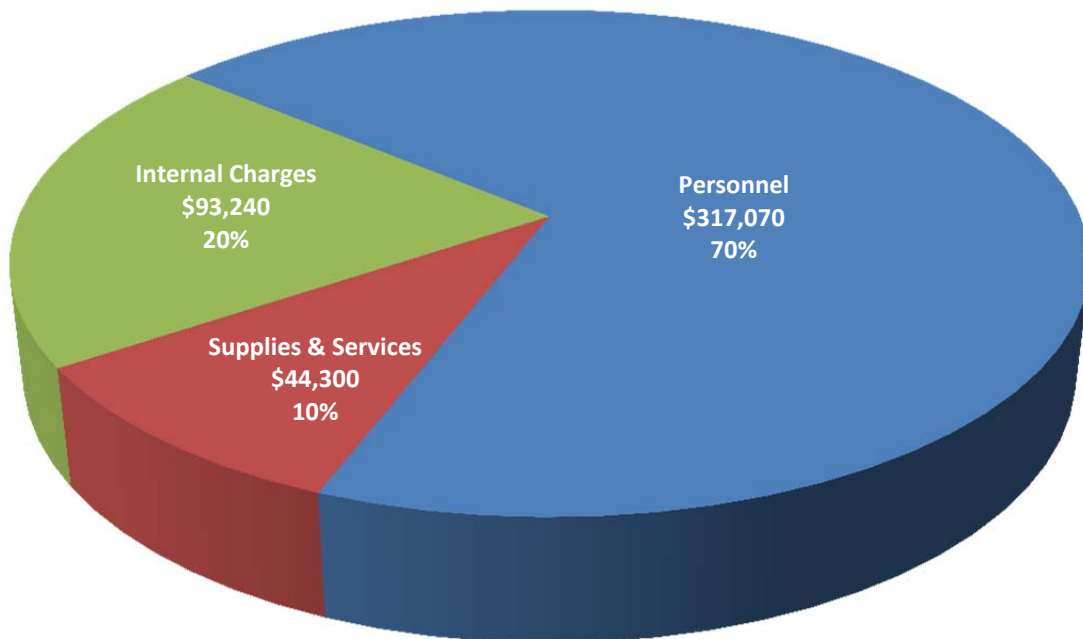
## Mission Statement

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.

## 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 Driving Under the Influence cases (DUIs), and criminal misdemeanor violations. The Court handles petitions for orders of protection and injunctions prohibiting harassment. The Judge also performs weddings.

## FY 2018 PROGRAM EXPENDITURES: \$454,610



**MUNICIPAL COURT - continued**

**Program Expenditures:** \$454,610  
**Personnel Costs:** \$317,070 (70%)  
**Supplies & Services** \$ 44,300 (10%)  
**Internal Charges** \$ 93,240 (20%)  
**Employee Time Allocation:** 4.25 FTEs

**FY 17 Accomplishments**

- 
- 

**FY 18 Objectives**

- 
- 
- 

PERFORMANCE MEASURES	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Target
<b>Filings:</b>				
• Criminal traffic		N/A		
• Civil traffic		N/A		
• Misdemeanor		N/A		
• Non-criminal ordinances		N/A		

MUNICIPAL COURT - continued

Program Summary

67% of year completed

Program	FY2018 Proposed	FY2017 Budget	FY2018 Incr. over FY2017 Budget	FY2017 Est. Actuals	FY2018 Incr. over FY2017 Est.	FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals
<b>General Fund</b>											
10-5520-01 - Administration	\$454,610	\$342,950	33%	\$331,890	37%	\$11,060	\$183,507	55%	\$306,451	\$291,684	\$271,121
<b>General Fund Total</b>	<b>\$454,610</b>	<b>\$342,950</b>	<b>33%</b>	<b>\$331,890</b>	<b>37%</b>	<b>\$11,060</b>	<b>\$183,507</b>	<b>55%</b>	<b>\$306,451</b>	<b>\$291,684</b>	<b>\$271,121</b>
<b>Grants &amp; Donations Funds</b>											
GD-5520-48 - Court Enhancement Fees	\$0	\$0	N/A	\$550	-100%	(\$550)	\$548	100%	\$0	\$0	\$0
GD-5520-49 - JCEF Time Payment Fees	\$0	\$0	N/A	\$1,100	-100%	(\$1,100)	\$1,056	96%	\$830	\$0	\$0
<b>Grants &amp; Donations Funds Total</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$1,650</b>	<b>-100%</b>	<b>(\$1,650)</b>	<b>\$1,604</b>	<b>97%</b>	<b>\$830</b>	<b>\$0</b>	<b>\$0</b>
<b>GRAND TOTALS</b>											
Administration	\$454,610	\$342,950	33%	\$331,890	37%	\$11,060	\$183,507	55%	\$306,451	\$291,684	\$271,121
Court Enhancement Fees	\$0	\$0	N/A	\$550	-100%	(\$550)	\$548	100%	\$0	\$0	\$0
JCEF Time Payment Fees	\$0	\$0	N/A	\$1,100	-100%	(\$1,100)	\$1,056	96%	\$830	\$0	\$0
<b>Grand Totals</b>	<b>\$454,610</b>	<b>\$342,950</b>	<b>33%</b>	<b>\$333,540</b>	<b>36%</b>	<b>\$9,410</b>	<b>\$185,111</b>	<b>55%</b>	<b>\$307,281</b>	<b>\$291,684</b>	<b>\$271,121</b>

MUNICIPAL COURT - continued

Expenditure Summary

67% of year completed

Cost Category	FY2018 Proposed	FY2017 Budget	FY2018 Incr. over FY2017 Budget	FY2017 Est. Actuals	FY2018 Incr. over FY2017 Est.	FY2017 Est. (over)/under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	Explanation of Changes	
<b>General Fund</b>													
<b>10-5520-01 - Administration</b>													
Personnel	\$317,070	\$298,400	6%	\$287,310	10%	\$11,090	\$173,433	60%	\$270,982	\$248,298	\$239,686	<b>Current Year Under Budget:</b> Estimated vacancy savings	69.7%
Supplies & Services (ongoing)	\$43,400	\$43,650	-1%	\$44,580	-3%	(\$930)	\$10,074	23%	\$35,469	\$43,386	\$31,435		9.5%
<b>Administration Direct Costs Subtotal</b>	<b>\$360,470</b>	<b>\$342,050</b>	<b>5%</b>	<b>\$331,890</b>	<b>9%</b>	<b>\$10,160</b>	<b>\$183,507</b>	<b>55%</b>	<b>\$306,451</b>	<b>\$291,684</b>	<b>\$271,121</b>		
Internal Charges	\$93,240	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Indirect cost allocation plan implemented for FY2018	20.5%
<b>Ongoing Total</b>	<b>\$453,710</b>	<b>\$342,050</b>	<b>33%</b>	<b>\$331,890</b>	<b>37%</b>	<b>\$10,160</b>	<b>\$183,507</b>	<b>55%</b>	<b>\$306,451</b>	<b>\$291,684</b>	<b>\$271,121</b>		
Supplies & Services (one-time)	\$900	\$900	0%	\$0	∞	\$900	\$0	N/A	\$0	\$0	\$0	<b>Budget:</b> Carryover of AOC required scanner	0.2%
<b>General Fund Total</b>	<b>\$454,610</b>	<b>\$342,950</b>	<b>33%</b>	<b>\$331,890</b>	<b>37%</b>	<b>\$11,060</b>	<b>\$183,507</b>	<b>55%</b>	<b>\$306,451</b>	<b>\$291,684</b>	<b>\$271,121</b>		
<b>Grants &amp; Donations Funds</b>													
<b>GD-5520-48 - Court Enhancement Fees</b>													
Supplies & Services	\$0	\$0	N/A	\$550	-100%	(\$550)	\$548	100%	\$0.00	\$0.00	\$0.00		
<b>GD-5520-49 - JCEF Time Payment Fees</b>													
Supplies & Services	\$0	\$0	N/A	\$1,100	-100%	(\$1,100)	\$1,056	96%	\$830	\$0	\$0		
<b>Grants &amp; Donations Funds Total</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$1,650</b>	<b>-100%</b>	<b>(\$1,650)</b>	<b>\$1,604</b>	<b>97%</b>	<b>\$830</b>	<b>\$0</b>	<b>\$0</b>		
<b>Grand Totals</b>													
Personnel Total	\$317,070	\$298,400	6%	\$287,310	10%	\$11,090	\$173,433	60%	\$270,982	\$248,298	\$239,686		
Supplies & Services (Ongoing) Total	\$43,400	\$43,650	-1%	\$44,580	-3%	(\$930)	\$10,074	23%	\$35,469	\$43,386	\$31,435		
Direct Costs (Ongoing) Total	\$360,470	\$342,050	5%	\$331,890	9%	\$10,160	\$183,507	55%	\$306,451	\$291,684	\$271,121		
Internal Charges Total	\$93,240	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0		
<b>Ongoing Total</b>	<b>\$453,710</b>	<b>\$342,050</b>	<b>33%</b>	<b>\$331,890</b>	<b>37%</b>	<b>\$10,160</b>	<b>\$183,507</b>	<b>55%</b>	<b>\$306,451</b>	<b>\$291,684</b>	<b>\$271,121</b>		
Supplies & Services (One-Time) Total	\$900	\$900	0%	\$1,650	-45%	(\$750)	\$1,604	97%	\$830	\$0	\$0		
<b>Grand Total</b>	<b>\$454,610</b>	<b>\$342,950</b>	<b>33%</b>	<b>\$333,540</b>	<b>36%</b>	<b>\$9,410</b>	<b>\$185,111</b>	<b>55%</b>	<b>\$307,281</b>	<b>\$291,684</b>	<b>\$271,121</b>		

**MUNICIPAL COURT - continued**

**Positions/Allocations Summaries**

Position	FY18 FTE	FY17 FTE
Court Administrator	1.00	1.00
Court Clerk <sup>(1)</sup>	2.60	2.60
Magistrate Judge <sup>(1)</sup>	0.60	0.60
Magistrate Judge Pro Tem <sup>(2)</sup>	0.05	0.00
<b>Total</b>	<b>4.25</b>	<b>4.20</b>

Org Unit	Org Description	FY18 FTE	FY17 FTE
<b>General Fund</b>			
10-5520-01	Administration	4.25	4.20
<b>General Fund Total</b>		<b>4.25</b>	<b>4.20</b>

<sup>(1)</sup> Includes part-time positions.

<sup>(2)</sup> Temporary position

# WASTEWATER

## 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 (ADEQ), the direction of the City Manager and the City Council, and the desires of the citizens of Sedona, as well as the professional standards governing wastewater system operations.

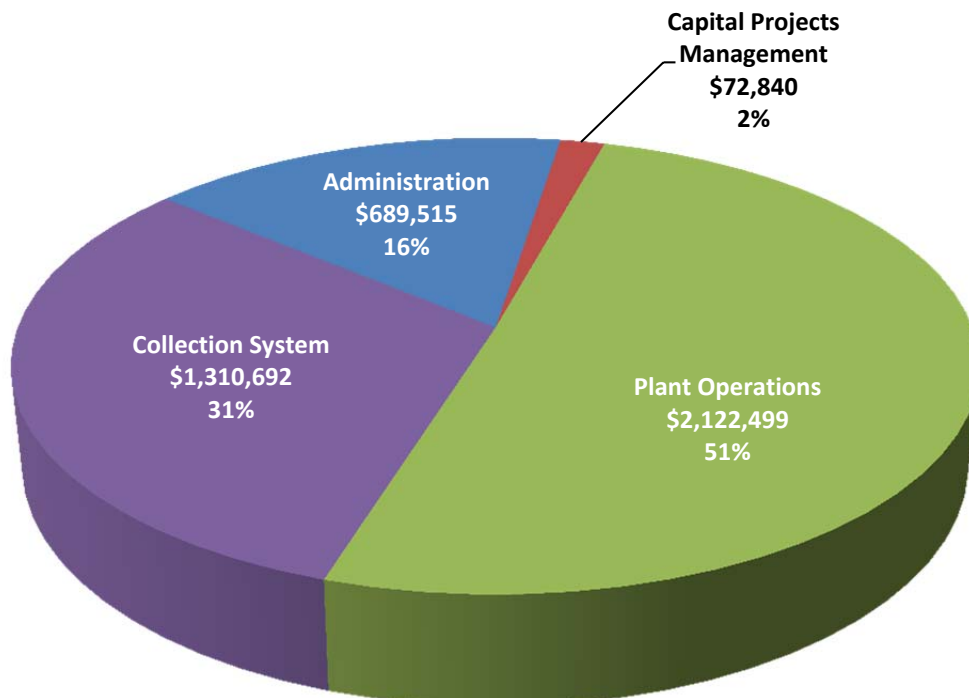
## Description

The Wastewater Department is responsible for the day-to-day operations of the wastewater collection, treatment, and disposal elements of the wastewater system. Several City departments assist in the operation and wastewater functions of the City and therefore expend wastewater funds. For instance, the Finance Department performs financial billing and bill collection functions as well as other administrative support functions. See the Finance Department and other support departments for administrative cost allocations. The Public Works Department undertakes capital improvements projects to the system, as well as performing inspections and plan reviews related to connections to the collection system. The Wastewater Department is fully paid by funding sources in the Wastewater Enterprise Fund.

The Wastewater Department consists of the following program areas:

- Administration
- Collection System
- Plant Operations (including the Lab)
- Capital Projects Management

## FY 2018 PROGRAM EXPENDITURES: \$4,195,546





## WASTEWATER - continued

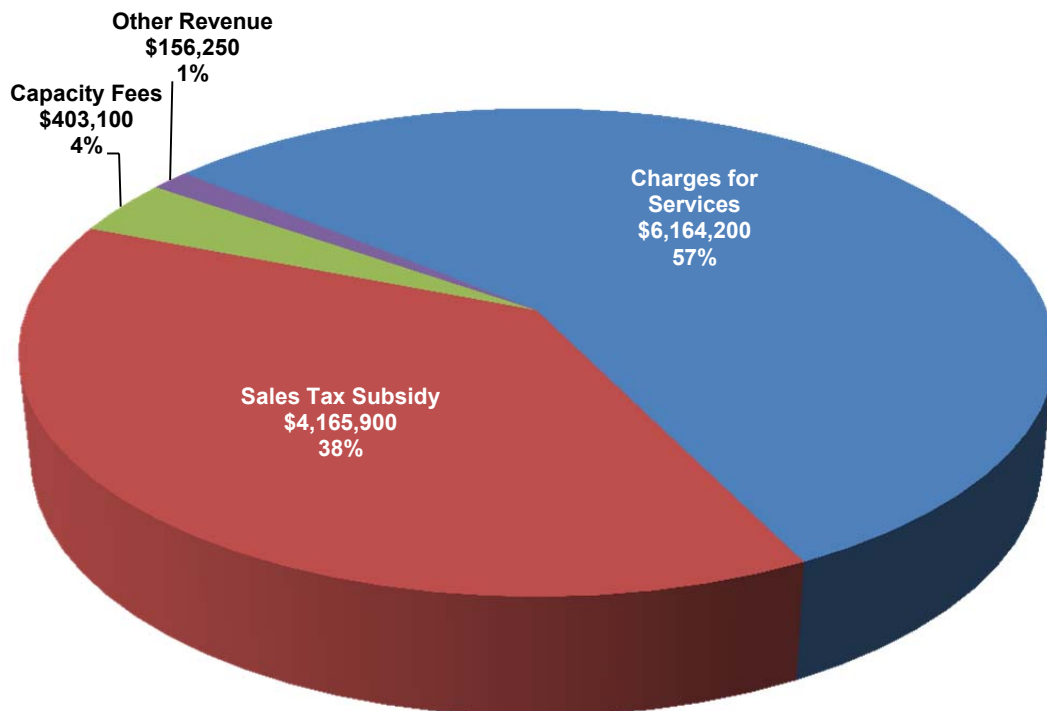
### WASTEWATER FUND REVENUES & OTHER FINANCING SOURCES

The wastewater utility is mainly funded by charged fees and is subsidized with City sales tax. These revenues cover the operational costs included in this section, as well as support costs provided by other departments and debt service and capital improvement costs. See the complete wastewater enterprise fund in the Fund Summaries section.

The City is moving its wastewater utility toward operating fully as an enterprise fund. This is expected to take several years. During this time the utility will continue to receive a Sales Tax Subsidy. Below is a summary of the wastewater utility funding sources.

FUNDING SOURCES	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Projection
Charges for Services	\$5,630,213	\$5,901,144	\$5,922,200	\$6,164,200
Sales Tax Subsidy	\$4,497,550	\$3,881,688	\$4,027,700	\$4,165,900
Capacity Fees	\$541,045	\$275,000	\$1,266,100	\$403,100
Other Revenue	\$351,494	\$227,720	\$170,900	\$156,250
<b>Total</b>	<b>\$11,020,302</b>	<b>\$10,285,532</b>	<b>\$11,386,900</b>	<b>\$10,889,450</b>
Monthly Sewer Fee per Equivalent Residential Units	\$56.50	\$58.76	\$58.76	\$61.11

### FY 2018 FUNDING SOURCES: \$10,889,450



## WASTEWATER - Administration

<b>Program Expenditures:</b>	<b>\$689,515</b>
<b>Personnel Costs:</b>	<b>\$178,300 (26%)</b>
<b>Supplies &amp; Services:</b>	<b>\$ 62,365 (9%)</b>
<b>Capital &amp; Debt Service:</b>	<b>\$ 80,000 (12%)</b>
<b>Internal Charges:</b>	<b>\$368,850 (53%)</b>
<b>Employee Time Allocation:</b>	<b>1.65 FTEs</b>

The Administration program consists of the Wastewater Director and the Department's Administrative Assistant. The mission of the administrative division is to provide direction and assistance to the Wastewater Collection and Plant divisions, as well as serve as a primary link between the Wastewater Department and other City Departments. The personnel within the program provide essential administrative services such as the development and implementation of policy and procedure; budget planning and management; and long-range planning.

### FY 17 Accomplishments

- Completed preparation for receipt of power from Hoover Dam beginning in October 2017.
- Processed over 1,100 purchase transactions.
- Developed solicitations for Collections System Job Order Contract, Closed Circuit TV for collections system pipe along SR89A.
- Updated Multi-sector stormwater program for Wastewater Plant.
- Continued development of a cross-training program between collections and plant divisions.
- Sold over \$12,000 of surplus materials.
- Solicited lease for grazing rights in Area 4.
- Prepared FY 18 Departmental budget having an value of approximately \$2.3 million.
- Replaced two older vehicles (2009 Ford Explorer Sport Trac and 2007 Dodge RAM F2500) with 2016 model trucks.

### FY 18 Objectives

- Process purchase transactions with the goal of having 90% of invoices and p-card transactions each month processed with correct coding and within 30 days.
- Replace Ford Ranger with a vehicle useful for transporting four people at a time.
- Improve the Department web page layout to make finding information on good sewer uses practices easier to find by public.
- Implement purchasing and monitoring of Hoover Dam Power.
- Improve the internal filing system by reducing old files backlog and be more in compliance with paper work retention guidelines and create more filing space for old documents.
- Staff training on Incident Command System to be ready to work in emergency situations.
- Have plant office lighting (administration and operations building) replaced with more cost efficient lights to reduce long term lighting cost and replacement frequency.
- Continue programs to recover value from Department assets by sale of surplus material to recover remaining value of discarded materials and lease of land.
- Participate with City Finance Department in developing information needed to implement major maintenance reserve fund.

## WASTEWATER - Collection System

<b>Program Expenditures:</b>	<b>\$1,310,69</b>
<b>2</b>	
<b>Personnel Costs:</b>	<b>\$ 290,080 (22%)</b>
<b>Supplies &amp; Services:</b>	<b>\$ 726,212 (56%)</b>
<b>Capital &amp; Debt Service:</b>	<b>\$ 149,500 (11%)</b>
<b>Internal Charges:</b>	<b>\$ 144,900 (11%)</b>
<b>Employee Time Allocation:</b>	<b>3.40 FTEs</b>

This program consists of a Chief Collections Officer and two collections operators who are responsible for managing collection of domestic sewage through a wastewater collection system comprised of sewer pipes and lift stations to the Wastewater Reclamation Plant for treatment. The mission of the Collection System division is to operate and maintain the Wastewater Collection system consistent with ADEQ regulations and direction of the Director of Wastewater. The collections system has 17 lift stations and 106 miles of sewer pipes. The average annual flow to the plant is about 403 million gallons. This is about 1.1 million gallons per day.

### FY 17 Accomplishments

- Participated in update of Wastewater Master Plan
- Installed a new odor control facility to reduce odor in Oak Creek Mobilodge
- System regulatory compliance for all but 3 days. Estimated overflow less than one day each incident
- Completed upgrade of in-city pump station communications to a web-based system.
- Complete inspection of sewer pipe along SR 89A

### FY 18 Objectives

- Maintain regulatory non-compliance time at less than 5 days in the year.
- Complete an inspection of main outfall sewer pipe between the City limits and Treatment Plant.
- Improve preventative maintenance Program
  - Improve review process for television inspection documents to enhance identification and repair of system deficiencies.
  - Use JobCal program to schedule pump repair work, routine contract inspection work, and system repairs for manholes, pump stations, and lines.

PERFORMANCE MEASURES	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Target
ADEQ reportable collection system incidents	1	5	2	5
<ul style="list-style-type: none"> <li>• Days of impact</li> </ul>	1	5	2	5

## WASTEWATER - Plant Operations

<b>Program Expenditures:</b>	<b>\$2,122,499</b>
<b>Personnel Costs:</b>	<b>\$ 520,230 (24%)</b>
<b>Supplies &amp; Services:</b>	<b>\$1,145,139 (54%)</b>
<b>Capital &amp; Debt Service:</b>	<b>\$ 62,500 (3%)</b>
<b>Internal Charges:</b>	<b>\$ 394,630 (19%)</b>
<b>Employee Time Allocation:</b>	<b>6.40 FTEs</b>

The Plant Operations program consists primarily of a Chief Plant Operator, three plant operators, a plant chemist, and the plant mechanic/electrician, who are responsible for the wastewater reclamation process including a treatment plant, three solids-handling facilities (drying beds, centrifuge, and digester), and effluent management facilities (spray irrigation areas, injection wells, and wetlands). The mission of the Treatment Plant division is to operate and maintain the Wastewater Treatment Plant consistent with ADEQ regulations and direction of the Director of Wastewater. The treatment process removes pollutants from the influent (wastewater flow coming into the treatment plant) and results in about 365 million gallons of A+ quality effluent annually. Besides highly treated water (effluent), a byproduct of the treatment process is a solid called sludge. The amount of sludge managed annual is about 525 dry tons. This material is taken to the Grey Wolf Landfill near Dewey-Humboldt. Laboratory operations are included as part of this division since the bulk of laboratory work is monitoring and reporting on the treatment plant process.

### FY 17 Accomplishments

- Worked with Public Works Department on plant upgrades including injection wells and headworks improvements.
- Used electronic report submittal process to ADEQ to more efficiently prepare and submit reports
- Conducted plant and wetland tours for 70 people.
- Maintained effluent on-site except for estimated 200 gallons flowing offsite due to irrigated line break
- Began operation of plant upgrades (digester, new aeration blowers, and clarifier tank)
- Upgraded portions of plant control system to allow parts of plant to operate separately. This reduces the impact of failures in the plant communication system.
- Reviewed new ADEQ permit and was able to improve permit conditions, although due to new processes the permit increased the plant monitoring workload

### FY 18 Objectives

- No overflow incidents of the plant effluent system. The aim is ADEQ permit compliance.
- Plant staff will learn to successfully operate the A+ project upgrades (new clarifier, digester, and blowers).
- Plant staff will learn to routinely use the JobCal system for planning and generating work assignments. The goal is to improve preventative maintenance.
- Operate injection wells as they come on line.

The City is not to allow runoff of treated wastewater from its plant site. Non-compliance with these regulatory standards is reportable to ADEQ.

PERFORMANCE MEASURES	FY 16 Actual	FY 17 Target	FY 17 Estimate	FY 18 Target
ADEQ reportable plant incidents	6*	5	9*	5
• Days of impact	30	5	100+	10
Annual average influent flow (millions of gallons)	412.66	417	405	422

\*Between June 2016 and January 2017, these incidents were due to the UV lights shutting off in one of two flow channels or showing below-permit-transmittance levels. This resulted in some effluent not receiving full disinfection. Permit required increased fecal coliform testing demonstrated permit compliance levels for most of the time of issues with the UV operation. The UV has been repaired and due to changes in the treatment process (injection) the newly issued permit requires that the City use the increased fecal coliform testing process to verify disinfection, rather than relying on UV transmittance readings in the future to demonstrate permit compliance. During much of this time the tests show the effluent was being treated to acceptable limits.

## WASTEWATER - Capital Projects Management

<b>Program Expenditures:</b>	<b>\$72,840</b>
<b>Personnel Costs:</b>	<b>\$60,540 (83%)</b>
<b>Internal Charges:</b>	<b>\$12,300 (17%)</b>
<b>Employee Time Allocation:</b>	<b>0.55 FTEs</b>

The Capital Projects Management program consists of wastewater staff allocations for support of the Public Works Department, which has primary responsibility for the management of capital projects. See the Capital Improvement Program (CIP) section of for more details. The goal of Wastewater staff involvement in capital projects is to provide input to Public Works Engineering that will help in understanding the system's current operation and provide input that will help in designing a facility that recognizes the impact of the new/changed facility on operational and maintenance resources.

### FY 18 Objectives

- Review concepts, plans, and specifications for operational and maintenance impacts
  - Comment on assumptions regarding current practices and layouts
  - Request analysis of impacts on personnel needs for operation and maintenance of new/changed facility
  - Request and comment on information on changes in process
  - Request and comment on lifecycle assumptions regarding the operation and maintenance of the new/changed facility.

**WASTEWATER - continued**

**Program Summary**

67% of year completed

Program	FY2018 Proposed	FY2017 Budget	FY2018 Incr. over FY2017 Budget	FY2017 Est. Actuals	FY2018 Incr. over FY2017 Est.	FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals
<b>Wastewater Fund</b>											
59-5250-01 - Administration	\$689,515	\$371,716	85%	\$342,623	101%	\$29,093	\$201,917	59%	\$374,177	\$465,345	\$369,906
59-5252-89 - Capital Projects Management	\$72,840	\$65,200	12%	\$68,000	7%	(\$2,800)	\$46,457	68%	\$138,707	\$135,227	\$104,228
59-5253-55 - Plant Operations	\$1,898,645	\$1,252,866	52%	\$1,138,632	67%	\$114,234	\$591,616	52%	\$1,113,590	\$983,906	\$1,069,957
59-5253-56 - Collection System	\$1,310,692	\$1,154,660	14%	\$913,733	43%	\$240,927	\$548,079	60%	\$1,000,003	\$984,801	\$897,653
59-5253-66 - Lab	\$223,854	\$160,946	39%	\$162,677	38%	(\$1,731)	\$101,086	62%	\$177,889	\$177,990	\$112,331
<b>Wastewater Fund Total</b>	<b>\$4,195,546</b>	<b>\$3,005,388</b>	<b>40%</b>	<b>\$2,625,665</b>	<b>60%</b>	<b>\$379,723</b>	<b>\$1,489,155</b>	<b>57%</b>	<b>\$2,804,366</b>	<b>\$2,747,270</b>	<b>\$2,554,075</b>

**WASTEWATER - continued**

**Expenditure Summary**

67% of year completed

Cost Category	FY2018 Proposed	FY2017 Budget	FY2018 Incr. over FY2017 Budget	FY2017 Est. Actuals	FY2018 Incr. over FY2017 Est.	FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	Explanation of Changes
<b>Wastewater Fund</b>												
<b>59-5250-01 - Administration</b>												
Personnel	\$178,300	\$55,260	223%	\$130,260	37%	(\$75,000)	\$82,541	63%	\$285,958	\$326,289	\$319,700	<b>Budget Increase:</b> Moved estimated vacancy savings adjustment to General Services, added increase in Administrative Assistant to full-time (Decision Package - CM Contingent Recommendation)
Supplies & Services (ongoing)	\$44,915	\$116,456	-61%	\$112,363	-60%	\$4,093	\$81,325	72%	\$81,351	\$104,756	\$45,299	<b>Budget Decrease:</b> Moved property & casualty insurance to General Services to be allocated via indirect cost allocation (\$83k); moved copier lease payments to Information Technology (\$4k); increased phone/data for fiber optic cable (\$5k), window washing (\$6k), memberships (\$3k)
<b>Administration Direct Costs Subtotal</b>	<b>\$223,215</b>	<b>\$171,716</b>	<b>30%</b>	<b>\$242,623</b>	<b>-8%</b>	<b>(\$70,907)</b>	<b>\$163,866</b>	<b>68%</b>	<b>\$367,309</b>	<b>\$431,045</b>	<b>\$364,999</b>	
Internal Charges	\$368,850	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Indirect cost allocation plan implemented for FY2018
Contingencies	\$0	\$100,000	-100%	\$0	N/A	\$100,000	\$0	N/A	\$0	\$30,010	\$0	<b>Budget Decrease:</b> Moved to General Services
<b>Ongoing Total</b>	<b>\$592,065</b>	<b>\$271,716</b>	<b>118%</b>	<b>\$242,623</b>	<b>144%</b>	<b>\$29,093</b>	<b>\$163,866</b>	<b>68%</b>	<b>\$367,309</b>	<b>\$461,055</b>	<b>\$364,999</b>	
Supplies & Services (one-time)	\$17,450	\$100,000	-83%	\$100,000	-83%	\$0	\$38,051	38%	\$0	\$0	\$0	<b>Budget:</b> Seals around building/foundation, water heater and ballasts, filing furniture, guest area chair, administrative office chairs
Capital & Debt Service	\$80,000	\$0	∞	\$0	∞	\$0	\$0	N/A	\$6,868	\$4,290	\$4,907	<b>Budget:</b> Fiber optic cable, light fixtures, vehicle replacement (Decisions Package - CM Recommended)
<b>One-Time Total</b>	<b>\$97,450</b>	<b>\$100,000</b>	<b>-3%</b>	<b>\$100,000</b>	<b>-3%</b>	<b>\$0</b>	<b>\$38,051</b>	<b>38%</b>	<b>\$6,868</b>	<b>\$4,290</b>	<b>\$4,907</b>	
<b>Administration Total</b>	<b>\$689,515</b>	<b>\$371,716</b>	<b>85%</b>	<b>\$342,623</b>	<b>101%</b>	<b>\$29,093</b>	<b>\$201,917</b>	<b>59%</b>	<b>\$374,177</b>	<b>\$465,345</b>	<b>\$369,906</b>	
<b>59-5252-89 - Capital Projects Management</b>												
Personnel	\$60,540	\$65,200	-7%	\$68,000	-11%	(\$2,800)	\$46,457	68%	\$138,707	\$135,227	\$102,192	<b>Budget Decrease:</b> Change in allocations between programs
Supplies & Services (ongoing)	\$0	\$0	N/A	\$0	N/A	\$0	\$0	N/A	\$0	\$0	\$2,036	
<b>Capital Projects Management Direct Costs Subtotal</b>	<b>\$60,540</b>	<b>\$65,200</b>	<b>-7%</b>	<b>\$68,000</b>	<b>-11%</b>	<b>(\$2,800)</b>	<b>\$46,457</b>	<b>68%</b>	<b>\$138,707</b>	<b>\$135,227</b>	<b>\$104,228</b>	
Internal Charges	\$12,300	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Indirect cost allocation plan implemented for FY2018
<b>Capital Projects Management Total</b>	<b>\$72,840</b>	<b>\$65,200</b>	<b>12%</b>	<b>\$68,000</b>	<b>7%</b>	<b>(\$2,800)</b>	<b>\$46,457</b>	<b>68%</b>	<b>\$138,707</b>	<b>\$135,227</b>	<b>\$104,228</b>	

WASTEWATER - continued

Expenditure Summary

67% of year completed

Cost Category	FY2018 Proposed	FY2017 Budget	FY2018 Incr. over FY2017 Budget	FY2017 Est. Actuals	FY2018 Incr. over FY2017 Est.	FY2017 Est. (over)/under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	Explanation of Changes
<b>59-5253-55 - Plant Operations</b>												
Personnel	\$408,340	\$312,580	31%	\$323,900	26%	(\$11,320)	\$204,690	63%	\$254,022	\$251,577	\$232,416	<b>Budget Increase:</b> Change in allocations between programs and increase to overtime (\$12k), added Wastewater Plant Operator (Decision Package - CM Contingent Recommendation) <b>Current Year Over Budget:</b> Estimated overtime in excess of budget
Supplies & Services (ongoing)	\$889,415	\$761,286	17%	\$680,232	31%	\$81,054	\$349,428	51%	\$857,628	\$705,845	\$834,734	<b>Budget Increase:</b> Increase irrigation maintenance (\$40k), UV maintenance (\$10k), injection well maintenance (\$78k), electrical support (\$5k), electric utility (\$20k); added aeration basin rehab (\$10k), cattail disposal (\$6k), uniforms expenses/special supplies/training for Wastewater Plant Operator (\$4k) (Decision Package - CM Contingent Recommendation); moved phone/internet/software maintenance costs to IT (\$14k); reduction to trail maintenance (\$13k), wetlands maintenance (\$35k), sludge disposal (\$10k) <b>Current Year Under Budget:</b> Savings in sludge disposal
<b>Plant Operations Direct Costs Subtotal</b>	<b>\$1,297,755</b>	<b>\$1,073,866</b>	<b>21%</b>	<b>\$1,004,132</b>	<b>29%</b>	<b>\$69,734</b>	<b>\$554,118</b>	<b>55%</b>	<b>\$1,111,650</b>	<b>\$957,422</b>	<b>\$1,067,151</b>	
Internal Charges	\$365,990	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Indirect cost allocation plan implemented for FY2018
<b>Ongoing Total</b>	<b>\$1,663,745</b>	<b>\$1,073,866</b>	<b>55%</b>	<b>\$1,004,132</b>	<b>66%</b>	<b>\$69,734</b>	<b>\$554,118</b>	<b>55%</b>	<b>\$1,111,650</b>	<b>\$957,422</b>	<b>\$1,067,151</b>	
Supplies & Services (one-time)	\$179,900	\$139,000	29%	\$96,500	86%	\$42,500	\$0	0%	\$0	\$0	\$0	<b>Budget:</b> Washer/dryer, front gate upgrade, golf cart batteries, replacement of tractor forks, tractor/bobcat repairs, brackets/harnesses/unihoist for fall protection, cubicle/desk replacements, replacement of chairs, SCADA reporting program, cell phone replacements, gate opener replacements, replacement of DOB probes, reservoir vegetation removal, educational graphics project, crack seal/coat roads, influent channel cover replacement, rebuild sand filter scum bridge, electrical safety program, electrical main switch gear, increase to operator building remodel, rock for digester and injection wet well, increases to travel/training, O&M update; carryover of replacement of UV flow meter, PLS rack installation, operator building remodel, office furniture for Wastewater Plant Operator (Decision Package - CM Contingent Recommendation)
Capital & Debt Service	\$55,000	\$40,000	38%	\$38,000	45%	\$2,000	\$37,498	99%	\$1,940	\$26,484	\$2,807	<b>Budget:</b> Steel plates for centrifuge roll-offs, replace ML recycle pump VFDs, replacement PLC processor
<b>One-Time Total</b>	<b>\$234,900</b>	<b>\$179,000</b>	<b>31%</b>	<b>\$134,500</b>	<b>75%</b>	<b>\$44,500</b>	<b>\$37,498</b>	<b>28%</b>	<b>\$1,940</b>	<b>\$26,484</b>	<b>\$2,807</b>	
<b>Plant Operations Total</b>	<b>\$1,898,645</b>	<b>\$1,252,866</b>	<b>52%</b>	<b>\$1,138,632</b>	<b>67%</b>	<b>\$114,234</b>	<b>\$591,616</b>	<b>52%</b>	<b>\$1,113,590</b>	<b>\$983,906</b>	<b>\$1,069,957</b>	



WASTEWATER - continued

Expenditure Summary

67% of year completed

Cost Category	FY2018 Proposed	FY2017 Budget	FY2018 Incr. over FY2017 Budget	FY2017 Est. Actuals	FY2018 Incr. over FY2017 Est.	FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	Explanation of Changes
<b>59-5253-56 - Collection System</b>												
Personnel	\$290,080	\$293,690	-1%	\$256,690	13%	\$37,000	\$201,398	78%	\$299,127	\$301,360	\$306,139	<b>Current Year Under Budget:</b> Estimated vacancy savings
Supplies & Services (ongoing)	\$588,612	\$655,970	-10%	\$502,108	17%	\$153,862	\$278,746	56%	\$700,337	\$683,441	\$591,515	
<b>Collection System Direct Costs Subtotal</b>	<b>\$878,692</b>	<b>\$949,660</b>	<b>-7%</b>	<b>\$758,798</b>	<b>16%</b>	<b>\$190,862</b>	<b>\$480,144</b>	<b>63%</b>	<b>\$999,464</b>	<b>\$984,801</b>	<b>\$897,653</b>	<b>Current Year Under Budget:</b> Savings in operations maintenance, professional services
Internal Charges	\$144,900	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Indirect cost allocation plan implemented for FY2018
<b>Ongoing Total</b>	<b>\$1,023,592</b>	<b>\$949,660</b>	<b>8%</b>	<b>\$758,798</b>	<b>35%</b>	<b>\$190,862</b>	<b>\$480,144</b>	<b>63%</b>	<b>\$999,464</b>	<b>\$984,801</b>	<b>\$897,653</b>	
Supplies & Services (one-time)	\$137,600	\$135,000	2%	\$84,935	62%	\$50,065	\$0	0%	\$0	\$0	\$0	<b>Budget:</b> Cell phone upgrades, pump stations driveway maintenance, vac truck repairs, sewer cleaning and video camera, increase in electric utility, fence maintenance/painting, increases to travel/training; carryover of building construction in-town office, office furniture
Capital & Debt Service	\$149,500	\$70,000	114%	\$70,000	114%	\$0	\$67,935	97%	\$539	\$0	\$0	<b>Budget:</b> Pump replacements, roof replacements at 3 pump stations
<b>One-Time Total</b>	<b>\$287,100</b>	<b>\$205,000</b>	<b>40%</b>	<b>\$154,935</b>	<b>85%</b>	<b>\$50,065</b>	<b>\$67,935</b>	<b>44%</b>	<b>\$539</b>	<b>\$0</b>	<b>\$0</b>	
<b>Collection System Total</b>	<b>\$1,310,692</b>	<b>\$1,154,660</b>	<b>14%</b>	<b>\$913,733</b>	<b>43%</b>	<b>\$240,927</b>	<b>\$548,079</b>	<b>60%</b>	<b>\$1,000,003</b>	<b>\$984,801</b>	<b>\$897,653</b>	
<b>59-5253-66 - Lab</b>												
Personnel	\$111,890	\$101,210	11%	\$99,440	13%	\$1,770	\$58,427	59%	\$132,938	\$127,101	\$73,109	<b>Budget Increase:</b> Increase to overtime (\$8k)
Supplies & Services (ongoing)	\$67,384	\$59,736	13%	\$63,237	7%	(\$3,501)	\$42,659	67%	\$40,508	\$50,890	\$36,723	<b>Budget Increase:</b> Add testing of injection well and digester (\$5k); increase maintenance contract on instruments (\$3k)
<b>Lab Direct Costs Subtotal</b>	<b>\$179,274</b>	<b>\$160,946</b>	<b>11%</b>	<b>\$162,677</b>	<b>10%</b>	<b>(\$1,731)</b>	<b>\$101,086</b>	<b>62%</b>	<b>\$173,446</b>	<b>\$177,990</b>	<b>\$109,832</b>	
Internal Charges	\$28,640	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget Increase:</b> Indirect cost allocation plan implemented for FY2018
<b>Ongoing Total</b>	<b>\$207,914</b>	<b>\$160,946</b>	<b>29%</b>	<b>\$162,677</b>	<b>28%</b>	<b>(\$1,731)</b>	<b>\$101,086</b>	<b>62%</b>	<b>\$173,446</b>	<b>\$177,990</b>	<b>\$109,832</b>	
Supplies & Services (one-time)	\$8,440	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	<b>Budget:</b> Ergonomic mats, fall protection harness, portable analyzer, portable trojan transmittance meter, cell phone upgrade, ADEQ studies
Capital & Debt Service	\$7,500	\$0	∞	\$0	∞	\$0	\$0	N/A	\$4,443	\$0	\$2,499	<b>Budget:</b> Lab fume hood motor replacement and relocation
<b>One-Time Total</b>	<b>\$15,940</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>∞</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>\$4,443</b>	<b>\$0</b>	<b>\$2,499</b>	
<b>Lab Total</b>	<b>\$223,854</b>	<b>\$160,946</b>	<b>39%</b>	<b>\$162,677</b>	<b>38%</b>	<b>(\$1,731)</b>	<b>\$101,086</b>	<b>62%</b>	<b>\$177,889</b>	<b>\$177,990</b>	<b>\$112,331</b>	

**WASTEWATER - continued**

**Expenditure Summary**

67% of year completed

Cost Category	FY2018 Proposed	FY2017 Budget	FY2018 Incr. over FY2017 Budget	FY2017 Est. Actuals	FY2018 Incr. over FY2017 Est.	FY2017 Est. (over)/ under budget	FY2017 Thru Feb	FY2017 YTD % of Est.	FY2016 Actuals	FY2015 Actuals	FY2014 Actuals	Explanation of Changes
<b>Wastewater Fund Totals</b>												
Personnel Subtotal	\$1,049,150	\$827,940	27%	\$878,290	19%	(\$50,350)	\$593,513	68%	\$1,110,752	\$1,141,553	\$1,033,556	
Supplies & Services (Ongoing) Subtotal	\$1,590,326	\$1,593,448	0%	\$1,357,940	17%	\$235,508	\$752,158	55%	\$1,679,824	\$1,544,932	\$1,510,307	
Direct Costs (Ongoing) Subtotal	\$2,639,476	\$2,421,388	9%	\$2,236,230	18%	\$185,158	\$1,345,671	60%	\$2,790,576	\$2,686,486	\$2,543,863	
Internal Charges Subtotal	\$920,680	\$0	∞	\$0	∞	\$0	\$0	N/A	\$0	\$0	\$0	
Contingencies Subtotal	\$0	\$100,000	-100%	\$0	N/A	\$100,000	\$0	N/A	\$0	\$30,010	\$0	
Ongoing Subtotal	\$3,560,156	\$2,521,388	41%	\$2,236,230	59%	\$285,158	\$1,345,671	60%	\$2,790,576	\$2,716,496	\$2,543,863	
Supplies & Services (One-Time) Subtotal	\$343,390	\$374,000	-8%	\$281,435	22%	\$92,565	\$38,051	14%	\$0	\$0	\$0	
Capital & Debt Service Subtotal	\$292,000	\$110,000	165%	\$108,000	170%	\$2,000	\$105,433	98%	\$13,790	\$30,775	\$10,212	
One-Time Subtotal	\$635,390	\$484,000	31%	\$389,435	63%	\$94,565	\$143,484	37%	\$13,790	\$30,775	\$10,212	
<b>Wastewater Fund Total</b>	<b>\$4,195,546</b>	<b>\$3,005,388</b>	<b>40%</b>	<b>\$2,625,665</b>	<b>60%</b>	<b>\$379,723</b>	<b>\$1,489,155</b>	<b>57%</b>	<b>\$2,804,366</b>	<b>\$2,747,270</b>	<b>\$2,554,075</b>	

NOTE: Excluding the impact of costs transferred to General Services for vacancy savings offset and insurance premiums and to the Information Technology Department for technology and communications costs and to the Financial Services Department for septic maintenance, the increase in ongoing direct costs would be 11%.

## WASTEWATER - continued

### Positions/Allocations Summaries

Position	FY18 FTE	FY17 FTE
Administrative Assistant <sup>(1)</sup>	1.00	0.60
Chief Collections Officer	1.00	1.00
Chief Plant Operator	1.00	1.00
Director of Wastewater	1.00	1.00
Plant Chemist	1.00	1.00
WW Collections Operator - Entry	1.00	1.00
WW Collections Operator III	1.00	1.00
WW Plant Mechanic/Electrician	1.00	1.00
WW Plant Operator - Certified	0.00	2.00
WW Plant Operator - Entry <sup>(2)</sup>	2.00	0.00
WW Plant Operator I	2.00	1.00
<b>Total</b>	<b>12.00</b>	<b>10.60</b>

Org Unit	Org Description	FY18 FTE	FY17 FTE
<b>Wastewater Fund</b>			
59-5250-01	Administration	1.65	1.20
59-5252-89	Capital Projects Management	0.55	0.60
59-5253-55	Plant Operations	5.40	4.30
59-5253-56	Collection System	3.40	3.50
59-5253-66	Lab	1.00	1.00
<b>Wastewater Fund Total</b>		<b>12.00</b>	<b>10.60</b>

<sup>(1)</sup> Part-time position changed to full-time in Decision Package (CM Contingent Recommendation)

<sup>(2)</sup> One additional operator position added in Decision Package (CM Contingent Recommendation)